

KIONA-BENTON CITY HIGH SCHOOL

2023-2024 STUDENT PLANNER

Welcome to Kiona-Benton City High School!

The student planner has been created to provide information regarding school rules, programs, clubs, activities, course descriptions, college preparation, scholarship, and financial aid. You are encouraged to plan a course of study individualized to your interests, needs and abilities.

DISTRICT WEBSITE: www.kibesd.org

PowerSchool FAMILY ACCESS:

PHONE DIRECTORY

- High School: 509-588-2140
- Middle School: 509-588-2040
- Intermediate School: 509-588-2009
- Primary School: 509-588-2090
- Superintendent's Office: 509-588-2000
- Bus Garage: 509-588-2010

AFFIRMATIVE ACTION POLICY STATEMENT (POLICY 5010)

To assure attainment of the Affirmative Action Program goals and adherence to Equal Employment Opportunity, every employee is held accountable for its success. Corrective actions shall be taken to balance the employee profile as the administrative staff and employees identify areas of imbalance.

DISCRIMINATION

The Kiona Benton City School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Title IX Coordinator/Section 504/ADA Coordinator/ Civil Rights Compliance Coordinator, Director of Special Services; dzavala@kibesd.org, 1105 Dale Ave., Kiona Benton City, WA. 509 588-2024

Civil Rights Coordinator's, Director of Special Services, dzavala@kibesd.org, 509 588-2024

IX Officer's, Director of Special Services, dzavala@kibesd.org, 509 588-2024

Section 504, Director of Special Services, dzavala@kibesd.org, 509 588-2024

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here: www.kibesd.org

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 during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault.

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office, or view it online here: www.kibesd.org

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns.

Complaint to the School District

Step 1. Write Our Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your

complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | **Fax:** 360-664-2967

Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit our [website](#), or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options

Office for Civil Rights, U.S. Department of Education

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | [OCR Website](#)

Washington State Human Rights Commission

1-800-233-3247 | TTY: 1-800-300-7525 | [Human Rights Commission Website](#)

Title IX/RCW 28A.640 Officer,

Section 504 Coordinator:

Affirmative Action Officer:

Bernardo Castillo

1105 Dale Ave.

Benton City, WA 99320

Telephone: (509) 588-2000

Diann Zavala

1105 Dale Ave.

Benton City, WA 99320

Telephone: (509) 588-2000

KIONA-BENTON CITY HIGH SCHOOL STAFF

E-mail address: In lower case letters type the first initial of the first name and the full last name of the person you want to e-mail, followed by @kibesd.org (example: chenry@kibesd.org)

ADMINISTRATION

- Clay Henry - Principal
- Dirk Hanson - Assistant Principal / 7-12 Athletic Director
- Keeley Gant - Career/Tech. Education Director

FACULTY

- Tony Allen - Online Credit Retrieval Education
- Donna Baumgartner - Art
- Jeff Beauchamp - History
- Kerri Bird - CTE / Computers
- Clark Brown - Biology
- Shayla Diaz- Special Services - Foundations
- Darin Edwards - Government
- Sondra Edwards - Math
- Donna Fluharty - Special Services
- Jennifer Gilliland - English
- Stephen Kelley - Choir & Band
- Tracy King - P.E. / Health
- Jennifer Kinnison - Family & Consumer Science
- David Lake - CTE / Woods
- Mike Neumann - Chemistry
- Keith Hooper - English
- Jessica Raigoza - English Language / Migrant
- Brett Cox - Spanish
- Dan Sonderland - Special Services - Foundations
- John Nielson - English
- Xia Suter - Math
- Cole Walters - Math
- Micah Wilson - Welding
- Steve Woods - P.E.

SUPPORT STAFF

- April Bechen – Gear Up Director

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- Teresa Mattson - District Nurse
- Charlie Warren - High School Nurse

COUNSELORS

- Marie Kelly - Students Names A-L
- Alyse Pivovarnik - Students Names M-Z

CLERICAL STAFF

- Katie Richardson
- Sara Vannoy
- Sarah Kurth

MAINTENANCE STAFF

- Dan Adamson - Director
- Julia Gifford - AM Custodian
- Joe Mendoza - Grounds / Maintance
- Skyler Hodgeson - PM Custodian
- Megan McCombs -PM Custodian

CAFETERIA STAFF

- Ivy Mennich
- Mrs. Wilson
- TBA

PARA-PROFESSIONALS

- TBA
- Amanda Hall
- Terry Landoe
- Fran Metzger
- Candace Kurth
- Elyzee Gonzalas
- Karen Jimenze
- Cindy Grey
- Candice Kurth

2022-25 STUDENT OFFICERS

ASB Officers:

President	TBD
Vice President	Brant Krisher
Secretary	Myrka Andrade
Treasurer	Mattie Bowers
Publicity Director	Lizette Torres
Athletic Director	Addison Henry
Advisor:	Mrs. Bird

Class of 2024:

President	Kourtney Hatley
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Vice President Nefertari Higuera
Treasurer Kylee Keck
Secretary OPEN / TBD
Advisor: Ms. Pivovarnik

Class of 2025:

President Megan Isley
Vice President Austyn Kurth
Secretary Jennifer Hernandez
Treasurer Olivia Clayton
Advisor: Mrs. Bird

Class of 2026:

President Teaghan McNeill
Vice President Nikole Vernon
Secretary OPEN / TBD
Treasurer Savanna Garcia
Advisor: Mr. Kelley

Class of 2027:

President Dulce Guervara
Vice President Lorena Chavez
Secretary Quincy Jones
Treasurer Cassidy Weiss
Advisor: Mrs. Baumgartner

LEADERSHIP

Student leadership is very important to a healthy high school climate. ASB officers and class officers are required to take the “Leadership Class unless extreme scheduling conflict.”

Harassment/Intimidation/Bullying Website for Ki-Be School District

<https://kibesd-wa.safeschoolsalert.com/>

**COMPLAINTS ABOUT DISCRIMINATION, DISCRIMINATORY HARASSMENT,
AND SEXUAL HARASSMENT**

What is discrimination?

Discrimination is unfair or unlawful treatment of a person or group because they are part of a defined group, known as a protected class. Discrimination may include treating a person differently or denying someone access to a program, service, or activity because they are part of a protected class, or failing to accommodate a person’s disability.

What is a protected class?

A protected class is a group of people who share common characteristics and are protected from discrimination and harassment by federal, state, or local laws. Protected classes under Washington state law include sex, race, color, religion, creed, national origin, disability, sexual orientation, gender expression, gender identity, veteran or military status, and the use of a trained dog guide or service animal.

How do I file a complaint about discrimination?

If you believe that you or your child has experienced unlawful discrimination or discriminatory harassment at school based on any protected class, you have the right to file a formal complaint. For a full copy of the school district's nondiscrimination procedure, visit <http://www.kibesd.org> or contact the school district at 509-588-2000.

Before filing a complaint, you may wish to discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Compliance Coordinator. This is often the fastest way to revolve your concerns.

Diann Zavala, Special Services Director
1105 Dale Ave.
Benton City, WA 99320
509-588-2023 dzavala@kibesd.org

Step 1: Complaint to the School District

In most cases, complaints must be filed within one year from the date of the event that is the subject matter of the complaint. A complaint must be in writing, describe what happened, and state why you believe it is discrimination. It is also helpful to include what actions you would like the district to take to resolve your complaint.

Complaints may be submitted by mail, fax, e-mail, or hand delivery to any district or school administrator or the district's Compliance Coordinator.

When the school district receives your written complaint, the Compliance Coordinator will give you a copy of the district's discrimination complaint procedure. The Compliance Coordinator will then make sure that the school district conducts a prompt and thorough investigation. You may also agree to resolve your complaint in lieu of an investigation.

The school district must respond to you in writing within 30 calendar days after receiving your complaint, unless you agree on a different date. If exceptional circumstances related to the complaint require an extension of the time limit, the school district will notify you in writing about the reasons for the extension and the anticipated response date.

When the school district responds to your complaint, it must include:

1. A summary of the results of the investigation;
2. Whether or not the school district has failed to comply with civil rights requirements related to the complaint.
3. Notice of your right to appeal, including where and to whom the appeal must be filed; and
4. Any corrective measures determined necessary to correct any noncompliance.

Step 2: Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you receive the school district's response to your complaint.

The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. At the hearing, you may bring witnesses or other information related to your appeal.

The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with OSPI.

Step 3: Complaint to OSPI

If you do not agree with the school district's appeal decision, you may file a complaint with the Office of Superintendent of Public Instruction (OSPI). A complaint must be filed with OSPI within **20 calendar days** after you received the district's appeal decision. You may send your complaint to OSPI by e-mail, mail, fax, or hand-delivery:

E-mail: Equity@k12.wa.us

Fax: (360) 664-2967

Mail: OSPI Equity and Civil Rights Office, PO Box 47200, Olympia, WA 98504-7200

Complaints cannot be filed with OSPI unless they have already been raised with the school district and appealed, as outlined in Steps 1 and 2 above, or if the school district did not follow the correct complaint and appeal procedures.

For more information, visit www.k12.wa.us/Equity/Complaints.aspx, or contact OSPI's Equity and Civil Rights Office at (360) 725-6162/TTY: (360) 664-3631 or by e-mail at equity@k12.wa.us.

Pregnancy-Related Rights

Students with pregnancy-related absences are excused if a doctor's note is brought in and given to the attendance secretary. In most cases, a doctor may excuse a pregnant teen a few weeks before her due date and for 4-6 weeks after delivery. As long as she has a note from a physician, her absences will be excused and she will be provided with make-up work. These students will also be allowed the time they missed to get those assignments made up. Teen fathers are also excused to attend doctor's appointments and spend reasonable time with their newborn as long as copies of the teen mother's physician notes are turned in to the attendance secretary.

GETTING INVOLVED

KBHS provides many opportunities for its students to participate in sports and/or clubs. Students who participate in extra-curricular activities tend to do better in school than those who don't, so be sure to get involved!

FALL SPORTS

Cross Country Running (boys & girls)

Football (boys)

Volleyball (girls)

Cheerleading (football)

Soccer (girls)

Basketball (boys)

Basketball (girls)

Wrestling (boys)

Cheerleading (basketball)

HEAD COACH

Mrs. Santoy

Mr. Powers

Ms. Gonzales

Mrs. Kinnison

Mrs. Raab

Mr. Sonderland

Mr. Cravin

Mr. Josh Lucatero

Mrs. Kinnison

SPRING SPORTS

Track (boys & girls)

Baseball (boys)

Softball (girls)

Tennis (boys & girls)

Soccer (boys)

Mr. Sonderland

Mr. Arturo Lucatero

Mrs. Hogan

Mr. Tovar

Mr. McCarty

CLUBS/OTHER ACTIVITIES**ADVISOR**

Art Club

Drama Club & Choir

Future Business Leaders of America (FBLA)

Future Farmers of America (FFA)

Leadership

National Honor Society (10-12)

Concert/Jazz/Honor Bands & Chorus

Family, Career & Community Leaders

Mrs. Baumgartner

Mr. Kelley

Mrs. Bird

Mr. Wilson

Mrs. Bird/Ms. King

Mrs. Gilliland

Mr. Kelley

Of America (FCCLA)	Mrs. Kinnison
TSA	Mr. Lake
Yearbook	Mrs. Gilliland
Math Club	TBA

FEES

(All fees may be subject to change)

A.S.B. CARD..... \$35.00

Middle School Athletic Sticker for High School Games.....\$20.00

ATHLETIC EVENTS:

Family pass (year)..... \$90.00

Adult Pass..... \$40.00

Senior Pass..... \$10.00

Adult and Student (without A.S.B.)..... \$5.00

Senior Citizen with pass/Child under 5th grade.....Free

FOOD SERVICES: (Prices subject to change)

Adult breakfast.....\$2.35

Adult lunch.....\$5.00

-Reduced Breakfast and Lunch prices as posted by OSPI-

2-YEAR COLLEGE ADMISSION APPLICATION.....Varies

4-YEAR COLLEGE ADMISSION APPLICATION\$50.00 - \$75.00

TEST FEES:

PSAT Test.....\$10.00

SAT Test	\$52.50
ACT Test (with writing portion)	\$54.50
ACT Test (no writing portion).....	\$34.00

Students must be cleared of all fees and fines in order to participate in sports, clubs and activities. For students who don't participant in any sports, clubs or activities, their fees and fines must be paid at the end of each school year.

COUNSELING CENTER SERVICES

COUNSELING & GUIDANCE INFORMATION

Counseling and guidance services at the high school include academic, career, and personal counseling. Both individual and group counseling is available to all students. Individual counseling is done on an appointment basis through the counseling scheduling secretary Mrs. Brown. Referrals for counseling may be made from parents, teachers, students, or self-referral. A school counselor is a student advocate, and students should feel free to seek help from him or her. The main purpose for our counseling and guidance services is to help students help themselves. This may involve simply listening without judgment to what a student has to say, or it may mean offering some new choices for him or her to consider, such as learning how to control anger or even improving study habits.

Information is also available in the Counseling & Career Center regarding colleges/universities, vocational schools, the military and apprenticeships.

RUNNING START

Running Start is a special opportunity program in Washington in which eleventh and twelfth grade students may apply to enroll in courses or programs in a community or technical college (Columbia Basin Community College without charge, except for books and lab fees. Students will receive dual credit (both high school and college) for successful completion of coursework. An official transcript will be maintained at each institution. To enroll in Running Start, a student must first take the COMPASS test and meet the qualifying score. Then he or she will meet with the school counselor for course recommendations. Students involved in Running Start must meet the graduation requirements for KBHS to be able to receive a high school diploma. Passing SBA and Compass tests fulfills running start requirements.

College in the High School

College in the High School is a special opportunity program in Washington in which tenth, eleventh and twelfth grade students may apply to enroll in courses or programs at KBHS taught by teachers certified by universities. Students will receive dual credit (both high school and college) for successful completion of coursework. An official transcript will be maintained at each institution. To enroll in **College in the High School**, a student must first take the COMPASS test and meet the qualifying score for math. In English classes there is a recommended sequence of English 170, English 101, English 201. Then he or she will meet with the school counselor for course recommendations. Students involved in College in the High School must meet the graduation requirements for KBHS to be able to receive a high school diploma. Passing SBA and Compass tests fulfills running start requirements.

COLLEGE INFORMATION - Where *do YOU want to go?*

2-Year College

- Offers an associate of arts degree to transfer credit to a 4-year college
- Offers vocational-technical programs in occupations such as health,

Business, Mechanical & Technical fields

- Certificate programs (e.g., welding)
- COMPASS test required.

4-Year College/University

- Earn bachelor's degree; most require 2 years of general study and 2 years of study within a major
- Offers master's and doctoral degrees; requires 2-5 additional years of study
- ACT or SAT pre-college test required

Technical College

- Offers nearly 400 training programs designed and supported by

Business/Labor groups

- Programs vary in length from a few weeks to two years
- Some colleges offer associate of applied science degrees
- Pre-application testing may be required

Apprenticeship

- Training system for careers requiring a diversity of skills and

Knowledge, Maturity and Independence

- Day-to-day training on the job under proper supervision
- Programs last from one to five years
- Earn as you learn; earnings increase as skills/knowledge are acquired
- An application process will be required

Military

- The armed forces hire people with skills, or people who can and want to be trained.
- Today, nearly six of seven service members are employed in occupations other than combat arms
- Reserve Officer Training Corps (ROTC) scholarships may be available

On-The- Job Training (OJT)

- Some employers provide their own on-the-job training, which may involve classroom instruction and close supervision at the workplace.
- During training, the employee is paid regular wages.

FINANCIAL AID

All students applying for federal student aid must complete a need analysis form known as the Free Application for Federal Student Aid (FAFSA). Applicants to some private colleges and vocational schools may need to complete the CSS/Financial Aid Profile from the College Scholarship Service. Both forms are available in the Counseling/Career Center. Eligibility for financial aid is based on the parents' and student's previous year's income, as well as a percentage of their assets, excluding their home. Students must apply for financial aid each year that they plan to attend college or vocational school. The earliest that a student may apply for financial aid is January 1st of the year that he or she plans to attend school. **Students should apply by October 1st if possible.** Students may apply online at www.fafsa.ed.gov. *Every student is eligible for some type of financial aid!*

SCHOLARSHIPS

Like grants, scholarships are gift aid; they do not have to be repaid. Students must pay particular attention to scholarship **DEADLINES**; late applications are not accepted. For additional information on college applications or scholarship procedures, please contact the Counseling & Career Center.

Local scholarships: By December, **most** of the local scholarship applications are available on the **district website:** www.kibesd.org. *Click on high School, Click on counseling center click on the LOCAL scholarship link.* Seniors are able to complete the applications online, save them to their folder and print the hard copy for delivery to the scholarship sponsor as instructed. Students should review eligibility and process as directed.

Internet scholarships: www.fastWeb.com is a database of over 600,000 national scholarships that students may access. www.THEWASHBOARD.ORG is a database of scholarships for Washington residents.

Campus based scholarships: students must have applied to and been accepted at their colleges in order to become eligible.

Military scholarships: Reserve Officer Training Corps (ROTC) scholarships or appointments to service academies; interested students should begin applying in the spring of their junior year.

TEST INFORMATION

HIGH SCHOOL PROFICIENCY EXAM (SBA) & End-of-Course (EOC) & Smarter Balanced Tests (SBAC): These tests are given at the 10th, 11th and/or 12th grade and measure learning in reading, writing, math, and science. A student demonstrating proficiency in any of the four areas will be recognized on his/her transcript. Eventually, successful performance on this test will lead to the Certificate of Academic Achievement (Diploma).

Standardized Testing and Reporting (MAP TESTING)

Students could be tested 3x in the school year in reading and math to check for academic progress and to give teachers interventions to guide their teaching for student progress.

INTEREST/CAREER INVENTORIES

A career test is available to interested students in the Armed Services Vocational Aptitude Battery (ASVAB). Developed for 10th-12th grade and beyond, the ASVAB measures a student's abilities and predicts what he or she could accomplish occupationally with further training and education. The ASVAB assessments are provided free of charge. The ACT Career Planning Survey is used to determine a student's career pathway.

PRE-COLLEGE TESTS

Preliminary Scholastic Aptitude Test (PSAT):

The PSAT is given at KBHS to college-bound students in October of their 10th or 11th grade. It measures aptitude in both verbal (English & language arts) and math areas. It also serves as a "trial run" for the Scholastic Aptitude Test (SAT), which many students will take in their junior and/or senior year. The PSAT is also the qualifying test for National Merit Scholarship competition, as well as the vehicle for receiving information from many colleges throughout the country. The PSAT currently costs \$10.00, although there are some fee waivers available for students who are unable to pay.

Scholastic Aptitude Test (SAT):

The SAT is offered on Saturday morning five different times during a school year. Like the PSAT, the SAT measures aptitude in verbal and math areas. Application forms and study guides are available in the Counseling/Career Center. The current fee for the SAT is \$52.50, but does have additional test sections available for additional cost (check with your college to see if these are required). KBHS does get a **limited number of SAT fee waivers each year for students that qualify**. The SAT is given at Richland and Hanford High School in October, December and June only.

AMERICAN COLLEGE TEST (ACT):

The ACT is also offered on Saturday morning five different times during a school year. Many students will take it in the spring of their 11th grade, and the rest will take it in the fall of their 12th grade. The ACT measures achievement in English, math, reading, and science reasoning. The current fee for the ACT is \$34.00 (no writing portion), or \$54.50 (with writing portion-check with your college to see if this is required for admission). **KBHS does get a limited number of ACT fee waivers each year for students that qualify**. The ACT will be given in October, December, February and April at other sites (Tri-Cities).

COMPASS TEST:

The COMPASS test(s) are used by community colleges for placement in English and Math. It can be taken by appointment at CBC in Pasco. A student must meet the qualifying scores in writing and reading to be eligible for the Running Start program. The test cost is \$25.00.

WHICH TEST DO I TAKE?

Most college-bound students will take the PSAT and either the SAT or ACT pre-college tests. Some students, particularly those interested in a military scholarship or selective college (Harvard, Stanford, etc.) may take both tests and pick the highest score. Four-year colleges in Washington require either the SAT or ACT as part of their admissions' process. Application forms and study guides for the SAT and ACT are available in the Counseling/Career Center.

ADVISORY PROGRAM INFORMATION

One of the goals of an education at KBHS is to get students career and college ready. The program involves meeting on district **PLC Wednesdays** with an assigned advisor in an advisory period with other students the same grade level. The advisory period is or can be used for Social Emotions Learning (SEL), help students become career and college ready by using a variety of classroom and online lessons developed by staff. The

hallmarks of an Advisory program for students are: student driven advisories, the use of student portfolios/binders, parent - teacher conferences, and student-informed scheduling.

To satisfy Washington state graduation requirements, KBHS requires all seniors to complete a culminating project (Bear Book). The culminating project is the completion and clearance of the student's senior binder and the senior presentation which both take place in the spring of their senior year.

GENERAL SCHOOL INFORMATION

STUDENT RECORDS

To provide the most effective education for each Kiona-Benton City High school student, records are maintained. The Family Education Rights and Privacy Act gives parents and students over age 18 the following rights regarding educational records:

- *The right to examine records and request amendment to the records*
- *The right to give consent for disclosure of education records – one exception which permits disclosure without consent is given to school officials (health, law enforcement, school board, contracted services) with legitimate educational interest*
- *The right to appeal to the U.S. Department of Education regarding alleged failure of compliance with FERPA*

STUDENT INFORMATION

The Family Education Rights and Privacy Act requires school districts to notify parents and students that certain directory information from pupil records will be released and made public without the written consent of the parents or students. Parents may request that this directory information NOT be released by contacting the school where their children attend.

DIRECTORY INFORMATION

- *Student's name, address, and telephone number*
- *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.*
- *The most recent previous educational agency or institution attended by the student.*
- *Photographs and similar information*

FREEDOM OF STUDENT EXPRESSION

School Rules: Freedom of student expression is a part of the district's instructional program and an inherent constitutional right. Free speech may not be used to disrupt the educational process, however.

Consequence:

1. Only material written by students currently enrolled in the school, which has been approved by the administration, may be distributed on school property.
2. The following are criteria that the administration shall use in determining approval or non-approval of written material (publications, petitions):
3. Student publications produced without school sponsorship may be distributed in the high school if they:
 1. Bear the name of the sponsoring organization or individual;
 2. Are not sold on the school grounds; and
4. Are distributed at a time and place agreed to by the administration.
5. If the publication contains libelous or obscene language, advocates illegal actions, or is grossly insulting to any group or individual, its distribution shall not be allowed. Student Publications Policy: refer to policy 3221

Consequence:

1. The principal has the right to review student publications prior to their publication.
2. A publication reviewed by the principal must be returned to the student editor within 24 hours of its submission for review.
3. Any disputes that cannot be settled at the building level are submitted to the superintendent.
4. If the complaint cannot be resolved at the superintendent level (using legal counsel) then the board may, upon request, hear the dispute during its next scheduled board meeting.

Distribution of Materials Policy: refer to policy 3222

Rules: Student distribution of written materials shall not cause disruption or interference with school activities. Students will be subject to corrective action, including suspension, depending on the nature of the disruption resulting from distribution of materials.

1. Any student intending to distribute more than 15 copies of any student-sponsored material shall submit a copy to the principal at least 48 hours prior to the proposed time of distribution.
2. Distribution plans shall be approved by the principal concerning distribution time, manner, and place. This decision shall be rendered within 24 hours of the proposed time of distribution.
3. If the plan is not approved, the student will be advised in writing of the reasons for denial by the principal within two business days. A decision shall be given by the superintendent within two business days.

GRADES:

A	4.0 Honor Points	C+	2.3 Honor Points	F	0.0 Honor Points
A-	3.7 Honor Points	C	2.0 Honor Points	NC	No credit
B+	3.3 Honor Points	C-	1.7 Honor Points	P	Passing
B	3.0 Honor Points	D+	1.3 Honor Points		
B-	2.7 Honor Points	D	1.0 Honor Points		

GRADE PERCENTAGES:

A 94 - 100%	C+ 77 - 79%	F 59 - 0
A- 90 - 93%	C 74 - 76%	NC No credit
B+ 87 - 89%	C- 73 - 70%	
B 84 - 86%	D+ 65 - 69%	
B- 80 - 83%	D 60 - 64%	

Late Work

Please refer to the teacher's syllabus.

Modifications for IEP/504, College in the High School, and ELL students are to be made for any of the grading policies according to the specific plan or requirements for identified students.

"F" Grade: Given if the student's work is not acceptable for credit. An "F" grade may also be given if a student is dropped from a class for disciplinary reasons. No student will receive an "F" grade unless there has been a recorded progress report. A student may not drop a class after one week following midterm progress reports without extenuating circumstances (illness, etc.). A class may not be dropped simply to maintain athletic/activity eligibility.

"NC" Grade: If a course is dropped before the progress report/grades due period, an "NC" grade may be given.

Pass/Fail: Subjects that will be graded pass or fail are: Library and Office Assistants, and Teacher Assistants. Other courses may be graded P/F, but an agreement to do so must be made between the teacher and student during **the first two weeks of a semester**. "A", "B", "C", "D", and "F" will be given honor points as indicated above. Honor points for these grades shall be used to figure the GPA. Credit toward graduation shall be awarded the "P" grade, but it shall not be figured into the GPA.

HONOR ROLL

The honor roll for Kiona-Benton High School will be published at the end of each semester. Any member of the student body is eligible for the honor roll, provided the listed criteria have been fully met: **1.** must be enrolled in at least five letter-graded classes; **2.** Must have no "D," "F," or "I" grades in any classes; **3.** Must have a grade point average of 3.00 or better for the semester.

NATIONAL HONOR SOCIETY

According to our local constitution, before a student (sophomore or above) can be considered as a candidate for National Honor Society, his/her ***cumulative GPA must be 3.30 or above and have three consecutive grading periods (semesters) of 3.30 or above.*** Candidates will then be considered for election to NHS based upon the faculty committee's assessment of their character, service to the school or community, and leadership capabilities. *Any time a member's GPA falls below the average required, he/she will have one grading period (a semester) to bring his/her grade back up to 3.30. If the GPA remains below 3.30 for more than one grading period (a semester), the student is automatically dropped from NHS and can never be reinstated. Any time a member is involved in any dishonorable act in or out of school, his/her case will be placed before the faculty committee to determine expulsion from National Honor Society. Once a member has been dismissed from membership, he/she is never eligible again.* Grades for all classes are considered. Candidates for membership shall have spent at least one semester in Kiona-Benton High School.

VALEDICTORIAN AND SALUTATORIAN SELECTION

The following guidelines shall be followed when selecting the valedictorian and salutatorian of the senior class:

1. Selection shall be made at the middle of the second semester. Pre-college test scores, credits and honor points earned during the second semester of the senior year will not be used in the selection process.
2. Honor points and credits earned during the ninth, tenth, eleventh, and first semester of the twelfth grade shall be used in calculating CGPA.
3. "P," "S," and "NC" grades shall not be used in calculating CGPA.
4. A student must have been enrolled in Kiona-Benton High School for a minimum period of two years to be considered as valedictorian or salutatorian.
5. The CGPA shall be calculated by dividing the number of honor points by the number of credits received and carrying the division out to the nearest hundredth.
6. SAT or ACT scores (best scores from one sitting before the end of the first semester of the senior year) will count as one-fourth of the qualification for valedictorian and/or salutatorian, and cumulative grade point average will count three-fourths. An admissions index (AI) number using this formula will be taken from the Washington State Higher Education Coordinating Board (HECB) to determine the valedictorian and salutatorian of the graduating class. The valedictorian and salutatorian will not necessarily be the highest-ranking (by grade point average) two students in the graduating class. The student with the highest AI will be valedictorian and the student with the second highest AI will be salutatorian.

SCHOOL RULES / DISCIPLINE CONSEQUENCES

ROLES & RESPONSIBILITIES OF STUDENTS, STAFF & ADMINISTRATION

Note: Kiona-Benton City High School Administration reserves the right to increase or decrease the level of consequences due to circumstances within the nature of the violation.

The standards established at this high school are in line with the expectations of college, military and the workplace. We believe these behaviors will prepare young people for their future:

1. Arrive to class on time (see tardy rule)
2. Be prepared for the class
3. Be courteous and respectful to all people
4. Safe behavior is required; students should never put the safety of someone else in jeopardy
5. There can be no sales of pop or candy 12:00 midnight to 30 minutes after school is out for the day
6. Please read this planner; students will be expected to know and follow the school rules

Drug/Alcohol/Tobacco Free School

All schools within Kiona-Benton School District No. 52 are drug-free. The school board views drug abuse as a serious health problem and is committed to providing the necessary resources to intervene with students who are using, distributing, possessing, or manufacturing drugs and or alcohol. The school board recognizes that the use and unlawful possession of illicit drugs/alcohol is harmful. The standard conduct in the Kiona-Benton City School District directs that students shall not possess, use, manufacture, transfer, conceal, sell, attempt to sell, deliver, or be under the influence of narcotics, alcohol, other drugs, or materials/substances represented to be a drug, or be in possession of drug related

paraphernalia. The rule also covers prescription medications that are distributed illegally, or the willful misuse/abuse of prescribed medications. This rule will be in effect on property owned, leased, or maintained by the Kiona-Benton City School District at all school sanctioned activities, and off campus in vehicles used to transport students to and from school, or at other school-related activities.

A student in violation of this rule will be subject to appropriate building and administrative disciplinary procedures and referral for prosecution.

Law enforcement may be notified, and the student will be taken into custody in all cases regarding, sale, manufacture, possession, and distribution of illicit drugs and /or alcohol, or possession of drug related paraphernalia, regardless of where the students is in reference to the progressive disciplinary ladder. All staff will receive a yearly review of the signs and symptoms of drug and alcohol use. Lockers may be searched under reasonable suspicion. Drug detection dogs may be used for random searches.

Definition of Drug/Alcohol/Tobacco/Vapor/Other Impairing Substance Violation

Violation of the drug, alcohol, tobacco, and vapor rule includes possession, use, consumption, and/or distribution of substances or materials that represent illicit drugs/alcohol tobacco or prescription medications, or being under the influence of alcohol/drugs, possession of drug paraphernalia or test positive for illegal substances. This includes the misuse/abuse of prescription medications by failing to take them as prescribed by their physician and resulting in intoxication.

Drug/Alcohol/Marijuana/Other Impairing Substance Finding

If there is a question of a student being under the influence of drugs, alcohol, or other similar impairing substance at school and or school function, the student may be given the appropriate test (saliva test, breathalyzer, urinalysis or DITEP). Parents will be notified and have the option of viewing the test. School personnel reserve the right to involve the appropriate juvenile or law enforcement agency. If the school is unable to contact a parent/guardian, a law enforcement agency will be notified and the student may be released to the custody of police. (Note: students that refuse the test will be assigned consequences as if they admitted to being under the influence or failed the test)

If a student admits to being under the influence or agrees to follow the prescribed recommendations of the drug/alcohol intervention specialist, he/she may receive a lesser punishment. Students that decline their right to receive an assessment and help will be assigned the maximum consequences.

Procedures:

Prior to a student being tested, all effort possible will be made to contact the parents and allow them involvement in the process. If the parents cannot be contacted then any other immediate relative or emergency contact that the student chooses may be invited to support the student being tested. If within a 30 minute period of time a parent/relative/emergency contact cannot be reached then the student may choose an adult in the building to advocate for them.

Once again, if the student or parent refuses the test, then action will be taken as if the student took the test and were found under the influence of drugs or alcohol or test positive for illegal substances. If a student is tested, and the results indicate that he/she is under the influence of an illegal drug that was not prescribed by a physician, or was prescribed by a physician and the student was found to be abusing that medication through lab testing, then the following procedure would be implemented:

First Offense for Possession/Under the Influence:

1. Police may be notified in every instance dealing with possession or under the influence. Drug Counseling is the preferred first step and then In School Suspension then Short-term suspension up to ten school days in compliance with the WAC 180-40-260. The short-term suspension may be reduced (at the schools discretion) to less than 10 days out of school and held in abeyance (applied later if needed) upon completion of the following:

(A) Scheduled meeting with the school's intervention specialist or administrator prior to the end of the suspension, which will include a referral for the:incident

a. Completion of assessment with our building Student Assistance Professional (SAP), and follow the proposed recommendations (assessments, meetings once a week)

b. Possible completion of a drug/alcohol assessment at Somerset Counseling Center (509) 942-1624, 1305 Mansfield Street #6, Richland WA 99352

c. One day of In School Suspension (ISS) and reduction of the Out of School Suspension (OSS) is dependent upon following the assessment recommendations given.

Second & Third offense for possession, under the influence:

a. Meeting with our Student Assistance Professional (SAP), and follow the proposed recommendations (assessments, meetings once a week)

b. **MUST** complete a drug/alcohol assessment at Somerset Counseling Center at the families expense (509) 942-1624, 1305 Mansfield Street #6, Richland Wa 99352, Follow ALL recommendation or be out of school suspended for 10 days.

c. 3 or 5 days In School Suspension (ISS) increased and reduction of the suspension is dependent upon following the assessment recommendations given.

Fourth offense or more for possession, under the influence:

a. Meeting with our Student Assistance Professional (SAP), and follow the proposed recommendations (assessments, meetings once a week)

b. **MUST** complete a second drug/alcohol assessment at Somerset Counseling Center at families expense, (509) 942-1624, 1305 Mansfield Street #6, Richland Wa 99352, Follow ALL recommendation or be out of school suspended for 10 days.

c. **7+ days** Out of School Suspension (OSS)

Illegal Distribution of Illegal Substances

1. Notification of police.

2. Suspension may be reduced (at the schools discretion) could be Long term suspension 10+ day or for remainder of the semester which can be no more than 90 days. (Same steps as first offense)

First offense for distribution: Long Term Suspension for the remainder of the semester or suspension may be reduced (at the school's discretion)

Second offense for distribution: Long Term Suspension for the remainder of the semester

Important: A student or parent may contest the results of a positive test indicating a student is under the influence of an illegal drug. If the results of the test are contested, then the parent may take their student to a certified lab for testing at the parent's expense.

EACH ADDITIONAL OFFENSE COULD INCREASE SUSPENSION TIME AND COULD LEAD TO EXPLUSION

Tobacco/Vaping/Other Similar Impairing Substance Finding

ATTENDANCE: Rule: Students shall be regular and punctual in their attendance.

The following are valid excuses for absences from school (1) Participation in a district or school approved activity or instructional program; (2) Illness, health condition or medical appointment (including, but not limited to, medical, counseling, dental or optometry) for the student or person for who the student is legally responsible; (3) Family emergency including, but not limited to, a death or illness in the family; (4) Religious or cultural holiday or participation in religious or cultural instruction; (5) Court, judicial proceeding, or serving on a jury; (6) Post-secondary, technical school or apprenticeship program visitation, or scholarship interview; (7) State-recognized search and rescue activities consistent with RCW 28A.225.055; (8) Absence directly related to the student's homeless status; (9) Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010; (10) Absence resulting from a disciplinary/corrective action (e.g., short-term or long-term suspension, emergency expulsion); and (11) Principal (or designee) and parent, guardian, or emancipated youth mutually agreed upon approved activity.

The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.

Unexcused Daily Absences – Any absence from school is unexcused unless it meets one of the criteria above for an excused absence. Students with unexcused absences will serve a consequence from a lunch detention up to In School Suspension.

The “BECCA” Bill: The “Becca Bill” (SB 5439) is our state’s truancy law. It is intended to stop truancy before it becomes a problem. Schools and families should work together as a team to ensure school attendance and student safety. However, if a student has unexcused absences, this law requires that schools and school districts take the following actions:

1. One (1) unexcused absence. The school must inform the parents when there is one unexcused absence. This is often done by a phone call home.
2. Two (2) unexcused absences. After the second unexcused absence, the school is required to schedule a meeting with the parent/legal guardian and student to discuss the causes of the unexcused absences and find solutions to prevent further absences. This is a team effort.
3. Five (5) unexcused absences within 30 days. The school must enter into a written truancy agreement with the family, where the parent, student and school agree on the necessary steps to resolve the student’s attendance problem. The school must also refer the student to a community truancy board, or file a truancy petition with the juvenile court.
4. Seven (7) unexcused absences during a month or at the tenth (10th) unexcused absence within a school year. The school district will file a petition in juvenile court to order the student to attend school. If this court order is violated, the court will call for a Contempt Hearing and the student could be ordered to do community service or spend time in juvenile detention.

AUTOMOBILES & PARKING SPACE: Any operation of a motor vehicle in violation of state law or in such a manner as to endanger a person or property will be cause to assign appropriate discipline of suspension or expulsion. Students and Staff are required to have a parking space and spaces are assigned by choice according to grade level in descending order (i.e. Seniors-Juniors-Sophomore), students are also required to have a pass. If a student needs a second or replacement pass, it will cost \$5. Students are **only** allowed to park on school property directly north of the main building and **not by CTE/PAC buildings, or Faculty parking lots.**

Proof of insurance, registration, make, model & license are to be given to the office when accepting a parking pass.

ASSEMBLIES: It is an expectation that we demonstrate our best behavior and respect for our students, staff and guests when we are having general assemblies. Our behavior is a direct reflection on our school and our community, and we want to display our greatness. All students and staff are required to attend all assemblies.

BUS RULES & REGULATIONS: Riding a school bus is both a right and a privilege. Students of Kiona-Benton City School District are afforded transportation if they meet the district requirements and if students abide by both the safety regulations and the rules regarding student conduct. A pamphlet outlining specifics regarding bus transportation was mailed to the home of every Kiona-Benton City student.

CLASSROOM DISCIPLINE STEPS

Students who do not meet their responsibilities will be disciplined by the following procedure: **1.)** Direct verbal prompt from the teacher to student, **2.)** Individual talk with student if addressed behavior doesn't improve, **3.)** Phone call home to parent to inform them of class behavior. **4.)** An office referral will result if a student demonstrates disrespect/insubordinate behavior with possibility of time out in office, Lunch detentions, In school suspension (ISS) or out of school suspension (OSS) or **Parent Shadowing** for the school day can be an alternative to suspensions.

CHEATING/ACADEMIC DISHONESTY: Cheating will NOT be allowed at Kiona-Benton City High School. Students caught cheating will receive a **ZERO** on that work from the teacher. Cheating is defined as any of the following examples: Plagiarism, intentionally providing answers, any piece of school work that is generated by Artificial Intelligence (AI). **Parents will be notified by the teacher because this is a classroom discipline.**

CONDUCT OFF-CAMPUS AND AFTER HOURS: **Rule:** Students on school business, athletic trips, field trips, tournaments, dances or any other *school-sponsored events are covered by all policies of the school district* from the time they leave the campus until they return and are dismissed by their advisor.

CUMULATIVE VIOLATIONS:**Rule:** Students who consistently violate various school policies, rules, and regulations may be subject to suspension. Under due process procedure, steps must be taken to treat the student fairly. Cumulative or multiple minor violations can be equally as disruptive to the education process as a violation of a major type. Therefore, the seriousness of the violation is not the only criterion for a disciplinary action. The frequency of disruptions must also be considered an important criterion.

Consequence:

1. Violators will be referred to the principal or his designee, who may take appropriate disciplinary action.
2. If suspension seems to be the most justifiable action to take in dealing with a student, the following procedure shall be used: (A).The student shall be advised of the probable consequences of the particular behavior pattern. The student shall be notified verbally prior to the suspension; (B). The parents of the student shall be advised in writing of the probable consequences of the continued student behavior problem; and (C). If the improper behavior pattern continues, the student may be suspended.

DAMAGE OR DESTRUCTION OF PRIVATE OR SCHOOL PROPERTY *Personal Property:* A student shall not intentionally or with gross carelessness cause or attempt to cause damage to private property on campus or during a school activity off campus. **Consequence:** The principal shall conduct an investigation and upon completion inform involved parties of his finding. Parties responsible for damages will be responsible for

restitution and possibly suspended. **School Property:** A student shall not intentionally or with gross carelessness deface or cause damage to school property.

Consequence: The student liable for defacing or damaging school property shall be responsible for full restitution. Appropriate consequences (short term suspension at minimum) will be assigned.

DANCE RULES

1. When a student leaves a school dance, he or she may **NOT** return.
2. Only KBHS students may attend dances with the following exceptions, which need to have office clearance (dance pass): (A). Guest high school students; (B). **Non-students may not be older than 19 years of age**; (C). Guests and their actions are the responsibility of the KBHS student who has invited them; (D). "Grinding" is not permissible; and (E). All music played at school dances must be an edited version to eliminate inappropriate language.

DETENTIONS: If detention is assigned, the student **MUST** serve the assigned detention with the teacher/Supervisor. If a student fails to serve a detention, it will be referred to the administration and discipline will occur, which could include suspension.

DISRUPTIVE DEVICES: Devices that are disruptive to the educational process (*e.g., cell phone, Ipod, Mp3, etc.*) **MUST** not be seen or heard while in class. Use is permitted during passing times, before and after school and during lunch break or if you have teacher permission. Violators of this policy will have their cell phones/electronic devices confiscated. **First time** offenders will receive a warning and will have their cell phone/electronic device returned to their parent. Subsequent violations will result in the cell phone/electronic devices being returned to parents, but also a Lunch Detention/In School Suspension. Articles that threaten the safety of our students (firecrackers, stink bombs, etc.) **will not** be allowed on campus and could result in Long Term Suspension.

DRESS CODE: In a hope to support the need for the district NOT to go forward with a school uniform, the following is an equitable outline of the dress code for Kiona-Benton City High School.

Rule: Students are expected to be neatly dressed and well groomed at all times. Failure to follow the basic regulations listed below could result in parents being called to bring appropriate clothing or the student will be sent home to change or more. Students must wear shoes at all times. **Sunglasses, bandanas are not allowed.** Hats may be worn in hallways but it is teacher discretion in their classroom. Exposed skin that may show through holes on the leg must be below mid-thigh area with arms extended and at the bottom of a fist. **No visible undergarments.** Clothing that displays or insinuates rude humor, vulgar signs, acts, or foul language, advertisements for weapons, drugs, alcohol, or tobacco is prohibited. **Students are prohibited from wearing items that are determined to be related to gang identification according to the Benton County Gang Taskforce.** Shorts and skirt length must be to mid-thigh area with arms extended and at the bottom of a fist. Sleeveless tops are allowed; however, tank tops are only allowed if they are two inches wide at the top. Sleeves under the arm should be tight against the armpit. Pajamas pants are allowed but not pajama tops or house slippers. "Dress Up" spirit days are the only exceptions when it's appropriate. Pants must be worn at the waistline and the may not "sag" below. Appearance must not cause a disruption or interrupt the school learning environment.

Consequence: First time offenders will be given a verbal warning, asked to wear appropriate clothing from that point forward, or given clothing to wear by an administrator or could be sent home to change. *Further, student in violations of this policy will result in Lunch Detention/In School Suspension (ISS) and then being removed from campus until appropriately attired.*

DUE PROCESS: *Due Process Short-Term Suspension or other assigned consequence Policy 3322:* Any parent or student who is aggrieved of an assigned consequence shall have the right to an informal conference with the principal to resolve the concern. In this conference the student and parent has the right to question the principal and involved staff members.

Procedure: If the parent and student are not satisfied with the informal conference, then the following steps are available: **1.** Present a written or oral grievance to the superintendent within two business days of the informal conference; **2.** If the grievance is not resolved at the superintendent level, then a request to present a written grievance to the school board needs to occur within two business days of the previous hearing; **3.** The board will consider the grievance at the next regularly scheduled meeting, in closed session, and respond within ten business days.

Long-term Suspension or Expulsion Policy & Procedures 3323: The principal only may impose a long-term suspension or expulsion after a fair hearing is made available to student and parent. Notice of the hearing to the student and parent shall indicate the following: **1.** The alleged misconduct or policy violation; **2.** The recommended consequence; **3.** The right to a hearing; **4.** The notice that if a request for a hearing is not received by the superintendent within 3 business days after the notice is received, the hearing shall be waived and the recommended corrective action shall take effect; and **5.** The date by which the request for hearing must be received. If a hearing is requested, the superintendent (hearing officer) will schedule a hearing within 3 business days of such request. If the hearing officer imposes a long-term suspension, the parent and student shall have 3 business days after receiving the prior decision to appeal to the school board.

Re-admission Rule: A student who has been suspended or expelled and who wishes to re-enter school prior to termination of the imposed sanction may be re-admitted if it appears that he/she will comply with the written school rules and his/her presence will not result in disruption of the educational process or endanger anyone in the school. Students and parent will meet with the principal for a re-engagement meeting before returning to school.

FIELD TRIPS: The teacher/Advisor running the field trip will check to make sure all students that are planning to attend the field trip are eligible to go based on passing at least 5 or 6 classes and attendance expectations. Itineraries will be available from the teacher organizing the trip to the administrator for approval and for parent to approve. **Students MUST have an “Emergency Care Plan” on file if required by school nurse.**

FIGHTING / ASSAULT / ALTERCATION: Rule: No student shall be involved in a fight/assault/altercation on school campus or during a school activity.

Procedure: Violation of this policy shall provide the following punishment for all active participants: **First offense:** In School Suspension, Short Term or Long-Term Suspension.

Second offense: Short-Term to Long Term Suspension, **Third offense:** Long Term Suspension 10+ Days.

FIRE ALARMS: Setting fire alarms is illegal. Students who engage in this activity will be subject to strong school discipline (long-term suspension) and referred for criminal prosecution.

FUND RAISING: No class, club, or other group may begin to raise money without an advance approval from the ASB and proper paperwork filled with the ASB secretary. Students may not bring outside fund raising items to sell, or sell items for personal gain.

GAMBLING: Rule: Gambling on school property is not allowed. Gambling is defined as any game or activity in which money or items of value are liable to change hands. Organizational raffles or fund-raising events shall

not be considered gambling if authorized by the administration and group sponsoring raffle obtains a gambling permit.

Consequence: Violations of this policy shall result in disciplinary action. Items gambled for and gaming devices used shall be confiscated. Any money confiscated shall be deposited in the ASB General Fund.

HARASSMENT, INTIMIDATION & BULLYING: Rule: The district is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation or bullying. “Harassment, intimidation or bullying” means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- Physically harms a student or damages the student’s property; or
- Has the effect of substantially interfering with a student’s education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Consequences: Violation of this policy will result in the following punishment: **First offense:** Verbal warning and parent notification by administrator; **Second offense:** 1-3 day suspension; **Third offense:** 3-10 day suspension; **Fourth offense:** suspension for a period of time equivalent to a semester or at least thirty (30) days; **Fifth offense:** Expulsion for a calendar year

SEXUAL HARASSMENT: Rule: A student shall not sexually harass another student or an adult. Sexual harassment means unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or physical conduct or communication of a sexual nature between two or more individuals, **either verbal or written.**

Consequence: Based upon the nature of the violation consequences of graduating nature will be assigned. A conference with student and parent will be the initial step with suspension being the assigned consequence if future violations occur. **(Refer to Harassment/Intimidation/Bullying Policy above)**

RETALIATION: Students are encouraged to report harassment or retaliation. Retaliation against students who report harassment or other rule violations will not be tolerated. **(Refer to Harassment/Intimidation/Bullying Policy above)**

HAZING & INITIATIONS: Rule: An organized group within the scope of the ASB must plan all initiations, and the plan must be submitted to and approved by the principal. Nothing will be allowed that degrades any individual or group of students. Initiation or hazing by individual students is not allowed.

Consequence: Violation of this policy will result in disciplinary action or, in severe cases, suspension/expulsion. **(Refer to Bullying & Harassment Policy above)**

REPORTING HARRASSMENT, INTIMIDATION & BULLYING: Students may make a report of Harassment, Intimidation or Bullying online at the KBHS Website at <https://kibesd-wa.safeschoolsalert.com/>

HALL PASSES: Students must have a hall pass issued by a teacher or administrator to be in the halls while classes are in session. Failure to have a hall pass will result in appropriate discipline.

HEALTH / MEDICAL: Before a medication can be given at school, a special Medication Administration form must be completed and signed by both the prescribing medical practitioner and a parent. This form is required

for over-the-counter medications as well as prescriptions and can be obtained from many medical facilities or the school office.

All medications must be stored in the office. They must be in the original container with the label matching the information on the Medication Administration form. Only designated staff that has been trained to do so can administer medications to students.

HOMEWORK REQUESTS: Requests for homework must be made by contacting the school secretary. Please allow 24 hours for teacher to turn homework into the office.

INTERNET / COMPUTER: Kiona-Benton City High School students and parents are required to sign our Internet/Computer Acceptable Use policy so that students may use the Internet/Computer at the high school. Students are required to follow those guidelines for searching the Internet and using Internet email. **Students MUST only go to school approved sites as deemed by teaching staff, administration and technology director.** Failure to follow the established guidelines will result in losing your Internet/Computer privileges for a set amount of time of (1 week) upward to total loss of Internet/Computer use.

LAW ENFORCEMENT: Law Enforcement may be notified in any situation where the safety of students is at risk.

LEAVING SCHOOL GROUNDS or GOING TO PARKING LOT: Students **MUST** sign out through the office for any reason for leaving the building. If students are consistently tardy before school and/or after lunch then they will have lunch detention/in school suspension (ISS).

Rule: All students must sign out and back in at the office for school/personal reasons. The campus shall be open during the lunch break. Students who have work or training assignments will be excused during their work-training periods. Other students may be excused from campus for illness, health condition, family emergency, medical appointment, school activity, religious purpose, disciplinary action, and/or legal appointments.

Consequence: A student who has a legitimate reason for leaving campus must secure pre-authorization in the main office. Pre-authorization may be obtained by parent note or contact. Students must then sign out on the sheet in the main office. Students leaving without pre-authorization will face consequences including loss of sign-out privileges, lunch detention/campus cleanup.

OBSCENE LANGUAGE / GESTURES & PORNOGRAPHIC MATERIALS: **Rule:** Use of obscene or vulgar language/gestures, writing, pictures, signs, or acts while on school property during or immediately before or after school hours or at any time the school grounds are being used for a school activity, or at any school-sponsored activity, or at any school-sponsored activity off school grounds, is prohibited.

Consequence: Disciplinary action shall be appropriate to the seriousness of the violation up to and including suspension.

OFFICE REFERRAL PROCESS: There are some behaviors that are especially dangerous to the safety and/or effectiveness of the school and workplace. The following violations will result in direct office referral:

Firearms: This serious violation of state and school rules will result in a mandatory expulsion from school. The expulsion is statewide. Law enforcement will be notified.

1. Weapons;
2. Fighting
3. Tobacco, drugs, and alcohol;
4. Harassment, intimidation or bullying;
5. Stealing;
6. Vandalism;
7. Truancy/skipping classes.

PUBLIC DISPLAY OF AFFECTION: *Rule:* Public displays of affection are not conducive to a proper school atmosphere and will not be tolerated. Actions not allowed include, but are not limited to, embracing and kissing. Students are limited to a three (3) second hug.

Consequence: First offense: warning. Second offense: notification to parents. Disciplinary action for further violation shall be appropriate to the seriousness of the violation up to and including suspension.

STUDENT PRIVACY

School Rules: A student's locker, person, and personal property, including automobiles, may be searched by the principal or his designee when he has reasonable cause to believe that prohibited item(s) are concealed.

Consequence: The following rules shall apply to the search of school property assigned to a specific student (locker, desk, etc.) and the seizure of items in his/her possession:

1. There should be reasonable cause for school authorities to believe that the possession constitutes a crime or rule violation.
2. General searches of school property may be conducted at any time.
3. Search of an area assigned to a student should be for a specific item and be accomplished in the student's presence if reasonably possible.
4. Illegal items (i.e., firearms, weapons) or other possessions reasonably determined to be a threat to the safety or security of others may be seized by the school or law enforcement authorities.
5. Items which are used to disrupt or interfere with the educational process may be temporarily removed from the student's possession.
6. To ensure your privacy and security, school-issued padlocks are available to purchase for your **hall and P.E. locker.**

STUDENT VISITATION

Student visitors are NOT allowed.

STEALING/THEFT: *Rule:* A student shall not steal any private or school property. Law enforcement may be notified if it exceeds \$750.00 which is felony theft

Consequence: In cases of private or school property, the principal shall conduct an investigation and notify involved parties of his findings. Students determined responsible for stealing personal or school property will be liable for full restitution and could be suspended. These students will also forfeit unsupervised hall privileges during class time for an appropriate amount of time.

TARDY: *Rule:* Defined as entering the classroom after the tardy bell rings. The exception is a late bus. **Thirty (30) minutes late constitutes an absence.**

The office takes care of **1st and 4th period tardies**. Teachers are responsible for **periods 2-3-5-6**.

On the second **tardy** in a class = Attendance secretary / teacher contacts parents

On the second **tardy** in a class = Attendance secretary / teacher notifies the student that on the next TARDY the student will have a classroom of office LUNCH DETENTION

After **3+ tardies** in a class = student will have lunch detention for every tardy

Consequence: Refer to “Attendance Policy”

TRUANCY: Rule: Defined as skipping class for any amount of time or up to one or more classes, not clearing an absence with an excused note, or leaving campus without following the sign-out procedures.

Consequences: No credit given for make up work in each case. Other consequences could include lunch detention, Campus Clean up or In school suspension

VISITORS: Parents are always welcome to visit our school. An appointment to conference with a teacher, counselor, or administrator can be made by contacting the school secretaries at 588-2140. **Students are not allowed to bring guests to school.** All adult visitors must check in at the office and notify office staff their purpose at school.

WEAPONS & DANGEROUS INSTRUMENTS: Rule: A student shall not possess, handle, or transmit any object that can reasonably be considered a weapon:

- 1) On the school grounds during, before, or after school hours.
- 2) On the school grounds at any other time when the school is being used by any school group.
- 3) Off the school grounds at any school activity, function, event, or while en route between home and school.

This rule does not apply to normal school supplies, but does apply to any firearm, explosive (including firecrackers), air-soft or pellet guns, knives and/or other dangerous objects of no reasonable use to the student at school.

Consequence: Possession of a firearm will lead to mandatory expulsion. Possession of other dangerous weapons (propellants, pepper spray) will lead to emergency expulsion and/or suspension up to and including expulsion. Police will be notified.

WILLFUL DISOBEDIENCE / INSUBORDINATION: Rule: A student shall not willfully disobey any logical or reasonable request from a staff member.

Consequence: Disciplinary action shall be appropriate to the seriousness of the violation which could include Warning, Lunch detentions, Campus clean up, In house support and Short term suspension.

YEAR-END VIOLATIONS: If a student conduct violation requiring suspension or expulsion occurs within the last month of school, the suspension/expulsion may be carried over to the beginning of the next school year so that the full penalty will be served.

KIONA-BENTON CITY HIGH SCHOOL ATHLETIC & ACTIVITIES CODE

This Code applies to student participation in programs offered and sponsored by Kiona-Benton School District for which students receive no academic credit. Such programs would include and are not restricted to the following list:

Interscholastic Athletics

Cheerleading

Class/ASB Officers

Knowledge Bowl

Honor Band/Choir

Honor Society

Band Contests

Overnight field trips

All other school clubs/activities

MISSION STATEMENT

Athletics are an integral part of the Ki-Be School District curriculum. Through a rigorous athletic program, the Ki-Be coaching staff is dedicated to promoting and pursuing excellence in education, sportsmanship and discipline, through all levels of competition. Furthermore, through a motivating environment, student athletes will develop the skills necessary to win the game of life.

B – Believe

E – Excellence

A – Attitude

R – Represent

S – Sportsmanship

ELIGIBILITY

1. **Age Limits**: The student shall be under 20 years of age on September 1st for the fall sports season, on December 1st for the winter sports season and on March 1st for the spring sports season.
2. **Scholarship**: A student shall have passed the minimum number of classes (as explained on pg. 3) in the immediately preceding semester in order to be eligible for competition during the succeeding semester. The record at the end of the semester shall be final, except for those credits earned in a regular, accredited summer school program and accepted by the school district. Incomplete(s) may be made up for credit during the first five (5) weeks of the subsequent semester. The student shall be ineligible for interscholastic competition until the incomplete(s) are cleared.
3. **Total Semesters of Eligibility**: After entering or being eligible to enter the seventh grade, students shall have six (6) years of interscholastic eligibility. If the seventh or eighth grade is repeated and such repetition is based upon documented academic reasons, the repeated year shall not count against the student's six (6) interscholastic competitive years.
4. **Residency Rules**: In order to be eligible to participate and/or represent a member school in an interscholastic contest, the student shall be attending a school in which the student resides with the family of that member school for a period of one year.
5. **Fines**: Students must have all school district fines paid in order to be cleared for athletic/activity participation.

CONDUCT EXPECTATIONS

Students who participate in the Ki-Be athletic/activities program are making the choice to abide by the following expectations and guidelines. These policies will be in effect for a full calendar year starting the first day of practice. It's the coaches/advisor's responsibility to make parental contact regarding consequences of disciplinary issues. Coaches/advisors have the prerogative to have additional specific expectations regarding attendance, academic requirements, etc. These should be shared with the students and the parents/guardians.

REQUIREMENTS FOR ATTENDANCE

1. Students must attend the entire school day to be eligible to practice or participate in competition that same day. Absences from school must be excused by the high school office per state guidelines. The parent/legal guardian can contact the high school office by phone, signed note or email. Unexcused absences prohibit students from participating in any extracurricular activity that same day.
2. It's the student's responsibility to follow the school's attendance policy and any additional attendance regulations established by the coach/advisor. For some students, schedule conflicts with other activities may arise. If so, a student must choose and abide by the consequences set by the coach/advisor.
3. Tardies will be tracked by the principal and the consequence will be communicated to the coaches (most likely through FinalForms). Consequences are different for each sport to create fairness (XC vs. Soccer vs. Football)

TRANSPORTATION

Participants are required to travel to and from contests with the team when transportation is provided for this purpose. This can only be waived if the parent/guardian completes an “Athletic/Activities Travel Release” form available in the high school office or on the athletic website **and is approved by the Administration**. Twenty-four-hour notice is preferred.

COLLEGE RECRUITMENT

An athlete who is contacted personally by a college recruiter should contact his/her coach if the contact occurs during a time when the athlete is actively involved in that sport or another sport. Athletes interested in college athletics are (1) encourage to take the SAT or ACT initially during his/her junior year, and (2) **required** to sign up with the NCAA/NAIA Clearinghouse. Both of these can be done through the counseling center.

AMATEUR STANDING

A student who represents a school in an interscholastic sport/activity must be an amateur in that sport/activity. An amateur student is one who engages in athletics/activities for the physical, mental, social and educational benefits derived therefrom, and to who athletics/activities is an avocation and not a source of financial reward. To maintain amateur standing in those activities under WIAA jurisdiction, the student may not:

31. Accept merchandise or in-kind gifts of more than \$500 in fair market value during any one calendar year, September 1 through August 31. Reduced membership fees or reduced user fees from an athletic club, recreation center, golf course, etc., do not count toward this \$500 limit.
32. Accept gift cards or cash awards. A voucher with no cash value is allowed.
33. Enter competition under a false name.
34. Accept payment of expense allowances over the actual and necessary expenses for the athletic trip.
(NOTE: Entry fees are not considered a reimbursable expense.)
35. Sign or have ever signed a contract to play professional athletics.
36. Play or have ever played on any professional team in any sport.
37. Receive or have ever received, directly or indirectly, a salary or any other form of financial assistance (including scholarships, educational grants-in-aid, or any of his/her expenses for reporting to or visiting a professional team) from a professional sports organization.

EJECTION ACTION PLAN

If an ejection occurs to an athlete or coach, the following steps will be taken:

1. The ejected player and coach or ejected coach will need to state the Athletic Mission Statement, the infraction, what they’ve learned from the situation and how they’ll prevent it from happening again at the next school board meeting. The Athletic Director will inform the athlete and coach when the next school board meeting is. School board meetings occur on the 2nd and 4th Monday’s of the month. The AD will contact the ejected athlete’s parent(s) and strongly encourage them to be present at the board meeting as well. An athlete that refuses to appear at the board meeting will become ineligible for contests until they appear in front of the school board.
2. The athlete/coach ejected will need to apologize to teammates and coaches before being able to resume practice/games. The AD/Principal must be present during the apology. The head coach is responsible for setting up the meeting and informing the Athletic Director.

3. We will continue to follow the WIAA ejection rule, which states any ejected athlete must be ineligible for the next contest of the same level that they received the ejection and cannot play in any other level contest until the ineligible game has passed.
4. Similar to the board meeting, the ejected player will need to state the Athletic Mission Statement, the infraction, what they've learned from the situation and how they'll prevent it from happening again, in front of a group of student peers and Athletic Director/Principal. After hearing from the ejected player, the student peers will make a recommendation to the Athletic Director/Principal on whether they believe the athlete should miss an additional 10% of the season. Peer decisions should be based on remorse from the athlete. 10% of the season will be rounded up to the nearest whole number.
5. If more than one athlete is ejected in a season, the coach will be suspended one game for each ejection after the first one. The superintendent (and possibly guests) will also meet with the team and coaches. The team and coaches will be expected to state the Athletic Mission Statement.
6. All coaches are required to build a sportsmanship component into their practice plans. This plan will be evident in both writing and action. Coaches must spend at least 15 minutes a week going over items such as proper etiquette, importance of being a team player, proper ways to react to unfair or difficult situations, etc.

ACADEMIC REQUIREMENTS

While Kiona-Benton City School District is aware of the important role that interscholastic athletics/activities play in the development of students, the district is also committed to the philosophy that the primary purpose of our secondary schools should be to prepare students academically to become productive citizens upon graduation. For this reason, we have established the following academic standards for our students.

ACADEMIC ELIGIBILITY

The student must be currently enrolled in six (6) academic classes. The student must have also passed five (5) of the six (6) academic classes the previous Semester.

Any student athlete who does not meet the above-stated criteria will be considered ineligible. This means that he/she may continue practicing but will not be allowed to participate in competitions until the student meets the minimum academic requirements.

ACADEMIC SUSPENSION

A student who failed to make the grade requirements shall be placed on academic suspension. The student shall be ineligible during the suspension period. If, at the end of the suspension period the student is meeting the minimum academic requirements, the student may be reinstated for interscholastic competition. WIAA requirement is that the suspension period for high school students failing at least two (2) classes the previous semester shall be from the end of the previous semester through the last Saturday of September in the fall and the first five (5) weeks of the succeeding semester. Students may earn credits through summer school to meet the above requirements.

18. Students must follow academic guidelines in WIAA handbook 18.7.

19. Grade checks for all students will occur every two weeks beginning on the 5th Monday of the school year. At the start of 2nd semester, grade checks will begin on the 4th Monday and occur every two weeks. Student athletes will become immediately ineligible if he/she is not meeting the minimum academic requirements. The Athletic Director will notify teachers, coaches and students of ineligibility and study hall list on the Monday of grade checks.
20. Students who are earning a D or worse at every grade check will attend mandatory study hall or meet with his/her teacher (with teacher approval) or coach until all grades are above a D. Students are required to do schoolwork during study hall to be able participate in activities that same day. Notes from medical professionals are required to be excused from the study hall. Students will be required to begin attending study hall after the “Warning” grade check which will occur on the 3rd Monday of the school year.
21. Students will become immediately eligible once he/she is meeting the minimum academic requirements. It’s the student/s responsibility to contact the Athletic Director once he/she is meeting the minimum academic requirements.
22. Students must meet all minimum requirements to be academically eligible. Teachers are not allowed to make students eligible for “making academic progress”.
23. Ineligible students are unable to ride the school bus to away contests if the bus leaves before school is out. After that it is up to the coach’s discretion if an academically ineligible student may ride the school bus.

ATHLETIC DISCIPLINE

DISCIPLINE INFRACTIONS

1. Unsportsmanlike conduct (including disruption, fighting, vulgarity, verbal abuse, etc.).
2. Violations of school policies and/or school disruptions.
3. Involvement in criminal offenses.
4. Attending social functions where minors are illegally using a prohibited substance.
5. Consumption, possession, transmission or selling the following prohibited substances: alcoholic beverages, drugs/anabolic steroids (drug/vaping paraphernalia), look-alike drugs, narcotics, or tobacco (including chewing tobacco).
6. Legend Drugs & Controlled Substances.

CONSEQUENCES

Infraction A or B: Consequences defined at the discretion of the head coach.

Infraction C or D: Consequences will be referred to the Athletic Director and consequences may range from restitution to season or yearlong ineligibility.

Infraction E: Students must follow procedures in the WIAA handbook 18.25.2.

Students will abide by the following violation steps.

1. **First Violation:** The student will miss 50% of the current season but can be reduced to 25% (by the Athletic Director/Principal) if the student admits to the violation and seeks and receives help (through Somerset Counseling Center or the through the Ki-Be HS drug/alcohol specialist).
2. **Second Violation:** The student will miss 75% of the current season but can be reduced to 50% (by the Athletic Director/Principal) if the student admits to the violation and seeks and receives help (through Somerset Counseling Center or the through the Ki-Be HS drug/alcohol specialist).

3. Additional Violations: The student will be ineligible from interscholastic competition for 1 calendar year from the date of the violation.
4. Suspension may be carried over to the following season and possibly the following school year.

DISCIPLINE PROCESS & APPEAL

When an alleged violation of the Athletic Code occurs, the following steps shall be taken:

1. The head coach will be notified.
2. The Administration will conduct an investigation. This will include interviewing the students who are involved in the alleged misconduct or violation.
3. If the Administration determines that a violation has occurred, the Administration shall impose disciplinary action and notify the student and parents/guardians.
4. The student and his/her parents may accept the decision or initiate an appeal on behalf of their student. The student and his/her parents have five (5) business days to file a written notice of appeal with the principal. A hearing must convene on the appeal within five (5) business days of receipt of the notice of appeal. The Athletic Appeals Board, consisting of the Athletic Director, a teacher and 2 out-of-season coaches, will hear the appeal. Upon hearing the appeal, the student and his/her parents shall leave to allow the Athletic Appeals Board members time to discuss the appeal. Upon completion of this discussion, the Athletic Appeal Board will make a recommendation. The Athletic Director is not a voting member of the Appeals Board.
5. If the recommendation is not acceptable to the student athlete and his/her parents, they may request a meeting with the principal, provided the principal was not involved in the original hearing. This meeting must be held within five (5) business days after receipt of the hearing recommendation.
6. If the principal's decision is not acceptable to the appealing parties, they may request a meeting with the Superintendent's designee. This meeting must be convened within five (5) business days of the Superintendent receiving a formal written request for a meeting.
7. Following the decision of the Superintendent, the appealing party may seek further remedy through the School Board at its next regular meeting. The presentation of the appeal to the School Board shall be in closed session. The School Board shall notify the student and his/her parents of its response to the appeal within ten (10) business days after the date of the meeting.

Student/Parent Verification

(This is done as an online form)

I verify as follows:

- *I have carefully read the KIONA-BENTON CITY SCHOOL DISTRICT ATHLETIC & ACTIVITIES CODE.*
- *I understand my participation in any such programs is not a right of mine but instead is a privilege.*

- *I agree to be bound by the terms of the Code for all programs in which I may participate during the school/Calendar year in which I signed this Code.*
- *I understand that if a provision of the Student Handbook is different or inconsistent with the provisions of this Code, the provisions of this Code will override the Student Handbook.*

Athlete's or Club Member's Name (Print)

Student Signature

Date

Parent Signature

Date

THIS ATHLETIC / ACTIVITIES CODE SHALL BE IN EFFECT FOR THE CALENDAR YEAR

DISTRICT GRADUATION REQUIREMENTS

Note: Each semester credit is worth .5.	Credits Needed	Credits Needed
	2021+	2016-2020
English	4.0	4.0
Social Studies	3.0	3.0
Science (2 credit lab science)	3.0	2.0-3.0
Health & Fitness	2.0	2.0
Mathematics	3.0	3.0
Occupational Education Electives	2.0	2.0
Fine Arts (Art, Band, Chorus, Drama, etc.)	2.0	1.0

Advisory	.25 per year	.25 per year
Electives	5	2.0-5.0
Total Credits Needed:	24.0	22.0

2-YEAR TECHNICAL & COMMUNITY COLLEGES REQUIREMENTS

Students planning to attend a community or technical college need to meet the district graduation requirements. Certain programs (nursing, etc.) have additional requirements.

4-YEAR COLLEGE-BOUND STUDENTS REQUIREMENTS

Math: 4 credits (beginning with class of 2012) **English:** 4 credits

Science: 2 credits (including 2 credits of lab science) **Fine Arts:** 1 credit

Foreign Language: 2 credits (of one language) **Social Studies:** 3 credits

NOTE: *Students interested in math/science careers should exceed the minimum requirements in those areas. Also, Western Washington University requires chemistry or physics and Washington State University requires biology, chemistry, or physics as one of the two years of college prep science. Read the catalog from the college of your choice for further information.*

CROSS-CREDITING (Substituting Other Courses to Meet Graduation Requirements) In addition to the traditional academic subjects (English, math, science, and social studies), the following courses listed in each area may be used to meet graduation requirements at Goldendale High School:

COURSES

GRADUATION REQUIREMENTS MET

English:

Business English (Y) 1.0 English or 1.0 Occupational

Math:

Accounting 1 & 2 (Y) 1.0 Math (if passed HSPE math) or 1.0 Occupational

Financial Algebra 1.0 Math or 1.0 Occupational

Science:

Horticulture .5 Science or .5 Occupational

Natural Resources .5 Science or .5 Occupational

Agriculture, Food & Natural Resources 1.0 Science or 1.0 Occupational

Social Studies:

Parenting (S)	.5 Social Studies or .5 Occupational
World History (Y)	.5 Fine Arts and .5 Social Studies or 1.0 Social St.
Applied Psychology (S)	.5 Social Studies or .5 Occupational

Fine Arts:

Graphic Arts (S)	.5 Fine Arts or .5 Occupational
Journalism/Annual (Y)	1.0 Fine Arts or 1.0 Occupational
Digital Tech, Photography & Video	.5 Fine Arts or .5 Occupational

-

Occupational:

See class offerings 2.5 Required on page 48

Note: (Y) = Year (S) = Semester

Credit Recovery - Online credit recovery courses will be available to students who have failed a course (priority is given to 11th and 12th grade students due to limited space during the school day). A student may earn 6 credits using the online program at a cost of \$10 per class. When a student passes the assigned online class then the money will be refunded. A student may earn an additional 4 credits using the online program, but must pay the entire cost of the course. A student is limited to 10 credits earned through an online program at Kiona-Benton High School.

ACADEMIC COURSE DESCRIPTIONS

NOTE: Some courses are NOT approved as NCAA core courses for participation in NCAA Division I and II athletics.

AGRICULTURE

Course: **Introduction to Agriculture, Food and Natural Resources (AFNR)**

Description: CTE/Science Length of course: Year

Grade Level: 9-12

Students participating in the *Introduction to Agriculture, Food, and Natural Resources* course will experience hands-on activities, projects, and problems. Student experiences will involve the study of communication, the science of agriculture, plants, animals, natural resources, and agricultural mechanics. While surveying the

opportunities available in agriculture and natural resources, students will learn to solve problems, conduct research, analyze data, work in teams, and take responsibility for their work, actions, and learning. Membership in Kiona-Benton City FFA is encouraged.

Course: Agricultural Biology

Description: CTE/Science Length of course: Year Grade Level: 10

Agricultural Biology is a lab science that focuses on inquiry activities related to the application of science and technology in our society, structures and functions of living organisms, ecosystems, and biological evolution. (Biology is REQUIRED for entrance into a four-year university). Membership in Kiona-Benton City FFA is highly encouraged. Student have the potential of earning 5 college credits for completing this course with an 85% or high grade. Membership in Kiona-Benton City FFA is encouraged

Course: Agriculture, Power and Technology

Description: CTE/Science Length of course: Year
Grade Level: 11-12

This course focuses on the study of the forces and laws of nature and their application to modern technology. Equilibrium, motion, momentum, energy conversion, electromagnetism, and optical phenomena are presented in the context of current, real-world applications. This course may help students to gain knowledge for careers in electronics, robotics, telecommunications, and other technological fields. Membership in Kiona-Benton City FFA is encouraged.

Course: Horticulture

Description: CTE/Science Length of course: Semester or Year Grade Level: 10-12

Students will be participating in hands-on activities including maintenance of the school vineyard, growing plants in the greenhouse and selling plants at the annual sale, while gaining knowledge in growing and farming products Students can earn a five college credits for completing this course with a grade of a C or higher. Membership in Kiona-Benton City FFA is encouraged.

CAREER & TECHNICAL EDUCATION

Course: Computer Applications

Description: CTE Length of course: Semester Grade Level: 9

Know and be able to perform basic computer applications and operations including file management. Master the keyboard by keying documents quickly and accurately utilizing proofreading skills.

Microsoft Word – know and understand basic functions and document formatting, including business letters, memorandums, reports, itineraries, agendas, news releases, outlines, tables.

Microsoft Excel – create and manage workbooks, use formulas, graph/chart data, merge data with Word and PowerPoint documents

Microsoft PowerPoint – create and modify a multimedia presentation using text, graphics, charts, transitions, animation, and sound

Use the Internet effectively, efficiently, and appropriately for school and career use. Develop a resume, application letter, follow-up letter, fill out a job application, and prepare for a job interview. Demonstrate business habits by learning the standards for professional ethics, customer service, attitude, and attendance. Demonstrate leadership abilities and a career awareness of the business world.

All students will have the opportunity to participate in FBLA

Be prepared to take the MOS certification.

Course: Drafting I (also Fine Arts)

Description: CTE Length of course: Semester
Grade Level: 9-12

This is a basic course designed for students who have little or no experience in technical drawing. The content is geared toward exposing students to a variety of basic technical drawing skills such as multiple view drawing, dimensioning, pictorial drawing, standards of measurement systems, and auxiliary view. This course is the prerequisite for further study in technical drawing courses offered and thorough understanding of key concepts is vitally important for continuation in higher level drawing courses. This course will ultimately lead into PROJECT BUILDING during the second semester.

Course: **Welding/Agricultural Mechanics I**

Description: CTE Length of course: Year Grade Level: 9-12

Students participating in Agricultural Mechanics will gain experience through use of shop tools and in class discussion. Students will learn the basics of: arc welding (SMAW), mig welding (GMAW), tig welding (GTAW), oxy-acetylene, hand held plasma, cnc plasma, sheet metal, and lathe operation. Membership in Kiona-Benton City FFA is highly encouraged.

Course: **Woods I**

Description: CTE Length of course: Semester Grade Level: 9-12

This is a basic course in woodworking designed primarily for freshman and sophomores. However, juniors and seniors are welcome. The student will be introduced to several areas of woodworking including; safety, shop drawing, hand and machine tools, materials, wood joinery, fasteners, and finishes. The students will demonstrate skills and knowledge learned through using various power equipment and tools and completing a series of projects. There are approximately FIVE required projects students will complete, to satisfactory accuracy and craftsmanship, exposing the student to a variety of woodworking techniques and practices. The option to build an electric guitar and/or ukulele is based on students' proven ability from completing the above required projects with a high degree of success and craftsmanship.

Course: **Child Psychology**

Description: CTE Length of course: Semester Grade Level: 9-12

Child Psychology: Have you ever wondered why you are, who you are? We will explore the various stages of human development from childhood through adulthood. We will explore the various stages of life including puberty, pregnancy and birthing options. We will spend time discussing parenting philosophies and you will even get to be a parent for a time. During this class, you will have the opportunity to earn your STARS certification that is required to work in daycares or other children services.

Course: **Creative Foods I**

Description: CTE Length of course: Semester Grade Level: 9-12

A fast-paced class that emphasizes nutrition while gaining basic cooking skills. Students are actively involved in foods labs, in which they will learn to plan, prepare, budget, try new foods and analyze their creations. A celebration meal is prepared for guests. Students will have the chance to acquire their foods handler's card at the end of the semester for an additional \$10.

Course: **Family and Consumer Science**

Description: CTE Length of course: Semester Grade Level: 10-12

This course is a brief introduction to the Family Consumer Science program. We will spend several weeks discussing pieces of the classes above including a sewing portion to teach the basic sewing skills, basic resume, budgeting, and taxes. This will be a BRIEF introduction to the core pieces of life.

Course: **Housing Design**

Description: CTE/Art Length of course: Semester
Grade Level: 9-12

This course provides an insight to many aspects of the design world. Students will look at things such as housing and human needs, house plans, color harmonies, textiles, flooring, wall treatments, furniture styles and

selection, and windows and lighting. An emphasis in principles and elements of design are included, as well as, careers in Interior Design and related fields.

ENGLISH

Course: **English I**

Length of course: Year Grade Level: 9

The course concentrates on Western literature (*To Kill a Mockingbird, etc.*). The readings serve as models of good writing and as subjects for students' own writing exercises, which are emphasized throughout. Students will review grammar (D.O.L.), study sentence and paragraph structure, and learn how to develop a strong thesis. Students will be required to display mastery of the five paragraph essay as part of their exit exam. Sustained silent reading will also be an integral part of the course.

Course: English I with English Language Learner Support

Same as English I with added supports for students that qualify for bilingual services.

Course: **Honors English I**

Length of course: Year Grade Level: 9

An advanced reading and writing course with an emphasis on higher-level cognitive skills. Students will develop strategies to analyze text – both fiction and non-fiction – at a critical thinking level. Curriculum will consist of a rigorous study of literature in a variety of genres, including the Short Story, Poetry, Novel (*To Kill a Mockingbird*), Shakespeare, (*Romeo and Juliet*) and Non-fiction/Biography (*Night*). The readings serve as models of good writing and as subjects for students' own writing. The focus of composition will be expository and argumentative writing. Students will have an opportunity to select books for Independent Reading, use the Accelerated Reader program to demonstrate mastery of the books' content, and write about the books, as part of their overall grade. Prerequisite: Level 3 or 4 on SBAC ELA

Course: **English II**

Length of course: Year Grade Level: 10

English II follows a traditional structure for sophomore English. Students will further explore Short Stories, Novel, (*Of Mice and Men*), Shakespeare (*Julius Caesar*), Non-Fiction (*Farewell to Manzanar*), and Poetry. The emphasis is both literature and composition with an emphasis on the analytical skills needed for meeting standard on the ELA SBAC state assessment.

Course: English II with English Language Learner Support

Same as English I with added supports for students that qualify for bilingual services.

Course: **Honors English II**

Length of course: Year Grade Level: 10

An advanced reading and writing course with an emphasis on the analytical skills needed for meeting standard on the ELA SBA state assessment. Students will develop strategies to analyze text – both fiction and non-fiction – at a critical thinking level. Curriculum will consist of a rigorous study of literature in a variety of genres,

including the Short Story, Poetry, Classic Novel, Contemporary Fiction, Shakespeare, and/or Non-fiction/Biography. The readings serve as models of good writing and as subjects for students' own writing. The focus of composition will be expository and argumentative writing, using text-based evidence for support. Students will have an opportunity to select books for Independent Reading, use the Accelerated Reader program to demonstrate mastery of the books' content, and write about the books, as part of their overall grade. Students must have an 80% or higher in previous English course for enrollment.

Course: **English III**

Length of course: Year

Grade Level: 11

This course is intended to give an understanding and appreciation of our American literary heritage. The course will explore principal American writers from Native American times to the present, and provide necessary historical and social background for understanding. Process writing based on literary works will be emphasized. Some of the topics and/or language in the reading materials may include strong sexual content, violence, or profanity.

Course: English III with English Language Support

Same as English III with added supports for students that qualify for bilingual services.

Course: **Honors English III**

Length of course: Year

Grade Level: 11

This course is a broad survey of American Literature and students are required to read more books than in regular American Literature. Students are expected to read extensively, to write in many modes (including cogent analytical and argumentative essays) and to participate in class discussions. Some of the topics and/or language in the reading materials may include strong sexual content, violence, or profanity. Prerequisite: Level 3 or 4 on SBAC ELA

Course: **English IV**

Length of course: Year

Grade Level: 12

Description: Students read selections from British and World literature in a loosely organized chronological framework. They analyze the themes, styles, and structures of these texts and make thematic connections among diverse authors, periods, and settings. Students complete guided and independent writing assignments that refine their analytical skills. They have opportunities for creative expression in projects of their choosing. Students also practice test-taking skills for standardized assessments in critical reading and writing.

Course: **Honors English IV/EWU – ENGL 170: Intro to Literature**

Length of course: Year

Grade Level: 12

Credits: 5 Satisfies: EWU GECDR for Humanities & Fine Arts

This curriculum is designed to parallel a college-level English course and enables students to develop critical standards for evaluating literature. Students study the language, character, action, and theme in works of recognized literary merit; enrich their understanding of connotation, metaphor, irony, syntax, and tone; and write compositions of their own (including literary analysis, exposition, argument, narrative, and creative writing). Students can earn 5 credits from Eastern Washington University.

Course: **Yearbook/Publications**

Description: Elective

Length of Course: Year

Grade Level: 10-12

Students will be responsible for producing, marketing, and selling Kiona-Benton City High School's Yearbook, *The Bear*, as well as the supplement to the yearbook and the senior slideshow. This one-year course will emphasize the study of yearbook publication creation, graphics design, and sales/marketing. Critical thinking, writing, and planning skills will be developed. Computer, copy writing, graphics design, and photography skills will be taught through practical application. Creativity and ethics will be essential components. This course will satisfy one of the elective credits required for graduation.

Course: **Communication**

Description: Elective

Length of course: Semester

Grade: 10-12

This course focuses on the application of written and oral communication skills through a variety of formal and informal experiences. It is performance-based and emphasizes effective interpersonal and team-building skills. It may also involve the study of how interpersonal communications are affected by stereotypes, nonverbal cues, vocabulary, and stylistic choices.

Course: **Language Arts**

Description: English/Remedial Length of course: Semester

Grade 10-12

Language Arts provides instruction in basic language skills, integrating reading, writing, speaking, and listening, while placing emphasis on the progress of individual students. Students will revisit classic literature and expository writing. This is a remedial course that can be taken for English credit retrieval.

FINE ARTS (PERFORMING ARTS)

Course: **Jazz Band**

Length of course: Year

Grade Level: 9-12

Prerequisite: Concert Band

Jazz band meets 0 hour every day. In the fall we will be working on different styles of jazz and improvisation. The class consists of saxophones, trumpets, trombones, drum set, piano, bass, and guitar. All students interested in taking Jazz band must also be enrolled in Concert Band.

Course: **Concert Band**

Prerequisite: Music Experience Length of course: Year

Grade Level: 9-12

In Concert Band, students will develop as musicians and explore new styles of music and performance situations. Symphonic bands will march at football games compete in regional marching competitions, parades, and perform at basketball games. Students will also be expected to perform in many concerts and festivals throughout the year.

Course: **Mixed Choir**

Length of course: Year

Grade Level: 9-12

The purpose of mixed choir is to teach music reading skills and to allow the singers to perform songs in groups. Participation in community concerts, inter-scholastic contests, and small school festivals is required while enrolled. Some jazz and small ensemble music will be included, as well as solo opportunities.

Course: **Advanced Choir**

Length of course: Year Grade Level: 9-12

The purpose of Advanced choir is to teach advanced music reading skills and to allow advanced singers to perform songs in group situations. Participation in community concerts, inter-scholastic contests, and small school festivals is required while enrolled. Some jazz and small ensemble music will be included, as well as solo opportunities. Prerequisite: Audition

Course: **Music Through the Ages**

Length of course: Semester Grade Level: 9-12

This course introduces students to a variety of music genres. Exploring music history using culture, instruments, and performance. Students will gain understanding of the importance and connection music has with specific times throughout history.

Course: **Drama**

Length of course: Semester or Year Grade Level: 9-12

This course will present an overview of many facets of theatrical productions, from acting to set design, lighting and sound systems, staging, costumes, stage makeup, etc. Students will perform in front of or behind the scenes in several in-class productions.

FINE ARTS - VISUAL ARTS

Course: **Drawing I/II**

Length of course: Semester Grade Level: 9-12

Drawing I: Students will be introduced to basic drawing skills using a variety of drawing tools, materials, and subject matter. Sketchbook will be required, as well as outside drawing assignments.

- Drawing II: Students will advance in their study/skills of what was learned in Drawing I class and further a chosen style of drawing in depth.

Course: **Glass Art I/II**

Length of course: Semester Grade Level: 9-12

Glass I: Students are introduced to the fundamental skills of glass, including cutting, designing, and creating many types of projects using glass. Stained Glass and Warm Glass (Fusion), and Painting on glass will be the focus.

- Glass II: Students will apply what they learned in Glass I in depth and may choose what type of glass to study further after meeting with the instructor.

Course: **Pottery I/II**

Length of course: Semester Grade Level: 9-12

Pottery I: Students will learn the basic hand-building introduction techniques related to pottery. Projects will include pinching, coiling, slab, and sculpture construction. Potter's wheel may be introduced.

Pottery II: Students will advance in their studies in their choice of techniques learned from Pottery I. Potter's Wheel will be a focus as well.

Course: **Painting I**

Length of course: Semester Grade Level: 9-12

Painting I: Students will learn color theory by mixing colors, making a color wheel, and using color schemes to incorporate into paintings. Introduction to acrylics, watercolor, and fusion glass painting will be used to show understanding of the color theory learned.

FOREIGN LANGUAGE

Course: **Spanish I**

Length of course: Year Grade Level: 9-11

This course will give a general introduction to Spanish: pronunciation, basic grammatical structures, vocabulary related to everyday life, and cultural information. Emphasis is on all four areas of language: listening, reading, speaking, and writing. This course can fulfill 1.0 art credit when aligned with the student personal pathway. Two years of foreign language is a requirement admission to a four-year university and for students graduating from the class of 2021 and beyond Students may opt out of foreign language by signing a personal pathway plan form.

Course: **Spanish II**

Length of course: Year Grade Level: 10-12

Prerequisite: Spanish I

This course builds upon knowledge gained in Spanish 1. Emphasis is on building increased communicative proficiency through useful and practical conversational and grammatical skills. In addition, students will continue to expand their vocabulary and cultural knowledge. Two years of foreign language is a requirement for admission to a four-year university and for students graduating from the class of 2021 and beyond Students may opt out of foreign language by signing a personal pathway plan form.

MATHEMATICS

Course: **Algebra I**

Length of course: Year Grade Level: 9-10

In this course the student will study relationships between quantities and reasoning with equations, linear and exponential relationships, descriptive statistics, expressions and equations, and quadratics functions and modeling. This course is required for high school graduation.

Course: **Geometry**

Length of course: Year Grade Level: 9-11

In this course the student will study congruence and constructions, similarity and trigonometry, 3-D figures, coordinate geometry, circles, probability, and proof. This course is required for high school graduation.

Course: **Algebra II**

Length of course: Year Grade Level: 10-12

In this course the student will study polynomial, rational and radical relationships, trigonometric functions, modeling with functions, and making inferences and conclusions from data. This college-prep course satisfies the third math credit required for high school graduation and prepares students to enroll in a four-year college or university.

Course: **Pre-Calculus**

Length of course: Year Grade Level: 11-12

Prerequisite: Algebra II

This is a college preparatory class focusing on understanding concepts and building skill fluency on methods used in Calculus. Topics covered include linear relations, advanced graphing, polynomial and rational functions, trigonometric functions and graphs, trigonometric identities and equations, vectors, polar coordinates logarithms, and exponential functions.

Course: **Financial Algebra**

Length of course: Year Grade Level: 11-12

In this course students will be introduced to piecewise functions, regression, limits, exponential functions, linear/quadratic systems, and more. Application of Algebra concepts in the financial worlds is a focus. This course satisfies the third math credit required for high school graduation but does not allow students to meet

minimum requirements to enter a four-year college or university. *Parents and students need to have a form on file stating their understanding that students who request a third math credit other than Algebra II, will not meet minimum requirements to enter a four-year university.*

PHYSICAL EDUCATION

Course: **Physical Education**

Length of course: Semester Grade Level: 9-10

Students will engage in a variety of individual and team sports; soccer, speed ball, flag football, aerobics, badminton, basketball, volleyball, floor hockey, pickleball, tennis, weightlifting, softball, horseshoes, hacky sack, track and field. Students are required to pass written tests related to sports. These tests will cover both the history and the rules and regulations of sports. Students will also be expected to attain the skills and knowledge to enable them to develop a personal fitness plan for life-long physical fitness.

Course: **Weight Training**

Length of course: Semester Grade Level: 9-12

Improvement of physical fitness through weightlifting. Students will rotate through a circuit consisting of lifts and exercises to develop the major muscle groups and improve physical condition levels. The program is designed for individual improvements.

Course: **Life Fitness**

Length of course: Semester Grade Level: 9-12

This course emphasizes walking and provides knowledge and skills regarding lifetime physical fitness; content may include related topics such as nutrition, stress management, and consumer issues. Students may develop and implement a personal fitness plan.

Course: **Racquet and Net Sports**

Length of course: Semester Grade Level: 9-12

Racquet and Net Sports courses provide students with knowledge, experience, and an opportunity to develop skills in more than one individual or team sport (such as tennis, badminton, and basketball).

Course: **PE Personalized**

Length of course: Semester Grade Level: 9-12

This is a non-competitive course to assist students that would otherwise have difficulty in a traditional physical education class. Fitness and muscle tone activities are emphasized using low impact methods. This course is best suited for students with injuries, disabilities, or who do not do well with traditional PE. Teacher approval required.

HEALTH

Course: **Family Health**

Length of course: Semester Grade Level: 9-10

Students will gain knowledge and skills designed to allow them to become independent adults and to achieve optimum health. Units covered include: mental health, peer relationships, substance abuse, AIDS education, disease prevention, sexual health/human reproduction, first aid, nutrition, physical fitness, weight control, health and wellness awareness, refusal skills and environmental issues and how these impact the body. Successful completion of this course is required for high school graduation.

SCIENCE

Course: **Principles of Biomedical Science**

Descriptions: CTE Length of course: Year Grade: 9

In this introductory course of the PLTW Biomedical Science program, let students explore concepts of biology and medicine to determine factors that led to the death of a fictional person. While investigating the case, students examine autopsy reports, investigate medical history, and explore medical treats that might have prolonged the person's life. The activities and projects introduce students to human physiology, basic biology, medicine, and research processes while allowing them to design their own experiments to solve problems

Course: **Biology**

Length of course: Year Grade Level: 10

Biology is a lab science that focuses on inquiry activities related to the application of science and technology in our society, structures and functions of living organisms, ecosystems, and biological evolution. Biology is REQUIRED for entrance into a four-year university.

Course: **Integrated Science**

Length of course: Year Grade Level: 11 – 12

Students will explore the individual science disciplines of physics, chemistry, biology, Earth science, and astronomy, plus the areas where they overlap. This conceptual approach will relate science to everyday life. This class will incorporate various learning strategies including individual and group work, interactive tutorials, videos, and hands on labs. Course:

Course: **Chemistry**

Length of course: Year Grade Level: 11-12

This is an introductory course to chemistry that will prepare students for careers in the scientific field who plan on continuing their education at a technical school, college, or university Chemistry is REQUIRED for entrance into a four-year university. Scientific observations & measurements, atomic structure, the periodic table, properties of matter, acids & bases, chemical quantities, and chemical reactions will be the main topics in 1st semester chemistry. While stoichiometry, thermochemistry, electrochemistry, behavior of gases, types of bonding, molecular geometry, and qualitative chemistry will be the main chemistry topics for the 2nd semester.

Prerequisite: Biology

Course: **Physics**

Length of course: Year Grade Level: 11-12

Physics courses involve the study of the forces and laws of nature affecting matter, such as equilibrium, motion, momentum, and the relationships between matter and energy. The study of physics includes examination of sound, light, and magnetic and electric phenomena.

SOCIAL STUDIES

Course: **Civics**

Length of course: Semester Grade Level: 10

Students will study how the principles of government were developed. The class will examine concepts such as federalism, constitutional freedoms, rights and responsibilities of citizenship, issues in the State of Washington, the US Constitution, and the function of each branch of government. Students will gain a knowledge of how government works. This is a state graduation require.

Course: **World History**

Length of course: Semester Grade Level 10

This course provides students with an overview of the history of human society from early civilization to the contemporary period, examining political, economic, social, religious, military, scientific, and cultural developments.

Course: **United States History**

Length of course: Year Grade Level: 11

Students will cover major themes and concepts of United States History from the 1880's to present time. Some of the themes that are taught include; the Gilded Age, the roaring twenties, the Great Depression, World War I and World War II, the Cold War including the Korean War and the Vietnam War, the baby boom generation's effect on society, the counterculture movement and the war on terror. Understanding how these events unfolded provides a window to the world of today. This course is a State graduation requirement.

Course: **Contemporary World Problems**

Length of course: Year Grade Level: 12

This senior level course examines contemporary world problems and their historical origins. Topics will vary each time the course is taught, depending on current world events. Students will complete the Classroom-Based Assessment (CBA) in this course. This course is a State graduation requirement.

OTHER COURSES

Course: **Leadership I**

Description: Elective Length of course: Semester

Grade Level: 9-12

This course emphasizes strengthening self-esteem, recognizing and resisting negative peer pressure, and developing coping and leadership skills. This course includes character building, communication, conflict resolution, practical problem-solving, and decision-making. No prerequisite for this course.

Course: **Leadership II**

Description: CTE Length of course: Semester/Year Grade Level: 9-12

The Leadership class is an activities-based course intended for ASB and class officers and other student leaders that strives to teach students the basic principles of personal leadership skills first (how to lead your own life) and then organizational skills (how to lead others). The class is responsible for creating, planning, and presenting many of the activities and assemblies throughout the year. Students will work on various projects and school-wide activities. Because involvement in this class requires students to work unsupervised often, trustworthiness and maturity are essential; therefore, students are only allowed to enroll in the Leadership class with instructor permission. If you are elected to an ASB office at any grade level, you **MUST** enroll in at least one semester of the Leadership class. Prerequisite: instructor approval only

Course: **Library Assistant**

Description: Elective Length of course: Semester

Grade Level: 11-12

Students assist the librarian at the circulation desk with checkouts and returns. Assistants learn how to catalog items using an on-line database and how to prepare books and magazines for checkout. There will be opportunities to work on special interest projects, which may include book displays, bulletin boards, bibliographies, and selection of library materials. Students need to be able to work well with other students and with teachers. They also need to learn and follow library procedures consistently and accurately. Counselor and Librarian approval needed.

Course: **Office Assistant**

Description: elective Length of course: Semester

Grade Level: 11-12

Students assist the office staff with clerical work and delivering messages. Students need to have good attendance, be able to work independently, and uphold rules of confidentiality as explained by the supervisor. It is also understood that the student will remain in the office or at the work station unless given a pass to another area on campus by their supervisor. Counselor and Office Staff approval needed.

Course: **Teacher Assistant**

Description: Elective Length of course: Semester

Grade Level: 11-12

Students assist teachers with clerical work, and helping with class set up. Students need to have good attendance, and be able to work independently. The students agree to abide by all directions and complete all assignments given by the instructor. Counselor and teacher approval needed.

Course: **Online Lab**

Description: Elective Length of course: Semester

Grade Level: 9-12

This course is designed to give students a chance to recover credit from previously failed courses. Students are assigned courses by their counselors for credit recovery and work independently to complete course work.

SPECIAL PROGRAMS

Course: Life Skills

Prerequisite: By referral Length of course: Year

Grade Level: 9-12

This course is designed to give the student skills needed to be successful in life. The five overall objective goals are: (1) to be socially acceptable (2) to discover strengths and develop them (3) to learn deficits and how to compensate and advocate for them (4) independent living skills and (5) vocational. Each student will have an Individual Education Plan and work will be based on their needs and level.

Course: **Foundations English**

Prerequisite: By referral Length of course: Year

Grade Level: 9-12

This course provides students with reading comprehension, functional writing, and spelling skills necessary for potential success in the adult world.

Course: **Foundations Math**

Prerequisite: By referral Length of course: Year

Grade Level: 9-12

A study of basic arithmetic and geometric concepts mixed with critical thinking and problem solving techniques.

Course: **Foundations History**

Prerequisite: By referral Length of course: Year

Grade Level: 10 -12

Students will study how the principles of government were developed along with historical events. The class will examine constitutional freedoms, and responsibilities of citizenship, as well as, conflicts, expansion, and industrialization. Students will gain a knowledge U.S. history and government.

Course: **Transitions**

Prerequisite: By referral Length of course: Year

Grade Level: 11-12

Transitions is a program which links industry with high school students on IEP's. The goal of this program is for students to participate in career development. Students' activities are guided by supervisors from local industries and their teacher. The student will spend approximately one to two hours per day on the job or learning career skills in the classroom. Academic credit is also earned.

Course: **Migrant Support**

Description: Elective Length of class: Semester Grade Level: 9-12

This course prepares students for success in high school and/or for postsecondary education. Course topics will vary according to the student's needs. Students learn independently using the Portable Assisted Study Sequence Program, while teacher support is used to monitor progress and assist students. Students are selected for this course after qualifying for program services.

TRI-TECH SKILLS CENTER

Course: **Tri-Tech Skills Center**

Length of course: Year Grade Level: 11-12

Tri-Tech Skills Center is located in Kennewick, WA and is designed to help students by providing focused training in specific professions. Programs are designed in three period blocks allowing the extended time to learn the theory of a subject and get hands-on experience. If you are interested in finding out more about Tri-Tech please see your counselor.

KIONA BENTON CITY HIGH SCHOOL COMPACT

STUDENT RESPONSIBILITY

I will:

1. Attend school regularly.
2. Come to class with all the necessary materials and be ready to learn.
3. Complete assignments and return homework on time to the teacher.
4. Follow the school rules, respect others, and accept responsibility for my own actions.
5. Request my make-up work and finish it in the time allowed.
6. Follow the school dress code.
7. Make an effort to do my best by participating in all class activities, and have a good attitude toward learning.

PARENT RESPONSIBILITY

I will:

1. Make education a priority with my child.
2. Encourage my child to use his/her time well and ensure that schoolwork is finished.
3. Maintain open communication with the school.
4. Provide an area where my child can study free from distraction.
5. Support my child's daily attendance.
6. Be an active partner in my child's education and enforce acceptable behavior.
7. Attending school functions, parent-teacher conferences, and return school progress reports.
8. Send my child to school prepared to learn. Provide adequate rest, food, good hygiene, and school supplies, so my child can be successful.

SCHOOL RESPONSIBILITY

We will:

1. Provide a positive and safe learning environment.
2. Respect student needs and rights and treat all students fairly.
3. Provide timely assessment of student progress by returning assignments and tests in a timely manner.
4. Consider the diverse needs of our students.
5. Continue our professional development: use best practice and be prepared every day.

6. Communicate effectively with students, parents, staff, and community concerning the schools philosophy, expectations, and goals.
7. Provide regular progress/grade reports for students and teachers.
8. Clearly state class expectations, assignments, and act as a model for appropriate behavior.
9. Have a positive attitude and be excited about teaching.

By signing, I have read and understood the student handbook.

Student Signature _____

Parent Signature _____

Advisor Signature _____

Kiona-Benton City High School 2023 - 2024 Bell Schedule

(1) Regular Schedule			(2) PLC/1 Hour Assembly Schedule		
7:00 - 7:55	0 Period	55	7:00 - 7:55	0 Period	55
7:55 - 8:00	Passing Time	5	7:55 - 8:00	Passing Time	5
8:00 - 8:57	1st Period	57	8:00 - 8:48	1st Period	48

8:57-9:07	BAB Passing Time	10	8:52 - 9:40	2nd Period	48
9:07 - 10:04	2nd Period	57	9:44 - 10:32	3rd Period	48
10:09 - 11:06	3rd Period	57	10:37 - 11:25	4th Period	48
11:06 - 11:36	Lunch	30	11:25 - 11:55	Lunch	30
11:36 - 11:41	Passing Time	5	11:55 - 12:00	Passing Time	5
11:41 - 12:38	4th Period	57	12:00 - 12:48	5th Period	48
12:43 - 1:40	5th Period	57	12:52 - 1:40	6th Period	48
1:45 - 2:43	6th Period	58	1:40 - 3:00	PLC for Staff	
(3) Early Release Schedule			(4) Late Start Schedule		
7:00 - 7:55	0 Period	55	9:55 - 10:00	Passing Time	5
7:55 - 8:00	Passing Time	5	10:00 - 10:38	1st Period	38
8:00 - 8:25	1st Period	25	10:42 - 11:20	2nd Period	38
8:30 - 8:55	2nd Period	25	11:24 - 12:02	3rd Period	38
9:00 - 9:25	3rd Period	25	12:02 - 12:32	Lunch	30
9:30 - 9:55	4th Period	25	12:32 - 12:37	Passing Time	5
10:00 - 10:25	5th Period	25	12:37 - 1:15	4th Period	38
10:30 - 11:00	6th Period	30	1:19 - 1:57	5th Period	38
			2:02 - 2:40	6th Period	38
(5) 11:00 Early Release FINALS Schedule			(6) PLC w/ Advisory Schedule		
7:00 - 7:55	0 Period	55	7:00 - 7:55	0 Period	55
7:55 - 8:00	Passing Time	5	7:55 - 8:00	Passing Time	5
8:00 - 8:55	1st Per./4th Per.	55	8:00 - 8:40	1st Period	40
9:00 - 9:55	2nd Per./5th Per.	55	8:40-8:55	BAB Passing Time	15
10:00 - 11:00	3rd Per. /6th Per.	55	8:55 - 9:25	Advisory	30
			9:30-10:10	2nd Period	40
			10:15 - 10:55	3rd Period	40
			10:55 - 11:25	Lunch	30
			11:25 - 11:30	Passing Time	5
			11:30 - 12:10	4th Period	40
			12:15 - 12:55	5th Period	40
			1:00 - 1:40	6th Period	40

June 15 2023