



Bend-La Pine Schools

Family Handbook & Calendar 23-24



Welcome to Bend-La Pine Schools



Greetings and welcome to the 2023-24 school year in Bend-La Pine Schools! It is my honor to serve as your Superintendent in partnership with 33 school communities, over 17,500 students, 2,100 staff members and countless families.

I am thrilled to lead this District as we continue to implement the goals

and strategic initiatives set forth by our Board of Directors. These encompass our dedication to providing a strong academic foundation for students; helping students find their passion, purpose and plan for their future; and ensuring that our students, families and staff experience wellness, inclusivity and belonging in our schools.

Learning is at the center of everything we do. We strive to help our youngest learners develop essential language skills, unlock the wonders of science and math, and guide older students in discovering the technical skills and the knowledge that pave the way for future careers. Our devoted staff members uphold high expectations for our students, all while deeply caring for their individual well-being.

We build strong connections and relationships with our students, nurturing their sense of belonging within our school communities and helping them discover what sparks their love of learning. We endeavor to develop the whole child, promoting empathy, kindness, support for others, while fostering curiosity about their world, and assisting all students in realizing their full potential as they navigate their journey to find their passions and purposes.

I invite you to turn the pages of this calendar which showcase examples of students who exemplify these ideals. We asked them to share their passions and interests in their educational pursuits.

For Mountain View High School senior and Student Body President Honey, it's the impact she can make to improve the culture and environment for her peers. School libraries are sacred places for Elk Meadow third grader Donovan and Realms Middle School student Simone.

Jerett, a seventh grader at Three Rivers, loves learning Spanish, which helps him explore his Mexican

heritage and converse with his grandmother. Fourth grader Isaac can't wait to explore the world through the STEM-based experiments offered at Buckingham Elementary. And at La Pine High School, senior Daegan finds his passion in the arts and the community that accompanies it.

Our schools play a vital role in creating and nurturing learning environments that inspire and support students in pursuit of their dreams. Our families' and community's involvement make all of that possible. Thank you for helping us achieve our goals!

Each new school year is filled with excitement, optimism and sense of purpose. I'm feeling it and hope you are, as well.

Dr. Steven Cook

Bend-La Pine Schools
Superintendent



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Work Where Your Students Learn!



Nutrition Services

- Work during the school day - ideal for parents who want to be home before- and after-school
- Receive weekends, holidays and summers off
- Bring positive attitude and great work ethic: We provide job training
- Full-time, part-time and substitute positions starting at \$17.48-\$19.36 an hour
- Make a positive contribution in the lives of students



Custodians



- Flexible late afternoon and evening work hours
- Bring positive attitude and great work ethic: We provide job training
- Full-time positions with generous benefits starting at \$18.85-\$20.87 an hour
- Advancement opportunities



Visit our website for more job details: bls.fyi/careers

Public education is the foundation of a thriving democracy, molding our collective future. We commit to providing the absolute best teaching and learning possible to our students. This means understanding quality teaching and the ways students learn best. It also means deeply knowing each student and tailoring instruction to meet their needs.

OUR PROMISE

Bend-La Pine Schools is a community of learners committed to the success of each and every student. This success must not be predicated or predetermined by race, ethnicity, country of origin, family economics, mobility, gender, sexual orientation, gender identity, disabilities, or religion.

See the full policy Educational Equity: JBB-AP

OUR GOALS

- Students are engaged and develop a strong academic foundation
- Students have a passion, purpose, and plan for their future
- Students, families, and staff experience wellness, inclusion, and belonging in our schools
- Operational systems align and support an academically effective and sustainable organization

Learn more at bend.k12.or.us/district/home/about-us

OUR COMMITMENT TO STUDENTS AND FAMILIES

School staff will continue to develop the knowledge, skills and dispositions that promote high levels of learning for all students, and which create environments where all students and families feel valued and welcomed, particularly those who have been historically underserved.

We commit to partnering with our community to co-design student-centered systems that best match our region's needs and values, even as they change. In our innovation and decision-making processes, we will actively seek the voices and partnership of those we most often marginalize.

We honor the different political beliefs, social values, and lived experiences our students, families, and staff bring to our classrooms and district. We invite different values and viewpoints, as long as they do not promote racism, hate, or discrimination.

Find our Equity Stance at bend.k12.or.us/district/academics/excellence-and-equity

ABOUT US

2,090 Employees

15 - Average years experience for teachers

80% - Of teachers hold a master's degree or higher

2nd - Largest employer in Central Oregon

STUDENTS

17,500 - Students

33 - Schools and two charter schools

5th - Largest district in Oregon

7% - Of students are English Language Learners

36% - Students qualify as economically disadvantaged

30+ - Languages spoken by students

\$218 Million - Operating budget



ELEMENTARY INSTRUCTION

The elementary school core curriculum focuses on the basics of reading, speaking, listening, writing, math, science, health, social studies, art, physical education, music, media and computer skills. Literacy instruction is a critical part of every elementary student's growth, so principals and teachers are encouraged to structure the school day so that literacy instruction is not interrupted. Bend-La Pine Schools also strives for lower K-2 class sizes and provides additional academic support for students who need it.

MIDDLE SCHOOL INSTRUCTION

Students in middle school have unique needs and require special attention during their transitional years. These students vary in physical, intellectual, psychological and emotional development.

To meet these needs, middle schools strive to provide high academic expectations for all students, to develop positive attitudes toward learning and future readiness, and to transition successfully between elementary and high school.

HIGH SCHOOL INSTRUCTION

High schools offer core classes as well as a variety of electives. Many classes provide students the opportunity to earn college credits and develop career-oriented skills while in high school. Our high school course catalog is available on each school's website.

Students also have the opportunity to earn an Honors, Advanced Placement or International Baccalaureate diploma by taking advanced-level courses that demonstrate the ability to succeed in a rigorous curriculum. High schools also offer a wide range of academic clubs and co-curricular activities from music to drama and sports.

SPECIAL EDUCATION

Bend-La Pine Schools offers a variety of individualized programs and services to meet the unique gifts and challenges of the students in our district. We provide a full continuum of special education services and placements for qualifying students ages 5-21. Most of the services are offered in students' neighborhood schools and general education classrooms. District and off campus alternative programs are also available.

For more information about the services offered through the Special Programs Department, call 541-355-1060.

SCHOOL BOARD MEETINGS

The Bend-La Pine Schools' Board of Directors typically meets on the second and fourth Tuesday of each month. Business meetings are typically held on the second Tuesday of each month, while work sessions typically take place on the fourth Tuesday of each month. Meetings are held at 5:30 p.m. at the Education Center, 520 NW Wall Street, Bend, Oregon, in Room 314, unless otherwise noted.

Board meetings, except Executive Session, are open to the public. Business meetings are a time in which regular business is completed, actions are taken, and public comment is received. Work Sessions are a time for the Board to engage in discussion on key Board work initiatives. ASL interpreters are present at business meetings and work sessions. Business meetings are live streamed in both English and Spanish on the Bend-La Pine Schools School Board YouTube channel to maximize public access. Meeting schedules, agendas and minutes of previous meetings are posted on our website at www.bend.k12.or.us.



From left to right: **Back row:** Shirley Olson, Melissa Barnes Dholakia, Marcus LeGrand and Cameron Fischer. **Front row:** Amy Tatom, Kina Chadwick and Carrie McPherson Douglass. Get in touch with the School Board by visiting www.bend.k12.or.us or send an email to school-board@bend.k12.or.us

GENERAL REGISTRATION INFORMATION

Students residing within Bend-La Pine Schools' boundary should register for the school in their assigned attendance area, which is based on a student's residential address. To register, students or their parents/guardians are asked to complete our online registration form, or register in person at their school, and provide proof of age; parents'/guardians' names, addresses, and places of employment; proof of immunization or exemption; and emergency contact information. See Board Policy JEC-AP: Admission of Students for more information.

Each spring, currently enrolled students are automatically registered for the following school year, with the exception of inter-district transfer students who have been admitted under the joint approval process described below.

INTER-DISTRICT TRANSFER

Oregon law allows students to transfer between districts through joint approval, which requires the approval of both the releasing and attending school boards. Students who transfer to Bend-La Pine Schools under the joint approval process must re-apply at the point of transition to middle and/or high school. For more information about transferring from other districts, see Board Policy JECB-AP: Admission of Non-Resident Students

TRANSFERS WITHIN THE DISTRICT

Occasionally, parents/guardians wish to transfer their child from a school in their attendance area to a school in another attendance area. Bend-La Pine Schools' policy allows for transfers under certain circumstances through an Attendance Area Change Request form, if there is space available in the school of choice.

If the transfer is approved, parents/guardians are responsible for the student's transportation to and from school. See Board Policy JC-AR: Attendance Area and In-District Transfers.

IMMUNIZATIONS

No student will be allowed to enroll or continue attendance without first presenting evidence of compliance with Oregon law concerning immunizations. See Board Policy JHCB-AR: Immunization of Students for more information.

KINDERGARTEN REGISTRATION

Children attending kindergarten for the first time must be 5 years old on or before September 1, 2023. Families can register for school in person or online. To register, parents/guardians should provide the items outlined in "General Registration Information."

OUR COMMITMENT TO EQUAL EDUCATIONAL OPPORTUNITIES

Every student of the district will be provided equal educational opportunities regardless of age, race, religion, color, sex, national origin, disability, sexual orientation, marital or parental status. Further, no student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district. The district will treat its students without discrimination as this pertains to course offerings, athletics, counseling, employment assistance and extracurricular activities.

In addition, the superintendent has designated at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. Contact information will be provided to all students and employees and is available at www.bend.k12.or.us

The Title IX Coordinator can be reached by calling 541-355-1100 or emailing titleix-coordinator@bend.k12.or.us. Contact information is provided to all students and employees and is available at www.bend.k12.or.us

The board has adopted and the district has published grievance procedures providing for prompt and equitable resolution of student and employee complaints under Title IX.

District staff members are directed to make a continuous effort to provide equal opportunities for students and to continually strive to eliminate those conditions which may cause discrimination.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, Bend-La Pine Schools will not discriminate against qualified individuals with disabilities on the basis of disability in the Bend-La Pine Schools services, programs or activities.

In addition, the superintendent has designated at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title II. The Title II coordinator will investigate complaints communicated to the district alleging noncompliance with Title II. Contact information will be provided to all students and employees and is available at www.bend.k12.or.us

The Title II Coordinator can be reached by calling 541-355-1060 or emailing titleii-coordinator@bend.k12.or.us. Contact information is provided to all students and employees and is available at www.bend.k12.or.us

Bend-La Pine Schools strives to make every reasonable effort to provide equal access to all school-sponsored services, programs, and activities for students, families and employees with disabilities. Bend-La Pine Schools provides equal access to the Boy Scouts and other designated youth groups.

Equal employment opportunities will be provided to all qualified individuals with a disability as defined by the Americans with Disabilities Amendments Act (ADAA). Bend-La Pine Schools will make reasonable modifications to policies, practices and procedures to ensure equal access to individuals with disabilities.

Holidays & Breaks

In addition, the superintendent has designated at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Section 504. The 504 coordinator will investigate complaints communicated to the district alleging noncompliance with Section 504. Contact information will be provided to all students and employees and is available at www.bend.k12.or.us

The 504 Coordinator can be reached by calling 541-355-1060 or emailing 504-coordinator@bend.k12.or.us. Contact information is provided to all students and employees and is available at www.bend.k12.or.us

Career and Technical Education (CTE) opportunities: All vocational opportunities are offered without regard to race, color, national origin, sex, sexual orientation, gender identity, income or disability. Lack of English language skills will not be a barrier to admission and participation in CTE programs.

Additional information regarding accessibility, including requests, grievances, and resources can be found on Bend-La Pine Schools' website at www.bend.k12.or.us.

Parents/guardians may inquire about equal educational opportunities that relate to their student by contacting the Teaching and Learning Department at 541-355-1060 or the Special Education Director, 520 NW Wall St., Bend, Oregon 97703.

September 4	Labor Day
September 6	1st Day of School, Grades 1-6, 9
September 7	1st Day of School, Grades 7-8, 10-12
September 8	1st Day of School, all Kinders
October 25-27	No school for elementary school students
October 26-27	No school for middle school students
November 10	Veterans Day Holiday
November 20-24	Thanksgiving Break
December 18-29	Winter Break
January 1	New Year's Day holiday
January 15	Martin Luther King Jr. Day
February 2	No school, all grades
February 19	Presidents' Day (no school)
March 25-29	Spring Break
April 10-12	No school for elementary school students
April 11-12	No school for middle school students
April 12	No school for high school students
May 27	Memorial Day
June 14	Last Day of School
June 19	Juneteenth
July 4	Independence Day

SCHOOL CLOSURES

The school year calendar is designed to meet instructional hour requirements set by the State of Oregon. It does not include extra days to make up for extended school closures resulting from circumstances such as inclement weather or emergencies. Accordingly, the school calendar is subject to change during the school year as circumstances warrant. Any updates to the school calendar can be found at our website at www.bend.k12.or.us.



School Schedules

START AND RELEASE TIMES

Elementary	7:45 a.m. to 2:15 p.m.
Middle school	8:45 a.m. to 3:45 p.m.
High school	8:45 a.m. to 3:45 p.m.
Three Rivers School	8:00 a.m. to 2:30 p.m.
Westside Village	Times to be communicated by the school.

Note: Schools release 90 minutes early on Wednesdays for School Improvement and professional development.

SCHOOL IMPROVEMENT WEDNESDAY

Beginning on Wednesday, September 13, students will be released early each Wednesday to allow for teacher collaboration, training and enrichment designed to improve student learning and achievement district-wide.

Meeting weekly allows teachers and school leaders time for collaboration and professional growth. When teachers have the chance to discuss effective teaching methods, cooperatively design teaching materials, and coach one another, our schools make significant improvements.

Providing consistent school improvement time is advantageous for students as it results in fewer interruptions of the school year. Schools work with our partners in the community to provide after-school opportunities for families on School Improvement Wednesdays. Please contact your school for more information.

Emergency & Safety

DELAYS, EARLY RELEASE OR CLOSURES

School delays, closures and bus releases may be called district-wide or by north (Bend area) or south Deschutes County (La Pine/Sunriver areas).

WHAT DOES THE INFORMATION MEAN?

- **School Closure:** Schools are closed for the day due to weather or emergency. In this scenario, the school building will not be used. Unless otherwise noted, all evening meetings and activities are canceled.
- **Delayed Start:** School will have a delayed start. Most often, this is a two-hour delay. In this scenario, buses will run two hours later than normal schedule and will drive slowly, adjusting to conditions and may be delayed.
- **Early Release:** Students who ride the bus can be released early in order to give the buses extra time to complete routes.
- **Early Closure:** Schools may be closed early due to weather or emergency. In this scenario, the school building will not be used. Unless otherwise noted, all evening meetings and activities are canceled, including Kids Inc.

No news means no change.

HOW TO FIND OUT IF THERE IS A DELAY TO THE START OF THE SCHOOL DAY, AN EARLY RELEASE OR SCHOOL CLOSURE

- Visit our website: www.bend.k12.or.us (an alert banner will be posted to every page in the case of a delay, closure or early release.)
- Call our hotline, which will be updated with weather delay or closure information: English 541-323-7669 or Spanish 541-355-0044.
- Subscribe to Mystop to receive push notifications on your mobile device about changes to the school bus. Sign up at bls.fyi/mystop
- Visit our social media pages:
 - Facebook English: @BendLaPineSchools
 - Facebook Spanish: @EscuelasdeBendLaPine
 - Instagram: @BendLaPineSchools
- Sign up for BLConnect, an emergency alert text messaging system: bls.fyi/connect
- Tune in to local media

EMERGENCY PROTOCOLS

Bend-La Pine Schools joins more than 30,000 schools, districts, departments, agencies, organizations, and municipalities around the world who use Standard Response Protocols (SRP), a common language to respond to emergency situations including weather events, fires, accidents, animals on campus, intruders, and other threats to student safety.

Learn more at <https://iloveguys.org/standard-response-protocol/>

EMERGENCY ALERTS

The district will use the text messaging system — BL Connect — to alert families in the case of an evacuation, lockdown, emergency or weather-related event that calls for cancellation of a school day or changes to school day start or end times.

This notification will be sent AFTER students and staff have been secured and emergency responders have been notified.

The text alert system will not be used in the case of drills, medical incidents involving specific students or secure (in a secure, school staff members lock the outside doors, but instruction continues as normal.) General press releases and community releases will not be sent using text messaging.

Signing up for the text message alerts through BLConnect allows families to hear news and updates directly from Bend-La Pine Schools, rather than from an alternate source. Sign up at <https://connect.bend.k12.or.us>.

HOW DELAY, EARLY RELEASE OR CLOSURE DECISIONS ARE MADE DURING INCLEMENT WEATHER EVENTS

Central Oregon is home to a variety of micro-climates, sometimes bringing snow, lightning, and wind storms to targeted areas of the district, while other areas are spared. During a weather event, teams are dispatched to assess conditions and determine whether changes to school operations may be necessary. Depending on weather and circumstances, these assessments may include:

- Driving affected areas in Bend, La Pine and Sunriver in passenger vehicles to assess road conditions, weather hazards, and snow depth
- Assessing school facility conditions to ensure parking lots and primary sidewalks are accessible to students and staff
- Monitoring weather forecasts in partnership with NOAA
- Communicating with local and state road departments
- Monitoring regional TripCheck.com roadway cameras
- Communicating with local and regional law enforcement agencies

PARENT CHOICE

For many of our students, school is the safest place to be during inclement weather. In many cases, both parents/guardians work outside the home. Schools provide a warm, supervised environment for children. However, parents/guardians are always encouraged to consider the conditions of their neighborhood and the well-being of their students in deciding whether to keep their student home. Students are excused from school when parents so request.

HEALTHY AND SAFE SCHOOLS PLAN

In compliance with OAR 581-022-2223, Bend-La Pine Schools has established a Healthy and Safe Schools Plan for all buildings where students and staff are present. This plan includes testing facilities for radon, lead in drinking water, and lead paint, as well as integrated pest management. More information about this plan, including testing results, is available on our website at www.bend.k12.or.us.

School Meals

Students attending one of the following community eligibility provision schools automatically qualify for free meals: Bear Creek Elementary, Ensworth Elementary, Pilot Butte Middle, Bend Tech Academy, Three Rivers School, La Pine Elementary, La Pine Middle, La Pine High and Rosland Elementary.

Families at other schools may still access free meals by filling out a free and reduced application with new income guidelines at bls.fyi/meals.

Daily menus including nutritional information and allergens can be found on our website: bls.fyi/menu. Parent/guardians of students with special dietary needs may reach out to their school nurse.

STUDENTS AND FAMILIES IN NEED

Family Access Network (FAN) advocates are connected to each school in Bend-La Pine Schools. Advocates can assist students and families with basic needs and help make connections to outside partners and social services. Contact your home school for FAN services.

Bend-La Pine Schools employs a liaison who helps serve students experiencing homelessness, in accordance with the McKinney-Vento Act. Assistance is available for immediate enrollment, free meals program and transportation to a student's school of origin. Contact 541-355-1037.



PHYSICALS

Students who participate in extracurricular sports must complete a physical exam. Sports physicals are valid for two years.

Parents/guardians should be sure to bring a copy of the OSAA School Sports Pre-Participation Examination form to be filled out by a health care provider at their student's appointment. These forms can be found on your school's athletics webpage for download or at your Athletics and Activities Office.

Reminder: When you have completed the sports physical, please return it to your school's Athletics and Activities office.

WELLNESS CHECK

Parents/guardians of athletes and non-athletes alike are encouraged to also consider an annual Wellness Check – a complete medical examination and screen for common health issues.

Wellness Check visits are vital to children's healthy growth and development. Physicians suggest adolescents should have regular wellness visits to make sure they are developing at the expected pace and continue to remain healthy.

During these visits, families may have the opportunity to discuss a child's growth, development, behavior and other health issues with the goal of preventing illness and promoting the best possible health for students.

Note: Families that would like to include a sports physical at a student's wellness check, simply request completion of the OSAA Athletics Form.

CODE OF CONDUCT

Any student who participates in school-sponsored athletics or activities must sign a contract to abide by the School District Administrative Policies and Rules, Code Of Conduct, building rules and team participation/training regulations. All students who participate in athletics and extracurricular activities are expected to be positive role models in their communities and beyond at all times. This signed participation contract shall be in effect at all times during the contract period. "At all times" means 24 hours a day, every day of the week whether at school or away from school. The contract will be in effect from the beginning of the OSAA calendar (see www.osaa.org annual dates) and conclude with the last day of high school.

Getting Involved

DISTRICT NEWS

Stay connected to Bend-La Pine Schools. Keep up to date with the latest information, including student and staff news plus emergency information.



Website: www.bend.k12.or.us



Facebook: @bendlapineschools



Instagram: @bendlapineschools

VOLUNTEERS AND VISITORS

Parents/guardians interested in being a volunteer, please contact the school of choice for more information and volunteer opportunities. See Administrative Policy KCA-AP: Volunteers in Schools.

VOLUNTEERS

A volunteer will be invited, provide a service, and will have a completed background check

A volunteer is a non-paid person functioning within the policies and procedures of the district, who shall serve under the direction of the professional staff of the district to whom he/she is assigned.

A volunteer usually meets all of the following criteria, including but limited to:

- The individual will provide a service to the school
- The individual may have access to students while performing the service

A volunteer may fulfill one or more of the following functions, including but limited to:

- Provide individual educational assistance to students.
- Relieve staff members of many non-instructional tasks and duties
- Stimulate business and community interest, concern, and support for the educational system
- Enhance all aspects of the educational process

VISITORS

School visitors must check in and out using the electronic visitor management system and wear the district issued badge during their visit.

Visitors should have a direct connection to a student

A visitor is an individual - generally a parent, close relative or guardian - who visits a school for a public or private event involving a student who is the individual's child, close relative or for whom the individual is guardian. (Examples:

Lunch with their student, brief classroom visit with treats on a birthday, getting clothing from Lost and Found, IEP meeting.)

Visitors should not be allowed inside the school without an invitation

Visits should be arranged and permitted within considerations of the safety and welfare of students and the orderly administration of educational programs and school operations.

Visitors should have interactions with their student or our staff, not groups of students

Visitors do not have repeated interaction with one or more students and are not responsible for the care, supervision, guidance or control of students.

THE EDUCATION FOUNDATION FOR BEND-LA PINE SCHOOLS

Since 1988, the Education Foundation for Bend-La Pine Schools has served as an independent, nonprofit organization that includes parents, civic and business leaders, educators and concerned citizens who believe a vibrant K-12 public school system is essential to the social and economic well-being of our community. With guidance from our Board of Directors, the Foundation sets specific funding priorities to generate opportunities to engage students, parents, teachers and community partners in creating and participating in a well-rounded and robust learning environment. The Education Foundation provides tools and financial resources that support schools, teachers and students through our programs that have an impact district-wide. Through volunteerism, donations, sponsorships and fundraising events we seek to sustain Foundation programs that are designed:

- To increase educational and extra-curricular opportunities for all district students
- To encourage creative and innovative curricula for STEM, art, music and wellness programs

Since 1988, the Education Foundation has invested more than \$2.1 million into our local public schools. For more information, visit blpedfoundation.org. Thanks to our

wonderful community business partners and individual supporters, we work together to enhance K-12 education in Bend, La Pine and Sunriver.



**BEND - LA PINE
EDUCATION FOUNDATION**

Contact Information

Elementary Schools

Amity Creek at Thompson

437 NW Wall St., Bend
541-355-2800
www.bend.k12.or.us/Amity

Bear Creek

51 SE 13th St., Bend
541-355-1400
www.bend.k12.or.us/BearCreek

Buckingham

62560 Hamby Road, Bend
541-355-2600
www.bend.k12.or.us/Buckingham

Elk Meadow

60880 Brookwood Blvd., Bend
541-355-1500
www.bend.k12.or.us/ElkMeadow

Ensworth

2150 NE Daggett Lane, Bend
541-355-1600
www.bend.k12.or.us/Ensworth

High Lakes

2500 NW High Lakes Loop, Bend
541-355-1700
www.bend.k12.or.us/HighLakes

Highland at Kenwood

701 NW Newport Ave., Bend
541-355-1900
www.bend.k12.or.us/Highland

Juniper

1300 NE Norton Ave., Bend
541-355-1800
www.bend.k12.or.us/Juniper

La Pine

51615 Coach Road, La Pine
541-355-8000
www.bend.k12.or.us/LaPineElementary

Lava Ridge

20805 Cooley Road, Bend
541-355-2400
www.bend.k12.or.us/LavaRidge

North Star

63567 Brownrigg Lane, Bend
541-355-2300
www.bend.k12.or.us/NorthStar

Pine Ridge

19840 Hollygrape St., Bend
541-355-2700
www.bend.k12.or.us/PineRidge

Ponderosa

3790 NE Purcell Blvd., Bend
541-355-4300
www.bend.k12.or.us/Ponderosa

R. E. Jewell

20550 Murphy Road, Bend
541-355-2100
www.bend.k12.or.us/Jewell

Rosland

52350 Yaeger Way, La Pine
541-355-8100
www.bend.k12.or.us/Rosland

Silver Rail

61530 SE Stone Creek St., Bend
541-355-2900
www.bend.k12.or.us/SilverRail

Three Rivers (K-8)

56900 Enterprise Dr., Sunriver
541-355-3000
www.bend.k12.or.us/ThreeRivers

Westside Village at Kingston (K-8)

1101 NW 12th St., Bend
541-355-2000
www.bend.k12.or.us/Westside

William E. Miller

300 NW Crosby Drive, Bend
541-355-2500
www.bend.k12.or.us/Miller

Middle Schools

Cascade

19619 Mountaineer Way, Bend
541-355-7000
www.bend.k12.or.us/Cascade

High Desert

61000 Diamondback Lane, Bend
541-355-7200
www.bend.k12.or.us/HighDesert

La Pine

16360 First St., La Pine
541-355-8200
www.bend.k12.or.us/LaPineMiddle

Pacific Crest

3030 NW Elwood Lane, Bend
541-355-7800
www.bend.k12.or.us/PacificCrest

Pilot Butte

1501 NE Neff Road, Bend
541-355-7400
www.bend.k12.or.us/PilotButte

Realms

20730 Brinson Blvd., Bend
541-322-5323
www.bend.k12.or.us/Realms

Sky View

63555 18th St., Bend
541-355-7600
www.bend.k12.or.us/SkyView

Bend Senior

230 NE 6th St., Bend
541-355-3700
www.bend.k12.or.us/BendHigh

Bend Tech Academy

1291 NE 5th St., Bend
541-355-3500
www.bend.k12.or.us/Bendtech

Caldera

60925 SE 15th St., Bend
541-355-5400
www.bend.k12.or.us/Caldera

La Pine

51633 Coach Road, La Pine
541-355-8400
www.bend.k12.or.us/LaPineHigh

Mountain View

2755 NE 27th St., Bend
541-355-4400
www.bend.k12.or.us/MountainView

Realms

20730 Brinson Blvd., Bend
541-355-5500
www.bend.k12.or.us/RealmsHigh

Summit

2855 NW Clearwater Dr., Bend
541-355-4000
www.bend.k12.or.us/Summit

District Directory

Bend-La Pine Schools

Information Line
541-355-1000

**Human Resources/
Employment**
541-355-1100

Information Technology

541-355-8700

Maintenance

541-355-4700

Nutrition Services

541-355-1150

Special Programs

541-355-1060

Teaching and Learning

541-355-1060

Transportation - Bend

541-355-5700

Transportation - La Pine

541-355-5750

September



HONEY
12TH GRADE
MOUNTAIN VIEW
HIGH SCHOOL

We are honored to introduce the 2023-24 Mountain View Student Body President! Herspark? The opportunity to brighten her school's environment for every student walking the halls of Mountain View. Her positive energy and leadership skills make an impact the second you meet her.

"My time at school gives me a bigger understanding of the world. I truly love to learn about art, and it's fun to see how creative people can get by doing something different. There's so much you can learn. I don't think you can ever stop learning."

October



JERETT
7TH GRADE
THREE RIVERS
SCHOOL

Jerett's spark at Three Rivers is the world opened by his Spanish class. He explores his Mexican heritage and takes great pride in his personal connection to the culture.

"I love to learn about my culture and speak with my family, especially my grandma who doesn't speak that much English. Now I can communicate with her! I love being in the class because we all have fun, we sing Spanish songs and play games."

November



DAEGAN
12TH GRADE
LA PINE
HIGH SCHOOL

Daegan finds his spark at La Pine High School in the arts, performing everything from theater to music. His mom, a saxophone player, introduced him to the instrument, and his years at La Pine allow him to grow his talent.

"I'm in love with music and the arts. It's all about community, having each and every person by your side. When you're on stage, you're not as nervous because you've practiced for months, and the people you love and care about are up there shining with you."

October 2023						
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	7					
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	31					

December



DONOVAN
3RD GRADE
ELK MEADOW
ELEMENTARY

Donovan is equally at home in the library and his classroom. His spark is found in the many books he grabs from Elk Meadow's library. Stories inspire him to try new things.

"I love books. They are interesting, satisfying and cool. My favorite book is *Jabari Jumps*. The boy starts out scared of the big diving board, but then he learns how to be brave. I also love all the different things we get to do at school – PE, music and art projects."

November 2023							January 2024							No School Bend Tech Academy	1	2																																																												
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														Winter Break - No School							Winter Break - No School							Winter Break - No School							Winter Break - No School							Winter Break - No School							28							29							30													
31							31																																																																					

January



RYAN
4TH GRADE
LAVA RIDGE
ELEMENTARY

Ryan is a shining example of how one person can unite a community. With one simple song request during lunch, his enthusiasm for the song "Crab Rave" sparked excitement throughout the school. All his peers felt the joy and now request the song all week long.

Ryan loves the fresh air and breeze while on the swing during recess. He's very excited to see himself in the calendar and proud to represent Lava Ridge Elementary.

February



SIMONE
7TH GRADE
REALMS MIDDLE
SCHOOL

With her arms full of books, it's obvious what sparks Simone's love of learning. She lights up at every title mentioned, and she has a hard time finding a book she hasn't read. It's also clear she has the love and respect of her peers as they gathered around during her calendar photo shoot.

"I love science and the humanities and all the stuff we get to learn in them. My favorite book right now is the fourth book of Keeper of the Lost Cities. I appreciate my friends and knowing a small community really well here at Realms."

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28	29	30	31										
4							5	6		1	2	3	
								School Improvement			No School All Schools		
11							12	13	14	15	16	17	
								School Improvement					
18							19	20	21	22	23	24	
							Presidents' Day Holiday - No School		School Improvement				
									</				

March



ALEX
8TH GRADE
CASCADE MIDDLE
SCHOOL

His life at Cascade brings together two of Alex's favorite things – friends and basketball. The environment of respect at his school inspires him to have a more open mindset and grow as a student and human being.

"What sparks my love of learning? I always look forward to my science class. You get to learn about how the planet works, gravity, all different kinds of things. And basketball teaches us to work as a team. Together, we're getting smarter and stronger."

Sunday			Monday			Tuesday			Wednesday			Thursday			Friday			Saturday		
February 2024							April 2024													
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April



GRACE
3RD GRADE
AMITY CREEK
MAGNET SCHOOL

Grace's nickname is Lucky and she makes everyone around her, students and teachers alike, feel grateful to know her. Lucky's spark is building community with new friends at Amity Creek.

"Everyone is welcoming, and I feel like I belong. I love reading the most. It's like a movie but with no screens, and it's better for you and it helps you learn. I think reading's really fun!"



MOU

JOE
12TH GRADE
SUMMIT HIGH
SCHOOL

Joe inspires his community every day, and he has attended school with many of his fellow Summit students since his grade school days. He lights up when his peer aides are with him, but it's evident they are cheered by engaging with Joe as well.

One activity that creates a spark for Joe is riding his tricycle through the hallways of Summit High and outside on the track.

April 2024							June 2024									
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June

AMAIRANI
5TH GRADE
PONDEROSA
ELEMENTARY

What sparks Amairani's excitement in the classroom? Her eyes sparkle when talking about her colorful artwork and the people that surround her at Ponderosa every day. Her community makes her strong.

"My favorite subject is art and I enjoy all the unique and colorful projects we get to do. I want to see more people make beautiful art. I love all the staff members that are here. I've known them since I was a little kid, and they are like my family."



July

ELEANOR
2ND GRADE
LA PINE ELEMENTARY

Eleanor's outgoing energy brightens her classroom at La Pine Elementary, and she is the spark for those around her. She lights up when she talks about learning in the same building as her two siblings, fifth graders Keelen and Zahara.

"My favorite subject is math because it helps my brain get bigger and bigger. The math and reading groups with my teacher and friends help me practice what I learn. I'm super excited to represent my school in the calendar!"

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		
									Independence Day Holiday					
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June 2024								August 2024						
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9	10	11	12	13	14	15	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	18	19	20	21	22	23	24	
23	24	25	26	27	28	29	25	26	27	28	29	30	31	

August



ISAAC
4TH GRADE
BUCKINGHAM
ELEMENTARY

Isaac lights up when he meets with friends or gets to read quietly at his desk, but his love of learning is sparked when he gets to do scientific experiments at STEM-focused Buckingham Elementary. And yes, Isaac made these origami sculptures himself!

"All the things you can discover are super cool. We did an experiment last year with erosion and water and how it changes barriers. My whole class worked together and had fun. Buckingham is awesome!"

INTRODUCTION

The Board of Directors has adopted Board Policies, Administrative Policies, and Regulations to ensure the fair treatment of students, families and the general public, and the orderly operation of schools. The superintendent is responsible for implementing these policies and regulations, which can be found on our website at www.bend.k12.or.us. This section summarizes the rights and responsibilities of students, parents/guardians and staff at Bend-La Pine Schools as reflected in the policies and regulations.

Individual schools within the district have authority to adopt school rules to assist them in implementing Board Policies, Administrative Policies, and Administrative Regulations. Students and their families are encouraged to become familiar with their home school's rules. Please contact your school for more information.

STUDENT RESPONSIBILITIES

- Attend school regularly and punctually.
- Provide excuses for absences in writing from a parent/guardian. Absences are excused for illness, emergencies beyond student control and for other reasons where satisfactory arrangements are made in advance by a parent/guardian. All other absences are unexcused.
- Be self-controlled, reasonably quiet and non-disruptive on school campus, at school sponsored activities and on school vehicles.
- Dress in a manner that upholds school rules and promotes safety, inclusion, and a focus on academic learning and active participation in school activities.
- Be reasonable, respectful, self-controlled and considerate in your relationships with other students.
- Maintain relationships with teachers and all other school personnel that are mutually respectful. Comply with directions promptly and courteously.
- Use language and gestures that are respectful and free of profanity or obscenities.
- Respect private, public and school property.
- Do not possess or use tobacco or vape products in any form; their use by students on school property or while attending school-sponsored activities is illegal in the state of Oregon.
- Do not use, possess, share and/or sell, or be under the influence of alcohol, narcotics, or other dangerous drugs while under school jurisdiction on Bend-La Pine Schools' property, or at any school-sponsored activity. Those in violation are subject to immediate discipline, including suspension and possibly expulsion.

PARENT/ GUARDIAN RESPONSIBILITIES

- Send your child to school as required by Oregon law.
- Make certain your child's attendance at school is regular and punctual and that all absences are properly excused.
- Ensure your child is dressed in a manner that upholds school rules and promotes safety, inclusion, and a focus on academic learning and active participation in school activities.
- Be sure your child is in good health.
- Guide your children from the earliest years to develop socially acceptable standards of behavior, to exercise self-control, and to be accountable for their actions.
- Teach your child, by word and example, respect for the law, for the authority of the school and for the rights and property of others.
- Know and understand the rules that your child is expected to observe at school. Be aware of the consequences for violations of these rules and accept responsibility for your child's actions.
- Be familiar with the Student Code of Conduct and any information provided by your child's school.
- Instill in your child a desire to learn. Encourage respect for honest work and an interest in exploring broader fields of knowledge.
- Become acquainted with your child's school, its staff, curriculum and activities. Attend conferences and school functions.
- Communicate your concerns to school officials, starting at your child's school.

AGE OF MAJORITY

Every student 18 years of age or older is considered an adult and shall have the same rights and responsibilities as an adult. Adult students, like all other students, shall comply with Board Policies, Administrative Policies, and Administrative Regulations and established rules, pursue a prescribed course of study, and respect the authority of district staff members and the administration.

When a student turns 18, or if the student is emancipated, all Board Policies, Administrative Policies, and Administrative Regulations that refer to parents/guardians will be interpreted to refer to the student. Please see JFD-AR: Students of Legal Age for more information.

DRESS AND GROOMING

The Board of Directors believe that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to dress in a manner that is safe for all school activities, that promotes inclusion and respect for all, and that allows for an uninterrupted focus on teaching and learning. Students have the right to make individual choices from a wide range of clothing and grooming styles, but they must not present a safety hazard, disruption, or violation of policies such as those that ensure inclusion and belonging in the school environment.

Check with your neighborhood school for dress code expectations. Please see JFCA-AR: Student Code of Dress for more information.

ELECTRONIC DEVICES

Student possession and/or use of electronic devices such as cell phones, personal digital assistants, and electronic media devices cannot interrupt or interfere with the education process. Please see JFCEB-AR: Personal Communication Devices for more information.

FREEDOM OF EXPRESSION ON SCHOOL PREMISES

Freedom of expression is a constitutional right. It is guaranteed at school but may not interfere with other basic rights of individual students, including the right to pursue their education without the disruption of others. The opportunity for students to exercise freedom of expression within the law is an important element in the learning process.

Students may not distribute or display materials that are libelous, obscene, dangerous, disruptive, or that violate the law or regulations.

Students shall not distribute or display material of a commercial nature. Administrative approval is required for the distribution of materials on school premises.

This policy shall be applied in a non-discriminatory manner, allowing the dissemination of diverse viewpoints on political and social issues. The policy shall also be applied in a manner that encourages respect for individuals without regard to race, color, religion, sex, sexual orientation, national origin, marital status, age or disability. This includes being free of bias incidents and symbols of hate. Peaceful demonstrations or protests are permissible when they do not interfere with the school program or the rights of others. Students who engage in disruptive demonstrations will be instructed by school administration to desist and disperse immediately. Failure to comply with such orders may result in discipline, including suspension and expulsion.

Please see KJA-AP: and KJA-AP: Materials Distribution, and ACB-BP: Every Student Belongs.

NEIGHBORHOOD RIGHTS

Community residents have a right to privacy and freedom from abusive behavior. Students must not loiter, litter, trespass or create nuisance conditions for residents of the community.

OFF CAMPUS SOLICITATION OF FUNDS

Students are not authorized to conduct door-to-door promotion or solicitation for a school or a school group without being accompanied by a parent/guardian. Please see IGDF-AR: Student Fund-Raising Activities for more information.

PHYSICAL RESTRAINT

The use of physical restraint and/or seclusion is only permitted when a student's behavior poses a reasonable threat of imminent, serious bodily injury to themselves or others and less restrictive interventions would not be effective. Physical restraint or seclusion may not be used for discipline, punishment or for the convenience of district staff.

Except in the case of an emergency, only staff current in the required training in accordance with the district-designated physical restraint and seclusion training program may use physical restraint or seclusion with a student. In an emergency, other personnel may use physical restraint and/or seclusion when such trained personnel are not immediately available due to the unforeseeable nature of the emergency and there is continuous monitoring.

For further information, please see JGAB-AP and JGAB-AR: Use of Restraint and Seclusion.

STUDENT SEARCHES, SEIZURE AND QUESTIONING

Bend-La Pine Schools seeks to ensure a learning environment which protects the health and safety of students and staff. To assist in attaining these goals, Bend-La Pine Schools officials may search a student's person and property, including property assigned by the district for the student's use. District officials may seize an item which is evidence of a violation of law, Bend-La Pine Schools policies or rules, or which the possession or use of is prohibited by law, policies, regulations or rules.

A search may be conducted when there is reasonable suspicion to believe that evidence of a prohibited item is present in a particular place and/or a particular student has possession of a prohibited item at school. Bend-La Pine Schools officials may seize prohibited items and evidence.

A search of district property assigned to students, including but not limited to lockers or desks may occur from time to time if Bend-La Pine Schools officials have reason to believe that the property contains items which may be hazardous to the safety or health of students or contains items which may belong to someone else.

Bend-La Pine Schools may monitor district issued electronic devices, including iPads. Bend-La Pine Schools does not assure the privacy of electronic communications or practices if district equipment or network services are employed.

Students' vehicles may be parked on district property on the condition that students and their parent/guardian allow the vehicle and its contents, upon reasonable suspicion, to be searched.

School officials are not authorized to conduct strip searches. The use of dogs trained to search for drugs may be utilized for generalized, exploratory searches on an unannounced basis. Law enforcement or representatives from the Department of Human Services may interview students at the school site. Please see JFG-AR: Student Searches and Questioning for more information.

STUDENT ORGANIZATIONS

Organized student groups are an integral part of the school system and make important contributions to the life of the school and the student. School regulations require all organizations that carry out activities within the school to obtain approval of the principal or principal's designee. Please see IGDA-AR: Student Organizations for more information.

SURVEYS

Federal law affords parents/guardians certain rights regarding our conducting surveys, collection and use of information for marketing purposes and certain

physical exams. Parents/guardians may opt their student out of participation in any protected information survey. Parents/guardians also have the right to review, upon written request, any instructional materials used in connection with any protected information survey or as part of the educational curriculum. Bend-La Pine Schools has developed and adopted KAB-AP and KAB-AR: Parental Rights (Survey of Students), consistent with federal law, regarding these rights. It is available on the district's website at www.bend.k12.or.us. The Oregon Healthy Teens Survey is administered to select students in the spring. YouthTruth survey is given to students in grades 6-12 annually.

ACCIDENT INSURANCE

It is important to know that Bend-La Pine Schools does not carry accident insurance for students. This means that you, as parent/guardian, are responsible for any medical bills if your child is hurt during school activities. Bend-La Pine Schools does provide access to insurance plans offered through Myers-Stevens & Toohey and Company, Inc. to help pay for those bills. Information on this coverage is provided to all parents/guardians at the beginning of the school year, or can be picked up at your child's school at any time during the year.

Electronic Resources

Bend-La Pine Schools believes that electronic communication is a tool for lifelong learning and that by providing these services we will promote educational and organizational excellence.

In order to continue providing students with the most effective web-based tools and applications for learning, Bend-La Pine Schools abides by the Children's Online Privacy Protection Act (COPPA). The district utilizes several computer software applications and web-based services, operated not by the district, but by third parties. These web-based services include Oregon K-12 Apps for Education and similar educational programs. In order for our students to use these programs and services, certain personally identifiable information, generally the student's name and email address, must be provided to the web site operator. Under the federal law COPPA, these web sites must provide parental notification, and obtain parental consent before collecting personal information from children under the age of 13. Parents/guardians should understand that access to district technology equipment and its entire system of electronic communication is designed for educational purposes. By accepting the iPad provided by the district, parents/guardians give consent for their child to use Oregon K-12 Apps for Education and to the operators of any additional online educational programs and services schools may add during the upcoming academic year to collect such personally identifiable information as necessary.

At Bend-La Pine Schools we strive to help all understand what it means to be a good digital citizen and to model these behaviors. This includes encouraging students and staff to practice proper and ethical use of electronic resources and to use technology responsibly. All students and staff must be knowledgeable regarding procedures, ethics and security involved in the use of electronic communication.

District procedures are in place to protect students, to improve the user experience, to develop processes for the reporting of abuses and to prevent their recurrence.

The inappropriate use or abuse of electronic information resources can be a violation of Bend-La Pine Schools policies, local, state, and federal laws and can result in the loss of privileges and/or prosecution.

Guidelines and policies regarding the use of electronic information resources are available at our website at https://www.bend.k12.or.us/application/files/3914/5031/3148/Acceptable_Use.pdf

COMPULSORY SCHOOL ATTENDANCE AND ABSENCES

Oregon Law requires school-age children, age 6 or older, to be enrolled in public school and attend on a regular basis. An exemption from compulsory attendance may be granted to the parent/guardian of a child 16 or 17 years of age if the child is employed full-time, employed part-time and enrolled in school part-time, or enrolled in a community college or other state-registered alternative education program. This exemption must be approved by the school principal and the superintendent and will be renewed for a limited time only. The exemption must be renewed on a semiannual basis. See OAR 581-021-0076. The district has established specific attendance, truancy and tardy policies for students. Children are also exempt from public school enrollment and attendance if they are enrolled in a private school or if they are registered for home instruction through the High Desert Education Service District.

Please note the following information regarding absences:

- Notification from a parent/guardian is required for re-entry to class after any absence.
- Requests to leave school for any reason must be approved by a parent/guardian.
- Parents/guardians are urged to make doctor or dental appointments after school hours to minimize the loss of school time.

When a student is ill, the student should be kept at home. However, every effort should be made to avoid keeping a student out of school for reasons other than illness. School staff is responsible for maintaining attendance records and reporting absences to parents/guardians by a notation on the report card, a telephone call or a letter when a problem is evident. Please see JEA-AP: Compulsory Attendance and JED-BP: Student Absences and Excuses for more information.

REGULAR ATTENDANCE:

ORS: 339.065 Regular attendance is defined as attendance that does not include more than eight (8) unexcused one-half-day absences in any four (4) week period during which the school is in session.

Failure to comply with Oregon's compulsory attendance law is a Class C violation and can result in a compulsory attendance citation and fine determined by a court.

Excused Absence

- Illness, including mental and behavioral health of the student.
- Illness of an immediate family member when the student's presence at home is necessary.
- Emergency, such as death, accident, injury, or medical issue to student or family member.
- Dentist, doctor, or court appointment.
- A student who is a dependent of a member of the U.S. Armed Forces¹ who is on active duty or who is called to active duty. The student may be excused for up to seven days during the school year.
- District staff / Administrator approved arrangements made in advance.

Notifying the Attendance Office of Absences:

The parent/guardian is responsible to notify the Attendance Office within 48 hours following the student's return. Notice may be in writing or by telephone. Notification should include the student's first name, last name, student ID number, and reason for absence. Parents/guardians are encouraged to schedule appointments outside of school hours if possible. After 48 hrs, the attendance will remain Unexcused.

- Students who do not have regular attendance may be denied access to dances and extracurricular activities.
- All students caught in the act of skipping a class or being off-campus without a pass will face immediate consequences
- Truancy processes will be initiated for students who do not maintain regular attendance.

Tardy Policy:

Students arriving late will be marked tardy.

Arriving Late or Leaving Early:

Students must sign in at the Attendance Office and receive an admit slip if arriving at school or class later than 10 minutes.

Students must sign out at the Attendance Office or have a release slip prior to leaving the building. A student must:

- Have a note from the parent/guardian, or
- A parent/guardian can call the Attendance Office before the student leaves, or
- A student can go to the Attendance Office to call home. Authorized personnel will speak with the parent/guardian to obtain permission for the student to leave.

If a student needs to leave school early, they must sign out following school attendance procedures. Leaving school without prior approval from the school administrator or designee may result in an unexcused absence.

10-Day Inactivation Policy: 581-023-0006 (4)b and (11)c

Oregon law requires a public school district to withdraw any student who is marked as absent for 10 consecutive, full school days. Withdrawn students are required to re-enroll when they return to school.

Absences in Excess of 10 Days:

If a student will be out for more than 10 consecutive days, parents/guardians are required to make arrangements before the start of the first absence. In elementary schools, parents/guardians need to contact the the student's classroom teacher and/or building principal. For secondary students, parents/guardians need to contact the student's school counselor.

Virtual Attendance:

Students who are out on medical leave and have made prior arrangements with their principal or school counselor may attend class virtually. Virtual attendance is checking in within 24 hours with each teacher each day that the student is absent.

Check-in:

- Active participation in a video class;
- A meaningful series of two-way communications between student and teacher(s) via chat, communication app, or email; or
- Phone call between student and teacher(s).

Disciplinary Procedures

School discipline is intended to ensure a positive learning environment for all students. Disciplinary consequences are designed to be progressive and appropriate for the situation. For a comprehensive description of Bend-La Pine Schools' disciplinary procedures, please see JG-BP: Student Conduct and Discipline.

EXPULSION

Expulsion denies a student the right to attend school and all school activities. A student may be expelled only when the student's conduct poses a threat to the health or safety of students or school employees, when other strategies to change student conduct have been ineffective, or when expulsion is required by law. In making a decision whether to place a student on expulsion, the principal or designee must consider the age of the student and the past pattern of behavior by the student. Expulsion for one year is mandatory when a student brings or possesses a firearm on school property. Please see JG-BP: Student Conduct and Discipline for information on expulsion procedures.

SUSPENSION

Suspension temporarily removes a student's privilege to attend school and all school activities. Suspensions are made by the principal, or designee with the approval of the principal, and are not to exceed 10 school days. Under special circumstances, a suspension may be continued until specific pending action occurs, such as a court hearing, a medical, psychiatric or Safe Schools assessment, or a review by a probation officer. Please see to JG-AP: Student Conduct and Discipline for information on suspension procedures.

SCHOOL PROBATION

School probation may include detention and/or punishment deemed suitable by the school official. School probation may remove from the student the privilege of attending or participating in co-curricular activities and athletic events and non-curricular programs of the school. School probation may be applied for as long as one calendar year. Please see to JG-BP: Student Conduct and Discipline for information on school probation procedures.

HARASSMENT AND DISCRIMINATION POLICY, COMPLAINTS AND INVESTIGATION

It is the intent of the district to maintain a learning environment that is free from unlawful harassment and discrimination. Each student and Bend-La Pine Schools' employee has the right to work in an atmosphere that promotes equal opportunities and is free from all forms of discrimination and conduct that can be considered harassing, coercive or disruptive.

It is a violation of district policy for any employee, student or other person in the school environment to harass or discriminate against a student or employee, through conduct or communication, while on any school or district premises, or at any school-sponsored activity regardless of location. This includes, but is not limited to, buildings, facilities, grounds, school buses and parking areas.

Students who believe they have been or are being harassed or discriminated against should report the situation to any of the following persons immediately:

- Teacher or school counselor
- Principal or assistant principal of the school
- Superintendent, superintendent's staff or designee
- Title IX Coordinator

All reports of harassment or discrimination shall be promptly investigated. Bend-La Pine Schools students and employees who report harassment or discrimination shall not be subjected to any form of retaliation for making a report. To the maximum extent possible, all reports and investigations shall be conducted confidentially to protect the privacy of all involved.

For more information, please see the following Board Policies, Administrative Policies, and Administrative Regulations:

- AC-BP: Non-Discrimination
- AC-AR: Discrimination Complaint / Grievance Procedure
- ACB-BP: Every Student Belongs
- ACB-AR: Bias Incident Complaint Procedure
- IGBA-AP: Students with Disabilities
- IGBA-AR: Students with Disabilities
- JB-AP: Equal Educational Opportunity
- KL-AR: Public Complaints
- KL-BP: Public Complaints
- GBEA-AR: Workplace Harassment Reporting & Procedure
- GBEA-BP: Workplace Harassment
- GBMA-AP: Whistleblower
- GBN/JBA-AP: Sexual Harassment
- GBN/JBA-AR (1): Sexual Harassment Complaint Procedures
- GBN/JBA-AR (2): Federal Law (Title IX) Sexual Harassment Complaint Procedures
- GBNA-AR: Hazing, Harassment, Intimidation, Bullying, Menacing or Cyberbullying Reporting Procedures
- GBNA/JHFF-AR: Suspected Sexual Conduct Reporting Procedures
- GBNA/JHFF-BP: Suspected Sexual Conduct with Students & Reporting Requirements
- GBNA/JHFE-AR: Reporting of Suspected Child Abuse
- GBNA/JHFE-BP: Suspected Abuse of a Child Reporting Requirements
- JFCF-BP: Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence (Student)

School Violations

Violation of school rules and regulations, based on severity and frequency, may result in reprimand and warning, detention, removal of privileges, suspension, or expulsion. In matters other than minor and routine instances, parents/guardians will be involved and informed. In all cases of suspension or expulsion, due process procedures will be no less than those required by Bend-La Pine Schools policies and laws. In addition to rules and regulations of Bend-La Pine Schools detailed in this publication, students are expected to obey the laws of the State of Oregon and of the United States. On school property, and at school-sponsored activities, violations of public laws will result in disciplinary action taken by school authorities regardless of whether or not law enforcement is involved.

The following conduct will constitute grounds for disciplinary action. This list is not intended to contain all conduct that may be grounds for disciplinary action.

Please see JG-BP: Student Conduct and Discipline, AC-BP: Non-Discrimination, and the policies and procedures listed below for more information.

School Violations

- Arson
- Copyright Violations, Plagiarism or Cheating
- Cyberbullying
- Disruptive or Unsafe Behavior
- Forgery
- Gang Activity or Conduct (JFCE-AR)
- Harassment, Intimidation, Bullying
- Hazing
- Malicious Mischief (ECAB-AR)
- Menacing
- Physical Violence or Threats of Physical Violence (JFCM-AP)
- Profane or Obscene Language (JG-BP)
- Regulated Campus Violations
- Sexual Harassment
- Theft (ECAB-AR)
- Trespassing
- Willful Disobedience or Defiance of School Authorities (JG-BP and JHFC-AR)
- Vandalism (ECAB-AR)

DRUGS AND ALCOHOL

It is unlawful for a student to possess, purchase, use, distribute or be under the influence of an illegal substance, or an imitation illegal substance; or to possess, purchase, use, distribute or be under the influence of a restricted or controlled substance for which the student does not have a prescription. It is also unlawful for a student to distribute their own prescription drug to others. Everyday items to alter mood or state of mind are prohibited. Contact your school office for information about required student medical forms pertaining to distribution of prescription drugs to students.

TOBACCO, INHALANTS & AEROSOLS

The possession, use or distribution of tobacco or its imitation in any form by students violates Oregon Law and Bend-La Pine Schools policy. Tobacco products, including vape pens and e-cigarettes, will not be allowed on school property, in district vehicles or at school events or activities. Please see JFCG-AP: Tobacco Free Environment for more information.

WEAPONS

Students are prohibited from bringing or possessing weapons of any kind on school property, including replicas of weapons. Students bringing or possessing weapons on school property are subject to discipline, including expulsion. In accordance with Oregon law, Bend-La Pine Schools has a zero-tolerance policy for students bringing to or possessing firearms on school property, property under the jurisdiction of Bend-La Pine Schools, or to any activity under the jurisdiction of Bend-La Pine Schools. Any student violating this policy shall be subject to mandatory expulsion for one year. Please see KGBB-BP: Firearms Prohibited, JFCJ-BP: Weapons in Schools (Students) and GBJ-BP: Weapons in Schools for more information. Families are encouraged to practice safe storage of weapons at home and in vehicles to reduce access to minors.

Positive School Environment

SAFE, HEALTHY LEARNING ENVIRONMENTS

Safe schools are fundamental to students' school successes and achievements. Providing a safe and orderly school environment is an ever-present priority of Bend-La Pine Schools. Here, school safety is addressed through a comprehensive approach that focuses on planning, prevention, intervention and response. Systems and programs are in place that create caring school communities where students and staff feel safe and supported. Bend-La Pine Schools is committed to ensuring psychologically safe, healthy learning environments. To learn more about our planning, prevention, intervention and response to crisis situations, visit our Emergency Preparedness webpage at www.bend.k12.or.us

SAFE SCHOOLS ALLIANCE PARTNERSHIPS

Key to the process of building and maintaining safe schools is the development of active partnerships among schools, parents/guardians, and communities. Bend-La Pine Schools is a founding partner of the Safe Schools Alliance (established in 1998). The goal of the alliance is to provide safe and secure school environments through community and interagency partnerships among students, parents, education, mental health, community justice and law enforcement. This network of regional school districts and partner agencies meets monthly to share information, discuss items of common interest and concern, advise member agencies on the adoption of policy and explore curriculum and programs that increase positive school climates for our students and the region's students.

SAFETY RESOURCES FOR PARENTS

Our partners share valuable resources with our community, from FBI tips for safe internet surfing to locations from law enforcement offering free gun locks and safe weapons storage information to maps with safe biking and walking routes to school. To learn more visit the Safety Resources or Emergency Preparedness webpages at www.bend.k12.or.us

TIP AND TALK LINES FOR STUDENTS

Bend-La Pine Schools makes the First Step app, an app to connect students to tip lines and mental and physical health resources, available on the iPads assigned to all students in grades 6-12.

Inside First Step, students will find resources like, "3 Ways to Help a Friend," "Getting Through Today," contacts for free counseling and two featured resources: SafeOregon Tip Line and YouthLine.

- SafeOregon — students can report anything from vandalism to theft to cyberbullying via text or phone, email, or online, through the app.
- YouthLine — a free and confidential teen-to-teen help line.

Learn more about First Step at our Student Mental Health page at www.bend.k12.or.us

WEAPONS PROHIBITED

No person on grounds of the schools controlled by the Board of Directors for Bend-La Pine Schools (including in school buildings) shall bring to, possess, conceal or use a weapon or firearm at any property under the jurisdiction of Bend-La Pine Schools, any activities under the jurisdiction of the district, or any interscholastic activities administered by a voluntary organization (i.e., Oregon School Activities Association). This prohibition includes those who may otherwise be permitted by law to carry such weapons or firearms.

Transporting Students to and from School

BUSING

Bend-La Pine Schools operates transportation services for elementary students who live more than one mile from their schools and for secondary students who live more than 1.5 miles from their schools, as required by state law.

Students with special needs may qualify for transportation if they cannot access school without it. Special transportation requirements must be included in the child's Individualized Education Plan (IEP).

All families must register their students for bus transportation. Please visit our webpage for directions at www.bend.k12.or.us/bus

Only children eligible for transportation services will be transported. Parents/guardians may not ride buses with their students. Children who are not in school are not allowed to ride the bus. It is Bend-La Pine Schools' goal to provide safe and economical student transportation.

There are responsibilities and rules for each member involved in the transportation system: staff, students and parents/guardians. We ask parents/guardians to become familiar with the rules and procedures and discuss them with their child.

ROUTE INFORMATION

Bus route information is available at each school, the transportation offices in Bend and La Pine, and on our website at www.bend.k12.or.us/bus. Bus routes and stop times may be adjusted at any time. If your child fails to return home at the expected time, contact the school first. Please keep in mind there may be many reasons for a bus to be late on its route. A bus could be late if there is a substitute driver, if there are mechanical problems, traffic issues, inclement weather, or poor road conditions.

THE DRIVER

To become an Oregon school bus driver, a person must meet very specific requirements established by federal and state law. Drivers for Bend-La Pine Schools are expected to manage student behaviors while operating the bus in a safe manner. Each driver has received several types of training. In addition to behind-the-wheel training, the drivers are required to attend ongoing instruction in first aid procedures and student behavior management.

USE OF CHARTER BUSES

Bend-La Pine Schools may utilize charter bus services as needed for student transportation. All charter services are provided by student activity bus certified providers, as authorized by the Oregon Department of Education.

STOPPING FOR SCHOOL BUSES

School buses must follow all the traffic regulations that apply to individual motorists. Oregon school buses are equipped with flashing amber and flashing red lights near the top of the bus on the front and at the rear of the bus. The flashing amber lights are turned on to warn traffic that the bus is about to stop

to load or unload children. When the red lights begin to flash, drivers traveling in either direction on any road, street, or highway must stop before reaching the bus and remain stopped until the flashing red lights are turned off. The school bus law applies if you are on any undivided highway with two, three, or four lanes of traffic.

VIDEO CAMERAS

Video cameras are used on Bend-La Pine Schools' transportation vehicles. They may be used to monitor student behavior on Bend-La Pine Schools' vehicles transporting students to and from school and extracurricular activities. Students in violation of district conduct rules shall be subject to disciplinary action in accordance with established Board Policies, Administrative Policies, and Administrative Regulations, and Oregon law governing student conduct and discipline. Any illegal acts videotaped on Bend-La Pine Schools' vehicles will be turned over to the appropriate personnel and/or law enforcement authorities.

STUDENTS AND FAMILIES

Bend-La Pine Schools has established a code of conduct and disciplinary procedures to ensure that students comply with safety rules while using the transportation system. The code of conduct includes a list of rules adopted by the Oregon State Department of Education, as well as a list of additional rules adopted by the district. Students and their parents/guardians should familiarize themselves with the code of conduct and procedures, which can be found in EEACC-AP and EEACC-AR: Student Conduct on School Buses.

The following items are not allowed on the bus: animals, glass containers, aerosol cans, skateboards (unless secured in a backpack), fishing poles, snowboards, hockey or lacrosse sticks, weapons or look-alike weapons, golf clubs, helium balloons, skis, shovels or laser pens.

Roller blades and shoes with wheels must be transported in a duffel bag or backpack. Craft projects must be in a bag or box. Any item used in an unsafe manner may be confiscated and the student must bring a parent/guardian to the transportation department office to retrieve it.

STUDENT RIDERSHIP TECHNOLOGY

Bend-La Pine Schools offers My Bus Stop App. Parents/guardians and students can know where their school bus is and what time it will show up at their home stop, all from a smartphone, mobile device or computer.

Bend-La Pine Schools My Bus Stop graphically displays the location of the school bus on a map, as well as the estimated time of arrival (ETA) to a student's bus stop. The bus location is automatically updated and the ETA is recalculated to accommodate any delays due to traffic while in route.

Families are also able to opt into a system that will allow them to be alerted when their child enters and exits the school bus with the new Radio Frequency Identification Device cards.

Learn more about these tools on our My Bus Stop page on the Bend-La Pine Schools' website at www.bend.k12.or.us/bus/my-stop

Student records will be maintained by Bend-La Pine Schools for the benefit of the student. They will be used to promote the instruction, career development, guidance and educational progress of the student.

In compliance with federal and state regulations, the following is a notice to parents/guardians and eligible students (who are 18 years of age or older) of their rights regarding student records.

PARENT-STUDENT RIGHTS REGARDING RECORDS

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records.

These rights are as follows:

1. The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents/guardians or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents/guardians or eligible students who wish to ask the school to amend a record should write the school principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent/guardian or eligible student, the school will notify the parent/guardian or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent/guardian or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent/guardian, student, or other volunteer assisting another school official in performing their tasks. A school official may include vendors who provide video or other technology applications and tools, including

those used in connection with remote learning. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Student Privacy Policy Office, U.S. Department of Education 400 Maryland Avenue, SW, Washington, DC 20202

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent/guardian or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent/guardian or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents/guardians and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents/guardians or the eligible student as follows:

To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B) (1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))

- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or state and local educational authorities, such as the state educational agency in the parent/guardian or eligible student's state (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of federal- or state-supported education programs, or for the enforcement of or compliance with federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))

- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents/guardians of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as “directory information” under §99.37. (§99.31(a)(11))

STUDENT EDUCATIONAL RECORDS

Student progress records include a transcript of grades, courses taken, records of attendance, tests relating specifically to achievement or the measurement of aptitude and health records.

The permanent record is that part of the progress record, which contains the name of the student, birth date, names of parents/guardians, date of entry into school, previous schools attended, the date and reason for leaving school and such additional information as prescribed.

Student progress records shall be available to the administrative and teaching staff, designated clerical staff and parents/guardians.

Upon request of parents, legal guardians or eligible students, records are available to other agencies having a demonstrated interest in the student. Please see JO-AP: Education Records and JO-AR: Education Records Management for more information.

DIRECTORY INFORMATION

According to federal law, “Directory Information” may include the student’s name, address, telephone number, photograph, date and place of birth, student identification number, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received and the most recent previous school attended by the student. The school may release student directory information. Parents/guardians who do not want their student’s directory information released must contact the school office with their written request before September 15 of each school year. Please see JOA-AP: Directory Information for more information.

DISCLOSURE OF INFORMATION TO MILITARY RECRUITERS AND COLLEGES

In accordance with the Elementary and Secondary Education Act of 1965 (ESEA), and with the Bend-La Pine Schools’ desire to promote higher education, upon written request the district will release students’ names, telephone numbers and addresses to recruiters for the United States military and to colleges and other post-secondary educational institutions.

Parents/guardians of current students who do not want information released on their students must contact the school office with their written request before September 15 of each school year. As used in this section, “school officials” means licensed staff members, school counselors, school and Bend-La Pine Schools administrators, or other licensed or non-licensed staff, and may include contractors, consultants, volunteers, or other parties with whom Bend-La Pine Schools has outsourced institutional services or functions, provided that the outside party performs services or functions for which the District would otherwise use employees, and is under the direct control of Bend-La Pine Schools with respect to the use and maintenance of the information disclosed.

As used in this section, “legitimate educational interest” means an interest of a school official that arises from a need to fulfill their professional responsibility to Bend-La Pine Schools.

HOW TO ADDRESS YOUR CONCERNS

Anyone with questions, concerns or complaints involving school site-specific issues is encouraged to seek resolution at the school building level. Matters not resolved at the building level, or concerns or complaints involving district-wide issues, will be processed thoroughly by the appropriate district-level administrator, as described in KL-BP: Public Complaints and KL-AR: Public Complaints. Alleged criminal acts should be brought directly to the attention of the superintendent. Policies describing the method of filing and processing a complaint can be found at our website at www.bend.k12.or.us

DISTRICT POLICIES AND ADMINISTRATIVE REGULATIONS ARE AVAILABLE ONLINE

Bend-La Pine Schools Board Policies, Administrative Policies, and Administrative Regulations are regularly reviewed and adjusted to comply with changes in state and federal laws. While Bend-La Pine Schools makes every effort to keep the yearly Family Handbook and Calendar up to date, some changes to policies may be made after publication.

A complete listing of Board Policies, Administrative Policies, and Administrative Regulations is available on our website at www.bend.k12.or.us.

ASBESTOS

Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. Bend-La Pine Schools has developed an asbestos management plan to monitor the safety of its buildings. You can review a copy of this plan in the school district maintenance office during regular business hours.

CUSTODY AND PARENTING TIME

On occasion, parental disputes impact a child’s school experience and necessitate the involvement of school officials. Parents/guardians are reminded to provide their child’s school with a copy of the most recent court order or judgment concerning custody, parenting time and other parental rights. Unless the school is provided with this information, school officials will afford both parents/guardians equal rights with respect to their child, including the right to visit the child during school hours, to volunteer in the child’s classroom, to check the child out of school upon showing proper identification, to receive information and notices from the school about the child, and to access the child’s educational records. Please see JECAC-AR: Parental Custody for more information.

VIDEO SURVEILLANCE

Video cameras will be used on district property and school transportation vehicles to ensure the health, welfare and safety of all staff, students and visitors to district property, riding in school transportation vehicles, and to safeguard district property, facilities and equipment.

Bend-La Pine Schools
An Educational Site of Administrative School District #1
520 N.W. Wall St.
Bend, OR 97703

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