

COLVILLE HIGH SCHOOL

The mission of Colville High School is to promote academic excellence by providing all students an education that empowers them to reach their goals beyond high school in a safe and caring learning environment.

FALL 2019

MAXIMIZING STUDENT ATTENDANCE AT CHS

Our focus on student attendance comes as a result of a few things:

1. An analysis of CHS student attendance from this recent school year (data outlined below).
2. The accountability we have to WA State to accurately report and maximize student attendance.
3. Our responsibility, in partnership with students and families, in developing critical life skills that support student success beyond high school.

The Office of Superintendent of Public Instruction (OSPI) writes that **every absence, excused or unexcused**, is a learning opportunity lost and can have a significant impact on a student's success in school and life. Students who miss **10%** or more of their school days, which can mean just two days a month, for any reason, are considered chronically absent.

Chronically absent students are more likely to fall behind academically and less likely to graduate from high school on time. The data below outlines Colville High School's attendance (including both excused and unexcused absences) from the 2018-2019 school year based on an enrollment of 552 students.

** Report based on 180 school days * 3 or more missed class periods in the same day constitutes an absence.*

**Absences due to school activities do not count.*

Attendance Zone	Days Absent	Percent of School Missed	Total Number of Students	Percent of CHS Student Population
Green Zone	17 days or less	10% or less	438	79.2%
Yellow Zone	19-36 days absent	11-20%	88	15.9%
Red Zone	37 or more days absent	21% or more	27	4.8%

Our goal for the 2019-2020 school year is to increase the number of students in the green zone from 79.2% to 85%. To accomplish this, we will increase communication with families while also creating monthly and quarterly incentives for students to recognize their positive attendance habits.

As a result, you can expect monthly emails and quarterly letters from the High School with information about your student's attendance. Those monthly emails and quarterly letters will identify your student as being in 1 of 3 attendance zones:

- **Green Zone** Student has missed 10% or less of school days; both excused and unexcused
- **Yellow Zone** Student has missed 11-20% of school days; both excused and unexcused
- **Red Zone** Student has missed 21% or more of school days; both excused and unexcused

While we have an action plan for improving attendance, we also rely on you to support your student(s) in developing important habits such as setting alarms, understanding the amount of time they need to get ready, knowing how long it takes to get to school and returning to school from lunch on time. Additionally, we ask that you have conversations with your student(s) about prioritizing school and making the "right decisions". We are confident that a coordinated effort will not only improve your student's attendance and academic progress but will also support the achievement of our school-wide goal that 85% of our students achieve Green Zone status.



CHS PARENT INPUT GROUP

Colville High School has an input group to gain parent and community perspective on Colville High School. The first meeting will be Tuesday, October 15, 2019 at 5pm in the high school library. At this first meeting we will be discussing the goals and mission of CHS. The focus of this group is to provide positive input about possible changes at CHS. We will meet approximately four times this school year. If you are interested in joining this group, please contact the high school office at 684-7800 and leave your contact information with a school secretary.

CHS STUDENT HANDBOOKS

At class meetings, held the second week of school, all students received a CHS Student/Parent Handbook and a Colville School District Discipline Handbook to take home and share with their parent/guardian. Please take a moment to familiarize yourself with the information in this handbook. If you need an additional copy, please stop by the high school office. You may also find both handbooks on our web page at www.colstd.org.

NEA uses WPA (Washington Prep Athletics) Network for Athletic Scheduling

Northeast "A" League athletic directors are using a web site for contest scheduling. The WPA network is the preferred web site for Prep athletic scheduling statewide. As a subscriber to NEAleague.com you can be immediately notified of any change to an athletic schedule. Parents of CHS athletes will still receive School Messenger phone messages of last minute schedule changes. WPA network subscribers will receive notices through their smartphones of all schedule changes as the AD makes the change. League standings and results are readily available for most leagues across the state, as well as NEA league standings and results.

You can check out the website by clicking "Athletics" at www.colstd.org and navigating to the NEA league web site. All current athletic schedules, rosters, and travel information are available there. Use the orange subscribe button to sign up for immediate notifications of schedule changes. Find us on Facebook at Colville Indian Athletics.

PARENT-TEACHER CONFERENCES are November 4 & 5

Monday and Tuesday, November 4 & 5 are half days of school for students. The afternoon of each day is set aside for Parent-Teacher Conferences. Parents (and students) have the opportunity to meet with all of their student's teachers through an open format. Parents may pick up a copy of their student's schedule when they arrive at school and may choose which teachers to visit. This is a time to meet with teachers about course content, classroom expectations and individual needs of your student. If you cannot attend during the scheduled times, you may arrange a parent-teacher conference through the counseling office. Also, as a reminder, parents may access their child's grades and attendance online. If you have not used this online tool, you will need to contact our counseling office at 509-685-2805 to receive a login password.

FAMILY ACCESS

Colville High School's Family Access allows parents to monitor their student's daily attendance, current food service account information and grades online. If you have not done so in the past, parents/guardians will need to contact our counseling office at 509-685-2805 to receive a login password. This password will enable you to receive this information for any family member enrolled in the Colville School District. As a side note, if you have previously signed up at one of the other schools in our district you do not need to sign up at the high school; one password works for the entire school district.

STUDENT INSURANCE

Student insurance brochures are available in the school office. Our district's insurance coverage does not provide medical insurance coverage for accidents. This means that you are responsible for the medical bills if your child gets hurt during school activities. The school's liability coverage will provide protection if the district is found to be negligent in some manner. However, slip and fall or playground accidents or sustaining an injury during sports are rarely the fault of the school district.

CHS TRIBE TIME

To increase student success, CHS has Tribe Time at the end of every day. In many cases, students will be assigned by their teacher because they need to make up work, retake a test, or need more direct instruction regarding a particular skill. Other students assign themselves to work with a teacher because they feel they need help. In some cases, teachers are offering enrichment activities for students who want to expand their knowledge or skill base. These are the guiding principles to remember: Tribe Time will be offered at the end of the school day and students will remain in the assigned/selected classroom for the entire time. Students must scan in to register their attendance and the CHS absence policy will apply. Students who scan into a class during 90% of the Tribe Time will receive .25 credit per semester.

SENIOR PICTURE REMINDER

The deadline for 2020 senior pictures is December 18, 2019. Please remember that senior pictures do not have to be professionally taken. We prefer to receive the photos electronically. Please send them (or have the photographer send them) to: yearbook@colsd.org. The pictures will be oriented vertically rather than horizontally in the yearbook, so please send pictures that fit that format. If we receive a horizontal picture, we will need to crop the sides of the photo.

If you are not planning to have a senior photo taken, let Mrs. Flugel (Yearbook Advisor) know and we will take a nice picture of your student for the yearbook. Please keep in mind that we will not be able to print out copies of these pictures.

YEARBOOK SALES

Yearbooks will be on sale until the last day of school. Any unsold books will be available to purchase on the day of distribution. The cost of a yearbook is \$45.00. To get a student's name imprinted on the cover, an additional \$5.00 is charged. However, those students who wish to have their name imprinted will need to buy their annual by April 3, 2020. The yearbooks will be distributed the last week of school. Seniors will receive their books the day before graduation (Senior Picnic day).

STUDENT ID CARDS

All CHS students will receive picture ID cards (if they have their picture taken on September 18). Picture retake day is October 18. Students will need these ID cards to enter CHS dances, check out library books, and use their school lunch account. Students will receive a special stamp when they purchase their ASB card (\$30). The Associated Student Body card supports student activities, as well as giving individual students reduced admission prices for the majority of CHS school functions. This card is required of all team/club members. The fee for this card is \$30. This money goes into the ASB general budget with expenditures approved by the ASB Budget Committee and Student Council. Students who qualify for free or reduced lunch may receive \$5.00 off the \$30 cost by completing a form in the office.

SPIRIT DAY

Every Friday at CHS has been declared SPIRIT DAY. We are encouraging all students and staff to wear school colors on this day and to become involved in school activities, whether as a member of a group or as a spectator.

CHS IS A CLOSED CAMPUS

CHS is a closed campus EXCEPT FOR JUNIOR AND SENIOR STUDENTS DURING THE LUNCH BREAK. Students in grades **9-10 ARE NOT ALLOWED TO LEAVE FOR LUNCH**. Any exception for 9th and 10th graders during lunch must be by a parent coming in to the school office and personally signing their student out.

During the regular school day, students may not leave unless they have a written note from a parent stating the reason. Reasons for leaving campus may be a dentist or doctor appointment or emergencies. All students MUST check in and out from the CHS Main Office. Leaving school without signing out of the Main Office is classified as truant.

School Messenger Parent Notification System

Choose how you want to be contacted by the Colville School District parent notification system. Simply set your communications choices inside the School Messenger InfoCenter parent portal. You need to sign up at infocenter.schoolmessenger.com

InfoCenter allows the ability to view and listen to messages from the school district, add, delete and verify your contact information, and personalize how you receive these school communications. InfoCenter centralizes these communications in a unified inbox where you may access the contents of emails as well as voice and text messages. If you are associated with students in different schools, all matching records will be linked to your account. With flexible preference controls, most kinds of communication may be configured to be accessed exclusively via InfoCenter without disrupting phones or regular email.

SchoolMessenger and the TCPA

The Telephone Consumer Protection Act (47 U.S.C. 227) provides certain protections of your wishes with respect to receiving non-emergency phone calls. While schools enjoy exemptions from some of these protections, the preference configurations within SchoolMessenger InfoCenter allow you to set your consent state ("yes" or "no") for each phone number associated with your account. With the exception of emergency calls, any phone set to "no" for its consent state will not receive calls or texts from SchoolMessenger. Emergency calls are one of the exceptions.

CHS STUDENTS MUST SCAN IN TO EACH CLASS

Students need to scan into each class as they enter using their school issued ID cards, their phone, by a school issued bar code or manually enter their ID number. CHS hopes this will allow teachers to teach from bell to bell and clear up many of the clerical errors. This will also help CHS know where each student is at any time during the school day. With this system, students will be marked absent until they scan in to each of their classes, period by period – including Tribe Time. If a student is late to class, they must scan in at the main office and receive a tardy slip.

PSAT and SAT in the SCHOOL DAY

On Wednesday, October 16, Colville High School will offer the PSAT (Freshmen & Sophomores) and SAT (Seniors) during the school day at no cost to students. Juniors will take the SAT in the spring. PSAT and SAT during the school day is beneficial for students by eliminating common reasons for not taking these tests, such as: 1. Financial -- The cost to the student is removed; 2. Time/availability

-- Testing on a weekday does not interfere with work or family obligations scheduled on the weekend;
 3. Transportation/location -- Students no longer have to worry about transportation or trying to locate the testing site; 4. Comfort/Stress -- Less worry about travel and cost, plus being in familiar surroundings may reduce the traditional anxiety that goes along with testing.

SCHOOL SAFETY

School Safety is always important to the staff at Colville High School. Any student, parent or community member that has a safety concern is encouraged to contact our school at 509-684-7800 and make us aware of the concern. Occasionally, a person may feel uncomfortable doing so and may wish to remain anonymous when reporting a safety concern. The Colville School District subscribes to a safety alert system called SafeSchools Alert. This is a way that a concerned student, parent or community member may report an unsafe situation or a "tip" and remain anonymous.

There are 4 easy ways to report:

Use the internet: [HTTP://1145.alert1.us](http://1145.alert1.us)

Send an email: 1145@alert1.us

Make a call 1-855-4ALERT1, ext 1145

Send a text: #1145@tip+your tip message to ALERT1. The information reported will be passed on to school officials for action. Remember always call 911 if there is an emergency!

EMERGENCY DRILLS

Throughout the year we practice a variety of emergency drills. During practice drills, we do not contact parents ahead of time, and normally we do not pre-warn students. Upcoming drills for CHS will be fire and lock down drills during different times of the day, i.e. during class, breaks, or lunch. Rest assured that for any event, other than a practice drill, the school would send out a parent notification via school messenger. **This being said, it is extremely important that you have accurate phone numbers listed for your children who attend Colville School District.** If you have a cell phone and do not receive text messages from the schools, because previously you had your phone number blocked, but now you would like to receive messages, you may send a Y to 68453 to Opt In. Again, if you change phone numbers or drop your landline, please inform your school office.

HOMECOMING

Homecoming Week is October 7 through October 12. Students will be involved in decorating the cafeteria walls, having dress-up days, and participating in lunch time competitions. The Homecoming Football game is Friday, October 11 vs Riverside at 7pm. Homecoming royalty will be announced **PRIOR** to the game. Homecoming dance is Saturday, October 12 from 8pm – 11pm.



CHS CARNIVAL

SATURDAY, OCTOBER 5

5PM - 9PM

Skill games, food, cake walk,
bingo, and Kiddie Carnival -- Bring
the entire family for an evening
of entertainment.



Annual Notice & Opt Out

Each year the school district is required to inform parents of specific notices. THE FOLLOWING REQUIRED NOTIFICATIONS AND FORMS MAY BE FOUND ON THE COLVILLE SCHOOL DISTRICT WEBSITE at www.colstd.org under the parent resources tab. You may also request a hard copy of the following from any Colville school building office or the Colville School District office.

COLVILLE SCHOOL DISTRICT POLICIES

- 2125 – Health, Family Life and Sex Education
- 2145 – Suicide Prevention
- 3115 – Homeless Students: Enrollment Rights and Services
- 3124 – Removal/Release of Student During School Hours
- 3205 – Sexual Harassment of Students Prohibited
- 3207 – Prohibition of Harassment, Intimidation and Bullying
- 3210 – Nondiscrimination
- 3211 – Nondiscrimination and Privacy
- 3241 – Classroom Management, Discipline, and Corrective Action
- 3245 – Students and Personal Electronic Devices
- 3413 – Student Immunization and Life-Threatening Health Conditions
- 3421 – Child Abuse, Neglect, and Exploitation Prevention
- 4220 – Complaints Concerning Staff or Programs
- 5011 -- Sexual Harassment of District Staff Prohibited
- 6895 – Pesticide Notification, Posting and Record Keeping

OTHER ANNUAL REQUIRED NOTIFICATIONS

- CHILDFIND
- COLVILLE HIGH SCHOOL EXEMPT/OPT OUT FOR PRIVATE INFORMATION FORM
- NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
- ANNUAL NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

NON-DISCRIMINATION STATEMENT

Colville School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination: Civil Rights Coordinator: Susan Clark, 509-684-7856, susan.clark@colstd.org; and Section 504 Coordinator and Title IX Coordinator: Randal Cloke, 509-684-7873, rcloke@colstd.org. Address: 217 South Hofstetter Street, Colville 99114-3239

