

MISSION STATEMENT

To prepare all students to obtain high academic standards and to promote character qualities which provide the foundation for success.



CORE VALUES - BELIEF STATEMENTS

RELATIONSHIPS: We believe in fostering a climate where:

- everyone feels safe, valued and respected
- there is a shared responsibility for learning and an emphasis on continued improvement
- everyone is committed to the physical, emotional, and intellectual development of all students
- common goals are achieved through collaboration, communication and commitment

RIGOR: We believe that students learn best when:

- there is high expectations for all learners
- rigorous academic standards are present in all classrooms
- all students are engaged in the learning process

RELEVANCE: We believe in teaching a curriculum where:

- subject matter is relevant and makes connections to other content areas and involves real life experiences
- learning is meaningful and focused on creating life long learners
- we address the needs of all learning styles

CLASS SCHEDULE SEMESTER 1			
PER	SUBJECT	TEACHER	RM#
1			
2			
3			
4	Advisory Period		
5			
6			
7			
CLASS SCHEDULE SEMESTER 2			
PER	SUBJECT	TEACHER	RM#
1			
2			
3			
4	Advisory Period		
5			
6			
7			

Washington State Learning Goals:

- Read with comprehension, write with skill, and communicate effectively and responsibly in a variety of ways and settings.
- Know and apply the core concepts and principles of mathematics; social, physical, and life sciences; civics and history; geography; arts; and health and fitness.
- Think analytically, logically, and creatively, and to integrate experience and knowledge to form reasoned judgments and solve problems.
- Understand the importance of work and how performance, effort, and decisions affect future career and educational opportunities.

Chelan Middle School Dress Code and Expectations:

Students at Chelan Middle/High School and school sponsored events are expected to dress appropriately and tactfully. Any unusual dress or grooming that causes disruption of the school program, is unclean, presents a safety hazard, or is considered indecent is unsuitable.

Inside each school building certain standards of dress must be followed. School is considered to be a “workplace” similar to a business environment. The following guidelines have been established for appropriate dress during the school day or on school field trips. The Lake Chelan School District does not allow the following:

- Clothing that portrays images and messages related to violent and/or criminal behavior.
- Gang identified clothing
- Beach attire (swim trunks, cover-ups, bathing suits)
- Ragged clothing (unless manufactured as such) including cut-offs with strings hanging
- Head coverings including hats, bandannas, visors, du-rags, hairnets, and athletic style headbands. These head coverings may not be worn in the building unless approved by an administrator for special spirit days, and or medical and safety reasons. In every circumstance, when head coverings are allowed to be worn, they must not be disruptive and not contain inappropriate symbols, messages, or gang related signs. *(head coverings must be kept out of sight from the time they enter the building until the last school bell)*
- Web belts, unless tucked into pant loops.
- Clothing with inappropriate language or messages (including tobacco, alcohol, drugs or suggestive messages).
- Spiked jewelry or attire
- Tattoos, clothing or other marking that is gang-related.
- Excessively short skirts or shorts (must be at least as long as fingertips extended when standing upright).
- Pants or skirts that do not fit “appropriately (i.e. worn so undergarments are visible)
- Tube tops, halter tops, or other attire which leaves the shoulders bare or exposes cleavage.
- Shirts which are baggy under the arms or mesh shirts.
- Spaghetti straps (strap width must be three fingers or two inches in width)
- Clothing that exposes midriff (tummy) or backs (no skin should be showing when the student assumes a normal standing posture without tugging on the shirt or pants)
- Bare feet or inappropriate footwear (shoes and sandals must be worn at all times).

Students who do not adhere to these dress code expectations at school will be asked to change or cover up the inappropriate clothing. If that is not possible, they will be asked to go home to change. Administrators will make the final judgment concerning the appropriateness of clothing, and students are expected to respect that decision. Parents will be notified each time a student wears inappropriate clothing. Repeated violations will be considered as disciplinary infractions. Attire for members of athletic teams, clubs or other school organizations will be regulated by the advisor of those activities. Students are expected to adhere to those guidelines.

PARENT INVOLVEMENT POLICY

Chelan Middle School Title I Parental Involvement Policy reflects federal and state guidelines and encourages the involvement of parents to act as advisors and as a resource in the following ways:

1. To ensure that parents of participating children have an adequate opportunity to participate in the planning, designing, and implementation of the Title I Program, Chelan Middle School will convene an open house meeting in the fall to:
 - review purpose, goals, and strategies to be used in the program and the school-wide model
 - provide an explanation of the requirements and rights for all parents
 - provide a description and explanation of the curriculum used in the program
 - provide parents with a copy of the parent involvement policy as well as school policies and procedures
 - develop a school-parent-student compact that outlines how parents, and the entire school staff, and students will share the responsibility for improved student achievement by developing a partnership to assist children in achieving high standards.
2. Provide parents with information relating to their child's progress on an ongoing basis.
 - parents will be informed eight times during the school year through progress reports and report cards.
3. Conduct conferences with parents to discuss their child's progress and/or placement, and also to educate parents on how to complement their child's instruction. All parents are required to attend student led conferences in the fall and in the spring where they will:
 - discuss the proficiency levels that students are expected to meet
 - discuss individual strengths and needs of the student
 - discuss progress and placement of the student
 - share and discuss the student's learning plan
4. Provide support for parental involvement activities as parents may request:
 - Discuss with parents their needs and desires relative to meetings and parent involvement activities.
5. Provide information to the extent practicable or programs and activities in a language and form that parents understand:
 - Survey parents to ascertain any needs for communication in a language other than English
 - Solicit feedback from parents through an ongoing program to ascertain effectiveness of written and oral communication.

6. Annually assess through consultation with parents, the effectiveness of the parent involvement program and determine what action, if any should be taken to improve the policy.

At Chelan Middle School, in order to further enhance parent involvement we will work to ensure that:

Communication between home and school is regular, two-way, and meaningful: Effective communication requires school-initiated contact with the parent and parent-initiated contact with the school where both parties provide vital information about a child's strengths, challenges, and accomplishments. To effectively communicate, both parties must be aware of and considerate of issues such as cultural diversity, language differences, and appropriate steps must be taken to allow clear communication.

Responsible parenting is promoted and supported: The family plays a primary role in a child's education, and schools must respect and honor traditions and activities unique to a community's cultural practices and beliefs. Parents are linked to programs and resources within the community that provide support services to families.

Parents play an integral role in assisting student learning: Educators recognize and acknowledge parents' roles as the integral and primary facilitator of their children's education. Research demonstrates that student achievement increases when parents are actively involved in the learning process.

General Information

Student Fees & Fines

Activity cards are sold annually by the ASB in order to assist in financing various student activities. Middle School students may purchase an additional sticker for \$10.00 which will permit them to attend all High School athletic contests.

ASB CARD (MIDDLE SCHOOL).....	\$20.00
ASB CARD plus HIGH SCHOOL STICKER	\$30.00
BREAKFAST (daily charge - unless qualify for free/reduced).....	\$2.00
LUNCH (daily charge - unless qualify for free/reduced).....	\$2.75
STUDENT PLANNERS (replacement cost)	\$7.00

Several elective classes (Band, Art, Exploratory) may charge fees to cover the cost of necessary materials. Fines may be imposed for lost or damaged materials including such items as desks, textbooks, library books, school uniforms, etc. **Outstanding fines may prevent students from participating in school activities or functions.**

Student Valuables:

The school does not have insurance to cover the cost of valuables that have been stolen or lost; therefore, students should not bring valuables or large sums of money to school. Valuables should not be stored in hallway or PE lockers under any circumstances. **The school will not assume responsibility for lost or stolen valuables.** Be sure to keep your lockers locked at all times when not using them and always lock up your belongings while in PE class. Backpacks should not be left unattended.

Lockers:

Lockers are the property of the school and may be inspected at any time by school officials. Students are expected to treat lockers with care at all times. They are to be kept clean, neat, and free of materials which are in poor taste or damage the finish or the lock mechanism. **DO NOT INTENTIONALLY JAM YOUR LOCKER!** At no time should students share a locker with a friend or give the lock combination to others.

Telephone Use at School:

In case of emergency, students can ask permission to use the phone at the main office. Personal phone calls are not permitted during the school day.

ELECTRONIC DEVICES:

Chelan Middle School recognizes that many students use cell phones and other electronic devices on a daily basis. However, bringing such devices to school can be a distraction to the learning environment and a safety risk. **If a student chooses to bring these devices to school, the Lake Chelan School District is not responsible for any lost, stolen or damages which may occur.** All electronic devices, including those which play music such as iPods, MP3 players, or CD players, are not appropriate in the classroom.

Chelan Middle School does recognize that during the school day there is time designated to students. In honoring this, **students will be allowed to use their electronic devices before school, during lunch, or after school as long as this does not cause a disruption to the school's educational environment.**

Failure to abide by the above regulations will result in the following consequences:

First offense- The device will be confiscated and the student can retrieve the device from an administrator at the end of the school day.

Second offense- the device will be confiscated and the student can retrieve the device at the end of the school day along with a Level 1 offense- minor classroom disruption.

Third offense- will again result with the confiscation of the device, a Level 2 offense- willful disobedience, and a required parent contact with an administrator before it will be returned.

Note: Any further infractions will be dealt with in the same manner as outlined under the third offense.

Skateboards / In-Line Skates / Scooters:

Students are prohibited from riding skateboards, scooters or inline skates both in school and on the school grounds. This rule includes any after school events or activities. Such apparatus is considered to be a safety hazard and students who do not comply with this rule will be subject to school discipline.

Medications:

Any medication that a student brings to school without obtaining authorization from the school nurse is considered "unauthorized". Unauthorized medications are addressed in our school drug and alcohol policy. Students who choose to bring such medications to school face disciplinary action. Under no circumstances should students share medications with each other. This issue is addressed in district policy and may result in expulsion. If you have a medical condition that requires that you bring medication to school; make an appointment to meet with our school nurse before bringing it to school.

Food Service Program:

Breakfast and lunch are available for students to purchase throughout the year. The free and reduced price meal is available to families who qualify and applications are mailed home at the beginning of the school year. Please be sure to keep student lunch account balances in good standing.

School Bus Expectations:

Students are expected to respect their bus drivers at all times and must follow all rules and regulations. Bus drivers review their expectations for behavior at the beginning of the school year. Failure to abide by these rules will result in progressive discipline that may involve removal of riding privileges. Such expectations apply to bus stops as well.

Student Activities Program

Research indicates that students who participate in extracurricular program offerings achieve better grades and are more "connected" to school. With this in mind, Chelan Middle School offers a wide variety of student activities including Science Olympiad, Choir, Band, Drama, and Athletics. Band and Choir (7/8) are elective classes that students choose to take at the beginning of the school year and involves playing in a contest as well as several concerts. There is one major drama production involving auditions and typically attracts over fifty students. The Athletic Program at CMS offers football, volleyball, and cross country in the fall season. Winter sports include girls and boys basketball, and wrestling. Track and girls softball are offered in the spring.

Eligibility Requirements:

In order to participate in athletics, students must:

1. Meet eligibility requirements as specified in the Extra-Curricular Activities Honor Code
2. Have the following paperwork completed and on file:
 - Physical Examination record within the last school year
 - Proof of insurance, personal and catastrophic
 - Signed copy of the activities honor code
 - Signed permission form from parents
 - All fines and fees paid
 - Signed Sport Specific Sheet (Risk and Warning)
3. Purchase an ASB Card

Note: In order to participate in athletic contests students must be in attendance the entire school day unless an exception is granted by the principal. Students who have acquired an office referral the day of a contest will not be permitted to travel or participate with their team.

Student Insurance

The School-Time Plan covers students during the school year while on school property, engaging in school-sponsored activities and coming directly to school and going directly home from school (Excluding transportation in 2 or 3-wheeled motorized vehicles or snowmobiles). **This plan includes all interscholastic sports except football.**

The football plan requires an additional fee. However, if a student turns out for football only, basic coverage is not required. Benefits from this plan will be prorated with other insurance.

The 24 hour plan covers students on a 24 hour per day basis for the full calendar year. Both of these plans will cover in excess of other insurance benefits. Contact the school office for more information about coverage and rates.

Attendance Philosophy (School Dist. Policy # 3124P)

In order to promote and encourage regular attendance, a valuable trait in school and on the job, a functional attendance policy has been established. Our policy revolves around the concept that your presence is essential for maximum learning in every subject area. Laws of the State of Washington state that students "shall be regular and punctual" in their attendance. The attendance procedures at Chelan Middle School are designed to assist students and their parents in recognizing the importance of regular and prompt attendance. The law also requires that a petition be filed with the courts on the 5th unexcused absence in a month, or the 10th unexcused absence in a year. Consequences through the court system may include time spent in juvenile detention, community service, or parents paying a fine.

Attendance Expectations, Procedures and Consequences

Definitions:

Excused Absence: student brings a note or parent calls the school indicating that the student has been absent for an illness, health condition, family emergency, religious purpose, or parental-approved activities agreed to by school personnel. Short and long term suspensions are considered to be excused absences. Students will be permitted to make up all missed assignments under reasonable time limits, except that in participation-type classes a student's grade may be affected.

Unexcused Absence/Truancy: submitting a signed excuse which does not fit into the above categories, or failing to submit any type of excuse. Students will not be permitted to make up assignments that occur during this type of absence. According to the discipline policy, truancy is a Level 2 offense.

Pre-arranged absence: will be considered excused absences, but they may affect the student's grade in participation-type classes, as outlined above. The purpose of pre-arranging an absence is to notify parents if there will be any adverse effect on the student's grade.

Excused Tardy: same as excused absence but student does not miss the entire period.

Unexcused Tardy: student comes late to class with no note indicating any of the acceptable reasons listed above.

Student Procedures:

Excused Absences: Students must submit an excuse within two days for any absence that is not school-related, or it will be considered an unexcused absence/truancy.

Pre-arranged absences: parental-approved activities which require missing school should be pre-arranged, especially if there is any question about whether or not the absences will affect the student's grade. Students will pick up the form in the office, fill it out completely and take it to their teachers for signatures. They will then take the form home to show their parents if the absence will affect grades in any of their classes.

Tardies: if a teacher counts a student tardy, there will be a consequence such as detention unless the tardy fits one of the reasons for excused absences listed above, in which case it may be excused with a note, following the procedure for an excused absence listed above.

Leaving class early: if a student needs to leave class early for an appointment, they will bring a note indicating the time they need to leave. They will show the note to the teacher, then to the office staff who will check them out of school.

Parent Procedures:

Excused absences: Parents may call the school the day before or prior to the start of school if they know that their son\daughter will have an excused absence. If school has already begun, they will provide a signed note indicating the student's name, the date(s) absent, the times absent (all day, morning, or afternoon, etc) and the reason for the absence. If an absence requires the student to leave school early that day, the note will indicate what time the student should leave class.

Pre-arranged absences: Parents will be presented with a form that the student has taken to his/her teachers indicating whether or not the absence will affect the student's grades in any of his/her classes.

Public Disclosure of Student Information

Information regarding students may be routinely available for disclosure in the following areas: The student's name, address, and telephone number; date and place of birth; major field of study; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; the most recent educational facility the students attended. The district may also release pictures of students for public information purposes. **Parents may request that any and all of the categories of information, including personally identifying photographs, not be released without their prior consent. Please contact the principal with your request.**

Out of Class Behavior Expectations

Hallways, the commons, the gym, the library, etc. are considered to be extensions of the classrooms at Chelan Middle School. Students are expected to conduct themselves in an accountable manner in those areas of the school. Students involved with the following may be subject to consequences under the discipline policy.

1. Running in the hallways.
2. Foul, abusive or obscene language.
3. Inappropriate displays of affection.
4. Abuse of the vending machines.
5. Pop or any other drinks are not allowed in the gym or hallways. Students are expected to pick up food and litter from halls and school campus during breaks, lunch, before and after school.
6. Unsafe and improper use of the equipment and facilities in the gym.
7. Rude and disrespectful behavior in the commons. Students are expected to bus their own food trays and garbage in the commons.
8. Inappropriate behavior at school assemblies will result in assignment to the in-school suspension room during future assemblies for the remainder of the semester.
9. Use of tobacco is prohibited on school grounds

WEAPONS POLICY

Any Lake Chelan School District student who is determined to have carried a firearm or to have possessed a firearm on school premises, school provided transportation, or school sponsored activities at any facility shall be expelled from school for not less than one year (12 months) under RCW 28A.600.420, with notification to parents and law enforcement. The Superintendent of the Lake Chelan School district may modify the expulsion of a student on a case-by-case basis under RCW 28A.600.010.

DISCIPLINE PHILOSOPHY

The goal of the Discipline Policy is to help our students learn to be responsible for their own behavior. Each use of this policy will be intended to help students understand and abide by the standards of behavior expected of them by the district. The following infraction and consequence list was compiled by students, parents and staff in an effort to address possible infractions in an equitable and fair manner.

In all discipline cases, a student and his/her parents are entitled to their due process rights as outlined in school board policy and state law.

Level 1 Offenses

Cell Phone / MP3 Player
Hallway misconduct
Public display of affection
Tardies
Minor Classroom Disruption
PE Non-suits
Dress Code Violation

Level 1 Consequences

1. Student Conference
2. Parent Contact
3. Detention with teacher
4. In-school suspension
5. 1-3 days in-school suspension
6. 1-3 days suspension

Level 2 Offences

Willful disobedience
Truancy / Off campus with out permission
Major classroom disruptions
Damage to School Property
Academic Dishonesty (Cheating)
Harassment/Intimidation or Bullying
Inappropriate language or gestures
Inappropriate network usage
Tobacco use or possession

Level 2 Consequences

1. 1 day in-school suspension
2. 1-3 days in-school suspension
3. 1-3 days suspension
4. 3-5 days suspension
5. Long Term Suspension (+ 10 days)

Level 3 Offenses

Forgery
Theft
Inappropriate language to staff
Under the influence of drugs or alcohol
Possession of drug or alcohol paraphernalia

Level 3 Consequences

1. 5 day suspension
2. Long Term Suspension (more than 10 days)

Level 4 Offenses

Weapons (1 year mandatory expulsion)
Drugs/Alcohol with intent to sell or dispense
Vandalism
Gang related behavior
Fighting/Battery/Assault
False alarm or bomb threat

Level 4 Consequences

1. Emergency Expulsion
2. Expulsion

Note: Each year a committee reviews this policy and its implications. If you would like to participate in that review process, please contact Mr. Anderson.

HARASSMENT / INTIMIDATION / BULLYING

The District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons free from harassment, intimidation or bullying.

"Harassment, intimidation, or bullying refers to any intentional written message or image, including those that are electronically transmitted, a verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability), or other distinguishing characteristics, when an act:

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

Harassment, intimidation, or bullying can take many forms including: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, or physical actions. "Intentional acts" refers to an individual's choice to engage in the act rather than the ultimate impact of the action(s).

Anyone may use informal procedures to report and resolve complaints of harassment, intimidation, or bullying. Informal reports may be made to any staff member, although staff shall always inform complainants of their right to, and the process for, filing an informal complaint. Informal remedies include an opportunity for the complainant to explain to the alleged perpetrator that the conduct is unwelcome, disruptive, or inappropriate, either in writing or face-to-face; a statement from a staff member to the alleged perpetrator that the alleged conduct is not appropriate and could lead to disciplinary action if proven or repeated; or a general public statement from an administrator in a building reviewing the district harassment, intimidation, and bullying policy without identifying the complainant. Informal complaints may become formal complaints at the request of the complainant, parent, guardian, or because the district believes the complaint needs to be more thoroughly investigated.

Formal Complaint Process:

Anyone may initiate a formal complaint regarding harassment, bullying or intimidation. Complainants will not be promised confidentiality at the onset of the investigation, but every attempt will be made to insure confidentiality. Student complainants and witnesses may have a parent or trusted adult with them, if requested, during any district-initiated investigatory activities.

- A. All formal complaints shall be in writing using the appropriate reporting form. Formal complaints shall set forth the specific acts, conditions, or circumstances alleged to have occurred that may constitute harassment, intimidation or bullying. The compliance officer may draft the complaint based on the report of the complainant, for the complainant to review and sign.
- B. Regardless of the complainant's interest in filing a formal complaint, the compliance officer may conclude that the district needs to draft a formal complaint based on the information in the officer's possession.
- C. The compliance officer shall investigate all formal, written complaints of harassment, intimidation and bullying, and other information that the officer believes requires further investigation.
- D. When the investigation is completed the compliance officer shall compile a full written report of the complaint and the results of the investigation. If the matter has not been resolved to the complainant's satisfaction, the superintendent shall take further action.
- E. The superintendent or designee, who is not the compliance officer, shall respond in writing to the complainant and the accused within thirty days stating:
 1. That the district intends to take corrective action; or
 2. That the investigation is incomplete to date and will continue; or
 3. That the district does not have adequate evidence to conclude that bullying, harassment or intimidation occurred.
- F. Corrective measures deemed necessary will be instituted as quickly as possible, but in not event more than thirty days after the superintendent's written response, unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or lawful order from imposing the discipline until the appeal process is concluded.
- G. If a student remains aggrieved by the superintendent's response; the student may pursue the complaint as one of discrimination pursuant to Policy 32 I 0, nondiscrimination or a complaint pursuant to Policy 4220, Complaints Concerning Staff or Programs.

NETWORK/INTERNET USAGE AGREEMENT

Each student will receive their own login and password, which should not be shared with anyone else at school. Students will also have their own "storage space" on school equipment which is allowed only for school related projects. **Improper use of the school's computer network, the internet, or damage to school equipment may result in loss of network privileges for one calendar year and/or other disciplinary action.** Students and all district users of our technology have the responsibility to use the computers and network properly in accordance with the rules of the district. Direct supervision of all students at all times who use the system is not possible. Therefore, all users must understand that the use of the Lake Chelan School District's computers or network is a privilege that may be revoked or suspended at any time for abusive conduct or violation of the conditions established by the technology team and building administrators. Abusive conduct includes, but is not limited to, the placing of unlawful information on the network, the improper access, misappropriation or misuse of information/files of other users, and the use of obscene, abusive, or other offensive or inappropriate language in either public or private messages. Violations of technology policy may be subject to building discipline procedures.

The following are acceptable use guidelines:

1. All use of the system must be in support of education and research and consistent with the mission of the District. The District reserves the right to prioritize use and access to the system. The District is not responsible for loss of data. Users are expected to make frequent backups of critical data.
2. The system constitutes public facilities and may not be used to support or oppose political candidates or ballot measures.
3. Any use of the system must be in conformity with state and federal law, network provider policies and licenses, and district policy. Use of the system for charitable purposes must be approved by the superintendent or designee.
4. No use of the system shall serve to disrupt the operation of the system by others; system components including hardware or software shall not be destroyed, modified, or abused in any way. Physical damage, as defined by RCW9A.48.070, is a crime and will be treated as such.
5. Malicious use of the system to develop programs that harass other users or gain unauthorized access to any computer or computing system and/or damage the components of a computer or computing system is prohibited.
6. Use of the system to access, store or distribute obscene or pornographic material is prohibited.
7. Use of the system to download music or picture files for personal use is prohibited. Direct copying of copyrighted material for use in research papers or reports must follow all plagiarize material that they may find on the internet.

NETWORK/INTERNET USAGE AGREEMENT Continued –

8. Student subscriptions to mailing lists, bulletin boards, chat groups, commercial e-mail services, and commercial on-line services must be pre-approved by the superintendent or designee.
9. System accounts are to be used only by the authorized user of the account for the authorized purpose. Users may not share their account number, login name or password with another person or leave an open file or session unattended or unsupervised. Account owners are ultimately responsible for all activity under their account.
10. Users shall not seek information on, obtain copies of, or modify files or other data or passwords belonging to other users, or misrepresent other users on the system, or attempt to gain unauthorized access to the system or to parts of the system to which they have not specifically been granted access.
11. Personal information such as addresses and telephone numbers should remain confidential when communicating on the system. Students should never reveal such information without permission from their teacher or another adult. Students should never make appointments to meet people in person that they have contacted on the system without district and parent permission.
12. Students should notify their teacher or other adult whenever they come across information or messages that are dangerous, inappropriate, or make them feel uncomfortable.
13. The unauthorized installation, use storage or distribution of copyrighted software or materials on district computers is prohibited.
14. Under prescribed circumstances, non-student or staff use may be permitted, provided such individuals demonstrate that their use furthers the purpose and goals of the District. Permission must be obtained through the District office.
15. For security and administrative purposes, the District reserves the right for authorized personnel to review the system if reasonable suspicion that unauthorized use has taken place.
16. Unauthorized use of the system for the purchase of products or services by students is prohibited
17. Students will not be granted e-mail accounts without authorization by the network administrator.
18. Building administrators will provide acceptable use information to all users of the system, including parents.
19. The posting of material on the District's website must be approved by the network administrator.