

Mount Vernon School District Mount Baker Middle School



FAMILY HANDBOOK & STUDENT HANDBOOK

2024-2025 SCHOOL YEAR

Table of Contents

MVSD Vision and Mission	4
MVSD School List and Directory	4-5
MVSD School Board	6
Registration Process for New Families/Students	7
Communication with Families	7-8
Emergency Information	8-9
Attendance and Reporting Student Absences	9-10
Student Health	10-13
Student Rights	14
Student Privacy	15
Student Dress	15-16
Transportation	16-17
Personal Property Disclaimer	17
Behavior Expectations	17
Progress Reporting	18
Volunteers and School Visitors	18-19
Nutrition Services/Food Information	19
Technology Use	20
Non-Discrimination and Sexual Harassment	20-26
Our Schools Protect Students from Harassment, Intimidation, and Bullying	20-25
Federal Requirements	25-27
School Start and End Times	27
Mount Baker MS Student Handbook	2-43

Welcome to the 2024-2025 school year! We are thrilled to have your child as part of the Mount Vernon School District community and are eager to work together to ensure a successful and enriching experience for all students.

This handbook is designed to provide you with essential information about our district's policies, and procedures. We believe that open communication between families and schools is vital to student success, and this guide aims to answer many of the questions you might have throughout the year. We encourage you to review the handbook thoroughly and keep it for reference.

Mount Vernon School District Vision

To graduate inspired and critical thinkers who embrace diversity and are committed to the betterment of their own lives and the lives of others.

Mount Vernon School District Mission

To expect, encourage, and facilitate the pursuit of excellence and life-long learning in our students, equipping them for future success and happiness.

School List and Directory

Elementary Schools

Centennial

Julie Sager, Principal
360-428-6138
3100 Martin Rd.

Harriet Rowley

Dr. Jordanne Nevin, Principal
360-428-6199
400 53rd St

Jefferson

Jody Ziemer, Principal
360-428-6128
1801 E. Blackburn Rd

Little Mountain

Ashleigh Moe, Principal
360-428-6125
1514 S. LaVenture Rd.

Madison

Susan Husband, Principal
360-428-6131
907 E Fir St.

Washington

Stephanie Jones-Flores, Principal
360-428-6122
1020 McLean Rd.

Middle Schools

LaVenture

Dave Riddle, Principal
360-428-6116
1200 N. LaVenture Rd.

Mount Baker

Leanne Plumly, Principal
360-428-6127
2310 E. Section St

High School

Mount Vernon High

Dr. Colette Roche, Principal

360-428-6100

1075 E. Fulton St.

Choice Schools

Aspire Academy

Dr. Kecia Fox, Principal

360-428-6216

3302 Cedardale Rd., #B300

Northwest Career & Technical Academy

Lynette Brower, Director

360-848-0706

2205 West Campus Pl.

Skagit Academy

Dr. Kecia Fox, Principal

360-428-6206

2001 Cleveland Ave

District Office

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Supervisor of Categorical Programs

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Supervisor of Technology

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School Board

The Mount Vernon School board consists of five citizens elected by the voters to serve four years as members of the Board of Directors for Mount Vernon Public Schools. The school board is responsible for establishing the mission and goals of the district. The Mount Vernon School Board is committed to model the leadership expected at every level of the district. We will follow learning community practices, believing better decisions will result from our individual commitment to learn and understand varying perspectives as we work to build consensus.



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Legislative
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Director District 2



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President
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Wendy Ragusa
Director District 4
Vice President
360-770-9906
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Griffin Uchida
Director District 3
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Registration Process for New Families/Students

Families are able to enroll new students through Skyward Family Access. If you do not already have a Skyward Family Access account, please create an account by clicking on New Families to sign up for an account and begin the enrollment process. (If you are not able to complete enrollment online, paper registration packets are available at all school sites, district office, and online).

As you are completing the enrollment process, you will have the opportunity to scan and attach the required documents as part of the enrollment application. If you do not have access to a scanner, please bring the following documents to your child's school and the school will make copies. *This step is required to complete the enrollment application.*

- Child's proof of age*
- Child's immunization records
- Child's withdrawal grades from previous school (middle and high school only)

**Proof of age: Documents which can be used for this purpose include a birth certificate; a religious, hospital, or physician's certificate showing date of birth; a passport; an adoption record; previously verified school records; an affidavit from a parent; an entry in a family Bible; or any other documents permitted by law.*

If you have questions about any of the required documents for enrollment, please feel free to speak with the staff in the main office of your child's school or call the district office at (360) 428-6110. **Please note, completing the registration does not guarantee placement in the Dual Language Program or in Choice Schools.*

Additional Documents to Provide if Applicable

- Parenting plan / court order
- Proof of guardianship if the child is living with an adult other than the parent(s)

Important Information for Families Enrolling Students

- Children must be at least five years old on or before August 31st to be enrolled in kindergarten. Children must be at least six years old on or before August 31st to be enrolled in first grade.
- Children of age 8 and less than age 18 are required by law to attend a public school, an approved private school or educational center, unless they are receiving approved home-based instruction.

Communication with Families

Mount Vernon School District believes that our families bring tremendous amounts of knowledge and experiences to support their children's development and the overall success of our community. We are committed to learning from and with our families, and we are dedicated to providing equitable access to all. Two-way communication is the foundation of our students' success.

Skyward Family Access is the Student Information System used by the school district, and contains important information such as student attendance, grades, and demographic information. Using Skyward, parents/caregivers can control how the district and schools contact them for emergencies, attendance calls, food & nutrition services, and other communications. Mount Vernon Schools will use the phone numbers, email addresses and text-capable numbers

we have on file within Skyward for communication purposes. Please contact the main office of your child's school to update your contact information.

Mount Vernon School District uses a web-based notification system called Remind to send messages via email and telephone. This means you should be receiving text messages, emails, and calls from your student's teachers or school. It is important that you sign up to receive messages via text or email as this is Mount Vernon School District's primary communication tool regarding attendance, school closures, and other school wide activities. Please be sure to download the Remind app and have Remind messages enabled on your phone. If you initially opted out of **Remind** or are not receiving school messages you can sign up to have messages delivered via text, email, or both. Please contact the main office of your child's school to sign up.

Emergency Information

In the event of a school emergency, we will contact parent/guardian using Remind. It is very important that the school office have accurate information in the event of any emergency. Each student is required to have a completed emergency form on file in the school office. Your student will be sent home with a packet of important forms to be completed by parents/caregivers. Please make sure to read and sign all relevant forms. *Please return all forms to the office during the first week of school.* If phone numbers or addresses change throughout the school year, please notify the school with all updates.

All emergency school information will also be relayed through the local radio and television stations. These radio stations begin broadcasting emergency schedules or school closure information as soon as possible: KAPS AM 660; KBRC AM 1430; KLKI AM 1340, as well as, the local television stations in our area.

Standard Response Protocol

Our schools have adopted The "[I Love U Guys](#)" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol. The SRP is based on an all hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter. These are the actions that staff and students will take when they practice drills throughout the school year.

The SRP is action-based, flexible, and easy to learn. It rationally organizes tactics for response to weather events, fires, accidents, intruders and other threats to personal safety. The SRP's development is ever-evolving, created with extensive collaboration between experts such as first responders, public safety, school, districts, and communities. Its tactics are data-driven, researched and based on experience and contemporary practices.

For more information on the Mount Vernon School District's emergency preparedness plans, please contact your child's school.

Family-student reunification

In the event of a school lockdown or evacuation for an actual emergency, the district will provide notification of a family reunification site. Please wait for that notification and do not respond to the school unless instructed to do so. Students will only be released to parents/caregivers or

emergency contacts authorized in Skyward Family Access to pick up their child. Please ensure that you have identification (ID) during an emergency and have updated your Skyward Family Access information with proper contact information for you and any friend(s) or family member(s) who may be responsible for picking up your student.

Attendance and Reporting Student Absences

For your child to benefit from the social, physical, and academic learning that happens at school, they need to attend regularly; this is as important for elementary students as it is for middle and high school students. Regular school attendance is critical because it provides opportunities for your child to:

- Build routines that foster predictability and help reduce stress
- Make new friends and/or maintain existing friendships
- Engage in meaningful interactions with peers and teachers
- Develop empathy, cooperation, and conflict-resolution skills
- Engage in learning that leads to self-discovery, the development of interest, and future school and career opportunities as adults
- Gain access to meals, health care, and fun activities

While occasional absences are inevitable, please prioritize regular attendance. Missing more than 10% of the school year or 18 days of school can impact your child's social development, academic learning, and path toward high school graduation. If a problem arises with health, food, transportation, housing, or anything else, please call your child's school or the district office so we can assist.

Mandatory attendance laws require children aged 8 to 17 to attend school. Children aged 6 or 7 are not required to enroll but must attend if enrolled.

All schools must take daily attendance and notify you of unexcused absences. A conference will be scheduled if your child has 3 unexcused absences in a month. In elementary school, a conference is required if there are 5 excused absences in a month or 10+ excused absences in a year unless the absence was pre-arranged in writing with an academic plan. For students with an IEP/504 plan, the plan's team must reconvene.

If your child has 7 unexcused absences in a month or 15 unexcused absences in a year, a petition will be filed with the Juvenile Court, and intervention measures like a Community Engagement Board may be initiated. Continued truancy may require court involvement.

To report an absence, contact your child's school within 5 school days via phone, email, text, or written note. The school will work with you and relevant healthcare providers to support learning for extended illness.

We understand that there are times when students may need to miss school, even with communication from parents or caregivers. However, frequent absences can add up and affect a student's learning progress. According to Washington state rules ([WAC 392-401-020](#)), there are specific reasons that a school can excuse a student's absence. The school principal or a designated person has the responsibility to decide whether an absence meets these criteria.

In our district, once a student has reached 15 excused absences, the school principal or their designee may choose not to excuse any additional absences, even if they fall under the allowed reasons.

To ensure consistency across our district, we have an agreement that allows up to five parent or caregiver-approved activity days for absences not listed in WAC 392-401-020. While we encourage parents and caregivers to arrange these days in advance, it is not required for the absences to be excused.








Student Health

In addition to the information provided below, more information about student health and the MVSD Student Health Services can be accessed at www.mountvernonschools.org:

MVSD Illness Instructions

MVSD Illness Instructions for Students (1-2024)

*Please contact your school's attendance office to report student absences and return dates.
If your child is sick for 3 days or more, the school nurse recommends a doctor visit.*

	Stay home from school	Return to school
 Fever	<ul style="list-style-type: none"> temperature 100F or higher, OR feeling warm to the touch 	<ul style="list-style-type: none"> no fever for at least 24 hours without taking fever-reducing medication (Tylenol, ibuprofen, Motrin, etc.).
 Cold/flu	<ul style="list-style-type: none"> any new symptoms: runny or stuffy nose, sore throat, coughing, sneezing, unusual headache, chills, body aches, unusually tired. 	<ul style="list-style-type: none"> symptoms are improving, AND feeling well enough to participate in school all day without medication or a nap.
 Vomiting/ diarrhea	<ul style="list-style-type: none"> 2 or more episodes of vomiting or loose stools within the last 24 hours. 	<ul style="list-style-type: none"> no vomiting/diarrhea for at least 24 hours, AND able to eat solid meals.
 Rash	<ul style="list-style-type: none"> new rash that has not been diagnosed. 	<ul style="list-style-type: none"> doctor note to return to school, OR rash is completely healed and all other symptoms are gone.
 Head lice	<ul style="list-style-type: none"> live bugs on the head, OR evidence of head lice that has not been treated. 	<ul style="list-style-type: none"> completed lice treatment AND no live bugs. <p><i>Students must be evaluated by the school health office with guardian present before they are allowed to return to class.</i></p>
 Eye infection	<ul style="list-style-type: none"> redness with itchy or crusty drainage from the eye. 	<ul style="list-style-type: none"> doctor note to return to school, OR symptoms are completely gone.
 Severe illness or injury	<p><i>Please notify your school immediately if your child has a severe illness or injury.</i></p> <p><i>Your school nurse will help determine when it is safe to return, and if extra support is needed at school.</i></p>	<ul style="list-style-type: none"> when cleared by the doctor and school nurse.

Required Vaccinations

Washington state requires children attending public or private schools to be fully immunized against certain diseases before their first day of attendance. Schools must receive medically verified proof of a child's immunization, the start of their immunization schedule, or a certificate of exception on or before the first day of attendance. Exemptions are allowed for religious, medical, or personal reasons and are recorded on a Certificate of Exemption (COE). Please talk to the health room staff at your child's school for an exemption form or for more information.

Mount Vernon School District manages student immunization records using the School Module, an online system provided by the Washington State Department of Health. Most children born and/or vaccinated in Washington already have their information in the system. You can access your child's record at any time by signing up for MyIR at <https://myirmobile.com/>.

You are welcome to call your school during regular school hours to get a list of needed vaccines, however, your school will send you a letter that lists the missing vaccines or records for your child. **Students who are missing vaccination records will be excluded from school, and will not be allowed to resume attendance until all records are received.**

Medication at School

Medication Requirements for School

- Approval: All medications, including over-the-counter (e.g., ibuprofen, Tylenol), must be approved annually by a licensed healthcare provider, a parent/guardian, and the school nurse.
- Delivery: Medications must be in the original labeled container and delivered to the school. Do not send medications in pockets or backpacks; unapproved medications will be confiscated.
- Storage: Medications are kept in the health room, except for approved inhalers and EpiPens.
- Processing Time: Allow a few days for the school nurse to review and approve medication requests.

Medications to Provide Annually

- Emergency Medications: EpiPens, inhalers, diabetes supplies, seizure rescue medications.
- Disaster Medications: A 72-hour supply of essential medications (e.g., seizure prevention, insulin).
- Daily Medications: Medications required during the school day.
- As-Needed Medications: For frequent health issues like headaches, cramps, allergies.

Dose Changes and Refills

- Medication/Dose Changes: Provide new paperwork and the updated medication to the school nurse.
- Refills: Health staff will notify you before the medication runs out.
- Unused Medications: Collect from the health room anytime during the school day.
- Unclaimed medications will be destroyed at the end of the year.

Common Medications at School

- Families must supply and approve medications for specific students; the school does not stock general medications.

Life-Threatening Health Conditions

- Definition: Conditions that could result in death during the school day without proper medication or treatment.
- Common Conditions: Severe allergies (anaphylaxis), diabetes, severe seizures.
- Action: Contact the school nurse immediately to complete the necessary paperwork and develop a health plan.

Annual Checklist for Parents

- Before School Starts: Submit doctor's orders, rescue medications (e.g., Epinephrine, Glucagon), and all required paperwork at least two weeks before the first day of school.
- Legal Requirement: Students cannot start school until all requirements are met (RCW 28A.210.320).

Summer Reminder

- Remind Message: Nurses send reminders in July for incomplete submissions. Use this time to contact your doctor, schedule appointments, and refill prescriptions.
- Submission Deadline: Deliver materials at least one week before school starts in late August.

Vision and Hearing Screening

Mount Vernon School District conducts annual vision and hearing screenings every autumn for students in the following grades: Kindergarten, 1, 2, 3, 5, 7. We also screen students in any grade if teachers or parents report difficulties with vision or hearing.

Students who appear to have vision or hearing loss at screening will receive a letter from the school referring your child to a doctor for a more in-depth examination. Letters are usually sent home before winter break.

Students with Life-Threatening Health Conditions

A life-threatening health condition is defined as a condition that could put a child in danger of death during the school day if a medication or treatment order and a nursing plan are not in place. Common conditions include severe allergies (anaphylaxis), diabetes, and severe seizures that do not stop without medication. If your child has a life-threatening health condition, contact the school nurse immediately. The nurse will assist with necessary paperwork, supplies, and the development of a school health plan.

Each year, before your child is allowed to start school, you must submit the required documentation and medications. This includes a doctor's orders for emergency care and signed rescue medications such as Epinephrine for severe allergies, Glucagon for diabetes, and Diastat or midazolam for severe seizures. All paperwork and supplies must be submitted at least two weeks before the first day of school to avoid delays. According to Washington State Law (RCW 28A.210.320), students cannot start school until all requirements are met. In July, you will receive a reminder if any materials are still outstanding. Please use this time to arrange

appointments and ensure all necessary documents and medications are ready. Nurses return in late August, and all materials should be delivered at least one week before school starts.

Head Lice

Head lice are not a medical or public health hazard, but students with live lice or new infestations will be sent home for treatment. Students may remain at school if they have nits and are undergoing treatment. If your child is found with head lice at school, you will be notified, and your child will need to receive successful treatment before returning. It is also recommended that all household members be checked and treated simultaneously if necessary. After treatment, which can be obtained through over-the-counter medication, a prescription, or a lice treatment technician, students may return to school even if nits are still present, as long as steps are being taken to remove them.

Head lice are small insects that live on the scalp, laying eggs (nits) attached to hair shafts. They do not jump or fly but spread through direct contact with infested individuals or items like brushes, hats, or bedding. Symptoms include an itchy scalp, irritability, difficulty sleeping, and visible lice or nits. Treatment can be challenging, as eggs take 8-9 days to hatch. It's crucial to check every household member for lice, treat all infested individuals, and follow up with daily nit combing for two weeks to prevent re-infestation. For detailed treatment steps, visit the CDC webpage.

Sexual Health Education

By law, all public schools are required to provide comprehensive sexual health education (CSHE) to all students. Students in grades K-3 receive social-emotional learning (SEL). Students in grades 4-12 learn about human growth and development, consent, bystander intervention, healthy relationships, and HIV/AIDs prevention. Prior to teaching these topics, a message will be sent from your child's health teacher making families aware of the upcoming instruction. If you have concerns, please contact your child's health teacher to view the health curriculum and related lessons. If, after reviewing the materials, you prefer that your child not take part in any of these specific health lessons at their school, please complete the [Health Instruction Waiver](#), and return it to your child's health teacher.

Student Rights

This responsibility includes the freedom to exercise individual rights in a manner that is not offensive to the recipient. We trust that students will respectfully accept and adhere to the following:

Rights

Students have the right to equal educational opportunity with freedom from discrimination because of national origin, race, religion, economic status, sex, pregnancy, marital status, previous arrest, previous incarceration, or a physical, mental or sensory handicap

Students have the right to a safe environment free from intimidation, sexual harassment, and assault.

Students have the right to receive a curriculum where their identity is positively represented.

Students have the right to receive an engaging lesson every day leading to a productive learning environment.

Students have the right to clean and safe classrooms, hallways, and lunchrooms.

Students have the right to safe passage to and from school and while on campus.

Students have the right to engage in the grievance process. Disagreements with adults or other students should be dealt with privately and with support of a parent/guardian, counselor or administrator when necessary.

Students have the right to remain anonymous when reporting a violation of school rules.

Students have the right to engage in respectful speech that expresses their thoughts and opinions as long as it is not disruptive to the educational environment.

Students have the right to actively participate in a problem-solving process in order to facilitate successful closure.

Students have the right to exercise freedom of expression as part of the instructional process. However, this right is subject to reasonable limits and may not be used to disrupt the educational environment or interfere with the rights of others.

Students have a right to access district resources (social workers, liaisons, nurse, counselors) that offset homelessness and health and mental wellness concerns.

Students who qualify have a right to Special Education services that follow IDEA procedure safeguards.

Students have a right to behavioral interventions and reengagement meetings after returning from a suspension.

For more information see Mount Vernon School District Policy and Procedure [3200](#) and [3200\(SPN\)](#)

Student Privacy

Students are free from searches of clothing and personal property by school officials unless there are reasonable grounds to believe that the search is necessary to maintain a safe and orderly school and school discipline. Student lockers, desks, and other storage areas, both physical and digital, are district property and school officials retain the right to inspect these areas assigned to students. No right or expectation of privacy exists for any students concerning these areas, which may be inspected or searched by school authorities at any time without prior notice and without reasonable suspicion that the search will yield evidence of a student's violation of the law or a school rule.

Any containers found as a result may be searched if there is reasonable suspicion that they contain evidence of a student's violation of the law or school rules. Such searches should take place in the presence of the student. The methods used must be reasonably related to the objectives intrusive for the age and gender of the student, and the nature of the suspected infraction. School authorities may seize illegal items or possessions reasonably determined as a safety threat. Items that are used to disrupt or interfere with the educational process may be temporarily removed from student possession. These procedures are in accordance with the state laws RCW 28A.600.230 and RCW 9.41.280 as well as district policy.

For more information see Mount Vernon School District Policy and Procedure [3230](#) and [3230P](#)

Student Dress

Mount Vernon School District respects students' rights to express themselves in the way they dress. Students are also expected to respect the school community by dressing in a way that contributes to a positive school environment, facilitates participation in learning, and protects the health and safety of students and adults at school. This policy is intended to provide guidance to students, staff, and parents and applies to all school functions, including after-school, extra-curricular events, and field trips.

This policy is based on the following values:

- Students should be able to dress and style their hair for school in a manner that expresses their individuality without fear of unnecessary discipline or body shaming;
- Students have the right to be treated equitably. Dress code enforcement will not create disparities, reinforce or increase the marginalization of any group, nor will it be more strictly enforced against students because of racial identity, ethnicity, gender identity, gender expression, gender nonconformity, sexual orientation, cultural or religious identity, household income, body size/type, or body maturity;
- Students and staff are responsible for managing their personal distractions; and
- Students should not face unnecessary barriers to school attendance.

Students must wear:

- Top with fabric in the front and on the sides (shirt, blouse, sweater, sweatshirt, etc.);
- Bottom covering undergarments (pants, shorts, skirt, dress, etc.); and
- Footwear

Additional Requirements for Student Dress

This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (e.g. physical activity, science, or CTE courses). Additionally, this policy allows for reasonable variation in required student attire for participation in activities such as swimming.

Students may not wear clothing, jewelry, or personal items that:

- Are pornographic, contain threats, or promote illegal or violent conduct such as the depiction of weapons, drugs, alcohol, tobacco, or drug paraphernalia;
- Demonstrate hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups;
- Intentionally show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material;
- Cover the student's face to the extent that the student is not identifiable (except clothing/headgear worn for a religious or medical purpose); or
- Demonstrate gang association/affiliation. This includes, but is not limited to: bandanas, hanging belts, gloves, mittens, numbered sports jerseys, clothing of one color, or groups of students (3 or more) wearing the same color/clothing for the purpose of intimidation.

Students shall not be disciplined or removed from class as a consequence for wearing attire that is in violation of this policy, unless the attire creates a substantial disruption to the educational environment, poses a hazard to the health or safety of others, or factors into a student behavior rule violation such as malicious harassment or the prohibition on harassment, intimidation, and bullying.

Furthermore, no student shall be referred to as "a distraction" due to their appearance or attire. Typical consequences for a violation of this policy include parent/guardian contact or conference and the directive to cover, change, or remove the non-complying attire. A student may be instructed to leave their classroom briefly to change clothes. Parents will be informed of the response to violations of the student dress policy.

For more information see Mount Vernon School District policy # [3224](#)

Transportation

Our goal is to provide safe and efficient transportation to all Mount Vernon School District students in a kind atmosphere.

Children riding school buses are under the capable supervision of qualified bus drivers. Safety is the foremost concern of the transportation department staff. Bus drivers are responsible for the safe conduct of students and are in full charge of buses. Students are responsible for their own behavior.

All students living more than one mile from their neighborhood school may ride the bus. This criteria has been established by the state of Washington, which along with the Mount Vernon School District provides the funding for school bus transportation.

Students should arrive at the bus stop five minutes before their bus is scheduled to arrive. Students are required to ride only their assigned buses. Each year, the Mount Vernon School District, through a cooperative effort between school bus drivers and school building personnel, trains all enrolled students in how to safely evacuate a

school bus in an emergency situation.

Every day, drivers see that each child is delivered safely to his or her designated bus stop. No child is allowed to get off the bus at other than his or her designated stop unless permission is given by school authorities, in the form of a bus pass, acting upon written parental request. If a child is unsure of his/her bus stop or is on the wrong bus, the child is returned to the school and parents are contacted.

All Kindergarten students must be met at the bus stop by a parent/guardian or designee each afternoon. Kindergarten students without an adult present will be returned to school. Like all spaces in the Mount Vernon School District, SCHOOL BUSES ARE A BULLY-FREE ZONE

Failure to follow District rules may result in suspension of transportation privileges.

Personal Property Disclaimer

Students are responsible for personal items. MVSD is NOT responsible for personal items that are lost or stolen while on campus. PLEASE DO NOT BRING VALUABLES TO SCHOOL.

Behavior Expectations

Students are expected to follow the laws of the United States, Washington State, and local communities. The school district believes that behavior is associated with learning. To ensure students have the best learning experience, a safe and orderly environment is necessary.

Students must adhere to the behavior expectations set by the school district, individual schools, and specific programs. If students do not follow these rules, they must accept the consequences. These expectations apply during school hours, at any school activity (on or off campus), and even off school grounds if a student's behavior disrupts the educational process or affects school operations. There are also special behavior expectations for students when riding the school bus.

Key Behavior Expectations

Act Appropriately: Students should demonstrate socially acceptable behavior.

Show Respect: Students must respect the rights, personal space, and property of others.

Stay Focused on Learning: Students should engage fully in their required courses of study.

Contribute to a Positive Environment: Students should help maintain a positive, orderly atmosphere that is conducive to learning.

Follow School Rules: Students must comply with all school and district behavior expectations.

Respect School Staff: Students should respect and follow the directions of school staff and accept reasonable corrective actions when necessary.

Supporting Students Who Struggle with Behavior

The school district is committed to helping students stay engaged in their education, even if they face disciplinary actions. The goal is to ensure that students who need corrective actions are supported in continuing their education and are given opportunities to reengage effectively in their learning.

The Superintendent will create written rules of conduct to help implement this policy and establish the necessary procedures. Additionally, individual schools may create their own specific conduct rules, but these must align with the district-wide guidelines. Please refer to policy [3240](#) for more information.

Progress Reporting

We believe that working together as a team—school and home—is essential for your child's growth and education. We're committed to keeping you informed about your child's well-being and progress at school. We do this by providing regular grades, progress reports, and opportunities for parent-teacher conferences. These updates are designed to give useful insights for you, your child, and the school staff.

We follow the state's standardized grading system, and your child's grades will be reported each term, both individually and as part of their overall progress. Please refer to policy [2420](#) for more information.

Volunteers and School Visitors

Visitors

We welcome visitors to our school and want to make sure their visits are smooth and do not disrupt our students' learning. Here's what you need to know:

Visitors must register at the school office upon arrival and must wear a visitor's badge while on school grounds. All buildings will have signs posted to remind visitors of this rule.

Purpose of Visit: If you're visiting to talk to students about something that isn't related to their education, you won't be allowed on school grounds unless it benefits our educational program. Military recruiters have the same visiting rights as colleges and employers.

Classroom Visits: If you'd like to visit a classroom, we'll set up a time after the principal talks with the teacher.

Observation Visits: If you're visiting to observe learning activities, you might need to speak with the teacher before or after the visit to better understand what's happening in the classroom. **Restrictions on Visits:** The principal may say no to a visit if it could disrupt important events, like testing. If a visit becomes disruptive, the principal can ask you to leave and will explain why.

Handling Disagreements: If you disagree with any restrictions on your visit, first discuss it with the principal. If it's not resolved, you can meet with the superintendent, who will investigate and make a final decision. If you're still not satisfied, you can bring up the issue at a regular school board meeting.

To keep our school safe and orderly, we follow these guidelines:

Monitor Areas: Staff members will watch over hallways and playgrounds. If they see someone they don't recognize, they will direct them to the office.

Handling Disruptive Behavior: If a visitor is under the influence of alcohol or drugs, causing a disturbance, or encouraging others to do so, staff can ask the visitor to leave. If the visitor refuses to leave, staff will contact the office, which may involve law enforcement if necessary.

These measures are designed to maintain a safe and productive environment for everyone at school. Please see policy [4200](#) for more information.

Volunteers

Volunteer service is vital to the success of our schools. Whether you are looking for approval to attend a field trip or approval to be in the school or classroom daily, we would love to have you participate. Studies have shown that interest and support of our learners demonstrates the importance of education. We encourage parents and community members to volunteer by working in classrooms, through assistance with activities, and by chaperoning on field trips. Parents, grandparents, students and community members are all invited to help make a difference in our schools.

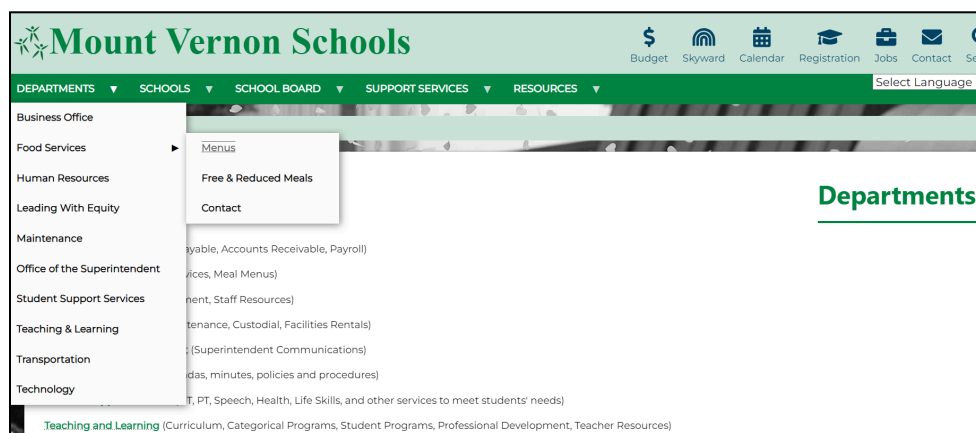
Mount Vernon School District policy requires that all volunteers complete a Volunteer Application prior to volunteering in the schools. Applications need to be completed at least two weeks prior to volunteering. This is particularly important for field trip requests as the volume may cause delays in processing. Get your applications completed early! Please email volunteer@mvsd320.org if you have questions.

Nutrition Services/Food Information

The District Food Team strongly believes that healthy, nutritious meals and learning go hand in hand. We are accomplishing this by offering students at all schools breakfast and lunch at no charge.

We are excited to qualify for Community Eligibility Provision district-wide! This means we have the ability to offer all MVSD students **FREE** breakfast and lunch each day starting the first day of school, and following the school year calendar! There are no more free and reduced applications or meal fees, every student eats at no charge. There is a **Child Nutrition Eligibility & Education Benefit application(CNEEB)** to fill out, this paperwork will come to you via your students' school and is posted on our website.

School lunch menus can be accessed on the Mount Vernon School District website by going to www.mountvernonschools.org and clicking on Departments, then Food Services, and Menus.



Technology use

In order to support rigorous learning environments, students are expected to disconnect during class time.

Cell phones will be allowed on campus in limited ways. They can be turned on and used before school, during passing-times, at lunchtime and after school in the commons and outside or by individual teacher permission for academic purposes.

Use of phones or other devices to take pictures or recordings of another individual without their permission and text messaging or picture taking of test questions or any school work is a violation of the student rights and responsibilities and subject to school disciplinary action.

Headphones may be required as part of the academic program such as state testing and Credit Retrieval classes, but otherwise are under the same restrictions as cell-phones. **Headphones and cell-phones must be turned off during class time and/or put away unless used with individual teacher permission for academic purposes.**

- External speakers are NOT allowed at any time on campus. Violations may lead to the speakers being confiscated by staff and brought to the office to be picked up by a parent or guardian.
- Offenses can result in school disciplinary action. The school is not responsible for loss or theft of any electronic devices including cell phones.

Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

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

What is HIB?

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

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

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

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB ([HIB Reporting Form](#)) but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based solely on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer (Jon Ronngren, Executive Director of Personnel and Human Resources) that supports prevention and response to HIB.

What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

What is the investigation process?

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

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

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

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

For the student designated as the "targeted student" in a complaint:

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

For the student designated as the "aggressor" in a complaint:

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

For more information about the HIB complaint process, including important timelines, please see the district’s [HIB webpage](#) or the district’s *HIB Policy [3207]* and *Procedure [3207P]*.

Our School Stands Against Discrimination

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

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A hostile environment is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

To review the district’s Nondiscrimination Policy [3210](#) and Procedure [3210P](#), or visit [MVSD](#).

What is sexual harassment?

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

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

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

To review the district’s Sexual Harassment Policy [3206](#) and Procedure [3206P](#), or visit [MVSD](#).

What should my school do about discriminatory and sexual harassment?

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

What can I do if I'm concerned about discrimination or harassment?

Talk to a Coordinator or submit a written complaint. You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:

Civil Rights Coordinator: Jon Ronngren, Executive Director of Personnel and Human Resources, 124 E. Lawrence Street, Mount Vernon, WA 98273, jronngren@mvsd320.org, (360) 428-6110

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: Jon Ronngren, Executive Director of Personnel and Human Resources, 124 E. Lawrence Street, Mount Vernon, WA 98273, jronngren@mvsd320.org, (360) 428-6110

Concerns about disability discrimination:

Section 504 Coordinator: Clint Carlton, Executive Director of Student Support Services, 1005 S 11th Street, Mount Vernon, WA 98274, ccarlton@mvsd320.org, (360) 428-6141

Concerns about discrimination based on gender identity:

Gender-Inclusive Schools Coordinator: Jon Ronngren, Executive Director of Personnel and Human Resources, 124 E. Lawrence Street, Mount Vernon, WA 98273, jronngren@mvsd320.org, (360) 428-6110

To submit a written complaint, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

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

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

If you do not agree with the outcome of your complaint, you may appeal the decision to the Mount Vernon School Board and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure [3210P](#) and Sexual Harassment Procedure [3206P](#).

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

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

Who else can help with HIB or Discrimination Concerns?

Office of Superintendent of Public Instruction (OSPI)

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

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

- Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center
- Email: schoolsafety@k12.wa.us
- Phone: 360-725-6068

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

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

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

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

- Website: www.oeo.wa.gov
- Email: oeoinfo@gov.wa.gov
- Phone: 1-866-297-2597

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

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

- Website: <https://www.ed.gov/>
- Email: ocr@ed.gov

- Phone: 800-421-3481

Our School is Gender-Inclusive

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

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

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

Jon Ronngren, Executive Director of Personnel and Human Resources, 124 E. Lawrence Street, Mount Vernon, WA 98273, jronngren@mvsd320.org, (360) 428-6110.

Federal Requirements

Annual LEA Report Card

You may access the Mount Vernon School Districts report card that includes student achievement disaggregated by category-graduation rates, LEA performance, and other required information outlined in ESSA Section 111(h)(2). For a paper copy or for assistance, please contact your child's school office. You may also access online at <http://reportcard.ospi.k12.wa.us>

Complaint

Citizen Complaint Against a School District or Other School Service Provider.

You have the right to submit a citizen complaint that is a written statement that alleges a violation of a federal rule, law or regulation, or state regulation that applies to a federal program. Anyone can file a citizen complaint. There is no special form. There is no need to know the law that governs a federal program to file a complaint. Please contact Mount Vernon School District with questions at 360-428-6110 for the information you need to move forward. You may also access this online at <https://www.k12.wa.us/about-ospi/contact-us/how-file-complaint>

Written Parent and Family Engagement Policy

We have a written parent involvement policy outlining how we work together as a school community to support all of our students, staff, and families. The current Parent Involvement Policy can be requested at your school. Also, you may view it on our School Webpage.

Parents' Right-to-Know — Student Achievement

We provide every parent with information that describes the level of academic achievement reached by their child. This information provides the child's achievement on state and district

assessments and is sent home formally in June. We strive to communicate throughout the school year in multiple ways regarding student achievement and learning progress.

Title 1 Schoolwide Program

The Title 1 Schoolwide Program helps us increase the academic achievement of students by providing additional services to students. To accomplish our goals the school and the district use student assessment data to determine areas of need and outline a plan for addressing student needs. We structure professional development activities to support the needs, we connect the school with parents and the community, and we formulate an evaluation plan to monitor the progress of our efforts. As a school that receives federal Title I funds we must meet some specific federal rules. These include providing information to families regarding teacher and Para Educator qualifications, parent involvement, and schoolwide planning.

We invite parents to learn more about Title I, Part A programs operating at our school by attending school and district meetings throughout the year. In the Spring we host a meeting where we explain the requirements of this federal program and let parents know they have a right to be involved in school program activities funded by Title I, Part A.

Parents' Right-to-Know- Highly-qualified Teacher and Paraprofessional Qualifications and Limited State Certification and Licensure

We employ qualified teachers and Paraeducators to work with our students. You may request certain information on the professional qualifications of the services they are providing. We provide timely notice to every parent if a teacher who is not highly qualified has been assigned or has taught their child for four or more consecutive weeks. All of our teachers and Paraeducators meet the federal highly qualified status.

School-Parent Compact— Shared Responsibility

We work together, families and the school, to share in the responsibility of the high-quality education for each child. Working closely with the parents of children who receive Title I, Part A services we create School-Parent Compacts each year. This compact takes the form of a written agreement that identifies shared responsibilities that parents, school staff, and students carry out to improve academic achievement.

English Learner (EL) Students: Parent and Family Outreach

Mount Vernon School district informs parents of English Learners identified for participation or participating in an English Language Development Program. MVSD informs parents on how they can be active participants in: Assisting their children to learn English, Achieving high levels in core academic subjects, and Meeting the state's academic content and student academic achievement standards as all students are expected to meet. We also Seek parent input into the development and evaluation of the LEAs' ELL program. Notify parents of their right to have opportunities for regular meetings for the purpose of formulating and responding to recommendations from parents of students participating in Title I or Title III programs.

Consent to Share

The 2020 Washington state legislature passed House Bill 1660. The goal of the new law is that every student can participate in extracurricular activities and that cost should not be a barrier to inclusion. In addition to data collection requirements, the existing law was updated to reduce barriers for students. School districts who charge a fee for attendance at, or participation in any

optional, noncredit extracurricular events must adopt a policy for waiving fees for students in grades 9 - 12 who are eligible for free or reduced-price school meals. Examples of fees this allows us to discount if qualified under direct certification or CNEEB are School Dances, ASB club and activity fees, Play participation, AP Testing Fees, Language testing fees, Sports and athletics participation and entry fees, eligibility to sunbucks, reduced internet and utility programs, etc.

School Start and End times

Elementary

Centennial/Jefferson/Harriet Rowley

8:30 am -3:00 pm

Early Release Days 8:30 am - 1:00 pm

Little Mountain/Madison/Washington

9:00am -3:30pm

Early Release Days 9:00 am - 1:30 pm

Middle Schools

LaVenture/Mount Baker Middle Schools

7:30 am - 2:00 pm

Early Release Days 7:30 am-12:00 pm

High Schools

Mount Vernon High

8:00am - 2:30pm

Early Release Days 8:00 am - 1230 pm

Aspire Academy

Morning Session - 830 am - 1130 am

Afternoon Session - 12:00 pm - 3:00 pm

**Please see specific schools for bell schedules, including Early dismissal times and other schedules. Each building varies with bell schedules.*



**Student Handbook
2024 - 2025
Mount Baker Middle School**

Table of Contents (Subject to Revisions)

General Information	4 - 4
MBMS Mission Statement	5
Bell Schedule	6-7
Academics/Academic Calendar	7-8
Attendance	8-9
Bicycles/Skateboards/Rollerblades/Scooters	
Closed Campus	9-10
Counseling Office	10
Dress Code	10-11
Electronics: Cell Phones & Personal Electronic Devices	11
flowers, Balloons, etc.	12
School Drills	12
Student Expectations	13 - 17
Student Pride Expectations Chart	
Student Support Process	
Major Problem Behaviors and Chart	
Gang Activity Information	
Walkers	17

General Information:

Mount Baker Middle School Office Hours: Monday-Friday 7:00am - 3:00pm

Main Number: 360-428-6127

Staff: Please check the school website for staff email or call the school - office staff extensions below

Please check the links below for school updates:

Mount Baker Facebook: <HTTPS://WWW.FACEBOOK.COM/MBMSGRIZZLIES>

Mount Baker Webpage

<HTTP://MOUNTBAKER.MOUNTVERNONSCHOOLS.ORG/>

Mount Vernon School District:

<http://www.mountvernonschools.org/node>

Principal	LeAnne Plumly	ext. 32010
Assistant Principal	Heath Tayon	ext. 32011
Head Secretary	Shanda Sanabria	ext. 32001
Attendance Secretary	Jose Reyes	ext. 32002
Registrar	Judy Arrington	ext. 32003
Counselor	Marin Matchinske-Brehmer	ext. 32133
Counselor	Alex Hatley	ext. 32005
School Social Advocate	Brad Edwards	ext. 32000
Communities In Schools	Lisa Bradley	ext. 32009
Communities In Schools	Ivett Zavala	ext. 32009
School Nurse	Angela MacPherson	ext. 32008
Health Room	Nurse John	ext. 32015
School Resource Officer	Mike MacGillivray	ext. 32007
School Security	Matt Oord	ext. 32007
School Security	Veronica Gutierrez	ext. 32005
Family/School Bilingual Liaison	Claudia Santillan	ext. 32004
Migrant Graduation Specialist	Cristobal Sanchez	ext. 32148
Student ASB/Leadership	Summer Tate	ext. 32121

MBMS Mission Statement

At Mount Baker Middle School, we empower every student to believe in themselves, achieve high standards, and succeed as lifelong learners.

MBMS Vision Statement

The vision of Mount Baker Middle School is to create a positive and safe learning environment, to facilitate academic and emotional growth, to meet high academic standards, and to welcome our individual and cultural differences.

Equity Commitment and Policy

Mount Vernon School District (MVSD) and Mount Baker Middle School seek to graduate inspired critical thinkers who honor diversity and are committed to the betterment of their own lives and the lives of others. When coupled with our strategic goal of 100% of our students graduating with the knowledge and skills necessary to be successful in post-secondary education, careers and life, we become accountable for the achievement of each student's fullest potential.

We believe every student can achieve this goal; and yet, longstanding inequitable practices have hindered students of color from attaining academic parity with their white peers, leading to disproportionate student outcomes. In order to ensure race, ethnicity and culture cease to be a predictor of student performance in MVSD and at Mount Baker Middle School, we must eliminate systems, structures, practices and behaviors contributing to discrepancies in student learning and graduation outcomes.

Therefore, we commit to eliminate all forms of discrimination and inequity in order to provide safe and productive learning opportunities for every student.

Family Communication

We believe in open, honest communication with all families, and use multiple tools to share information with you.

- Student and Families Bulletin: Electronic newsletter about school events, academics, weekly updates and resources for families and students.
- Phone calls: Call the Main Office at (360) 428-6127 for questions or to be connected to a staff member.
- Remind Application: Messaging tool that can be used to connect with staff via text, the Smart Phone app, computer login, or email. Families are automatically enrolled.
- School website: Includes updates, celebrations, and a phone and email directory for all staff.
- Mount Baker Facebook:
[HTTPS://WWW.FACEBOOK.COM/MBMSGRIZZLIES](https://www.facebook.com/MBMSGRIZZLIES)
- Mount Baker Webpage
[HTTP://MOUNTBAKER.MOUNTVERNONSCHOOLS.ORG/](http://mountbaker.mountvernonschools.org/)

Families are encouraged to reach out to teachers and staff directly if they have a question or concern about their child. Additionally, our Family School Liaison, Mrs. Claudia Santillan, provides exceptional communication and support to families on an individual level. Call the school or email csantillanalanis@mvsd320.org to connect.

Bell Schedules:

MOUNT VERNON SCHOOL DISTRICT								
MIDDLE SCHOOL BELL SCHEDULE								
First Lunch - A			Second Lunch - B			Third Lunch - C		
	Start	End		Start	End		Start	End
Breakfast	7:00	7:25	Breakfast	7:00	7:25	Breakfast	7:00	7:25
Period 1	7:30	8:22	Period 1	7:30	8:22	Period 1	7:30	8:22
passing	8:22	8:26	passing	8:22	8:26	passing	8:22	8:26
Period 2	8:26	9:16	Period 2	8:26	9:16	Period 2	8:26	9:16
passing	9:16	9:20	passing	9:16	9:20	passing	9:16	9:20
Period 3			Period 3			Period 3		
Home Court	9:20	9:50	Home Court	9:20	9:50	Home Court	9:20	9:50
passing	9:50	9:50	passing	9:50	9:54	passing	9:50	9:54
Lunch A	9:50	10:20	Period 4	9:54	10:46	Period 4	9:54	10:46
passing	10:20	10:24	passing	10:46	10:46	passing	10:46	10:50
Period 4	10:24	11:16	Lunch B	10:46	11:16	Period 5	10:50	11:42
passing	11:16	11:20	passing	11:16	11:20	passing	11:42	11:42
Period 5	11:20	12:12	Period 5	11:20	12:12	Lunch C	11:42	12:12
passing	12:12	12:16	passing	12:12	12:16	passing	12:12	12:16
Period 6	12:16	1:06	Period 6	12:16	1:06	Period 6	12:16	1:06
passing	1:06	1:10	passing	1:06	1:10	passing	1:06	1:10
Period 7	1:10	2:00	Period 7	1:10	2:00	Period 7	1:10	2:00

EARLY RELEASE BELL SCHEDULE (no Home Court)								
First Lunch - A			Second Lunch - B			Third Lunch - C		
	Start	End		Start	End		Start	End
Breakfast	7:00	7:25	Breakfast	7:00	7:25	Breakfast	7:00	7:25
Period 1	7:30	8:06	Period 1	7:30	8:06	Period 1	7:30	8:06
passing	8:06	8:10	passing	8:06	8:10	passing	8:06	8:10
Period 2	8:10	8:46	Period 2	8:10	8:46	Period 2	8:10	8:46
passing	8:46	8:50	passing	8:46	8:50	passing	8:46	8:50
No Period 3 on Early Release			No Period 3 on Early Release			No Period 3 on Early Release		
Period 4	8:50	9:26	Period 4	8:50	9:26	Period 4	8:50	9:26
passing	9:26	9:30	passing	9:26	9:30	passing	9:26	9:30
Period 5	9:30	10:06	Period 5	9:30	10:06	Period 5	9:30	10:06
passing	10:06	10:10	passing	10:06	10:10	passing	10:06	10:10
Lunch A	10:10	10:40	Period 6	10:10	10:46	Period 6	10:10	10:46
Passing	10:40	10:44	Passing	10:46	10:50	Passing	10:46	10:50
Period 6	10:44	11:20	Lunch B	10:50	11:20	Period 7	10:50	11:30
passing	11:20	11:24	passing	11:20	11:24	Lunch C	11:30	12:00
Period 7	11:24	12:00	Period 7	11:24	12:00			

2 HOUR LATE START BELL SCHEDULE (no Home Court)									
BREAKFAST IS NOT SERVED ON LATE START DAYS									
First Lunch A			Second Lunch B			Third Lunch C			
	Start	End		Start	End		Start	End	
Period 1	9:30	10:07	Period 1	9:30	10:07	Period 1	9:30	10:07	
Lunch A	10:07	10:37	passing	10:07	10:11	passing	10:07	10:11	
passing	10:37	10:41	Period 2	10:11	10:48	Period 2	10:11	10:48	
Period 2	10:41	11:18	Lunch B	10:48	11:18	passing	10:48	10:52	
passing	11:18	11:22	passing	11:18	11:22	No Period 3 on Late Start			
No Period 3 on Late Start			No Period 3 on Late Start			Period 4	10:52	11:29	
Period 4	11:22	11:59	Period 4	11:22	11:59	Lunch C	11:29	11:59	
passing	11:59	12:03	passing	11:59	12:03	passing	11:59	12:03	
Period 5	12:03	12:40	Period 5	12:03	12:40	Period 5	12:03	12:40	
passing	12:40	12:44	passing	12:40	12:44	passing	12:40	12:44	
Period 6	12:44	1:21	Period 6	12:44	1:21	Period 6	12:44	1:21	
passing	1:21	1:25	passing	1:21	1:25	passing	1:21	1:25	
Period 7	1:25	2:00	Period 7	1:25	2:00	Period 7	1:25	2:00	

ASSEMBLY BELL SCHEDULE									
First Lunch A			Second Lunch B			Third Lunch C			
	Start	End		Start	End		Start	End	
(period 3) Home Court/Assembly	7:30	8:30	(period 3) Home Court/Assembly	7:30	8:30	(period 3) Home Court/Assembly	7:30	8:30	
passing	8:30	8:34	passing	8:30	8:34	passing	8:30	8:34	
Period 1	8:34	9:20	Period 1	8:34	9:20	Period 1	8:34	9:20	
passing	9:20	9:24	passing	9:20	9:24	passing	9:20	9:24	
Period 2	9:24	10:10	Period 2	9:24	10:10	Period 2	9:24	10:10	
Lunch A	10:10	10:40	passing	10:10	10:14	passing	10:10	10:14	
passing	10:40	10:44	Period 4	10:14	11:00	Period 4	10:14	11:00	
Period 4	10:44	11:30	Lunch B	11:00	11:30	passing	11:00	11:04	
passing	11:30	11:34	passing	11:30	11:34	Period 5	11:04	11:50	
Period 5	11:34	12:20	Period 5	11:34	12:20	Lunch C	11:50	12:20	
passing	12:20	12:24	passing	12:20	12:24	passing	12:20	12:24	
Period 6	12:24	1:10	Period 6	12:24	1:10	Period 6	12:24	1:10	
passing	1:10	1:14	Passing	1:10	1:14	Passing	1:10	1:14	
Period 7	1:14	2:00	Period 7	1:14	2:00	Period 7	1:14	2:00	

Academics:

We believe that all students can achieve at high levels. Students will be supported in developing strong academic and organizational habits. We look forward to your contribution and success as a student. Parents/Guardians and students are encouraged to check Skyward Family Access to check on student progress regularly.

Backpacks/Book Bags and Chromebooks

There are no lockers at Mount Baker Middle School. Students need to carry their books, charged Chromebook, and belongings for each day with them during the day from class to class. For this reason, we ENCOURAGE students to keep the number of items in their backpacks or book bag to a minimum to keep the weight down.

Academic Calendar

First Semester – August 28th to January 27th

Conferences October 22nd

Progress reports sent home October 22nd @ conferences

First semester grades due February 3rd

Second Semester –January 28th to June 18th

Conferences March 25th

Progress reports sent home approximately March 25th @ conferences Second semester grades due June 18th

Attendance:

Regular attendance is critical to academic success, and the learning of ALL students is positively affected when students attend school regularly! Students, families, and our school community share the responsibility of supporting good attendance. Our Attendance Team and Attendance Secretary are here to help with any attendance questions or concerns.

Procedures for Excusing Absences/Tardies

Excused absences/tardies may include: illness, professional appointments, emergency, religious holidays, or pre-arranged absences with prior approval. **MBMS: 360-428-6127 or email**

attendance.mountbaker@mvsd320.org

- Parents are asked to call the school office the morning of absence by phone, email, or written note to excuse/document the absence within 5 business days following the absence.
- If your child has a large number of days out ill, the school will partner with you, your child's healthcare provider, and/or school nurse to develop a plan to support learning and school success.
- Only five Parent Approved Absences will be eligible to be excused during the school year.

Prearranged Absences

Parents are requested to notify the school one week prior to a prearranged absence. Students are responsible for getting homework from their teachers before they leave.

Unexcused Absences

Students with two (2) unexcused absences will have parent contact via phone, letter or conference. Students with five (5) unexcused absences in a semester or ten (10) unexcused absences in a year will be subject to the Washington State Compulsory Attendance Law, Chapter 28A.225 R.C.W.¹. The principal will work with students and families to resolve truancy problems. The school wants to avoid filing unnecessary petitions, but will need parental help to see that students attend school and have written excuses for legitimate absences. Schools are required to file a petition with Juvenile Court when a child accumulates five (5) unexcused absences in a month or ten (10) unexcused absences in the current school year. The Court will schedule a hearing and require attendance of the child and parents. The Court will work with the parent and student to remedy the truancy problem.

¹Revised Code of Washington <https://app.leg.wa.gov/rcw/default.aspx?cite=28a.225&full=true>

Tardies

Students need to be in class, ready to work when the bell rings and remain in class until it is over. Students who are continually absent/tardy, whether they are excused or not, may be assigned after-school or lunch detention to make up for the time they missed. Regardless of when you get to school, **if you are later than the second bell, please check in with the office before going to class.**

Makeup Work

Students are responsible for arrangements with their teachers to make up any work missed while absent.

Homework Requests

Families may request homework if students are going to be absent for two or more days. Please call the school by 9:00AM with the request. Families may pick up the homework in the main office after dismissal the next day. Should a student be suspended/excluded from school/class, homework will be provided by teachers via Google Classroom or paper and students will have the opportunity to make up any tests or quizzes.

Bicycles/Skateboards/Rollerblades/Scooters:

Students bringing bicycles to school should lock them in the bike racks. The school and the district cannot be held responsible for missing or damaged items. Skateboards and rollerblades should be turned into the office if brought to school. For safety reasons, bicycles, skateboards, rollerblades and scooters are NOT to be ridden on school grounds. School district policy requires students to wear a helmet when they ride a bike to and from school.

Closed Campus:

Mount Baker Middle School is a closed campus. This means that once students arrive on campus, whether by school bus, walking, or other means, they may not leave campus without permission. If students have an appointment during the school day, they must be signed out in the office by a parent/guardian and check in at the office upon return. **Students are not allowed to walk across the street to the store once they have arrived on campus.** Leaving school grounds without permission may be considered a major behavior due to potential safety concerns. Additionally, students are not allowed to bring friends/visitors who are not enrolled at Mount Baker Middle School to school with them. Adults are reminded to check in at the main office and obtain a visitor's pass when volunteering in the building.

Once students leave campus after school, they are not allowed to return. **Students are only supervised 30 minutes prior to school starting and 15 minutes past dismissal for the school day. Students need to be off campus within 5 minutes of dismissal unless they are participating in an extracurricular activity (such as sports or clubs) or if they have made prior arrangements to work with a staff member.**

Counseling Office:

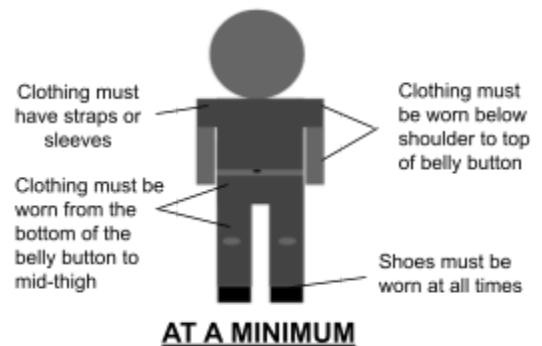
Mount Baker Middle School is proud to provide support and education in the social and emotional area for student's development, as well as academic programs. Students may take advantage of these services throughout the school year as the need and/or interest arises. Students may request to see their counselor by signing up for a time slot in the main office. Students are assigned a counselor based on their last name: A – L may contact Mrs. Matchinske-Brehmer and M – Z may contact Mr. Hatley. Parents are encouraged to call the school at 360- 428-6127 if they have questions or concerns regarding their children.

Dress Code:

MBMS respects students' rights to express themselves in the way they dress. Students are also expected to respect the school community by dressing in a way that contributes to a positive school environment, facilitates participation in learning, and protects the health and safety of students and adults at school. This policy is intended to provide guidance to students, staff, and parents and applies to all school functions, including after school, extra-curricular events, and field trips.

Minimum Requirements:

1. Clothing must have straps or sleeves and be worn to cover below the shoulder to the top of the belly button.
2. Clothing must cover from the bottom of the belly button to mid-thigh..
3. Clothing must cover undergarments. *See-through clothing must not be worn without appropriate coverage underneath to meet minimum requirements of the dress code.
4. Shoes must be worn at all times.
5. Hats may be worn if the guidelines under “additional requirements” below are met
6. Hoods may not be worn inside the building.
7. Accessories that could be considered dangerous, such as items with spikes or chains, are not permitted.
8. Some courses (such as science, art, and PE) may have special safety and hygiene requirements.



Electronics - Cell Phones & Personal Electronic Devices:

We believe that technology can be a powerful tool to support learning and to keep students connected to family and friends. We also believe that students benefit from limited screen time at school and boundaries with technology that support a focus on their learning and overall health and wellbeing.

Cell phones and other personal electronic devices (laptops, tablets, headphones, iPods, MP3's, etc.) are to be turned off and put away in students' backpacks from 7:25 am to 2:00 pm. Families who need to contact their child during the school day should call the office at 360-428-6127. If a student chooses to use their phone or other personal device between 7:25 am and 2:00 pm, our staff will follow the protocol below to help the child make a positive decision.

- **First Violation:** students will be asked to turn off the electronic(s) and put in their backpack.
- **Second Violation:** the electronic(s) will be turned into the office and the student may pick it up at the end of the school day, and a call home will be made by the student.
- **Third Violation:** the electronic(s) will be turned into the office and parents will need to come to school to collect the device.

We encourage students to leave all electronics at home. Mount Baker Middle School is NOT responsible for personal electronic devices that are lost, damaged, or stolen while on campus.

Flowers, Balloons, etc.:

The school will NOT deliver flowers and/or balloons/treats to the classrooms/lunchroom because of the disruption they cause. Please do not have deliveries sent to the school – any items delivered to the school will be kept in the main office until the end of the school day for students to pick up. Balloons and other large items will not be allowed on the school bus for safety reasons.

Safety Drills:

We are required to practice, at a minimum, of one safety drill per month. Safety drills may consist of a fire, lockdown, shelter-in-place, mapping, or earthquake. At all safety drills, students are expected to follow the directions of staff at all times. Not following the safety expectations may be considered a major behavior due to safety.

EVACUATION EXPECTATIONS:

At the sound of the alarm or when directed, each student should:

- Walk calmly and quietly to the nearest exit.
- Walk safely away from the building, staying clear of overhanging objects.
- Immediately report to the assigned safety location and remain with staff.
- When directed, return to class in a timely and orderly manner.

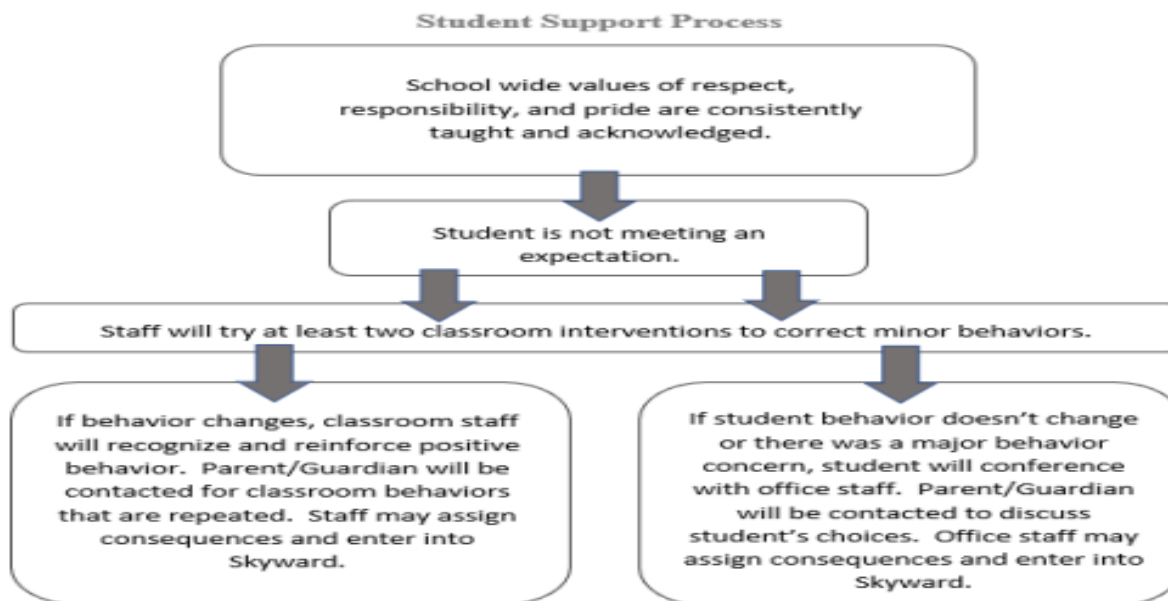
Student Expectations:

MBMS students take PRIDE in learning!		
	In-School Time	At-Home Learning
Prepared	<ul style="list-style-type: none">• I have completed any work required to be ready for in-school learning• I bring a mask, CHARGED Chromebook, charger, and basic supplies daily• I am in class on time and ready to learn	<ul style="list-style-type: none">• My Chromebook is charged and I have all materials I need for learning• I know who to contact if I have questions or problems• I have a quiet space for learning• I use my planner to keep track of my assignments
Respectful	<ul style="list-style-type: none">• I practice hand hygiene and social distancing whenever possible• I use school appropriate language and gestures to communicate• I am kind and polite to my peers and teachers• I care for the school environment: supplies, furniture, technology, etc.	<ul style="list-style-type: none">• I take care of my Chromebook• I follow the MVSD technology guidelines when using my Chromebook, whether at school or at home
Integrity	<ul style="list-style-type: none">• I stay home if I am ill• I take responsibility for my actions, choices, and words• I complete my own work to the best of my ability• I make good choices and contribute to a positive learning environment• I am honest with myself and others	<ul style="list-style-type: none">• I complete my own work to the best of my ability• I only press “turn in” if I have completed an assignment• I am patient when technology problems arise• I offer to help my peers when I can
Determined	<ul style="list-style-type: none">• I plan and prioritize for success: I am a problem solver• I show perseverance--work hard and never give up!• I learn from mistakes and have a growth mindset	<ul style="list-style-type: none">• I show perseverance--work hard and never give up!• I problem solve when challenges arise• I read assignment directions carefully

Engaged	<ul style="list-style-type: none"> • I actively participate in learning and ask for help when needed • I put away and silence my phone and other electronics during class • I use attentive body language--SLANT 	<ul style="list-style-type: none"> • I seek out help when needed by emailing my teachers or commenting on Google Classroom • I check my school email daily and respond to staff • I check Skyward regularly
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Student Support Process:

When students need additional support to meet the school expectations, the MBMS staff uses the **Student Support Process** (see diagram). This process provides students with opportunities to reflect, build relationships with staff, and be empowered to make positive choices. The process also involves families as partners in student behavior and supports the safety and learning of all students.



Major Problem Behaviors

School expectations and dress code apply while on any school district premises – including school owned, operated or chartered buses/vehicles, and/or while engaged in any school-sponsored activity.

Some student actions present an immediate threat to the safety and/or well-being of our campus, students, and staff and therefore are not appropriate for the Student Support Process. Some major problem behaviors are listed below and may result in a student being immediately excluded from their learning environment and could result in disciplinary action such as suspension or expulsion. The Mount Vernon School Board Policy for student discipline will serve as a guide for major problem behaviors (Student Discipline 3241 and Student Discipline Procedure 3241P).

If a student is reported to be involved in a major problem behavior, students and families are provided with the following rights regarding student discipline:

- The student is provided with a calm, supervised space and is given an appropriate opportunity to de-escalate and have basic needs met.
- The student meets with an administrator or designee to share their side of what happened. The student is invited to share their perspective of what happened and engage in a restorative conversation. The student is provided with the opportunity to speak with their family.
- Administrator and/or designee explains violation, evidence, and what the discipline will be to the students and family.

When a student is determined to be involved with a major problem behavior, our team is committed to preserving positive relationships with all involved students and using approaches that allow the student to repair harm caused to oneself and the school community. To support the student's self-development and education, we will develop a re-engagement plan to support the student, family, and school community.

Major Problem Behaviors
Defiance/Noncompliance/Disrespect <ul style="list-style-type: none">• Repeated refusal• Ignoring reasonable request that leads to escalation and/or an unsafe situation
Language Profanity/Obscenity <ul style="list-style-type: none">• Swearing used to harass, intimidate, show defiance, create an unsafe climate• Harassing language• Repeated pattern of any inappropriate language
Disruption <ul style="list-style-type: none">• Behavior that stops the learning in class; defiant repetition of behavior following supports and correction • Repeated screaming and yelling• Gang attire, items, or other items depicting gang affiliation

<p>Teasing/Taunting/Harassment</p> <ul style="list-style-type: none"> • Threat/extortion; intimidation • Racist/socioeconomic status/sexual/religious/disability/ethnicity/sexual orientation/cultural remarks • Continued pattern of minor offenses that are causing harm to others or the learning environment • Continued proximity after separation • Bullying, cyber bullying
<p>Cell Phones, Personal Electronic Devices, School Devices</p> <ul style="list-style-type: none"> • Refusal to turn in cell phone or personal device to staff member when requested • Accessing explicit, violent, or harmful content on a device (personal or school property)
<p>Physical Aggression/Fighting</p> <ul style="list-style-type: none"> • Continued pattern of horseplay or minor offenses • Spitting, fighting, shoving, punching, hitting • Encouraging another to fight, instigating, or retaliating
<p>Tardiness/Hallway Permissions</p> <ul style="list-style-type: none"> • Leaving class without the permission of the teacher • Lying about permissions/whereabouts • Extending permission to be out of class for an excessive amount of time (5+ minutes longer than needed) • Chronic or excessive unexcused tardiness
<p>Property Misuse</p> <ul style="list-style-type: none"> • Destroying or breaking property • Stealing • Graffiti
<p>Possession of a Controlled/Illegal Item</p> <ul style="list-style-type: none"> • Inappropriate drug/alcohol references worn, written or drawn on school property or other's property without consent • Being under the influence at school • Drug possession, distribution, drug paraphernalia • ANY medication (prescription or non-prescription) • Gun, knife, or other weapon (including lookalikes)

Gang Activity:

Any type of gang-related activity will not be tolerated at Mount Baker Middle School. School personnel may base their knowledge of changing gang activity based upon current information. *As Defined by the State of Washington (RCW 9.94A.030)* – any ongoing organization, association, or group of three or more persons, whether formal or informal, having a common name or common identifying sign or symbol, having as one of its primary activities the commission of criminal acts, and whose members or associates individually or collectively engage in or have engaged in a pattern of criminal street gang activity.

For the protection of students, staff and school property, and for the establishment of a climate conducive to student learning, the following behaviors are not allowed:

- Showing “colors” (bandanas, beads, hats, belts, paisley patterns, jewelry, etc.). These “colors” are displayed in such a way as to align the student with a particular gang.
- Gang communication of any kind (talk, hand gestures, signal gang affiliation, etc.).
- Using a gang-related nickname.
- Tattoos and other gang-related aspects of personal appearance. Students will be required to cover any visible tattoos while on campus.
- Drawing with ink or carving any gang related symbols on a student's body, including haircuts, whether you did it or not.
- Graffiti written and/or spray-painted challenges or monikers on binders, papers, walls, mirrors, bathroom stalls, etc.
- Physical confrontations by a group of students toward one or more students for the purpose of threatening, intimidation, or fighting.
- Open defiance to authority.
- Possession and/or use of a “weapon” (knife, gun, sharp instrument).

Walkers

For the safety of all students who walk to and from school, always use the crosswalks and obey the crossing guards. Do not cross the street in an area where there is not a marked crosswalk. Our crossing guards are on duty 30 minutes before school and 15 minutes after school.