

West Seattle High School

Student Handbook



2018-2019

West Seattle High School

BELL SCHEDULES

Monday, Tuesday, Thursday, Friday

Period	Time	Length
1st	8:45 - 9:45	60 minutes
2nd	9:50 - 10:49	59 minutes
3rd	10:54 - 11:53	59 minutes
Freshmen Lunch	11:53 - 12:23	30 minutes
4th, Upper Classmen	11:58 - 12:57	59 minutes
4th, Freshmen	12:28 - 1:27	59 minutes
Upper Classmen Lunch	12:57 - 1:27	30 minutes
5th	1:32 - 2:31	59 minutes
6th	2:36 - 3:35	59 minutes

Wednesday

Period	Time	Length
1st	8:45 - 9:22	37 minutes
2nd	9:27 - 10:04	37 minutes
Advisory	10:09 - 11:02	53 minutes
3rd	11:07 - 11:44	37 minutes
Freshmen Lunch	11:44 - 12:14	30 minutes
4th, upper classmen	11:49 - 12:26	37 minutes
4th, freshmen	12:19 - 12:56	37 minutes
Upper Classmen Lunch	12:26 - 12:56	30 minutes
5th	1:01 - 1:38	37 minutes
6th	1:43 - 2:20	37 minutes

One Hour Early Dismissal

Period	Time	Length
1st	8:45 - 9:35	50 minutes
2nd	9:40 - 10:30	50 minutes
3rd	10:35 - 11:25	50 minutes
Freshmen Lunch	11:25 - 11:55	30 minutes
4th, freshmen	12:00 - 12:50	50 minutes
4th, upper classmen	11:30 - 12:20	50 minutes
Upper Classmen Lunch	12:20 - 12:50	30 minutes
5th	12:55 - 1:45	50 minutes
6th	1:50 - 2:35	45 minutes

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WELCOME to West Seattle High School! Home of the Wildcats!

Welcome to the 2018-2019 school year. This handbook is designed to help you become an informed student. You are an integral part of the Westside family and we encourage you to get involved. The high school experience is about having fun, reaching your goals and becoming a successful student.

Our expectation of all students is to achieve at your highest level of potential, seek out the appropriate needs of support, prepare yourselves for your academics, and to become an active member in the community and the offered programming here at West Seattle High School.

Your success depends on how much of yourself you put into your experience, so don't hang back – get involved!

Administration

Principal, Main Office: **Mr. Brian Vance**

Assistant Principal, Room 136: **Ms. Nancy Carroll**
Last names starting with K-Z

Assistant Principal, Room 204: **Mr. Garth Reeves**
Last names starting with A-J

Assistant Principal, Room 204: **Mr. Scott Canfield**
Last names starting with A-J



STUDENT LEADERSHIP

West Seattle has an active student leadership program that is involved in all aspects of school life.

Important Dates

Student Body:

Class of 2020 Elections: November 28

All School Elections: April/ May 2018

Assemblies:

All School Assemblies: September 21, November 7, December 19, January 16, February 13, April 3, June 12

Dances:

Homecoming: September 22

Winter Ball: February 8

Athletic Dance: May 17

Prom: tba

Year End:

Last day of school for seniors: TBD

Last day of school: June 20, 2019

Associated Student Body

President: Marlee Bennett

Vice President: Sam Niederberger

Secretary: Sophia Singer

Treasurer: Jasmine Gayles

Tech Representative: Nina Betancourt

Class of 2019

President: Victor Yeasting

Vice President: Alex Cook

Secretary: Kelsey Lenzie

Treasurer: Wilder Law

Tech Representative: Madison Cannard

Social Media Correspondent: Sabrina Merkin

Public Relations Correspondent: Bellie Suttro

School Relations

Correspondent: Cyrus Storlie

Class of 2020

President: Rocket Haverland

Vice President: Kevin Hu

Secretary: Hana Negusse

Treasurer: Seppo Hill-Raimer

Tech Representative: Keyradin Adem

Social Media Correspondent: Zach Elder

Public Relations Correspondent: Emily Buchanan

School Relations Correspondent: Hayden Hastings

Class of 2021

President: Noah Schexnayder

Vice President: Evelyn Hoot

Secretary: Bianca Carufel

Treasurer: Aliya Couillard

Tech Representative: Lucas Fredricks

Social Media Correspondent: Nate Singer

Public Relations Correspondent: Ella Richardson

School Relations Correspondent: Yair Diaz

STUDENT SUPPORT SERVICES

Counseling Services

Ms. Zhou (room 216)	Last names A-D
Ms. Nguyen (room 145)	Last names E-J
Ms. Neuman (room 209)	Last names K-P
Ms. Swenson (room 109)	Last names Q-Z

Key Staff

Activity Coordinator:	Ms. Angela Ferda
Athletic Director:	Mr. Corey Sorenson
Head Custodian:	Mr. DuWayne Young, Jr.
Librarian:	Ms. Colleen Carlson
Link Crew Coordinator:	Ms. Laura McCarthy
Academic Intervention Specialist:	Ms. Sandra Whiton
Restorative Justice Coordinator:	Amber Donaldson

West Seattle High School is one of only a few high schools in the Seattle area with an on-site YMCA Director. The YMCA provides a variety of enrichment activities and school clubs for all students before, during, and after-school. See the YMCA Director in room 150 for more details.

Students are also able to start clubs of their own. For more details, see the Activity Coordinator in the Activity Center.

School Nurse, Health Center: **Kari Lombard**

We have a Teen Health Center called Neighborcare that provides health services to students who enroll. The Teen Health Center staff provides a wide variety of services to improve your physical and mental health such as various exams, sports physicals, etc. Contact the Teen Health Center for enrollment and questions at (206) 658-8048.

Security Specialist: **Ms. Karen Spino**
Ms. Nadine Nguyen

Office Staff

Administrative Secretary:	Ms. Amy Huber
Assistant Secretary:	Ms. Shelley Yeigh
Attendance Specialist:	Ms. Nancy Cromer
Fiscal Specialist:	Ms. Lynda D' Ortiz Dabek
Registrar:	Ms. Lilly Nolan

GRADUATION REQUIREMENTS

SEATTLE PUBLIC SCHOOLS: MINIMUM HIGH SCHOOL GRADUATION REQUIREMENTS

SUBJECT	CREDITS 2015-2019	REQUIRED COURSES
English/ Language Arts	4.0	Language Arts 9A, 9B, 10A, 10B, 11A, 11B, 12A, 12 B
Social Studies	3.0	World History 1, 2, 3 U.S. History 11A, 11B American Government & Economics 12 Washington State History & Government
Mathematics	3.0	Algebra I, Geometry and a third rigorous math class. (Algebra II, Pre-calculus, Calculus, Statistics, approved CTE Math*, etc.)
Science	2.0	Select from approved course offerings
Occupational Education	1.5	Select from approved course offerings
Health Education/ PE	2.0	This includes health and Physical Education
Fine Arts	1.0	Art, Music or Drama
Electives	4.5*	*World language and/or elective courses from other subject areas
Total credits required to graduate	21	

For additional graduation year requirements:

https://www.seattleschools.org/academics/graduation_requirements

All students are required to graduate with a minimum of a 2.0 GPA and pass all required state assessments

Students must also complete 60 service learning hours

Students must complete a High School and Beyond Plan

GRADING POLICY

In an effort to more accurately reflect student performance and course rigor, Seattle Public Schools (SPS) School Board revised a policy related to high school grading. There are two parts to this policy:

1. An 11-point grading scale that includes plus (+) and minus (-) grades (see chart below).
2. Weighted grading that provides additional “quality” points for Honors, Advanced Placement (AP) and International Baccalaureate (IB) course work and is used to determine class rank.

Percentage **	Letter Grade	Grade Point*	Honors Class Rank Weighting**	AP / IB Class Rank Weighting**
93-100	A	4.0	4.5	5.0
90-92	A-	3.7	4.2	4.7
87-89	B+	3.3	3.8	4.3
83-86	B	3.0	3.5	4.0
80-82	B-	2.7	3.2	3.7
77-79	C+	2.3	2.8	3.3
73-76	C	2.0	2.5	3.0
70-72	C-	1.7	2.2	2.7
67-69	D+	1.3	1.8	2.3
60-66	D	1.0	1.5	2.0
Below 60	E	0	0	0

Percentages will be rounded to the nearest whole number. For example, 81.4% rounds to 81%, 81.5% rounds to 82%

Information on Weighted Grading:

- Weighted grading will be used to determine class rank only and will not affect a student’s official, cumulative Grade Point Average (GPA).
- Quality points used to determine class rank will be awarded as shown in the chart above:
 - AP or IB: 1.0 quality point
 - Honors: .50 quality point
- Class Rank does not appear on official transcripts; however, many colleges and universities, scholarship programs and some employers do ask for rank on their applications.
- Class Rank has been, and will continue to be, printed on the SPS Academic Course Histories.
- Advanced course options: We recommend that students, families and counselors work together to make decisions about which advanced courses are taken. The goal is an appropriately balanced schedule that takes into account individual student interests and strengths.

<http://www.seattleschools.org/area/policies/d/D15.00.pdf>

Academic Integrity

At West Seattle High School, plagiarism is not tolerated. All students are expected to cite resources in your writing and research. You are expected to do your own work which includes not cheating on exams and /or copying other students’ homework. Failure to follow this policy may result in retaking the assessment, redoing the assignment and/or loss of grade and/or credit for that particular assignment. Students will also be referred to administration for discipline. See full plagiarism policy for more details.

POLICIES

Activities/ASB Card

Activity cards are available for purchase at a cost of \$35.00. The ASB card provides discounts on school spirit gear, school purchases, and entry into sporting events and school dances. The card serves as your school ID plus gives you benefits.

Lost And Found

Lost items of value can be found in to the Main Office or with security. Clothing, shoes, and other items can be found in the Activity Center. If you can't find something you KNOW you had when you came to school, check with one of the secretaries in the main office to see if it's in the lost and found or check with security. Conversely, if you find something that isn't yours, turn it in to the main office or security.

Fine/Fee Policy

Failure to return books and/or pay fees will result in a fine card being sent to the Fiscal Specialist. In addition, Student Athletes will be fined if uniforms and/or equipment are not returned in a timely manner. Payments can be made on a regular basis to the Fiscal Specialist, in room 120G.

A student or parent can see if a fine/fee is due by using The Source at: <https://source.seattleschools.org/pub/login/index.html>. Once you sign in on The Source click on the library link to locate any fine/fees information. This information is updated on a regular basis.

Failure to pay fines may lead to:

1. Ineligibility to play sports.
2. Loss of ASB privileges, such as attending dances and other ASB sponsored events.
3. Inability to attend field trips.
4. Your yearbook being held until the end of the last day of school.
5. Attending Prom, walking in the graduation ceremony as well as, picking up your diploma, and the sending out of your transcript.

West Seattle Dance Policy

Because we are committed to providing a safe, fun atmosphere for Westside students and their guests, the following will be in effect:

1. All tickets will be pre-sold. You must have an identification card to purchase a ticket. There will be ***NO*** in and out privileges, once you leave you may not return. ***NO*** one will be admitted into the dance after ***10:00pm***.
2. The dance is for high school age people. If you wish to bring a guest who is not a student of WSHS, you must complete the WSHS Dance Guest Request Form ***PRIOR*** to buying the ticket for your guest. ***All guests must***

be 20 years old or younger. A guest that is 21 or older will not be allowed. NO middle school students will be allowed.

3. Guest forms must be signed by an Administrator at their school who vouches for them. These forms will be available in the Activity Center about 3 weeks prior to the dance. **NO** form = no entry for the guest. Any **forged signatures** will result in the forfeit of future dance/event attendance by the WSHS student and his/her guest. The WSHS student is responsible for their guest and may receive consequences if there are any issues surrounding their guest.
4. Every attendee must present current high school picture ID (ASB card) and is subject to a search. All non-Westside students must have a guest pass/driver license and be the guest of a student of WSHS. They too must have current high school picture ID/driver's license (no exceptions).
5. Dances are a school-sponsored event, and dress code applies. Students can and will be removed from the dance by school personnel if not dressed appropriately.
6. Students who are suspected of being **under the influence of drugs/alcohol** will be subject to an evaluation from school personnel and failure or refusal of test will result in student(s) being removed from the event and parents being notified. All school/district discipline and sanctions apply. If this should happen, you will be banned from school dances for the rest of the year. **Seniors in possession of or under the influence of any drugs/alcohol at Prom will not walk at Graduation.**
7. School appropriate conduct is expected at all times. No lewd or crude conduct will be allowed, including on the dance floor, (i.e. simulated sexual acts) and or Lap Dancing. The ultimate arbiter of what is lewd will be the adult of the group sponsoring the dance. Any attendees who are judged to have committed lewd or crude acts will be escorted out of the dance (with no money refund) and will not be allowed to attend the next WSHS dance.
8. Tickets **once** purchased are **non-refundable.**

Hallway Behavior

Hallways are to be clear and quiet during class time. There is no loitering in the halls or on school grounds when classes are in session. Students must have a pass when in the halls during class. **Student business such as fees/fines, sports packets, clearing attendance, etc. should generally be conducted before or after school or during lunch.** Exceptions or special circumstances for student business still require students to have a pass for hallway travel.

Students with a late arrival should plan to arrive no more than fifteen (15) minutes prior to class. Students with early dismissals are to leave the building before period tardy bell rings.

Student Parking Policy

All students who have a **current driving license and insurance** are eligible to park in the student parking lot in the front of the school.

Parking is first come first serve. Students must park in the student parking lot only. Students may not park in front of the historical entrance/Hiawatha's parking lot.

STUDENTS PARKED IN THE STAFF PARKING LOT ARE SUBJECT TO BE TOWED.

IF YOU ARE INAPPROPRIATELY OR ILLEGALLY PARKED YOUR CAR IS SUBJECT TO BE TOWED AT THE EXPENSE OF THE OWNER. A WARNING WILL NOT BE GIVEN PRIOR TO VEHICLES BEING TOWED.

PARKING PRIVILEGES WILL BE REVOKED IF YOU ARE FOUND DRIVING RECKLESSLY OR SPEEDING IN THE PARKING LOT.

Visitor Policy

Student Visitors are not allowed on WSHS campus during school hours. All other adult visitors must sign in with the main office and wear a visitor badge.

Locker Policy

Students will be issued a locker at the beginning of the year. The school is not responsible for any loss or damage to items which are placed in lockers. For your own safety, keep your combination to yourself. By law, lockers are the property of the school and so *administrators and security have the right to open them if there is reasonable suspicion to believe there is something inside that is unsafe and/or illegal.* For this reason, only school-issued locks are allowed. Anything else will be cut off. If you need a repair or forgot your combination, see the custodian in his office – 167H.

Lunch Policy

During lunch students may eat and socialize in the commons, the courtyard, and in the first floor hallway between the bathrooms on the north side and the gym bathrooms on the west side. Students may not be upstairs unless they are working with a teacher and may not disrupt the learning environment of the school for classes in session. Students may only attend lunch during their assigned time.

West Seattle High School has two lunches:

- 1st lunch for 9th graders. Ninth graders are not allowed to leave campus - it is a closed campus.
- 2nd lunch for all other grades. Students in 10th-12th grade have the privilege to leave campus to purchase or eat lunch. This privilege is contingent on good behavior and community standing and may be revoked. West Seattle High School students represent their school while in the community.

Dress Code

The Seattle School Board supports student self-expression and the promotion of a safe and respectful learning environment. In relation to student dress, the Board's primary concern is preserving a positive and welcoming learning environment, while assuring the safety and well-being of students.

The Board believes that regulation of student dress must be free from bias. The keys to bias-free dress enforcement is treating every student with respect and objectivity regardless of their: sex; race; religious belief; sexual orientation; gender expression or identity; ethnicity; physical characteristics; or the presence of any sensory, mental, or physical disability.

The student and parent/guardian hold the main responsibility in determining the student's personal dress standards, provided that the student's dress include both a shirt with pants or skirt, or the equivalent (dresses, leggings, shorts), and shoes, and does not:

- A. Depict pornography, nudity, sexual acts, drug, tobacco, or alcohol-related messages;
- B. Use profanity or derogatory language;
- C. Use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups;
- D. Intentionally show private parts (nipples, genitals, buttocks);
- E. Show undergarments (visible bra straps and waistbands are excluded);
- F. Cover the student's face (except clothing/headgear worn for a religious or medical purpose);
- G. Create a health or safety hazard to others;
- H. Create an atmosphere in which another's well-being is hindered by undue pressure, intimidation, or threat of violence; or
- I. Imply gang or hate group affiliation or membership.

This policy also applies to specialized courses and activities, such as physical education, science labs, specific assignments, and athletic activities that require students to wear specific attire.

Clothing worn in observance of a student's religion are not subject to this policy.

Signs and Advertisement Policy

All school related posters, flyers, and advertisements must be approved by the Activity Coordinator in the Activity Center. If a poster, flyer, or advertisement is posted on or around the building that has not been approved the responsible party is subject to disciplinary action. All non-school related articles are not allowed on school campus unless approved by the activity coordinator and administration.

Anti-Harassment/Bullying Policy

Harassment, intimidation, and bullying are not acceptable behavior at WSHS, and ***will not be tolerated***. Students are prohibited from engaging in harassment, intimidation, and bullying based upon race, color, religion, ancestry, national origin, economic status, gender, sexual orientation, gender identity, pregnancy, marital status, physical appearance, or mental, physical, or sensory disability. Hazing will not be tolerated. We ***Do Not*** allow Freshman Friday, cheerleading or athletic initiations. Any student involved in any harassing or hazing may be subject to disciplinary actions and sent home. District policy – If being ***“Harassed/Bullied”*** at any time, incidents need to be reported to an adult/staff member and/or security immediately.

Cell Phones & Electronic Policy

Our policy is that all electronics – including cell phones - need to be turned off and out of sight during class time and in all offices. Cell phones can be used for educational purposes only with ***prior*** permission ***from the teacher***. If cell phones are seen, they will be confiscated and kept until the end of the period, the day, or until parent or guardian has a conference with the administration. If you have an emergency, come to the Main Office to use the phone.

Tobacco/Marijuana/Drugs & Alcohol Policy

Use of any controlled substance and the possession of any paraphernalia (tobacco, marijuana, drugs, or alcohol) is prohibited on school grounds or at any school function.

Attendance

Attendance and class participation are essential for learning. West Seattle High School is a closed campus during all class periods. Upperclassmen may only leave campus during their scheduled lunch period. Students who are caught off campus during class time are subject to consequences.

- *After the first **10 minutes** of the start of class, students will be **marked absent** if not present!*
- *ALL students are expected to be on time.*

Clearing Absences, Early Dismissals

If you are absent you must have a parent/guardian send a note or email to excuse absences, early dismissals, etc. to nlcromer@seattleschools.org. The attendance specialist will then clear that absence.

Students must clear an absence through the attendance office within 48 hours of their return to school with a note/email.

If you need to leave school before the day is over, bring a note from your parent/guardian requesting an early dismissal. Take your note to the Attendance Office in Rm. 129 and you will be issued an early dismissal pass.

If you arrive late to school check in at the Attendance Office in Rm. 129 and you will be issued a pass to class.



WEST SEATTLE ATHLETICS

West Seattle offers a full slate of interscholastic sports teams which are divided into three seasons:

FALL: Coed Cross Country, Football, Coed Golf, Women's Volleyball, Women's Soccer, and Women's Swimming.

WINTER: Men's and Women's Basketball, Wrestling, Coed Swimming, Women's Gymnastics.

SPRING: Coed Tennis, Men's and Women's Track, Baseball, Softball, and Men's Soccer.

Athletic Eligibility

Students participating on any athletic team must meet the eligibility standards which include:

1. **Earning a 2.0 GPA** the grading period before your season begins
2. **Maintaining a 2.0 GPA** during your participation season
3. Completing and returning the required paperwork
4. Have a current ASB Card
5. Be clear of all school fines
6. Have a current physical on file, good for two years

Athletes are subject to weekly grade checks. If athletes are not eligible they are unable to participate in the weekly competitions. These rules fall under WIAA regulation and are not subject to change.

Students running for or holding an elected office (Class, ASB, and Cheer) must earn a minimum of a 2.5 GPA to retain their position.



STUDENT DISCIPLINE

Seattle Public Schools Standard Discipline for Exceptional Misconduct

Meaningful learning occurs in environments that are safe, positive, consistent, and predictable. When the principles of cultural intelligence, safety, respect, honesty, accountability, and equity are exhibited throughout a system, trusting relationships result and excellence for each and every student can be achieved.

Seattle Public School Discipline Policy can be found at the following link:

<http://www.seattleschools.org/common/pages/DisplayFile.aspx?itemId=96422>

ADVISORY OVERVIEW

West Seattle High School implements a comprehensive Advisory program for students grade 9-12.

WHY Advisory?

- To build positive relationships between individuals – staff/student, student/student.
- To provide a regular, ongoing support for you.
- To support your academic achievement.
- To build a positive school community that includes authentic student voice and participation.

WHAT will we do in Advisory?

The content in Advisory will be around 4 general themes:

- **Personalized learning** – we will spend time helping you learn about yourself, your strengths and challenges, your interests, what makes you who you are, and thinking about where you want to go.
- **High School and Beyond** – we will help you create, review, revise, and achieve your post-high school vision for your life.
- **Student Senate** – This is the forum for authentic student voice. Each Advisory group will elect a representative who will attend monthly Senate meetings during Advisory time facilitated by the ASB officers. This is where issues will be raised, changes and ideas suggested and discussed, and students heard. Senators will report back to their group about what went on during the next Advisory time.
- **Tutorial** – this is monthly access to course and/or content-specific tutoring provided by classroom teachers and/or tutors. This will be your time to work on homework, tests, projects, make-up work, etc.

WHEN is Advisory?

- We will meet for 45 minutes every Tuesday and Thursday throughout the year. Advisory will be held between 5th and 6th periods.
- Students are divided into smaller groups of +/- 20 students – all in the same grade level.
- You will receive a Pass/No pass grade and .25 credit per semester (.5 per year) that is performance based.

- Credit for Advisory is based on attendance **AND** the successful completion of the portfolio requirements. The standard for credit is 80%+ attendance AND a revised and complete portfolio at the end of each semester.

HOW will the goals of Advisory be accomplished and by **WHOM?**

As an Advisor, I will:

- be a coach, support and mentor for you.
- work to build community by providing a positive, supportive, and learning-focused atmosphere.
- help you understand more about who you are and who you want to become.
- oversee your participation and engagement in our activities and your portfolio development throughout the year.
- help you track your academic progress and attendance in your classes.
- help you define your goals and needs based on your strengths, challenges, abilities, and interests. This includes revising and/or redefining these as the year progresses.
- communicate with your family at least once per quarter (10 weeks) to discuss your progress.

As an Advisee, I will:

- attend all Advisory sessions on time.
- work to build a positive community by listening to others in the group, engaging in all activities we do, and being willing to learn about myself in an authentic way.
- take responsibility for my success including using the tools and supports of the school in exploring my interests/strengths, addressing my challenges, and achieving my personal goals.
- stay up-to-date on my academic progress and attendance by using The Source regularly.
- Demonstrate how I have grown and accomplished my goals each semester (by portfolio and/or exhibition).

ALMA MATER

Westside High, our Alma Mater
We stand true to thee.

All our love and fond devotion
Will remain with thee.

Win or lose we still stand by thee.
Firm and loyal, too
FIRM AND LOYAL, TOO !

Westside High our Alma Mater
Hail, all hail to thee.

FIGHT SONG

We are the gold and we are the blue
Winning the game is just what we do
Respect the foe, still crush them though
Bring home the vict'ry for Big Blue

We have the spirit, we have the pride
Our true devotion we cannot hide
Through the halls and on the walls
Westside we're true to you.

W-E-S-T-S-I-D-E
Westside, Westside, GO BIG BLUE!

So come on Wildcats get up out your seats
Cheer on the teams so they can't be beat
Scholar, athletes, staff unite
Show that BIG BLUE has all the might

So score the goal and go make the play
Wildcats are sure to go all the way
Take the vict'ry ONE, TWO, THREE
With that ol' Westside Pride!

-Will Sullivan

WESTSIDE PRIDE!

Wildcats are...

- **Persistent**
- **Respectful**
- **Involved**
- **Diverse**
- **Engaged**

