

GAISER MIDDLE SCHOOL

Student Handbook

2016-17



Student Name _____ Grade _____

Welcome to Gaiser Middle School

3000 NE 99th Street Vancouver, WA 98665

Website: <http://gaiser.vansd.org/>



Important Information

School Hours: 9:00 – 3:30 **School Phone:** 360-313-3400
Office Hours: 7:30 – 4:00 **Attendance:** 360-313-3422
Staff Hours: 8:30 – 4:00 **FAX:** 360-313-3401

Principal: Mike Lane **Secretary:** Charlyne Clark
Assoc. Principals: Sheri Backous (Q-Z) **Registrar:** Lori Liljedahl
Casey Greco (A-I) **Attendance:** Stacy Bundt
Dean of Students: Curtis Patching (J-P)

Counselor (A-I): Kellie Budnick **Psychologist:** Andrew Stietzel
Counselor (J-P): James McDonnell **Business Clerk:** Patricia Chi
Counselor (Q-Z): Nicole Roll **Dist. Res. Officer:** Dave Clark
Bldg. Operator: Aaron Smith

Monday						A-Day: 1, 3, 5, 7 periods			
8:55		Warning Bell							
9:00 - 10:10		70	Period 1/2						
1st Lunch			2nd Lunch			3rd Lunch			
10:14 - 10:44	30	1st Lunch	10:14 - 10:44	30	Period 3/4	10:14 - 11:26	72	Period 3/4	
10:48 - 12:00	72	Period 3/4	10:48 - 11:18	30		2 nd Lunch	11:30 - 12:00	30	3rd Lunch
			11:22 - 12:00	38					
12:04 - 1:15		71	Period 5/6						
1:19 2:30		71	Period 7/8						
2:34 - 3:30		56	Legacy/ Early Dis.						

Tues/Wed/Thurs/Fri									
8:55		Warning Bell							
9:00 - 10:26		86	Period 1/2						
1st Lunch			2nd Lunch			3rd Lunch			
10:30 - 11:00	30	1st Lunch	10:30 - 11:12	42	Period 3/4	10:30 - 11:56	86	Period 3/4	
11:04 - 12:30	86	Period 3/4	11:16 - 11:46	30		2 nd Lunch	12:00 - 12:30	30	3rd Lunch
			11:50 - 12:30	40					
12:34 - 2:00		86	Period 5/6						
2:04 - 3:30		86	Period 7/8						

All passing times are equivalent to 4 minutes including the passing before and after lunch.
All busses leave 8 minutes after the last period of the day.

See Resource Pages for Alternate Bell Schedules.

"A" SCHEDULE

PERIOD	CLASS	TEACHER Email	Room #
1			
3			
5			
7			

A-Day Lunch: First Second Third

"B" SCHEDULE

PERIOD	CLASS	TEACHER Email	Room #
2			
4			
6			
8			

B-Day Lunch: First Second Third

Student ID #: _____

PE Locker # _____ PE Lock combo _____

Skyward Log-in: _____ Password _____

QUIA Log-In: _____ Password _____

IXL Log-In _____ Password _____

Log-In _____ Password _____

_____ - _____



Gaiser Middle School
3000 NE 99th Street
Vancouver, Washington 98665
360-313-3400



Message from the Vancouver School Board

To promote a safe, nurturing and beneficial learning environment for each of our students, and to maintain order and discipline in the classrooms, playgrounds, hallways, school buses, and school-sponsored activities off campus, the Vancouver Board of Directors, adopts policies and regulations for administering discipline within each school. These policies and regulations are designed to involve the parents and community. The policies and regulations are designed to involve the parent and student early in the resolution of discipline problems. Annually, the principal and the certificated staff of each school review these disciplinary procedures to ensure uniform enforcement

Mission of the Vancouver School District

Excellence in Education

In partnership with home and community, Vancouver Public Schools provides an innovative learning environment that engages and empowers each student to develop the knowledge and essential skills to become a competent, responsible, and compassionate citizen.

Notice of Nondiscriminatory Policy

The Vancouver School District is an Equal Opportunity district in education programs, activities, services, and employment. Vancouver School District does not discriminate on the basis of race, creed, color, religion, sex, national origin, marital status, sexual orientation, including gender expression or identity, age, families with children, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal. We comply with Section 504 of the Rehabilitation Act of 1973, Boy Scouts of America Equal Access Act, Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, the Americans with Disabilities Act of 1990, the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Older Worker Protection Act, and all other state, federal, and local equal opportunity laws.

If you have a physical or mental disability that causes you to need assistance to access school facilities, programs, or services, please notify the school principal. This district endeavors to maintain an atmosphere free from discrimination and harassment. Any person who believes he or she has been discriminated against should contact the school principal and complete the appropriate grievance or complaint form.

You may also contact any of the following people by writing to them at Vancouver School District, PO Box 8937, Vancouver, Washington 98668-8937 or by calling 360-313-1000: ADA – Kathy Everidge; Title VII, 504 and IDEA – Brenda Martinek; Affirmative Action – Kathy Everidge; Title IX Elementary, Doug Hood or Debra Hale; Title IX Secondary, Chris Olsen or Doug Hood; Athletic Equity, Albert Alcantar.

GENERAL STUDENT INFORMATION

ACTIVITIES AND SPORTS

Activities

Gaiser's clubs include MESA, STAND, and National Junior Honor Society. Some Activities have a \$20 fee.

Sports

Students who are interested in sports must complete the sports packet, pay the sport fee of \$20, get a sports physical, and purchase a \$10 Gaiser ASB card.

Fall Season

- 7th and 8th grade Girls Volleyball
- 7th grade Flag Football
- 8th grade Tackle Football
- 7th & 8th grade Co-ed Cross Country



Early Winter Season

- 7th and 8th grade Girls Basketball
- 7th and 8th grade Wrestling

Late Winter Season

- 7th and 8th grade Boys Basketball
- 7th & 8th grade Girls Bowling

Spring Season

- 6th, 7th and 8th grade Track

Students who are absent more than 3 periods in a day may not participate in any after-school sports or activities on that day.

ATTENDANCE

All students enrolled in Vancouver Public Schools are expected to be at school and in class on time.

Excusing an Absence Absences may be excused for the following reasons (R5113):

- Illness. A doctor's note is required if a student is ill for five (5) or more days in a month, unless the principal, for good cause, waives the requirement;
- Health Care Appointments;
- Emergencies, including but not limited to a death or illness in the family;
- Religious or cultural activities, including observance of a religious or cultural holiday or participation in religious or cultural instruction;
- Participation in a district or school approved activity or instructional program as approved by the principal;
- Deployment activities of an active duty military parent or guardian;

- Prearranged absences that the principal (or designee) and parent agree upon an approved activity. The school cannot excuse absences for trips taken by students unless these trips involve direction supervision by the school or family.

Absences must be excused by a parent within three (3) days after the student absence in one of the following ways:

- Call the attendance line at 313-3422; or
- Send an email to: stacy.bundt@vansd.org; or
- Enter the absence into Skyward Family Access; or
- Send a written note to the attendance office

It is the responsibility of the student or parent to arrange for any needed make-up work. Unexcused absences will result in an automated phone call notifying the parents of the absence.

Truancy Children between the ages of 8 and 18 years of age are required to attend school. Truancy is when a student is not in school and the absence is unexcused. After two (2) unexcused absences, the school will schedule a conference with the student and parent. After five (5) unexcused absences, school officials will enter into an attendance agreement and plan with the student and parent. After seven (7) unexcused absences in a month, or ten (10) in a year, the student will be referred to the Office of Student Welfare and Attendance to file an initial petition with the court.

Tardy Policy A student is tardy when he/she enters the classroom after the tardy bell and within the first fifteen (15) minutes of class time. It is considered an unexcused absence if the student is more than fifteen (15) minutes late to class. Teachers will address the first four tardies before referring to administration for progressive discipline.

Departing Early Students are expected to remain on campus from the time of arrival until excused. Students who ride the bus are to remain on campus once they arrive. Students who need to check out early for illness or appointments must report to the attendance office BEFORE leaving campus. Failure to do

so will result in truancy, regardless of later returning to school with a note from a parent. Parents coming to pick students up from school must check in at the main office. Students will not be released during the last hour of school unless prearranged and approved by the principal.

Attendance Codes for Skyward:

- U or W – Unexcused Absence
- T or L – Tardy
- D – Departed Early
- I – In School Suspension
- S – School excused absence
- E – Excused Absence

BIKES AND SKATEBOARDS

Bikes are to be walked on campus at all times. Bikes should never be brought inside the school building or gym. Students must take full responsibility for securing bikes in the proper area.

Skateboards are **NOT** allowed at Gaiser. Because of the district's insurance and liability policies, skateboards, roller blades or any wheeled transportation device may not be used on school district grounds at any time or transported on a school bus.

BUS RIDERSHIP

Bus ridership policies are published in the Policy and Regulation section of this handbook. Students who wish to ride home with a friend must have a note from a parent/guardian. This note is to be taken to the office that morning so there is time for the note to be verified and approved.

COMMUNICATION

Communication between home and school is important. The school sends home a monthly newsletter to keep parents/guardians informed. Parents may also email teachers and check grades through Parent Access. All rides home, permission to do extra things, etc. should be arranged at home the night before because the office phone is for emergencies only. Calls **cannot** be put into teachers' classrooms. Do not expect students to call or text family members from their personal phones as they are to be turned off and stored during school hours. A message

can be relayed to the student when a parent calls the office.

DRESS AND APPEARANCE

Modest and appropriate dress is an expectation while on campus. Students wearing inappropriate clothing or hats will be asked to change their clothes and/or remove their hats/hoods. Students who refuse to change or who respond disrespectfully will receive progressive consequences.



- **No Hats** at Gaiser. Hoods & stocking hats may be worn only outdoors for weather below 55 degrees.
- Pants are to be at the waist – no sagging
- No holes, tears or distressed pants that expose skin above finger-tip length.
- Pajamas and slippers are to remain at home
- No spaghetti strap shirts or exposed undergarments including bra straps. Shoulder straps are to be at least 3 fingers wide.
- No bare shoulders, bare midriffs, racer backs, bare backs, low necklines or large armholes.
- Chains, spikes or studs are not allowed
- No long belts or bandanas of any color
- No bandana-print clothing
- Garments or accessories (including backpacks) with profanity, sexually suggestive, drug/alcohol references, or related to gang affiliation are not allowed.
- All **outer** garments such as skirts, dresses, shorts must be below fingertips of extended arms while standing upright.
- If any unusual situation relative to dress or grooming arises which is not specifically covered in the dress code, the building administrator shall have the authority to rule on the appropriateness of the attire.

Violations of dress code may result in progressive consequences.

EMERGENCY PROCEDURES

All students will remain in their classrooms during an emergency until it is safe to evacuate, if needed. If the emergency happens during break or lunch, students will be directed by staff to the nearest safe location.

Earthquake

1. Comply with all directions of the staff

2. Remain calm and quiet.
3. Drop down to the floor
4. Take cover under a desk, table or other furniture. If that is not possible, seek cover against an interior wall and protect your head and neck with your arms.
5. If you take cover against a sturdy piece of furniture, hold it, and be prepared to move with it.
6. Hold your position until the ground stops shaking and it is safe to move.
7. If outdoors, move to a clear area, away from trees, signs, buildings, or downed electrical wires and poles.

Fire Alarm / Drill

When the fire alarm is activated, leave the classroom under the direction of the teacher. Stay with your class and move to the designated assembly area finding your first period class. Face away from the building and remain quiet.

When the "all clear" is sounded, walk with your first period teacher off the field and return to your previous class.



Intruder / Lockdown

1. When an "Intruder Alert" is activated, staff will initiate lock down procedures.
2. Remain calm and quiet
3. If outside the classroom, report to the nearest classroom immediately and comply with the directions of the staff.
4. Inside the classroom: Move away from the windows and exit doors. Comply with directions of the teacher.

GENERAL SCHOOL CONDUCT

Note: Failure to comply with General School Conduct may result in progressive consequences.

1. **Public Display of Affection:** Kissing or prolonged hugging is not appropriate.
2. **Hall Pass:** Students must have a pass when in the hall during class time or when going to a class during lunch. One pass per student.
3. **Cell phones and all electronics** (iPads, cameras, MP3 Players, laptops, earbuds, headphones, hand held games, etc.) are to be turned off and stored away while on campus including



lunch and passing time unless related to an assignment and permitted and supervised by a classroom teacher. In case of emergency, students may use the phone in the office. Cameras are not allowed to be used due to student identity protection laws. *Students bring all these items at their own risk, and staff will not investigate lost or stolen personal items.*

4. **Perfume** and cologne should be left at home. If these are sprayed or rubbed on others, discipline will be assigned.
5. **Aerosol cans, glass items, and balloons** are to be left at home.
6. **Food and Beverages** are to remain in the cafeteria unless arranged by staff.
 - Food and drinks are not to be shared.
 - Energy-type drinks are NOT allowed.
 - Beverages must be less than 24oz size and in clear containers
 - Powdery substances like Koolaid/sugar mixes are to remain at home.
 - Teachers may choose not to have **gum** in their classrooms.
7. **Cheating** Copying homework or cheating on a test may result in consequences.
8. **Technology violations:** Misusing or damaging iPad and computer equipment may result in disciplinary action. Student internet histories are checked frequently.
9. **Fighting** is not an option at Gaiser. You have the right to protect yourself by putting your hands around your face for protection or leaving the area to get an adult. If you choose to fight back you are part of the fight and will be disciplined accordingly. Play fighting often leads to injury and/or a 'real' fight and is not allowed.
10. **Medication:** Students may not have prescription or over-the-counter medication in their possession. This includes Ibuprofen, cold/allergy medication, etc. **NOTE:** Office personnel may administer medication to a student IF the medication is accurately labeled with a current prescription for the student on file from a physician. The medication must be delivered to school by a parent/guardian and remain locked up in the main office.
11. **If you have a concern** there is a process:
 - a. If the situation involves a staff member, please contact the staff member first to discuss the issue.

- b. If the situation is one where a counselor might be of assistance, contact a counselor.
- c. The next in line for an appeal is an associate principal.
- d. If the parent or student has not reached a satisfactory resolution to the problem, contact the building principal.
- e. The next step for appeal would be the Chief of Secondary Education. In the event of an appeal of a suspension or expulsion, the Office of Student Welfare and Attendance should be contacted.

GRADE REPORTING

Gaiser is on a trimester system and grades come out three times a year. The final report cards are mailed home. Progress reports are sent home at the mid-point of each trimester. Honor Roll status is 3.5 gpa and higher.

HOMEWORK

Most classes at Gaiser include some homework that may be a long-term project or short assignment. Students should keep track of homework in their planners and on their iPads. Parents are encouraged to check student planners and Family Access. Many teachers also have calendars on their websites which parents may access for more information.

iPAD GIVENS

1. iPads must be closed with straps when not in use including during all passing times.
2. iPads must be kept secure at all times.
3. iPads are for school use only. Be on the apps and sites you're supposed to be on.
4. No video, audio or pictures without teacher/staff permission
5. iPads are district property and may be search at any time.

PARENT AND STUDENT ACCESS

Both parents and students may check grades and other school information online. Students will be given their access information at school, and parents may sign up and show ID in the office for a Parent Access account.

PHYSICAL EDUCATION

ALL students are required to dress down for PE class. PE attire may be purchased through

the school. Do not store valuables in PE lockers. Students should always double-check their locks. Students only have access to their PE locker during their own PE class.

SCHOOL CLOSURE INFORMATION

Should inclement weather or emergency situations necessitate closing schools, opening them late, or the use of altered bus routes, appropriate announcements are made by local media stations beginning at 6:00am. Most radio and television stations carry emergency school information. If there is no announcement, the schools are open and on normal schedules. Parents have the option to keep their child home based upon hazardous conditions in their immediate area. When questioning whether schools are closed or dismissed early, or after school activities and evening activities will be canceled call the School Closure Information line: 313-1401.

VISITORS

Students are NOT allowed to bring visitors (friends, cousins, etc.) to school. Parents are always welcome, however must seek administrator approval 24 hrs prior to the planned visit. Parents must check in at the main office first and receive a visitor's pass.

WHERE TO BE

School starts promptly at 9:00am. Students may wait in the cafeteria after 8:30am. The rest of the buildings are open at 8:55am. Gaiser is a closed campus, and students must remain on school grounds during the school day unless their parent/guardian comes to pick them up and signs them out at the attendance office. Students will be considered truant and will be disciplined if they leave campus without permission or are in an off-limits area during school hours. Before school and during lunches students may be in the cafeteria, or within the yellow boundaries in the back courtyard. Students are not allowed in other areas without passes.

GAISER STANDARDS AND EXPECTATIONS

RESPONSE TO INTERVENTION (RtI)

The RtI approach identifies student's specific areas of need then implements an intervention to address that need. Teams use data to evaluate the success of the intervention and to identify additional interventions. Gaiser uses an RtI model for both behavioral and academic standards.



PROJECT LEGACY

Project Legacy is Gaiser's training and reinforcement system for student behavior. Students receive "Legacy Tickets" for positive behavior. These tickets may be spent at a weekly "Legacy Store." Students also have the opportunity to attend "Club Legacy" once a month. Behavioral retraining happens twice a month as part of "Legacy Days."

STUDENT MANAGEMENT SYSTEM – PBIS

Gaiser uses a system of Positive Behavioral Interventions and Supports to address student management. All students are educated on our behavioral expectations- Respect, Responsibility, Safety, Positive Attitude as well as our Givens which further define these expectations. Expectations are posted in each room. When students fail to follow expectations, a reflection and retraining process is put into place. This process may include:

- Conferencing with the student
- Contacting parents/guardians
- Contacting school counselors or administration

Assigning students a Buddy Room Reflection form allows students to consider their behavior and where it fails to match up with expectations. These forms are sent home to family as well as evaluated regularly by the RtI team.

Sit up tall

Listen

Ask questions

Nod your head

Track the teacher

BEAR EXPECTATIONS



GAISER GIVENS FOR ALL AREAS
Follow adult instructions the first time given.
Keep hands and feet to self.
Respect personal space of others.
Let teachers teach and students learn.



Safety

Responsibility


Respect

Positive Attitude




CLASSROOM EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Keep hands and feet to self	Be prepared with proper supplies	Contribute courteously	Be willing to seek solutions
Use all materials safely	Actively participate	Use kind words	Always try your best
Keep 4 on the floor	Be on time	Give eye contact	Accept constructive feedback


PASSING AREA EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Walk to the right	Travel quickly to class	Respect property of others	Be kind and courteous
Hands and feet to self	Pick up the trash	Use appropriate language	Be supportive of peers
	Honor personal space		Accept redirection and feedback

CAFETERIA EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Line up single file, no crowding	Monitor and know your \$ balance	Allow privacy for student using keypad	Cooperation creates an enjoyable lunch or breakfast
Keep aisles clear of backpacks and food	Use keypad gently.	Food belongs on tray, in mouth or in garbage	Show appreciation for the food served and efforts of the kitchen staff
Be neat and clean up your area. Report spills to staff	Take top tray, one serving and only what you plan to eat	Salad bar is off limits unless kitchen staff is there to supervise	
Exit only when dismissed	Food stays in cafeteria		

OFFICE & ADMINISTRATIVE CENTER EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Check in with staff upon arrival	Hall passes are required for visits	Wait patiently for staff	Demonstrate your best courtesy
Wait your turn	Be prepared with paperwork, if necessary	Face the staff when communicating	Listen to details and facts without arguing
Use inside voice	Be active in problem solving for yourself and peers	State your purpose/need clearly	Believe in the possibility of healing and change
Honor confidentiality	Accept responsibility for choices and behaviors	Listen and take turns when problem solving	Look for a solution
Use conflict resolution skills for solving problems			Accept conclusions

MEDIA CENTER EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Stow backpacks before entering the media center Arrive as a group, quietly	Go directly to the planned work area Stamp every book checked out Push chairs to the table edge when leaving	Enter quietly and be quiet while in the media center Walk around the outside of the library, not through Sit in assigned seating arrangements	Be purposeful while in the library Be willing to try new reading materials Use your time wisely

ATHLETICS EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Follow the rules of your sport Follow directions from coaches and officials Think first, then act Be aware of your surroundings	Be on time, punctual, prepared, and mentally present Have a ride arranged to be on time Meet grade standards and complete your grade verification forms	Demonstrate sportsmanlike behavior with coaches, teammates, officials, spectators, as well as the opposition Represent your- self, your family, your team, and your school with honor and pride Listen to your coaches and follow their directions Take care of your own business and let others take care of theirs.	Be supportive and encouraging of ALL of you teammates Be coachable by following directions and accepting feedback Teamwork, enthusiasm, and heart 

BUS RIDERSHIP EXPECTATIONS			
Safety	Responsibility	Respect	Attitude
Approach the bus only once it has come to a complete stop Cross the roadway only when the bus driver gives approval and only cross in front of the bus Emergency doors and windows are for use in emergency conditions only Calm voices and behaviors create a safe ride Stay in your seat	Arrive at your stop 5 minutes before scheduled stop time Always ride your regular bus unless you have written parent permission that is signed by the office Keep litter off the bus Board bus immediately after school	Obey the driver promptly and willingly Respect rights and property of others Respectful behavior does not distract the driver Face forward on the bus at all times Keep hands, feet and objects to self	Recognize that riding the bus is a privilege Show appreciation to your bus driver Make the ride pleasant for all Positive and appropriate language puts everyone at ease 

GROWTH MINDSET

iReady Assessments

iReady	Math Goal	Math Score	Met goal yes/no		Reading Goal	Reading Score	Met goal yes/no
Spring 2016							
Fall 2016							
Winter 2017							
Spring 2017							

iReady Ranges

On level ranges	Math Gr. 6	Math Gr.7	Math Gr. 8		Reading Gr. 6	Reading Gr. 7	Reading Gr. 8
Early	495 - 513	508 - 530	518 - 540		598 - 615	609 - 631	620 - 641
Mid	514 - 540	531 - 564	541 - 574		616 - 640	632 - 653	642 - 669
Late	541 - 564	565 - 574	575 - 585		641 - 653	654 - 669	670 - 684

Smarter Balanced Assessment Spring 2016

ELA Score _____

Math Score _____

GPA

Honor Roll 3.5 gpa & above

TERM	GOAL	EARNED
1 st Trimester		
2 nd Trimester		
3 rd Trimester		

Days Present

1st Tri	2nd Tri	3rd Tri
60	60	60

Five (5) or more excused absences in a month or ten (10) absences in a school year is considered "Chronic Absences" and requires a parent conference.

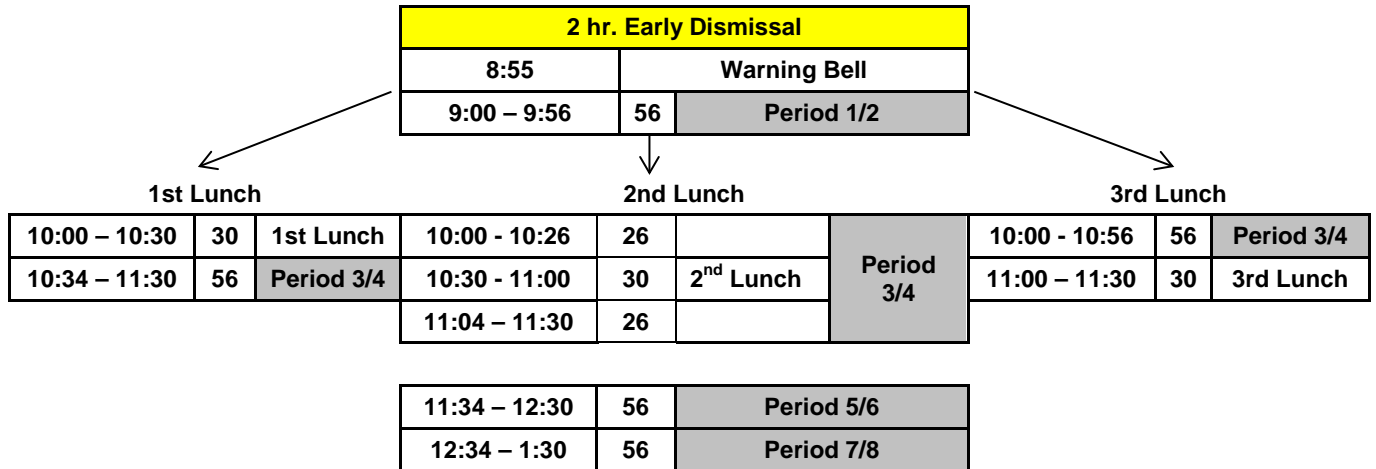
**FIXED OR
GROWTH
MINDSET?**

RESPECT – RESPONSIBILITY – SAFETY – POSITIVE ATTITUDE

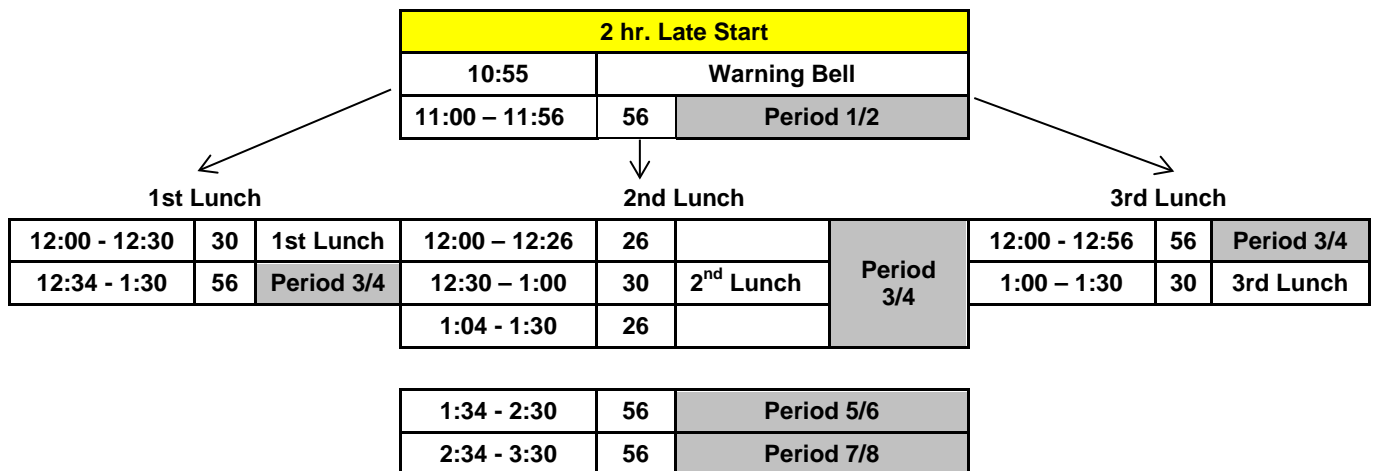
RESOURCES

ALTERNATE BELL SCHEDULES

TWO HOUR EARLY DISMISSAL



TWO HOUR LATE START



*Bells may not ring on this schedule

All passing times are 4 minutes including the passing times before and after each lunch. There is also a 5-minute passing time before period 1/2 and after 7/8.

VPS 1:1 TECHNOLOGY RESPONSIBLE USE AND SAFETY AGREEMENT

PURPOSE: Vancouver Public Schools (VPS) may issue students a one-to-one technology device (an iPad or laptop computer for use at school and at home) as a means to promote achievement and provide flexible learning opportunities. This agreement provides guidelines about expectations for students and families who are being issued these one-to-one (1:1) devices. In addition to this agreement, the use of district-provided technology requires students to abide by the VPS Technology Use Guidelines as stated in the Student Code of Conduct.

Our expectation is that students will responsibly use district technology and that they understand the appropriate and responsible use of both the technology and district network resources. We also expect that students will make a good faith effort to keep their 1:1 devices safe, secure and in good working order. This agreement includes the following specific responsibilities and restrictions.

RESPONSIBILITIES - The student will:

1. Charge their 1:1 device at home nightly, bringing it to school each day with a full charge.
2. Communicate Responsibly! Electronic communication should be conducted in a polite manner, using appropriate language and avoiding profanity and offensive or inflammatory speech. Cyber bullying, including personal attacks or threats toward anyone made while using district owned or personally owned technology, should be reported to responsible school personnel!
3. Back up important data files regularly. VPS may update and maintain 1:1 devices by periodically imaging them. Students will be notified of this maintenance in advance when possible, however all student files should be saved to on-line storage space regularly to insure data is not lost when maintenance is required. Ask for assistance if you do not know how to back-up files. In any event, the district does not guarantee that data loss will not occur and is not liable for such loss.
4. Use technology for school-related purposes during the school day. Use for commercial or political purposes is prohibited.
5. Follow copyright laws and fair use guidelines and only download/save music, video or other content that are related to specific assignments. District technology is not provided to house personal music or video libraries
6. Make the 1:1 device available for inspection by any administrator or teacher upon request. All electronic communication, activities and files accessed on district technology are not private and may be viewed, monitored or archived by the district at any time.

RESTRICTIONS - The student will not:

1. Mark, deface, or place stickers on the iPad, laptop, or district-issued cases.
2. Reveal or post identifying personal information, files or communications to unknown persons through email or other means.
3. Attempt to override, bypass or otherwise change the security settings, Internet filtering, network settings, or other device settings. All student 1:1 computing devices are configured so that Internet content is filtered both at school and when on any other network.
4. Attempt access to networks and other technologies beyond their authorized access. This includes attempts to use another person's account and/or password or access secured wireless networks.
5. Share passwords or attempt to discover passwords. Sharing a password is not permitted and could make you subject to disciplinary action and liable for the actions of others if problems arise with unauthorized use.

6. Download or install any unauthorized programs, files, or games from the Internet or other sources onto any district-owned technology. This includes the intentional introduction of computer viruses and other malicious software.
7. Loan your 1:1 device or charger and cords to anyone else, leave the 1:1 device in a vehicle, leave it unattended at any time, or eat/drink while using the 1:1 device.
8. Tamper with computer hardware or software, attempt unauthorized entry into computers, and/or vandalize or destroy the computer or computer files. Intentional or negligent damage to computers or software may result in criminal charges.
9. Attempt to locate, view, share, or store any materials that are unacceptable in a school setting. This includes but is not limited to pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video or other materials. The criteria for acceptability is demonstrated in the types of material made available to students by staff and the school media center.

Please note that while district 1:1 devices are actively filtered and managed to restrict access to inappropriate or non-educational content, the district cannot guarantee that students will not intentionally or unintentionally access content that may be deemed unacceptable.

By signing this agreement you agree to abide by the conditions listed above and assume responsibility for the care and proper use of VPS district-issued technology. You understand that should you fail to honor all the terms of this agreement, access to 1:1 technology, the Internet, and other electronic media may be denied in the future. Furthermore, students may be subject to disciplinary action outlined in the VPS Student Code of Conduct.

Fiscal Responsibility: The district has worked hard to limit the financial responsibility for families of students issued 1:1 devices. If a device is damaged, lost or stolen due to willful negligence, the family may be responsible for the full cost to repair or replace the 1:1 device. In cases of accidental damage, the iPad will be repaired up to two times per year at no cost to the family. If the device is lost or stolen, the fine for iPad replacement will be \$99.00 and laptop replacement will be \$199.00.

As the parent/guardian, my signature indicates I have read and understand this Responsible Use and Safety Agreement and give my permission for my child to have access to and use district-issued technology.

Parent/Guardian –

Printed Name: _____ Signature: _____ Date: _____

As the student, my signature indicates I have read or had explained to me and understand this Required Use and Safety Agreement, and accept responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes.

Student –

Printed Name: _____ Signature: _____ Date: _____

Student Name (printed): _____ Grade: _____ Student ID#: _____

Notice of Automated Telephone/Text Messages

Please note that Vancouver Public Schools may use an automated calling or texting system to keep families informed with emergency or important informational messages. These messages are used to notify families of: non-attendance/absences, school closures or early release, school-wide or program specific events, or other important information.

By signing below, I understand that any of the telephone numbers I provided to Vancouver Public Schools as family contact information may be used for automated informational calls or text messages (message & data rates may apply).

Print Parent Name

Signature

Date

- I do not give permission for VPS to use automated systems to call or text me with any emergency or informational messages regarding my child(ren). I understand that the district will make every effort to comply with this request, but cannot guarantee that I can be excluded from automated messages in all cases.

Print Parent Name

Signature

Date