

September 29, 2013

Dear Families,

I must say this month has flown by; this has been a time of adjustment and growth for all involved, from students to staff; and I am proud of how we are working together. I appreciate the communication between home and school, and between the staff and students.

As a parent, I also understand that important information does not always make it home from school with students. Unfortunately, with the cost of postage, we cannot mail all information that you may need to have, so we will continue to send information home with the youngest in the family each Thursday. There are additional items that your middle school student should be bringing home each Thursday. As discussed at the family meeting in August, Progress Reports will be made available for your child each Thursday for them to bring home. These reports are also available online through Skyward. We also try to call each Friday to families whose students had missing assignments; but unfortunately, we will not be able to continue to do this. Please look for the Progress Report each week, or go online to access the report. If you need help getting onto Skyward, contact Dianne Green in the office or through email at [dgreen2@dsd.k12.wa.us](mailto:dgreen2@dsd.k12.wa.us). She will need your email address.

Study Hall will still be available after school Monday – Wednesday. Teachers are taking turns monitoring study hall at this time, so it is either in one of the four classrooms or the library. Please remember that Study Hall is not mandatory, however, if the student does not complete the work that was listed on the Progress Report by the following Thursday, a failing grade will be placed in the grade book. Failing grades will impact the ability of student's to meet the requirements they needed to move up to the next grade or into high school. Students need to pass their classes in order to have the skills necessary to progress to the next level.

On the back of this letter you will also find a new discipline policy adapted from the high school policy. Please talk this over with your child. As you can see, there are numerous steps for redirection of inappropriate behavior. If you have any questions or concerns, please do not hesitate to contact me, or one of the teachers.

I would also like to thank everyone again who participated in the Middle School Retreat. It was an amazing two days.

Sincerely,



Tracy Franke

Principal, Darrington Elementary School

## 6 – 8 DISCIPLINE STEPS

Positive student behavior is a vital part of a safe and smooth-running school. It fosters an environment that allows teachers to teach and students to learn. In addition to the Principal, all Darrington School staff possesses the authority to redirect student misconduct that violates the rules of the district, the school, or the classroom. Discipline infractions might include, but are not limited to: disrespectful behavior, inappropriate language, classroom disruption, or being in the hall without a pass.

Effective September 30, 2012, the following progression of consequence procedures will be implemented and practiced. Based on the severity of student infraction (for example, fighting) the student may immediately be moved to a higher step. The Principal has the authority to adjust the discipline steps as needed.

STEP 1 - Verbal warning by the staff member to the student and/or temporary isolation from the class and a conference with the student.

STEP 2 - 1<sup>st</sup> Office Referral - Family Contacted by Teacher – possible loss of ‘activity time’

STEP 3 - 2<sup>nd</sup> Office Referral - Fifty (50) minute detention – Family Contacted by Principal and/or Teacher

STEP 4 - 3<sup>rd</sup> Office Referral - Fifty (50) minute detention – Family Contacted by Principal and/or Teacher

A student will have a one week time frame in which to serve a detention. If a detention is not served, the student moves to Step 5.

STEP 5- 11 If a student receives a 4<sup>th</sup> office referral during the *Trimester*, for any reason, or combination of reasons: the consequence is an automatic one (1) day in-school suspension. Family will be contacted by Principal.

Students who receive additional referrals during the *Trimester* will receive additional suspension time as follows:

5<sup>th</sup> referral – two (2) days in-school suspension

6<sup>th</sup> referral – one (1) day out-of-school suspension

7<sup>th</sup> referral – two (2) days out-of-school suspension

8<sup>th</sup> referral - three (3) days out-of-school suspension

9<sup>th</sup> referral – five (5) days out-of-school suspension

10 or more referrals - Long term suspension or expulsion