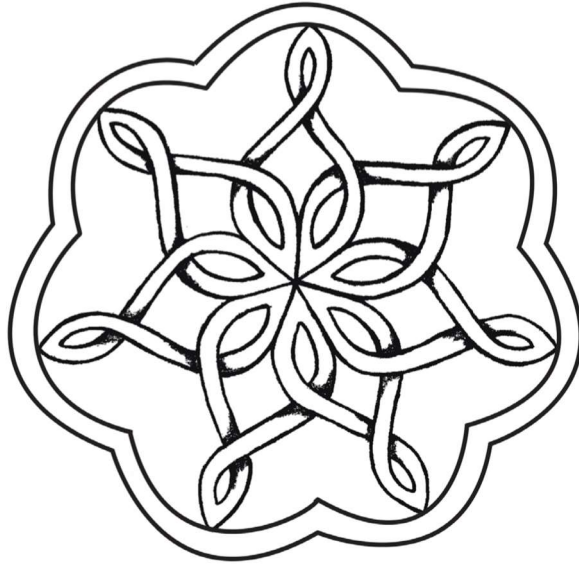


Woodland Charter School Family Handbook



**Woodland Charter School
301 Murphy Creek Road
Grants Pass, Oregon 97527
P.O. Box 740, Murphy, OR 97533
541-846-4246 phone
541-846-4266 fax**

**office@woodlandcharterschool.org
www.woodlandcharterschool.org**

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Woodland Charter School Staff

Class Teachers

Email

1st Grade Evergreen Class: Mrs. Hall..... tania.hall@woodlandcharterschool.org
2nd Grade Canyon Class: Ms. Betsy Herren.....betsy.herren@woodlandcharterschool.org
3rd Grade Blue Heron Class: Ms. Muzik.....christy.muzik@woodlandcharterschool.org
4th Grade Salmon Class: Mrs. Leonard.....christine.leonard @woodlandcharterschool.org
5th Grade Oak Class: Ms. Greer.....breonna.greer@woodlandcharterschool.org
6th Grade Bear Class: Mr. Schmidt.....colten.schmidt @woodlandcharterschool.org
7th Grade Dragonfly Class: Mr. Everett.....rob.everett@woodlandcharterschool.org
8th Grade Wolf Class: Ms. Huck.....michelle.lafave@woodlandcharterschool.org

Specialty Teachers

Email

Handwork: Ms. Jewell.....lanie.jewell@woodlandcharterschool.org
Handwork Assistant: Naoko San.....naoko.bishop@woodlandcharterschool.org
Physical Education/Games: Mr. T' Im.....tim.land@woodlandcharterschool.org
Gardening Teacher: Mr. Andrew.....sean.andrew@woodlandcharterschool.org

Specialists

Email

Student Support Coordinator: Ms. Lori.....lori.george@woodlandcharterschool.org
Math Support Assistant: Ms. Julie.....julie.osbrack@woodlandcharterschool.org
Student Support Assistant: Ms. Hélène.....helene.bisnaire@woodlandcharterschool.org

Administrative Staff**Email**

Education Director: Mr. Carmiencke.....chris.carmiencke@woodlandcharterschool.org

Business Director: Ms. Teri.....teri.rothenbach@woodlandcharterschool.org

Office Manager: Ms. Heather.....office@woodlandcharterschool.org

Administrative Assistant: Ms. Brittanie.....brittanie.urbine@woodlandcharterschool.org

Office Assistant: Ms. Jennifer.....jennifer.barnett@woodlandcharterschool.org

Child Development Specialist: Mrs. Gembala.....carrie.gembala@woodlandcharterschool.org

Woodland Charter School Charter Council

Liz Pell

President

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Jesse McNamara

Vice President

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Brittanie Urbine

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Member

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Education Director and non-voting Member

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Business Director and non-voting Member

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Woodland Charter School Mission Statement

Woodland Charter School (WCS) is a public charter school in the Three Rivers School District guided by the core principles of Public Waldorf Education. Our school seeks to kindle a lifelong love of learning by providing a developmentally appropriate, arts-integrated curriculum that engages the whole child. Rich academics interwoven with human and nature studies foster a sense of belonging within the human community and a reverence for the beauty of the natural world. Our school thrives with on-going family involvement and inspires the support of the greater community.

Woodland Charter School Educational Philosophy

“Our highest endeavor must be to develop free human beings, who are able of themselves to impart purpose and direction to their lives”. ~Rudolf Steiner

Waldorf education is grounded in a deep understanding of child development and values each child as an individual with unique talents and needs. A balanced approach to education nurtures all dimensions of the human being so that thinking, feeling, and doing are integrated and function to help the unfolding child meet his or her full potential.

In Waldorf education, rigorous traditional academics are infused with artistic and practical activities. Foreign language, handwork, gardening, cooking, woodworking, music, games, and movement enrich the academic main lesson. Through the years, history is brought to life through stories of ancient civilizations, cultures and remarkable human beings from around the world including our own land's roots in Native American legends and studies. These stories continue from myth and legend to become more current and part of recorded history as the children mature. Children are brought close to the land and realities of day to day living through studies and work including such things as farming, gardening, shelter, clothing, practical crafts, woodworking and more. During this time, the children are practicing reading, writing, and grammar while learning about the people, places, and ideas they are studying. Ongoing is the work with numbers and math: from counting to algebra, from adding to fractions, from money to business math, from balancing to weights and measures, and more, all introduced imaginatively and practically then put

into real practice. A broad, solid foundation of study in the early years allows children with a variety of learning styles to thrive and be inspired by their school experience.

The environment of Woodland Charter School is filled with elements that are both functional and beautiful, found in nature and created by human craftsmanship. Healthy senses are stimulated with soothing colors, harmonious sounds, delightful smells, live plants, and natural light. Through time exploring the outdoors and celebrating festivals, students learn to love and respect nature and the rhythms of the seasons.

Waldorf education aspires to instill in children a passion for education and values that will inspire and sustain them throughout their lives. Through example, they are taught to have gratitude and respect for the efforts of others. Modern children need to have the will to learn new skills for work in realms yet undiscovered and have the confidence and initiative to contribute to society. Woodland Charter School's unique physical and social atmosphere is prime to help develop each child's sense of truth, beauty, and goodness, while preparing them to lead successful, fulfilling lives in our ever-changing world.

Admissions

The Woodland Charter School is a non-tuition based government-funded public school and is open to anyone residing in the state of Oregon. WCS does not discriminate on the basis of race, color, national origin, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, athletic performance, special need, proficiency in the English language, or academic achievement.

Student Attendance

Parents/guardians are responsible for ensuring that children attend school regularly and arrive on time in accordance with Oregon law. WCS expects students to attend school daily to receive the maximum benefits of our program. If a child misses more than 10 consecutive school days, he/she will be unenrolled from Woodland.

Up-To-Date Contact Information

It is very important that the school has current contact information in order for parents or emergency contacts to be reached. Immediately notify the school of changes in phone numbers, email, home address, and emergency contact numbers.

Pick-Up and Drop-Off

It is crucial to drop off and pick up your child on time. Drop-off time begins at 7:35 am for a punctual start of class at 7:50 am. Pick up time is at 3:25 pm.

When entering the driveway, we ask that parents/guardians follow all signs and drive slowly. At the end of the day, stop before the cone and wait for a staff member with the walkie-talkie to get your child's name to be called on our system. They will come to you as soon as possible.

Please do not allow children to cross the parking lot unattended, or leave them unattended once you have collected them.

If someone other than those on your child's approved pick up list is picking up your child, you must make arrangements with the Office. The approved list will be kept in the Office.

School Bus

Parents of students who are planning on riding the bus need to contact the bus company, First Student, at 541-476-7733 to schedule pick up and figure out times and locations. A current Bus Authorization Form also needs to be filled out and filed in the Woodland office. Students riding the bus to and from Woodland will be transferring busses at another school before getting on the bus to take them to their final destination. If a student is riding a bus to go over to a friend's house or riding a bus they don't normally ride, they must get a note from the Office. In order to provide that note, the parent/guardian needs to notify the Office of the change with a note or phone call.

Emergency School Closures or Delayed Openings

WCS follows the same closing schedule as Three Rivers School District (TRSD). If it becomes necessary to close school due to inclement weather, dangerous conditions, or any other emergency, a NO SCHOOL or delayed start announcement will be sent to our families and you can check the TRSD website. Please stay tuned to the radio, television, and/or computer on mornings when the weather looks doubtful.

Medication at School

Three Rivers School District (TRSD) complies with Oregon State Law requiring that ALL medications administered at school, **including over the counter medications**, have a signed authorization form from the parents with specific instructions.

- Medication is kept in a locked cabinet in the Office, and the student will be supervised while taking medication. Children cannot be in possession of any medication at school.
- All medications must be in the original container with the prescription attached to the container, labeled with the student's name, medication and dosage, and doctor's name. A faxed prescription from the doctor's office to the school is acceptable.
- Medication left for emergency use, such as epi pens, inhalers, or insulin support requires a doctor's medical protocol, along with the Medication Administration form.
- Medication must not be expired and must be picked up at the end of the school year, otherwise it will be destroyed.

Communication

Good communication among parents/guardians, staff, and the Councils is essential.

Parent/Guardian-Teacher Communication

Education works best for the child when parents/guardians and teachers work together. Open, honest, and respectful communication builds a healthy social life within the school.

Communication from the Office is conducted via email. Please ensure that the office has your correct email address on file.

Ask your child's teacher what the best way to communicate with them is. It is important for parents/guardians to keep in close contact with their child's teacher, especially if there are major changes in the home. For example: a serious illness, divorce, a death, or parent going back to work can impact everyone in the family, particularly children. Please email the teacher or send a note in a sealed envelope to school with your child. Notice can be left with the Office to have the teacher call you at their earliest convenience. The teacher will contact you to discuss the issue or set up a time to meet. Allow 72 hours for a teacher to reply to your request (possibly longer if over a weekend or extended break). If you call the school to leave a message for a teacher, understand that they might not check their messages until the end of the day. Leave all urgent messages with the Office Manager so they can be communicated in a timely fashion.

Evenings are a time of rest and preparation for your child's teacher. Unless it is urgent, please direct your phone calls to the WCS Office and leave a message. 541-846-4246

Parent/guardian-teacher conferences will be held annually in November. Formal reports are created each year to document the progress of each child. Additional conferences may be available upon request with any member of the faculty.

Communication with Students

During the day you may leave messages for students in the Office. These will be delivered when time allows. Students will be interrupted during class for emergencies only. Also, since cell phones are off limits to the students, they may only call out from the Office phone and only in matters of such importance that it cannot wait. The Office phone is not available to arrange social outings or play dates. This must be done privately, outside school hours.

Parent Nights

Parent Nights offer the adults and teachers important opportunities to share information, get to know each other better and to help build the class community. Each class will have a minimum of two meetings throughout the year. Subject teachers may also be included in these meetings.

Posted Information

Events, activities, and updates are posted in the Office, on the calendar on our website, and printed on the calendar on back of the Woodland Buzz newsletter. Teachers and Administration aim to provide at least one-week's notice of any upcoming events.

Additional Questions or Concerns

For questions or concerns regarding your child or your child's classroom, see your class teacher. For questions or concerns regarding the day to day operations of the school, please see the administrative staff.

Visitors

All visitors must first obtain permission to be in the school by registering at the Office before going to any classroom or other area of any school buildings. All visitors must wear a Visitor Badge provided by the school.

Volunteering at School

Volunteers enrich our educational program and are a critical part of our school. We ask all families to offer a minimum of 20 volunteer hours over the course of the school year. In order to volunteer with children at WCS, parents and community members are required to fill out an application, which includes a background check (every three years). Classroom schedules are carefully planned, so drop in volunteers are not allowed. Please sign in at the Office prior to going to prearranged volunteer opportunities. Volunteers are also needed for campus projects, committee work, and festivals.

Parent Council

The Parent Council is a support committee comprised of dedicated parent volunteers. All parents are already members of Parent Council. Parent Council members serve as ambassadors, fostering communication and a sense of community among all parents. Parent Council encourages parent and community volunteerism, supports other groups in the school and coordinate projects and initiatives that contribute to school goals.

Class Parents

“Class Parents” are one or two parents/guardians per class who are asked by the teacher to help organize the parents in their child’s class and to provide ongoing support throughout the year. The Class Parent is a vital part of helping facilitate communications between teacher and families. The Class Parent stays in regular touch with the teacher to see if there are ways they or the parent body can help, including reminders about class and school events such as picture day, parent evenings, class field trips, the class play, class projects, etc. They also help to form the glue that makes each class a small community within the larger school community. We ask that the Class Parent(s) become active members of the Parent Council. Here they meet with other devoted parents and work collaboratively to support their classes and the school as a whole.

General Information

Sleep

Waldorf Education seeks to nourish the whole being of the child, yet only part of this occurs during the waking hours. A regular sleep schedule is essential. A regular bedtime is proven to promote learning and positive behavior. Most children need between 9-12 hours of sleep every night. Often if it is difficult to awaken a child in the morning, they need to go to bed earlier.

School Lunch

Diet and behavior can often be linked. Pack students a substantial, healthy lunch plus a separate snack every day. We do not have space to keep the children's food cool, nor do we have a way to heat food. We request that you ensure that your child eats before coming to school and special events.

Each child should have a water bottle marked with their name for daily use.

In the event that you are unable to provide snack and lunch for your child(ren), families may apply through the District for the free and reduced meals that are provided by Hidden Valley High School. To apply, ask the Office for the form.

Processed food such as candy, gum, soda, sports or energy drinks, and other highly artificial foods are not allowed. If you have any concerns or your child has any dietary restrictions, please communicate these to the teacher.

Phone Use & Electronic Devices

Students may use the phone in the Office for emergency purposes only. Arrangements for after school activities are to be made at home, ahead of time, and a note sent to school if necessary. While at school, the use of all electronic devices is strictly prohibited. Electronic devices of any kind must be turned off and kept out of sight in a backpack while at school. If a student is caught with a device, it will be confiscated and must be retrieved by the child's parents/guardian from the Office. The school is not responsible for lost, damaged, or stolen devices.

Pets

Due to insurance liability requirements, pets are not allowed on school grounds, including before and after school sessions and during scheduled activities.

Lost and Found

Please put your child's name on all items brought to school so they can be easily returned to their rightful owner if they are lost. Unclaimed items will be donated twice per year, once at the end of winter break, and once during summer break.

Birthdays

Individual children's school birthday celebrations are often a part of the Waldorf classroom. Each class teacher decides how they want to recognize birthdays. Check with your child's teacher for details and treat guidelines.

Party Invitations

No party invitations are to be distributed at school. Invitations may be emailed, sent via regular postage mail, or done by phone from home. Exception: Parent approved invitations may be passed out at school at the teacher's discretion, only if all students in the class are invited.

Flowers and Balloons

Flowers and/or balloons may not be delivered to your child at school.

Money

Money for field trips and school programs should be sent in an envelope listing the student's name, amount enclosed, and the specific purpose for

which it is intended and given to the teacher or Office. If the student needs the money for after school, they should keep it securely in their backpack. Woodland is not responsible for your student's lost money.

Toys and Items from Home

Toys and items from home are not allowed on school grounds. Teachers will inform parents of Show and Tell dates and provide a description of appropriate items to bring. If your child has an unusual circumstance, contact your child's teacher to make arrangements.

Charter Council Meetings

The Charter Council meets at least once per month throughout the year; times and dates are posted on the calendar on the website. Meetings are open to the public and parental attendance is welcome. Depending on the agenda of the meeting, time may be allotted to public comments.

Requests for an item to be placed on the Charter Council agenda must be submitted in writing and delivered to the Charter Council Secretary no later than seven school days prior to a regular meeting. Items must be directly related to school business. The Charter Council Secretary will determine whether the request is or is not within the jurisdiction of the Charter Council and will determine whether the item is appropriate for discussion in an open or an executive session of the Charter Council. He/she will also determine if the matter should be addressed by another body in the school.

Faculty Council Meetings

The Faculty Council, along with our Administrator, meets after school weekly. The meetings are primarily focused on the students, their wellbeing, and their education. These confidential meetings are closed to the public. The faculty works to stay abreast of what is happening in the whole school, in each of our classes, and ultimately with each child. Specifically, there are regular studies of a class or a child. More indirectly, the faculty supports one another, studies, moves, shares, plans, trains, creates, learns, and grows together. Though not every teacher teaches your child directly, every teacher ultimately knows something about your child and cares about them. Together we carry them through each school year.

Woodland Charter School

Dress Code

Clothing must be suitable for all scheduled classroom and outdoor activities including physical education, gardening, hikes, all school-related events, etc. This may include rain and snow gear, and hats to protect students from direct sun rays.

Allowable Dress & Grooming

- Clothing covering the torso (shirts, tops, dresses, etc.) must cover all sides of the body to the underarms and there must not be any skin showing at the midriff.
- Clothing covering the lower half of the body is to be of fingertip length.
- Shirts must be hip length or longer. Straps on garments covering the upper torso must be two student-fingers wide. Shirt necklines may be no lower than 1" below the collarbone. No strapless or backless shirts are allowed.
- Clothing must cover all undergarments whether the student is standing, sitting, or moving, and must not be see-through.
- Hats, hoodies, and other headwear must allow the face to be visible. It is up to individual teacher whether headwear may be worn in the classroom.
- Shoes must be well fitted, closed toed, closed back and without heels, wheels or lights.
- Students may have mild adornments including jewelry. Dangling jewelry may interfere with activities and may need to be removed. Silent watches are allowed for 3rd grade and up.

Additional Allowable Dress & Grooming – Middle School

- Middle school students may wear pants that have one tactful rip in each leg located anywhere from fingertip length down to the hem. The rip may not be wider than seam to seam.
- Natural-looking makeup is allowed in Middle school. Heavy make-up is not appropriate at school.
- Hair dye is allowed in Middle school grades.

Non-Allowable Dress & Grooming

- Clothing may not have media images (TV, movies, bands, etc.) or corporate logos (unless it's the small branding of the clothing company).
- Clothing may not have symbols of or promote: any form of discrimination, violence, frightening images, drugs, or sexual connotation.
- Hair styles that obstruct students from seeing the classroom teacher or distract from classroom instruction are prohibited.
- Students may not be without shirt or shoes unless appropriate for the activity (e.g., swimming) and approved by the teacher in charge.
- Nail length can interfere with lessons and games. A teacher will contact parents if nails need trimming.
- No sunglasses are to be worn in school buildings.
- Costumes, pajamas, onesies, etc. may only be worn at the invitation of the teacher for special occasions.
- Non-natural colored hair dye is not allowed in Grades 1-5.

Amendments may be made by class teachers or administrator in case any clothing distracts learning.

To preserve the dignity of the student, delivery of information about noncompliance with the dress code will be conducted in a private manner.

All questions regarding the appropriateness of a student's dress should be referred to the student's class teacher.

Parents and students are responsible to make sure the dress code is followed by the student. Students are expected to respect the guidance of adults regarding this matter.

Students will not be discriminated against in the enforcement of dress code based on gender, race, national origin, or other protected status.

Woodland Charter School Media Policy

Adhering to this Media Policy will support your children's success at Woodland Charter School. The following are our guidelines for visual screen media (such as: television, videos, video games, cell phones, computers, movies) and audio media (such as: news, radio, violent/sexually suggestive music). Please share this information with grandparents and other caregivers.

*While at school, all electronic devices are strictly prohibited.

*Woodland acknowledges that we are required by law to comply with state testing.

Children in First through Sixth Grades:

- Our goal is that the First through Sixth Grade children have no exposure to media/electronic devices (including 'educational' content), as they are the most vulnerable of our school-aged children to the negative effects of visual and audio media usage.
- We especially request that there be no TV, electronic games, iPods, computers, tablets, cell phones, movies, news radio, etc, during the school week, including on the way to school. We consider that the school week begins Sunday evening and goes through Thursday afternoon.
- Behaviors that arise in children that have an obvious connection to media exposure will be addressed with the teacher and parents.

Children in Seventh and Eighth Grades:

- Our goal is that the Seventh and Eighth grade children are only exposed to electronic media/electronic devices when the activity is directly connected to school assignments, Sunday evening through Thursday afternoon.
- We especially request that there be no TV, electronic games, iPods, computers, tablets, cell phones, movies, news radio, etc, during the school week, including on the way to school. We consider that the school week begins Sunday evening and goes through Thursday afternoon.
- As stated above, during the school week, the Seventh and Eighth grade children may need to use a computer for school-related research projects.

- We strongly suggest that parents eliminate their children's exposure to violent and sexually explicit movies, music, and video games at all times.
- We do not feel that middle school aged children are developmentally mature enough to handle the responsibilities of social media. Therefore, we strongly suggest no social media for this age group. Literature is available in the Office regarding internet safety, cyber-bullying, etc.
- Behaviors that arise in any children that have an obvious connection to media exposure will be addressed with the teacher and parents.

If you have any questions, please do not hesitate to ask Woodland Charter School staff.

Parent Agreement

At Woodland Charter School we are committed to bringing your child a quality Public Waldorf Education. Please carefully read and consider the following parent guidelines.

Volunteering: Each family is expected to commit to 20 hours of volunteer work per year. There are many volunteer opportunities, such as: classroom assistance, field trips, and committee work.

Parent Meetings: Each class will have parent nights throughout the school year. These meetings will provide valuable information about your child's curriculum, child development, and the Waldorf method. Attendance is very important, expected and needed in support of your child's education. Plan ahead for childcare.

Parent Education: Woodland Charter School will provide opportunities for parents to further their education regarding Waldorf methods. All parents are strongly encouraged to attend these sessions, read articles, or participate in activities as the information provided will deepen your child's overall educational experience.

Media: In support of the education of your child, the faculty requests that our families consciously and significantly reduce or eliminate the use of media for children. Please read the Media Policy and Electronic Devices Policy for further information.

Food: We request that you bring homemade fare rather than highly processed, packaged food for school meals and special events. Processed foods such as candy, gum, soda, and other highly artificial foods are not allowed.

Clothing: In support of the health and well-being of your child and the school environment please dress children in weather appropriate, non-

distracting clothing and shoes, free from corporate or media symbols. Please refer to the WCS Dress Code 2021-2022 for further information.

Supply fee: Our school strives to provide the highest quality supplies in our classrooms. In order to purchase these supplies, it is essential that you pay your supply fee when you enroll your child. These supplies include, but are not limited to: Stockmar beeswax crayons, sculpting beeswax, watercolor paints, watercolor paper, paintbrushes, and main lesson books. We also send out a back to school supply list from individual teachers.

Family Handbook: It is required that all parents read the Family Handbook. We thank you for supporting Woodland Charter School.

Every Student Belongs Policy

All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All visitors are entitled to participate in a school or educational environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

Woodland Charter School (WCS) prohibits the use or display of any symbols of hate on school property or in an education program, except where used in teaching curriculum that is aligned with state standards of education for public schools.

WCS will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

“Symbol of hate” means nooses, symbols of neo-Nazi ideology or the battle flag of the Confederacy.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior.

In responding to the use of any symbols of hate or bias incidents, WCS will use non-disciplinary remedial action whenever appropriate.

WCS prohibits retaliation against an individual because that individual has in good faith reported information that the individual believes is evidence of a violation of a state or federal law, rule or regulation.

Nothing in this policy is intended to interfere with the lawful use of WCS facilities pursuant to a lease or license.

Student Behavior Policy

Woodland Charter School is committed to creating a safe and nurturing learning environment for every student. Woodland Charter School follows the Three Rivers School District: Code of Conduct, Students Rights and Responsibilities policies, and Discipline Matrix guidelines. Woodland Charter School also follows the Every Student Belongs Policy and bias incident procedure.

The Student Behavior Guidelines for Woodland Charter School are based upon a philosophy of respect:

- Respect for all human beings
- Respect for the earth and all living things
- Respect for all school and personal property
- Respect for the guidance provided by teachers, staff and parents

Code of Conduct

In order to provide a school environment that fosters cooperation, responsibility and respect; students will be expected to follow these guidelines:

1. Students will support a good learning environment. Students are expected to do their best and cooperate with teachers and classmates. This includes, but is not limited to, quietly focusing their attention on the teacher when asked to do so, completing class assignments, completing classroom chores, and lining up promptly and quietly when requested to do so.
2. Students will treat all adults and students with respect. Respectful, courteous language is expected towards teachers, students and parents. Inappropriate behavior such as rudeness, teasing, mimicking, unkind or inappropriate words, swearing, physical or emotional threats, sexual harassment, and lying are not permitted.
3. Students will treat all personal and school property with respect. Lost, stolen, defaced or destroyed property will be repaired or replaced by the parents of those responsible.

4. A “gentle hands” policy will be followed. Rough housing, fighting, shoving, spitting, pushing, hitting, kicking and/or biting are cause for immediate intervention.
5. Students will adhere to all classroom and playground rules. Teachers will help their students understand and integrate the school-wide behavior policy into their daily activities.
6. Students needing a break from the classroom or activity can request a **“Green Card”**. A green card signifies a self-selected break in an alternate space, generally the office or alternate classroom. Since the student self-selects a green card, this is not considered a consequence. The green cards are a self-regulation tool that can be especially helpful as students begin to recognize the triggers to their behavior.

Consequences for Misbehavior

In the event that individual class management systems are not sufficient to correct disruptive or disrespectful behavior, the following procedures will be followed based on the severity of the infraction and the teacher and/or administrator’s evaluation of the circumstances. We need to directly adhere to the Three Rivers School District discipline matrix in certain circumstances, particularly in more extreme behavioral situations.

Steps of Intervention

(Step One) Warning : If a student exhibits behavior that violates our code of conduct, a teacher will provide appropriate warning and/or consequences to bring about awareness of the unacceptable behavior and redirect the student to demonstrate appropriate classroom behavior. It will be the teacher’s determination as to the gravity of the infraction and severity of warning.

(Step Two) In-Class Interventions : Should a warning not be sufficient, inappropriate behavior may be redirected in the following manner:

1. The student may be directed to move to another part of the classroom, including the classroom porch area as long as the student can be seen by the teacher

2. The student may be directed to engage in movement activity or a campus clean up activity.

(Step Three) Alternate classroom or office “Yellow Card” : A student that is referred to the Office when removed from class will be directed to meet with Office staff and/or the administrator. This level generally consists of a brief conversation including ways to improve behavior and move forward in a positive way.

OR

(Step Three) Office referral “Red Card”: A red card signifies more extreme behaviors, such as physical altercations, disrespectful behavior, verbal threats or destruction of property. This level generally consists of a conversation with the Administrator, which will include ways to make amends for the current behavior and ideas to improve future behaviors. Depending on the severity of the incident and/or recurrence of the behaviors, parents may be called at this step to alert them of their student’s behavior at school.

Red and Yellow cards are placed in the student’s file and are helpful to determine if a behavior has become an on-going concern. If a behavior is deemed to be an on-going issue, a parent-teacher conference may be called.

Parent-Teacher Conference: Depending on the severity and frequency of the incident, a parent-teacher conference may be scheduled. If parents and teacher agree, the student may be included in the meeting. A behavior plan may be developed at this time. The teacher or parents may request that the administrator be present.

Suspension: In the interest of maintaining a safe environment, certain behaviors will not be tolerated and may result in an immediate suspension. These behaviors are:

- Causing, attempting to cause, or threatening to cause physical injury to another person.

- Willfully using force or violence upon the person of another, except in self-defense.
- Disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- Bringing weapons, tobacco/inhalant delivery systems, alcohol, or drugs to school.
- Blatant defiance or disrespect towards students or adults, such as the use of profanity; racial, ethnic, or gender slurs or harassment; and verbal attacks based on differing mental or physical abilities
- Physical or sexual harassment of any kind in grade 4 – 8.
- Deliberate violation of safety rules in grades 4 – 8.

If a student is suspended, the parents will be informed by telephone and will receive a formal notice of suspension. The student may return to school after a suspension once a follow-up meeting with the parent, teacher and administrator, stipulating the conditions of the student's return, has taken place.

Special Needs Students: Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a student, including an individual with exceptional need, as defined in OARS 581-015-2000, may be suspended for any of the reasons enumerated above upon a first offense, if the principal determines that the student violated one of the above items.

Student Success Team (SST) Meeting: At any time the teacher deems it necessary, a SST meeting, consisting of the student's parent(s), class teacher, administrator, as well as other teachers and support staff if needed, will be convened to discuss the student and his/her needs. The team will work to cultivate healthy classroom and playground behavior. During this meeting a behavior plan may be developed.

Woodland Calendar 2022-2023

WOODLAND CHARTER SCHOOL							Calendar Key:		First Day of School: Tuesday, September 6	
2022-2023 Calendar of All-School Events							Normal School Day	Special Event	Last Day Of School: Wednesday, June 7	
							Break - No School	Teacher Work Day - No School	Revised: 4/7/2022	
August 2022	21	22	23	24	25	26	27		Aug. 23-25	Staff Development
	28	29	30	31					Aug. 29-31	Staff Development
September	S	M	T	W	T	F	S			
					1	2	3		Sept. 1	Staff Development
	4	5	6	7	8	9	10		Sept. 5	Labor Day - No School
	11	12	13	14	15	16	17		Sept. 6	First Day of School & Sunflower Ceremony
	18	19	20	21	22	23	24			
October	25	26	27	28	29	30				
	S	M	T	W	T	F	S			
							1			
	2	3	4	5	6	7	8		Oct. 6	Harvest Faire
	9	10	11	12	13	14	15		Oct. 10	Indigenous Peoples' Day - In School Celebration
November	16	17	18	19	20	21	22		Oct. 20	2nd Annual Jog-A-Thon
	23	24	25	26	27	28	29			
	30	31							Oct. 31	No School
	S	M	T	W	T	F	S			
			1	2	3	4	5		Nov. 4	Staff Development
December	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19		Nov. 21-23	Parent Teacher Conferences - No School
	20	21	22	23	24	25	26		Nov. 24	Thanksgiving Holiday - No School
	27	28	29	30						
	S	M	T	W	T	F	S			
January 2023					1	2	3			
	4	5	6	7	8	9	10		Dec. 10	Winter Faire
	11	12	13	14	15	16	17		Dec. 15	Winter Assembly
	18	19	20	21	22	23	24		Dec. 19 - Dec. 22	Winter Break - No School
	25	26	27	28	29	30	31		Dec. 26 - Dec. 29	Winter Break - No School
February	S	M	T	W	T	F	S			
	1	2	3	4	5	6	7		Jan. 2	Winter Break - No School
	8	9	10	11	12	13	14		Jan. 3	Classes Resume
	15	16	17	18	19	20	21		Jan. 16	Martin Luther King, Jr. Day - No School
	22	23	24	25	26	27	28		Jan. 19	End of 1st Semester
March	29	30	31						Jan. 20	Staff Development
	S	M	T	W	T	F	S			
				1	2	3	4			
	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			
April	19	20	21	22	23	24	25		Feb. 20	Presidents Day - No School
	26	27	28						Feb. 24	Staff Development
	S	M	T	W	T	F	S			
				1	2	3	4			
	5	6	7	8	9	10	11			
May	12	13	14	15	16	17	18			
	19	20	21	22	23	24	25		Mar. 23	Spring Music Assembly
	26	27	28	29	30	31			Mar. 27 - Mar. 30	Spring Break - No School
	S	M	T	W	T	F	S			
							1			
June	2	3	4	5	6	7	8		Apr. 3 - Apr. 6	Spring Break - No School
	9	10	11	12	13	14	15		Apr. 15	Spring Soiree
	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29		Apr. 28	Staff Development
	30									
June	S	M	T	W	T	F	S			
		1	2	3	4	5	6		May 4	May Faire
	7	8	9	10	11	12	13			
	14	15	16	17	18	19	20			
	21	22	23	24	25	26	27			
June	28	29	30	31					May 29	Memorial Day - No School
	S	M	T	W	T	F	S			
June					1	2	3		Jun. 7	Last Day of School & Graduation
	4	5	6	7	8	9	10		Jun. 8 & June 9	Staff Development