WASHBURN RURAL HIGH SCHOOL
STUDENT HANDBOOK
2026-2027

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TOPEKA, KS 66619

ATTENDANCE: (785) 339-4150

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WASHBURN RURAL
JR. BLUES

USD 437 VISION STATEMENT

Auburn-Washburn Schools provides a safe, enjoyable, and challenging school environment where students have the opportunity to achieve their maximum individual education potential. All students receive a balanced education where traditional academics are taught, creativity and innovation are cultivated, and skills for success are developed; preparing them to assume roles as responsible citizens in a global community, the workplace, and in life.

USD 437 MISSION STATEMENT

Auburn-Washburn strives to deliver exemplary, world-class education for all students, instilling in them the academic knowledge, skills for success, and character required to be happy, responsible and productive citizens.

USD 437 CORE VALUES

We believe learning is a lifelong process.
The following values will help realize our Vision:

1. We believe in the value and uniqueness of each STUDENT.

a. Each Student has different needs.
b. Each student should have the opportunity, and be encouraged, to reach their potential.
c. Each student is entitled to a safe, current and well-maintained school environment.

2. We believe that EXCELLENCE in education is a multifaceted process.

a. Excellence requires building meaningful relationships with all stakeholders and especially with students.
b. Excellence requires the commitment and judicious stewardship of the community resources.
c. Excellence prepares students to become happy, responsible, and productive citizens; to successfully live and work in a complex, ever-changing world.
d. Excellence is a combination of academic performance and skills for success.
e. Excellence must be a dynamic and engaging process in order to meet changing needs.
f. Excellence requires rigorous assessment and feedback of both students and staff.
g. Excellence requires focus on the future.
h. Excellence depends upon effective resource management.
i. Excellence, both academic and skills for success, should be recognized and celebrated.

3. We believe that RESPECT and RESPONSIBILITY are essential components of an excellent education.

a. Everyone deserves to be treated with dignity and respect
b. Effective communication enhances trust and cooperation
c. Each student is responsible for their own actions
d. Responsibility for public education rests jointly with students, parents, teachers and community

WRHS VISION STATEMENT

EMBRACE EXCEPTIONAL EDUCATION: We want all students to have a voice, to fulfill their potential, and to realize their dreams. Our vision is to inspire and empower our school community as we embrace exceptional education.

WRHS MISSION STATEMENT

Washburn Rural High School provides a progressive environment of world-class academics, athletics, and activities to foster all students' desires to learn and achieve through open discussion and self-discovery. As educators in pursuit of student success, we continually enhance our skills and knowledge so we may offer the most relevant, effective curriculum in order to achieve our vision.

INSPIRING, CHALLENGING AND PREPARING EVERY CHILD, EVERY DAY

WELCOME

Dear Students and Parents,

I would like to take this opportunity to welcome each of you to Washburn Rural High School for the 2026-2027 school term. On behalf of administration, teachers, and staff, I would like to assure you that we stand ready and willing to assist you in any manner possible. I would also like to express a special welcome to those students who are new to Washburn Rural High School this year. I believe you will find the atmosphere here very positive. Our vision at WRHS is very simple, to deliver an exemplary, world-class education for all students, instilling in them the knowledge, skills, and character required to be responsible and productive citizens.

Our goal is to bring more effective, intensive and creative instruction to each of you. Your responsibility is to perform at your highest level each and every day that you are in class. I would like to issue a challenge to each of you to begin this school year on the right foot and keep moving forward. Any time wasted is time that cannot be replaced. Also, take advantage of the many extra-curricular activities that we offer, whether it be academic activities, school organizations, or athletics. Your high school years will slip by you so quickly. Get involved and take pride in our school.

I look forward to this school year and wish each of you the very best in the many opportunities that await you. Make the most of them. With mutual respect and cooperation, we can succeed together. My door is always open to you – let me know how I can help.

Ed Raines, Principal

STATEMENT OF NON-DISCRIMINATION

The Auburn-Washburn School District, USD 437, does not discriminate against any applicant, employee, or student in the admission or access to educational programs, activities, or employment on the basis of race, color, religion, creed, national origin, marital status, veteran status, gender, age, or the presence of a non-job-related medical condition or disability. The Superintendent or Superintendent Designee, 5928 SW 53rd, Topeka, KS (1-785-339-4000) has been designated to coordinate compliance with nondiscrimination requirements.

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CALENDAR OF EVENTS

WRHS PTO BLUE'S BACKERS

FIGHT SONG/ALMA MATER

WRHS TRADITIONS OF CHAMPIONS

COMMUNITY SERVICE – EMERGENCY DIRECTORY

2026-2027 STUDENT SCHOOL CALENDAR

PERSONNEL

DISTRICT OFFICE PERSONNEL

Shuler Education Center
5928 SW 53rd Street
Topeka, KS (785) 339-4000

SUPERINTENDENT OF SCHOOLS
Dr. Katie Collier
collikat@usd437.net

EXECUTIVE DIRECTOR OF TEACHING & LEARNING
Dr. Jeff DeSota
desotjef@usd437.net

EXECUTIVE DIRECTOR OF HUMAN RESOURCES
Ms. Chelsea Clark
clarkche@usd437.net

EXECUTIVE DIRECTOR OF OPERATIONS
Mr. Rich Jones
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EXECUTIVE DIRECTOR OF BUSINESS SERVICES
Mr. Brett Bauer
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DIRECTOR OF SECONDARY EDUCATION
Ms. Christin Barkemeyer
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DIRECTOR OF SECONDARY SPECIAL SERVICES
Ms. Heidi Carlson
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SUPERVISOR OF TRANSPORTATION
Mr. Andrew Steenbock
steenand@usd437.net

SUPERVISOR OF FOOD SERVICES
Mr. Stan Vallis
vallista@usd437.net

BOARD OF EDUCATION

Member Ms. ShaNoah Emory emorysha@usd437.net	Member Mr. Joe Faul fauljoe@usd437.net	Member Mr. KC Johnson johnsken@usd437.net	Member Mr. Bryan Smith smithbr4@usd437.net
Vice President Mr. Brad Noller nollebra@usd437.net	Member Ms. Jamie Stafford staffjam@usd437.net	President Mr. Jeremy Wiltz wiltzjer@usd437.net	

President and Vice-President TBD at July Board Meeting

WRHS ADMINISTRATION

Ed Raines	Principal
Kyle Reed	Assoc. Principal – A-G
Jaime Callaghan	Asst. Principal – H-O
Kelly Younger	Asst. Principal -- P-Z
Charlie Nimz	Athletic/Activities Director
TBD	Asst. Principal – Student Services
Clayton Schrader	Asst. Principal- Alternative Ed Program

COUNSELING CENTER

Leslie Fischer	A-D
Keith Wetzel	E-J
Emilio Chavez	K-O
Michelle Pegram-Caporusso	P-T
Marcie Frederickson	U-Z, IB, Gifted
Marie Coates	Special Education
TBD	Alt Ed/Reach
Shellby Dunn	School Psychologist
Julie Gomez	Social Worker
Erika Green	Social Worker
Matthew Swedlund	Social Worker

CERTIFIED STAFF

Anderson, Bryan	Language Arts
Arbon, Primo	Mathematics
Au Yeong, Hannah	Social Studies
Bach, Ryan	Social Studies
Badia, Ashley	Student Services
Bailey, David	Science
Barber, Kaylee	World Languages
Barth, Abbie	ELA
Baumann, Lisa	Math
Beasley, Nick	Social Studies
Beck, Hayden	Social Studies/Transitions
Bell, Brian	ELL
Bernick, Paige	Communications
Bolok, Miles	Student Services
Bond, Courtney	Language Arts
Bordewick, Kevin	Science
Bowling, Nick	Language Arts
Bradley, Darren	Social Studies
Braza, Jacent	Student Services
Broaddus, Nicole	Science/Student Services/Gifted
Buhler, Steve	Communications
Bunck, Allison	Science
Burdick, Robert	Social Studies
Calvin, Melissa	World Languages
Casey, Meredith	Music / Band
Cavazos, Hope	World Languages
Chaffee, Luke	Music / Band
TBD	AFJROTC
Coffin, Bliss	Science
Coffin, John	Science
Colligan, Ayeisha	Language Arts
Daniels, Lt. Col. Ronald	AFJROTC
Day, Zach	ELA
Deters, Erin	Agriculture/CTE
Dible, Jana	Family and Consumer Science
Duff, Sean	Social Studies/Communications

Dunn, Melissa	Language Arts
Eliason, Karl	Social Studies
Ellis, Lexi	Speech Pathologist
Ellis, Tim	Science
Esguerra, Ar Jay	Student Services
Exum, Chris	Music / Band
TBD	Student Services/Gifted
Fike, Lindy	Family and Consumer Science
Filoso, Julia	Language Arts
Finney, Victoria	Library Science
Fortman, Randy	World Languages
Foster, Hannah	Language Arts
Fowler, Kyle	Industrial Technology
TBD	Science
Gerlach, Dean	Industrial Technology
Goehring, Jared	Physical Education
Haley, Laurel	Art
Harvey, Scott	Industrial Technology
Hensyel, Brian	Social Studies
Holcomb, Ben	Music / Vocal Music
Holmes, Adam	Social Sciences/Alt Ed
Howard, Heidi	Language Arts
Hunter, Marco	Transitions
Hutchins, Alex	Physical Education
Isaacson, Jessica	Language Arts
Jantzen, Henry	Science
Jones, Cynthia	Business
Jurado, Portia	Student Services
Kellogg, Laura	Student Services
Krasnesky, Schon "Isabelle"	Science
Kuder, Tyler	Music / Orchestra
Kuenzi, Janae	Mathematics
Lake, Tamela	Mathematics
LeDuc, Brad	Art
Lucchesi, Bryan	Communications
Luetje, Jennifer	Communications
Luse, Jessica	Mathematics
Mandapati, Chandrakala	Science
Marquis, Andrea	Language Arts
Mastin, Jay	Business
May, Ruth	Student Services
McCall, Shayna	Student Services
McFall, Brian	Business
McVey, Timothy	Mathematics
Meier, Allyson	ELA
Miller, Jessica	Language Arts
Miller, Justin	Art
Miller, Michael	Mathematics
Nelson, Andrew	Mathematics
Nobleza, Ronaldo	Math
Oleniacz, Brittney	Science/Alt Ed
Osborn, Hillary	Student Services
Pfeifer, Ryan	Science
Pfizenmaier, Tyler	Physical Education
Pracht, Ashleigh	Social Studies
Raugewitz, Samantha	Social Studies
Raugewitz, Zachary	Social Studies
Renfro, Tabitha	Instructional Facilitator

Reno, Kathryn	Business
Ricard, Jolene	Mathematics
Richard, David	Mathematics
Ritchie, John	Language Arts
Sandberg, Marcy	Library Science
Schmitz, Adam	Science
Schmitz, Haley	Mathematics/Computer Science
Schroeder, Emma	Social Studies
Schumacher-Sutton, Athena	Art
Schupp, Kaya	World Languages
Shetler, Theresa	Art
Shipman, Scott	Social Studies
Sostre, Danyelle	Student Services/Inst. Sup. Asst.
Smith, Ryan	Physical Education
Sommers, Kim	Business
Steinert, Michael	Science
Tarwater, Eli	Math
Thomas, Sarah	Instructional Facilitator
Tiller, Jenny	Language Arts
Vanderbogart, Amanda	Physical Education
Weyer, Julie	English/Alt Ed
Wichman, Shelley	Science
Wolff, Jennifer	Math
Wolff, William	Student Services

CLASSIFIED STAFF

TBD	Food Service Manager
Bolin, Robert	Secretary- Camera Room
Calderwood, Lindee	Receptionist/Secretary Security
Cochran, Craig	SRO
Dulaney, Katy	School Nurse
Faurot, Earlina	Secretary- Attendance
TBD	Secretary- Attendance
Hosie, Jennifer	Secretary - Athletics
Jones, Jeri	Secretary – Registrar
Justus, Anna	Secretary - Sub Finder
Kaspar, Susan	Administrative Assistant
Koch, Samantha	Secretary - Bookkeeper
Morrissey, Jessica	Secretary - West Office
Olliso, Elma "Sue"	Health Clerk
Ralston, Sam	Chief of School Police
Redmond, Arthur	Head Custodian
Roe, Sandra	School Nurse
Sharp, Cindy	Secretary - Alt Ed
Wunder, Justin	Security Officer
TBD	Security Guard

ENROLLMENT

WRHS RESIDENCY POLICY

(JBC Board Policy Regarding Attendance of Out-of-District Students)

No one shall be afforded education in the facilities of this district until they are a school resident, as defined per State Statute, of the district and that when they cease to be a school resident of the district, we shall cease to furnish them with the educational facilities of this district, except as set forth below:

ENROLLMENT (See IIBGB, JBCA, JBCB, JBCC, and JQKA)

Resident Students

A "resident student" is any child who has attained the age of eligibility for school attendance and lives with a parent or a person acting as a parent who is a resident of the district. Children who are "homeless" as defined by Kansas law and who are located in the district will be admitted as resident students. For purposes of this policy, "parent" means the natural parents, adoptive parents, step-parents, and foster parents. For purposes of this policy, "person acting as a parent" means a guardian or conservator, a person liable by law to care for or support the child, a person who has actual care and control of the child and provides a major portion of support, or a person who has actual care and control of the child with written consent of a person who has legal custody of the child.

Nonresident Students

Details concerning the enrollment and continued enrollment process for nonresident students may be found in board policy JBCC.

Enrollment Restriction

Unless approved in advance by the board, no student, regardless of residency, who has been suspended or expelled from another school district will be admitted to the district until the period of such suspension or expulsion has expired.

Enrollment Procedures

The superintendent shall establish orderly procedures for enrolling all students, including pre-enrollment, changes in enrollment, normal enrollment times, and communication to parents and to the public.

A. Staff members' children may attend any school in the district if enrolled prior to September 20 of the current school year if they are employed by the district in a position that qualifies for benefits only to the extent that resources and space are available, and a student is considered in "good standing" as previously reflected by his/her attendance, conduct, academic history, and with no substantial outstanding fees. A written request must be submitted to the Superintendent of Schools by current employees on or before May 1 of the previous school year. New staff must make their request immediately upon being hired (prior to September 20 of the current school year). Currently enrolled K-12 non-resident students, including staff members' children, may be re-admitted through an annual application process and only to the extent that resources and space are available and a student is considered "in good standing" as reflected by his/her attendance, conduct, academic history, and with no substantial outstanding fees. The written request shall state if the student is coming from outside of district or desiring to attend an elementary school outside their residence boundary.

B-1. Anyone residing outside the district with their new legal residence being constructed or purchased within the district and occupancy is planned within sixty (60) school days after the student has enrolled and attending prior to September 20 of the current school year may attend district schools subject to approval by the Superintendent. If occupancy has not occurred within the allotted time, the student shall not be allowed to continue attending a district school. An extension of time may be granted at the discretion of the Superintendent.

B-2. Individuals who are residing in temporary housing but desire their permanent new residence to be in the USD 437, may seek permission to enroll their children in USD 437 from the Superintendent of Schools. If permanent housing is not found inside the boundaries of the district within a reasonable period, the student(s) shall be required to transfer to their district of residence at an appropriate time.

C. A student who has a school residence in the district continuously between July 1 and December 30 of the preceding school year, and who was enrolled in the district on the immediate preceding

September 20 and who is presently residing outside the district because that student's parents sold their residence in the district and are in the process of constructing a new residence within the district and plan the construction of the new residence within the district may attend the school for ninety (90) school days during the construction of the new residence. Residency requirements shall be reviewed by the Superintendent at the end of said ninety (90) school days.

D. Students whose families move to a residence outside the district during the school year may remain in the USD 437, if they so desire, until the end of the school year in which they move. Parents shall be required to furnish transportation to the school or to the nearest bus route transporting students to their child's attendance center. (See Rule A for high school exception)

E. A student living outside the district who has been accepted to, and is enrolled in, WRAHS and is making satisfactory progress may continue without further applications. However, said students are subject to "good standing" criteria as established by USD 437 and may be denied admission for failure to meet the same.

ENROLLMENT OF NONRESIDENT STUDENTS (See JBC, JBCA, JBCB, and JQKA)

Kansas law requires the board to allow nonresident students in grades kindergarten through grade twelve to enroll in and attend the schools of the district if the board's capacity determination finds there are open seats for such students. In order to determine the district's capacity to accept nonresident students at each grade level (grades kindergarten through grade twelve) in each district school, the board has adopted this JBCC. For specifics on this policy, please go to usd437.net/board/policies for detailed information.

IN-DISTRICT STUDENTS: STUDENTS LIVING IN USD 437 WHO CHOOSE TO ATTEND SCHOOL IN ANOTHER DISTRICT WILL BE ALLOWED TO RE-ENROLL AT WRHS AT THE END OF THE FIRST SEMESTER. TO ENROLL EARLIER THAN THE END OF THE SEMESTER WOULD REQUIRE THE APPROVAL OF THE SUPERINTENDENT.

TRANSFER CREDITS FROM DOMESTIC ACCREDITED SCHOOLS

WRHS will accept all transfer credits from other accredited high schools. For online credit approval procedures after enrollment, see board policy IIBGB. WRHS will award an honors point for transferred honors classes only if WRHS also offers that honors class in the curriculum. Required courses can only be taken for credit at an off-campus location with prior approval from the WRHS administration.

TRANSFER STUDENTS FROM DOMESTIC NON-ACCREDITED SCHOOLS

The following policy will be followed in determining the amount of credit to be granted for students transferring to WRHS from a non-accredited school:

- No credit will be awarded for courses not offered at WRHS.
- Credit may be granted for transferring courses if a) the course work is in a sequential curricular area, and b) the next level of the course is taken and passed at WRHS. Example 1: if Spanish 3 is passed at WRHS, credit will be granted for Spanish 1 and 2 taken at the high school level at a non-accredited high school. Example 2: if Math 2 is passed at WRHS, credit will be granted in Algebra 1 and Geometry taken at high school level at non-accredited high school.
- Courses taken at the non-accredited high school which are not sequential in nature will be considered for granting credit. Interviews will be held with the student and a representative of the department of the course(s) in question; the student will have the opportunity by various methods to demonstrate the level of mastery of the course content; if the WR representative is satisfied that the course content and level of mastery of the course is sufficient, credit will be awarded for the course(s).
- The grade for the transferring course(s) will be recorded as a 'P' for 'pass', and no grade points will be awarded toward the student's overall GPA.

CREDIT FOR USD 437 MIDDLE SCHOOL CLASSES

Credit for the following Grade 8 WRMS classes may be awarded if the student successfully completes the next level course at WRHS: Integrated Math 1, Integrated Math 2, English 9, Business Essentials/Computer Applications, Intro to Computer Science, Intro Family and Consumer Science, Design, Spanish 1, French 1.

WRAHS TRANSFERS

Any WRAHS student who wishes to transfer back to the main school may only do so at the beginning of a semester.

FOREIGN EXCHANGE STUDENTS

- All Foreign Exchange students must receive prior approval from the building principal **before** being allowed to enroll. Request must be made in writing.
- Foreign Exchange students are required to be proficient in English upon arrival at WRHS. An English proficiency test must be signed by the student, parent/guardian and sponsoring organization verifying that the results of the test are those of the prospective exchange student. The test must be submitted with the application packet.
- All requests to attend must include a transcript in English and all requests must be received at WRHS by August 1 of each school year. Furthermore, the student must be enrolled prior to September 20 of each school year.
- The sponsoring organization must contact USD 437 Transportation Department, at 785-339-4050, to confirm that the host family resides in the District. If home placement is changed during the school year, it shall be the responsibility of the sponsoring organization to ensure that the new placement is in the boundaries of USD 437.
- WRHS will accept up to 20 students per year.
- No more than 4 students from any one country will be accepted per school year.
- No diplomas will be granted to Foreign Exchange students, and they will not go through the graduation exercises. They will be given a certified transcript for their completed coursework at WRHS.
- All Foreign Exchange students will enroll in a full schedule containing the following courses:
    - U.S. History
    - U.S. Government
    - English – appropriate level
    - Math – appropriate level
    - Science – appropriate level
    - Electives

GRADUATION EXERCISE PARTICIPATION

To participate in the Commencement ceremony a student must have successfully completed the graduation requirements set forth by the Kansas State and USD #437 Boards of Education (see page ~~9~~10). While the Counseling Department has the primary responsibility of tracking each student's progress toward graduation requirements, students are expected to monitor their own progress by periodically checking with their counselor in regards to timely completion of all graduation requirements.

A student who is one unit of credit short may still participate in the graduation ceremony. Students who do not have the required number of credits are encouraged to enroll in summer school, night school, or a correspondence program. The student will receive a diploma when the graduation requirements have been completed and recorded on the transcript.

Students under suspension or expulsion will not be allowed to participate in the graduation ceremony.

Additionally, students who engage in any act of vandalism or behavior that disrupts the school environment may be assigned community service to be performed at WRHS. Such service must be completed before graduation ceremonies in order to participate.

Graduation regalia must be directly related to WRHS school programs and activities. Outside regalia is not permitted unless otherwise permitted in law.

HONOR GRADUATES

A Senior with a cumulative 3.650 GPA or above at the end of seven semesters will be designated as an HONOR GRADUATE and will wear a Gold Cord at Commencement. Seniors with a cumulative 4.00-4.499 GPA at the end of seven semesters will be eligible for Silver Honor Medal recognition. Seniors with a cumulative 4.50 GPA or above at the end of seven semesters will be eligible for Gold Honor Medal recognition. All and any graduating regalia must be directly related to WRHS school programs and activities. Outside regalia is not permitted. Any student who has been disciplined for academic dishonesty in their high school career is not eligible for honor graduate recognition, unless they have completed the Restorative Justice process.

TEXTBOOK, INSTRUCTIONAL MATERIALS AND TECHNOLOGY FEE

Fees are due at the time of enrollment. Following is the payment and refund schedule for students who enroll late or withdraw early from the district:

	Enrollment Charges	Refund
1st 9 weeks	100%	75%
2nd 9 weeks	75%	50%
3rd 9 weeks	50%	25%
4th 9 weeks	25%	0%

ENROLLMENT, COURSE AND MISCELLANEOUS FEES

Enrollment, course and miscellaneous fees are due upon notification. A list of secondary course fees is available on the school website.

INSTRUMENT RENTAL

Students enrolled in instrumental music may rent school owned music instruments if available with permission of the music teacher.

LIBRARY MATERIALS/TEXTBOOKS

When students check out library materials or textbooks, it is the responsibility of the student to return them in the same condition as they received them. Library materials or textbooks not returned or returned damaged will result in the student being assessed a charge for the lost or damaged items. A unique identification number is recorded for each item. It is the responsibility of the student to check in the item that bears the exact same identification number as that was checked out to them.

UNRETURNED OR DAMAGED PROPERTY

Any school property not returned or returned damaged will result in the replacement or repair cost of the item being charged.

OUTSTANDING FEES

A notice of outstanding fees will be mailed to your home at the end of the school year. This notice will be in addition to any other notices parents have received during the school year. If these debts to the school are not taken care of by the parent or student, the school may turn these over to a **COLLECTION AGENCY/ATTORNEY.**

RETURNED CHECKS

Checks returned for any reason are sent directly to the District Business Office. If the returned check is not resolved by the deadline specified in the notification letter, the returned check may be forwarded to a COLLECTION AGENCY/ATTORNEY for collection. The COLLECTION AGENCY/ATTORNEY will add a service fee to the amount of the check. The total amount of the check and service fee may be electronically debited from your checking account by the COLLECTION AGENCY/ATTORNEY.

OTHER FEES

Students may be responsible for fees and admission costs associated with some field trips. Students will be notified in advance in these circumstances. These fees must be paid in advance and cannot be billed for payment at a later date.

WITHDRAWAL POLICY

Students who withdraw from school, for whatever reason, must checkout through the Registrar's office of the high school. Parents/guardians must notify the school to approve a student's request to withdraw. A withdrawal form must be filled out and signed by all teachers to whom the student is assigned. Unless a student officially withdraws through this procedure, student records (such as health records, grade cards, and transcripts indicating credit earned) cannot be mailed from the office to the student's next school. Refunds will be pro-rated based on length of stay. See bookkeeper for details. ***Withdrawing during a semester may result in a student receiving no credit for the semester.***

SCHOOL COUNSELING DEPARTMENT

Our counseling center staff provides developmental, preventive and crisis support to all students through a comprehensive counseling program that includes guidance curriculum, individual student planning, responsive services, and system support for social-emotional, educational, and career development. Our program provides direct and indirect student services as a cooperative effort between school counselors, parents, students, educators, and the broader community that guides our students towards lifelong learning and achievement.

We encourage students to follow our updates through our website.
https://sites.google.com/usd437.net/counselors

Counseling Center Services

- School Counseling Curriculum
  - Grade-level specific advisory lessons
  - Whole school educational and career/college guidance activities
- Individual Student Planning
  - Individual Plans of Study and Enrollment
  - Graduation Credit Monitoring
  - Career Exploration
  - Volunteer Opportunities
  - Career/Technical Education Pathways
  - Washburn Tech, IB, AP, and Washburn University Dual Credit Enrollment
  - College Testing, Search and Application
  - Scholarships
- Responsive Services
  - Small-group counseling
  - Individual counseling
  - Student Referrals
  - Interventions and academic support
  - Parent Consultation
  - Personal Crisis
- School System Support
  - Crisis management
  - Staff training
  - Community partnerships

Visiting the Counseling Center and Communication

Counselors, social workers and the school psychologist are available Monday-Friday from 7:30am-3:30pm. To see a counselor, the student can visit the counseling center. If the counselor is not immediately available, the student can write their name on the whiteboard outside the counselor's office and a pass will be sent for the student. Students and parents are also welcome to email or call

the counseling center staff to request an appointment or for other inquiries. **Please note that counseling center staff are only available by email or phone during school hours.** For emergencies or a crisis situation, families should contact 911 or Astra Mental Health and Recovery (previously Family Service and Guidance Center) crisis hotline at **785-232-5005**.

Crisis Hotline
If a student or family is in crisis, Astra Mental Health and Recovery (previously Family Service and Guidance Center) has a 24-hour hotline. Professional counselors are available to assist. The number is **785-232-5005**.

Threat Assessment/Suicide Screener
Protecting the health and well-being of all students is of the utmost importance to Washburn Rural. When a student is identified as being at risk of hurting themselves or others, a staff member will complete a threat assessment or suicide screener and connect families to appropriate resources. Students and parents are encouraged to access more information at https://usd437.net/suicide-awareness. The suicide hotline is 988.

WASHBURN RURAL HIGH SCHOOL
GRADUATION REQUIREMENTS
CLASS OF 2027

SUBJECT AREA	CREDITS	SPECIFICALLY
English	4	3 credits in English 0.5 English Elective 0.5 credit Speech (Debate, Forensics, or Theatre I; Intro to Theatre will substitute)
Social Studies	3	1 credit in World History (Hon Hum 1,2, AP Art History or AP European History will substitute) 1 credit in US History 0.5 in Government 0.5 in Social Studies Elective
Science	3	1 credit in Biological Science 1 credit in Physical Science (Chemistry, Physics or Comprehensive Forensic Science) 1 credit in additional Science
Mathematics	3	3 credits in any Math
Physical Education/Health	1	1 credit in Boys or Girls PE, 9th Grade Strength, or JROTC 1 & 2
Fine Arts	1	1 credit in Music, Theatre or Art
Practical Arts	0.5	0.5 credit in Business, Industrial Technology, Family and Consumer Science, Agriculture, Computer Science or stagecraft
Computer Technology	0.5	0.5 credit in Keyboarding, Computer Applications, Computer Science or Business Essentials
Electives	9	All other classes beyond the minimum requirements
TOTAL CREDITS REQ.	**25**	

Note: High school graduation requirements and college entry requirements are not the same. Please plan according to your future plans and goals.

WASHBURN RURAL HIGH SCHOOL
GRADUATION REQUIREMENTS
CLASS OF 2028 and after

SUBJECT AREA	CREDITS	SPECIFICALLY
English (Communications)	4	3 credits in English 9, English 10, English 11 0.5 English Elective 0.5 credit in Speech (Speech, Debate, Forensics, Theatre) May also be satisfied through taking two years of Literature HL in the IB program.
Social Studies (Social and Humanities)	3	1 credit in World History (Honors Humanities: The Middle Ages to the Enlightenment and AP Art History, or AP European History will substitute for this.) 1 credit in US History 0.5 in Government & Politics 0.5 additional Social Studies credit
Fine Arts (Society and Humanities)	1	1 credit in Music, Art, Theatre, Debate, Forensics, or Photo Imaging
Science (STEM)	3	1 credit in Biological Science 1 credit in Physical Science (Chemistry, Physics or Comprehensive Forensic Science) 1 additional Science credit
Mathematics (STEM)	3	3 Math credits
STEM or CTE (Career Technical Education)	1	1 additional credit in Science or Math OR 1 credit in CTE technical or application level (see pages 10-14 in CPG)
Physical Education/Health	1	.5 credit in Boys/Girls PE or 1 credit in 9th Strength AND .5 credit in Comprehensive Health OR 2 credits in JROTC 1 and 2
Financial Literacy	0.5	0.5 credit in Financial Literacy course
Electives	8.5	All other classes taken will be considered elective classes including excess courses in core subjects.
Postsecondary Assets	0	Students must earn two post-secondary assets (academic or career) throughout high school. **Academic examples:** KBOR Curriculum, 21 ACT, 1060 SAT, ASVAB military qualification, 9+ college hours, AP (3+), IB (4+), State Assessments (3+), Workkeys (silver) **and more.** Check with your counselor. **Career/Real World examples:** 90% attendance, 40 service hours, involved in 2 school activities, Eagle Scout, Gold Scout, Workplace learning, 4H Key Award, Industry Recognized Certifications (eg. CNA), JROTC, **and more**. Check with your counselor.
TOTAL CREDITS REQUIRED	**25**	

KANSAS QUALIFIED ADMISSIONS

The Kansas Board of Regents universities (Emporia State, Fort Hays State, Kansas State, Kansas, Wichita State, Pittsburg State) use the standards below to review applicants for undergraduate admission.

To guarantee admission, students must complete the Qualified Admissions standards GPA-and by meeting one of the following requirements:

- ESU, FHSU, WSU, PSU: ACT 21 OR 2.25 GPA
- KSU: ACT 21 OR 3.25 GPA
- KU: 3.25 GPA OR ACT 21 with a 2.0 Cumulative GPA

If you enroll in college courses while you are in high school, it is also required that you achieve a 2.0 GPA or higher in those courses.

KANSAS SCHOLARS' CURRICULUM

Students who complete the following curriculum, and meet other requirements regarding ACT score and GPA, are eligible to be considered for Kansas State Scholar designation. State Scholars are then eligible to apply for specific State Scholar Financial Aid/Scholarships. The curriculum consists of:

English: 4 units, one full unit taken each year of high school, speech does not count
Math: 4 units of math, Integrated I and beyond
Science: 3 units, 1 unit each in Biology, Chemistry and Physics
Social Studies: 3 units, 1 unit each in US History and World History, .5 unit in US Government
World Language: 2 units in the same language

GUIDELINES FOR COURSE ENROLLMENT

Washburn Rural High School has a seven-period day from 7:55 AM to 3:02 PM. Students are required to be enrolled in seven classes per day. Required courses must be attempted first at WRHS before being taken off campus or in an online setting unless approved by the principal.

CLASS CHANGES

When students complete pre-enrollment in the Spring, their course options determine what classes are offered and how often. Teachers are hired and assigned based upon Spring pre-enrollment. Therefore, class changes are limited. Before a semester begins, counselors will work to accommodate change requests as much as possible. However, once the semester begins, schedule changes will not be allowed for teacher, lunch, period, or class preference. The only course changes allowed will be for students who want to change levels (e.g., English 9 to Honors English 9) or upon the approval of an administrator. No level changes will be made after week six of any given semester, or year long class.

If a student voluntarily withdraws from a class after the first 20 calendar days of a semester, a grade of WNC will be entered on the transcript and calculated accordingly in the overall GPA.

REPEATING A COURSE

If a student and/or parent choose for the student to repeat a course at WRHS that they have previously taken the grade and award of credit will be based on the second attempt. The grade and credit from the first attempt will be removed from the student's permanent record. No second attempt opportunity will be granted for non-WRHS classes. Information related to retaking a course can be obtained at the WRHS Counseling Center.

REDUCED SCHEDULE

A reduced schedule is only available to students with extreme circumstances, or if a student is a second semester senior. Students desiring a reduced schedule must discuss the extreme circumstances with the appropriate administrator. Second semester seniors desiring a reduced schedule must be enrolled in a minimum of five courses and submit the request in writing to the appropriate administrator. The request must include the following information:

1. Reason for the request (could include taking day classes at a post-secondary institution, working full time at a worthwhile job, etc.).

2. Parent/guardian approval.
3. Evidence of adequate progress toward graduation. It is required that seniors must complete their second semester classes at WRHS, if credit is needed to graduate.
4. It is understood any student on a reduced schedule must leave campus. Students who wish to remain on campus on a regular basis during an unscheduled period must have administrative approval.

The appropriate counselor and administrator will visit with each student requesting the reduced schedule before making a decision.

OFF-CAMPUS COURSE ENROLLMENT OPTIONS

With parental permission, eligible students who can complete graduation requirements as prescribed by the Board are eligible to be released from school during the regular school day to attend classes at a university, community college or technical college. (Board Policy IDCE regarding College Classes.)

1. Juniors and seniors may choose to attend Washburn Institute of Technology in the morning (transportation is provided). Students attending in the afternoon are required to provide their own transportation.
2. Eligible juniors and seniors may attend a college for one or two courses per semester. Students **must** submit proof of enrollment to the WRHS registrar within one week of the start of the high school semester. College courses shall not be used in the calculation of the student's high school GPA; they will receive a grade of "P".
3. The student must provide official, written verification from the college of grade and credit earned. IF COLLEGE COURSE(S) IS TAKEN TO COMPLETE A FULL SCHEDULE 1st SEMESTER, OR TO HAVE A MINIMUM OF FIVE CLASSES 2nd SEMESTER, ***GRADES FOR COLLEGE COURSES TAKEN 1st SEMESTER MUST BE SUBMITTED BY JAN. 6.*** In order to be eligible for the Honor Roll, grades MUST be submitted by Jan. 3 for 1st semester, and the student's last day of school 2nd semester.
4. Students must earn a grade of 70% or higher to receive credit on their high school transcript from any off-campus course. WIT grade(s) will be recorded on official transcript and used in the calculation of the student's high school GPA; college and correspondence courses will receive a "P" grade and not be used in the calculation of the student's high school GPA.
5. Students will be excused from WRHS attendance only for courses taken during our school day. Online classes do not meet this requirement since these classes have no set schedule.
6. One-half unit of high school credit will be given for each three-hour college course.
7. Students taking off-campus courses who are concerned with eligibility should contact the activities office or their counselor.
8. Students must attempt to take a required class at WRHS first, before taking it online, summer school, night school, or correspondence. Exceptions must be approved by the principal.

SUMMER SCHOOL

WRHS Summer School session is for students who need to repeat a semester course in which the student did not receive credit during the General Education school year. Upon successful completion of a summer school course, the student will be granted .5 credits (one full semester) in that course. Note: Summer School is a "General Education" setting and no "Special Education" services are provided.

The WRHS Summer Session runs for Approx. 16 days in June from 8:20 AM until 12:00 PM. Punctuality and attendance is very important. Additional detailed information and registration forms will be available in the high school counseling office at the beginning of the spring semester. No credit earned in any summer school opportunity can be used for KSHSAA eligibility purposes.

SCHOLARSHIPS

Seniors should regularly check the counseling website for scholarship opportunities. Many scholarships are added to the database throughout the year. Most scholarship is awarded for the attending college. Students are encouraged to research their opportunities closely.

RECOMMENDATION LETTER REQUESTS

Many college and scholarship applications require a counselor and/or teacher letter of recommendation. Students should request recommendation letters in person with at least two weeks notice.

TESTING

Many tests are available to students throughout their high school career. Students should become familiar with these tests to determine which ones they will need to sit. Students are encouraged to discuss their testing options with a school counselor.

KANSAS ASSESSMENT TESTS

Kansas assessment tests will be given in academic areas according to state guidelines. These assessments are designed to measure student achievement.

PSAT/NMSQT

The Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) is available in October to freshmen, sophomores, and juniors. The PSAT measures reading, writing and math skills and prepares students for admission exams. In addition, juniors are entered into the National Merit Scholarship Competition and other scholarship competitions through this test. The cost is around $20.

ACT and SAT

The ACT and SAT are college admission exams in reading, writing, and math. The ACT also includes an optional science section. While most colleges are currently test optional, many still use test scores for scholarships. For colleges that take test scores, both the ACT and SAT are accepted. Students are recommended to take either the ACT or SAT during second semester of junior year. Students must register for the ACT at www.act.org or the SAT at www.collegeboard.org. Students who qualify for free or reduced lunch are eligible for fee waivers and should see their school counselor for details. The state of Kansas offers a free ACT to Juniors in late February/early March. Registration is completed at the school for the state ACT.

ASVAB

The Student ASVAB is the first step in helping students determine their strengths and possible career paths through the Career Exploration Program supported by the military. Military entrance is not required to participate, scores and student information will not be released to recruiters, and there is no cost to students associated with the exam. WRHS offers the ASVAB 1-2 times a year.

TEST DATES

ACT	SAT
www.act.org	www.collegeboard.org
*September 19, 2026	August 22, 2026
*October 17, 2026	September 12, 2026
December 12, 2026	October 3, 2026
February 27, 2027	November 7, 2026
April 10, 2027	December 5, 2026
*June 12, 2027	March 6, 2027
July 10, 2027	May 1, 2027
	June 5, 2027

* Denotes administration at WRHS

ADVANCED PLACEMENT

Advanced Placement (AP) exams are available in May. Students enrolled in AP courses have the option to take the test for a cost of around $104. The exams are scored on a scale of 1-5. In Kansas, college credit is awarded for a 3 out of 5 except in Physics and Art History which require a 4 to earn credit.

INTERNATIONAL BACCALAUREATE

International Baccalaureate (IB) exams are available in May. All students enrolled in the IB Diploma Program take the exams with no fee. However, students may be responsible for a registration fee charged by the IBO. The exams are scored on a scale of 1-7. In Kansas, college credit is awarded for a 4 out of 7.

GRADING POLICY

GRADING POLICY

The grading policy is based on the belief that all students can learn and achieve at high levels. Appropriate interventions will be implemented if a student does not achieve the minimum requirements. The grading and reporting of individual achievement are based on demonstration of meeting course requirements.

Letter grades will be defined as follows:

Grade of 'A'	Average of 89.5% and above
Grade of 'B'	Average of 79.5%-89.49%
Grade of 'C'	Average of 69.5%-79.49%
Grade of 'INC'	Incomplete: Coursework is not complete. A student has ten school days (Monday-Friday) from the end of the grading period to complete coursework (exceptions: long medical absences, performance contract, IEP). A grade of 'INC+' will change to a 'C' if the student does no additional successful work within the ten-day period. A grade of 'INC-' will be changed to a 'NC' if the student does not do the necessary work successfully within the time allowed. 'INC- 'should give a clear message to the student and the parent that, without further work being done, the student will not receive credit.

Grade of 'NC' means the student has earned NO CREDIT. This will be calculated into the GPA.

PERFORMANCE CONTRACTS FOR EXTENDED TIME MAY BE USED AT ANY TIME DURING THE COURSE BUT MUST BE USED TO EXTEND TIME BEYOND TEN DAYS AT THE END OF THE SEMESTER. THIS CONTRACT CAN BE CONTINUED AS LONG AS THE TEACHER DETERMINES PROGRESS TOWARD SUCCESSFUL COMPLETION IS BEING MADE.

It is the classroom teacher's responsibility when reporting unfavorable performance (Incomplete – INC+/INC-) to conference with the student and with the parent or guardian.

At the high school, each department will determine the following:

The number, types, and evaluation criteria for the major assessments of all sections of a particular course will be consistent within the department. The entire department will use the same method of determining the final grade when expanded and extended opportunities to learn are utilized. Each department will develop comprehensive finals that will be used for each course each semester.

GRADE POINT AVERAGE (GPA) CALCULATION

WRHS has a weighted grading scale.

A = 4.0
B = 3.0
C = 2.0
NC = 0.0

Courses designated as Honors, Accelerated, Advanced Placement, and International Baccalaureate courses are weighted accordingly. For weighted courses, an additional grade point is added for an A, B, or C grade. Academic Dishonesty may result in revocation of weighted credit. Please see Academic Dishonesty Policy for more information.

WRHS will award an honors point for transferred honors classes only if WRHS also offers that honors class in the curriculum. In addition, honors points will only be awarded if the course taken at the previous school was in fact an honors course at that school.

NOTE: Grades from college courses, correspondence courses and Student Service classes ARE NOT calculated in GPA. All other courses are calculated in GPA (Orion, WIT, Edgenuity Summer School and Independent Study courses).

PASS-NC SYSTEM

Conditions: (Forms available in Counseling Office)

1. Only seniors and juniors will be allowed to request the Pass-NC option.
2. No student may request more than ONE Pass-NC class per semester at WRHS.
3. Students must request to use the Pass-NC system within the first six weeks of the class session, with teacher approval.
4. Once the student is approved for the Pass-NC, they remain on it throughout the semester.
5. Students on Pass-NC will receive regular grades throughout the semester.
6. Grade-point averages will be arrived at by averaging only regular grades. Classes receiving a passing grade will not be included in the GPA; however, classes receiving NC will be calculated in the GPA.
7. Only classes taken for elective credit may use the Pass-NC option.
8. All Pass-NC requests must be approved by the counselor.

FINAL EXAM POLICY

In case of an absence(s) during the week of Finals, the student must make arrangements with the teacher(s) to take the final(s) upon return from the absence. **No finals will be taken early without the approval of the principal.**

GRADE REPORTING

Grades will be posted on the parent portal at the end of the first three grading periods. Grades are posted to the Parent Portal on real-time basis. Please check your Parent Portal Account frequently for the most current information on your child's progress. Additionally, weekly notifications are sent in the event that a student performs lower than a 70% on assignments, quizzes, tests, or assessments.

HONOR ROLL EACH SEMESTER

To be eligible for the High Honor Roll, a student must be enrolled full time or a senior on reduced schedule per board policy (7 classes or 3.5 credits attempted, this includes college classes taken to be considered a full-time student) and have a grade point average of 4.00 or higher (A = 4, B = 3, C = 2).

To be eligible for Honor Roll, a student must be enrolled full time or a senior on reduced schedule per board policy (7 classes or 3.5 credits attempted, this includes college classes taken to be considered a full-time student) and have a grade point average of at least 3.65.

Pass-NC courses will not be counted in the average; however, such courses do count toward full time enrollment. Students enrolled in the Washburn Institute of Technology will have the letter grade counted for each of the hours attended per day.

At the time that Academic Honors are calculated, any student who has an Incomplete (INC) is not eligible.

NATIONAL HONOR SOCIETY

WRHS follows guidelines through our charter set by the National Honor Society. All students with a cumulative GPA of 3.85 or above are invited to apply during the 1st quarter of their junior and senior years. The application process consists of completing an application, writing an essay and procuring recommendations from people who can attest to character. A five-member faculty committee representing each department reviews and votes according to student character, activity involvement and community service.

RENAISSANCE

Renaissance is a program designed to recognize, reward, and motivate students in the areas of academics and attendance. In addition, Renaissance members practice leadership skills and planning by engaging in meaningful school and community service events.

Renaissance Card Holders:

- Students qualify for a Renaissance Card based on GPA and the criteria listed below.
    - No Unexcused absences in the previous semester
    - No NC's in the previous semester
    - **Weighted** GPA from the previous semester (levels defined as followed)
        - Blue Select: All A's (Unweighted 4.0)
        - Blue: 3.87+
        - Silver: 3.65 – 3.86
        - White: 3.5 – 3.64
    - The 4th tardy to a single class or more than 7 total tardies in one semester will result in the removal of Renaissance Card privileges.
- **Additional Student Recognition:**
    - Students improving their GPA by .5 or more from one semester to the next.
    - The student with the most improved GPA from one semester to the next.
    - Student(s) with perfect attendance.
- **Academic Dishonesty may be grounds for removal of Renaissance Benefits. Please see Academic Dishonesty Policy for more information.**

Please note enhancements may be made to program benefits that may not be reflected in handbook.

ACADEMIC LETTERS

Requirements to obtain an Academic Letter are as follows:

A. 3.650 and above grade point average maintained for each of the two semesters for one academic school year. No grade lower than a "C" is allowed.
B. Students must be enrolled in a full schedule.
C. Students receive one white chenille "W" for their initial lettering.
D. Students will be eligible to receive a recognition bar for each additional year of qualification.
E. Awards will be presented in the fall of the following school year.

TRANSCRIPTS

TRANSCRIPT PROCESSING

- Unofficial transcripts are available on the student/parent portal.
- Official transcripts can be sent via www.naviance.com.

ATTENDANCE

ATTENDANCE POLICY

A student's attendance record is a very important part of his/her permanent record. Students with regular attendance will be more successful in their classes. Students are expected to be present and punctual for all classes throughout the year. The responsibility of school attendance is with the student and his/her parents. In an effort to maintain precise attendance data, WRHS utilizes a digital scanning interface. Students are responsible for scanning their ID cards (digital credentials) upon arrival to avoid being marked unexcused or absent.

When a student is absent it is the responsibility of the parents to call the Attendance Office (785-339-4150) or report the absence in the Infinite Campus Parent Portal (app can be downloaded from the app stores) on the day of absence. The call should be made before 9:30 AM. The Attendance Office is open at 7:00 AM for calls.
Any work missed must be made up by the student in order to receive credit.

The SCHOOL will determine whether the absence is excused or unexcused. Board policy allows USD 437 to accept **only** the following as valid reasons for excusing an absence:

1. Illness- short or long-term illness (verified by notification from doctor).
2. Medical appointment- appointment for medical treatment (a doctor's note or appointment card must accompany the student upon return and be given to the attendance office).
3. Family crisis.
4. Extended absences- (i.e.: family vacation) when expressly requested by the parents or guardian and prior arrangements have been made in preparation for the absence as defined in the Student Handbook.
5. School approved activities.
6. Obligatory religious observances.
7. Other extraordinary circumstances may be excused at administrative discretion
   Common examples of absences that will *not* be excused include; but not limited to:
   - Job Interviews
   - Haircuts
   - Senior pictures
   - DMV appointments
   - Oversleeping

Within a semester grading period, students must attend class, or a school-approved activity, a minimum of 90% of the periods the class meets to routinely receive credit. Failure to attend a minimum of 90% will not affect the grade given in any class but may result in no credit being granted - despite the grade. After the first ten minutes of class, whether an absence is excused or unexcused, students will be counted absent.

If attendance falls below 90% due to exceptional circumstances, a request can be made to determine whether or not credit will be granted. If a student or parent request an attendance review to gain credit for a class in which absences are excessive, they will have to account for ALL absences, excused and unexcused. There will be no differentiation between excused and unexcused absences when computing total absences in any class. Exemptions from the attendance policy may be granted on a case-by-case basis upon receipt of a medical doctor's attestation that the student's absences were medically necessary. Other unusual circumstances may also be considered at the discretion of administration.

Parents/guardians will be notified by the attendance office when the students have accumulated 50% and exceeded 100% of the allowed absences for each individual class/hour. Notification will be made as follows:

5 absences	More than 100% equals 10 absences
A parent Courtesy Letter by email	Written notification by mail or email. Parent/students must contact their Assistant Principal for attendance review or credit will be lost.

MAKE-UP WORK POLICY

In case of illness where the student is absent for an unusually long period of time, special consideration will be given and a schedule for make-up work will be worked out in cooperation with the student, parent, and teacher. The student will initiate this request. Homework can be requested after the student's third consecutive absence.

EXTENDED ABSENCE POLICY (THREE OR MORE DAYS)

Students who know they will be absent in advance for such things as family vacations and trips, MUST CONTACT THEIR TEACHERS BEFORE THE ABSENCE and make arrangements for assignments and tests. An extended absence form is available from the Attendance Secretary. This form must be completed and returned to the Attendance Secretary well in advance of the extended absence. The Extended Absence Form must be filled out or the absence will be unexcused. An extended absence is strongly discouraged during the academic year due to the loss of instructional time.

SHORT-TERM ABSENCE POLICY (LESS THAN THREE DAYS)

When a student is absent due to a short-term illness, he or she will be expected to make up assignments and tests that were announced during the absence. The time allowed to make up the work will be proportional to the time allowed for the students that were present, up to a maximum of two class periods.

In case of doctor appointments, field trips, activity trips, etc., where school is missed for all or part of a day, STUDENTS ARE EXPECTED TO HAVE THEIR ASSIGNMENTS ON TIME THE SAME AS ALL OTHER STUDENTS IN CLASS. It is the student's responsibility to get the assignments for the class from the teacher or other students. IT IS THE STUDENT'S RESPONSIBILITY TO INITIATE MAKE-UP WORK ASSIGNMENTS.

TELEHEALTH

- Students attending telehealth appointments will be counted absent from class (excused absence, "MD").
- The counseling office will handle the scheduling of the telehealth room. Alt Ed also sets up telehealth appointments in their office area and will manage the scheduling of telehealth appointments in their office.
- If a parent calls attendance to report a telehealth appointment, the attendance secretary will note the absence, record the appropriate code in IC and tell parents that the student needs to make an appointment with the counseling office.
- If a student shows up in the counseling office for a telehealth appointment or asks to schedule a telehealth appointment and the appropriate code has not yet been entered into IC, the student will notify parents to contact attendance and verify the appointment.

LONG-TERM ABSENCE RELATED TO ILLNESS

Students desiring homebound instruction must have administrative approval and a physician's verification of the need for homebound instruction.

SENIOR SKIP DAYS

Senior skip days are not condoned or supported by the school. Such absences will be marked as unexcused and discipline consequences will be assigned. If more than 25% of the senior class is gone, or leaves the building, during any given day throughout the year for non-school related events, Senior Week activities may be canceled entirely.

CLOSED CAMPUS

WRHS has a **CLOSED CAMPUS**. Once students arrive on campus for their school day, they may leave the building ONLY WITH PRIOR PARENTAL AND/OR SCHOOL PERMISSION AND CHECKING OUT THROUGH THE ATTENDANCE OFFICE. The following student checkout procedure will be as follows:

1. Parents are to notify the WRHS Attendance Office (by phone or through the Infinite Campus Parent Portal) and explain why their student must leave campus during the day.
2. Before a student leaves campus, he/she must first go to the Attendance Office. **No student is to leave the campus until they have been approved to do so through the Attendance Office**. If a parent cannot be reached, an administrator can give permission if there is a legitimate reason.
3. The following procedure may be followed when a student leaves the building or is unaccounted for after reporting to school: **1st offense** - 1-day suspension from school; **2nd offense** - 3-day suspension from school; **3rd offense** - 5-day suspension from school and recommendation for long term suspension or expulsion. **(See Discipline Chart, p 35)**
4. Upon returning to school, at any time, students are to check in at the Attendance Office to receive an admit to class.
5. Lunch visitors are not allowed. Exceptions may be made with the approval of the administration.

WRHS TARDY POLICY

Promptness to class is needed to ensure a desirable academic climate. A student is tardy when they arrive to class after the "tardy" bell has sounded and have not made previous arrangements with the teacher and/or are not in possession of a valid pass.

- When the bell rings, late students are marked tardy by their teacher unless in possession of a valid pass.
- A student's tardies are immediately reported into the tracking system for attendance.
- Students and parents should frequently check for this information in the campus portal.
- When a student is tardy, they will be notified of the following consequences:
    - Tardies 6-10 cumulative tardies: One-hour detention
    - Tardies 11-14 cumulative tardies: Three-hour detention
    - It is the student's/parent's responsibility to monitor cumulative tardies
    - Students who accumulate 14 or more tardies to their first period of the day will lose parking privileges on campus and refunds will not be provided.
    - Every subsequent tardy: Administrator action

*Students will be recorded as absent if they arrive ten minutes or more after the tardy bell.
*A student's tardy count will refresh/restart each semester and previous tardies will not be counted toward the new semester.
*For the purpose of the discipline policy, tardies are figured on a cumulative basis not period.
*On a periodic basis as part of the tardy policy, random hall sweeps will be conducted. Students caught after the bell has sounded and do not have a valid pass, will be issued a one-hour detention.

UNEXCUSED ABSENCES

A. Once a student arrives at school, all absences from a class must be excused or the student will earn an **attendance violation** and will be disciplined according to:

ATTENDANCE VIOLATIONS	CONSEQUENCES
1st and 2nd Unexcused Absence:	Choice of Monday detention from 3:10-6:00 PM or Friday detention from 3:10-6:00 PM
3rd Unexcused Absence:	One-day ISS
4th Unexcused Absence:	Three-day ISS
5th Unexcused Absence:	Five-day suspension (ISS or OSS) from school and request for a long-term suspension for the remainder of the semester

An attendance violation is any absence that is unexcused as defined in the school policy/procedures for attendance.

B. Students have 48 hours to change unverified absences. In order to do this, students must email their teacher and the attendance office with this request. After 48 hours, the attendance will remain unexcused.

TRUANCY

Per State Statute: A student is considered truant if he/she is inexcusably absent the substantial part of either three consecutive days, five cumulative days per semester, or seven cumulative days per school year, whichever comes first.

A. Excessive unexcused absences may result in students being referred to the District Attorney or being dropped from the school rolls.

DAILY BELL SCHEDULES

The class schedule consists of seven instructional periods from 7:55-3:02 PM. Students are allowed 5 minutes for passing time. The fifth period is 80 minutes in length, which includes the class period and a 30-minute **closed lunch period**. WRHS has staggered lunch shifts throughout the fifth period.

A weekly bulletin is distributed and posted on Mondays to inform students and staff members of school activities and schedules for that week. Announcements are posted daily.

M/T/TH/F

1st	7:55	8:43
2nd	8:48	9:36
3rd	9:41	10:29
Adv	10:33	11:00
4th	11:05	11:53
5th	11:58	1:16
Lunch 1	11:53	12:23
Lunch 2	12:22	12:52
Lunch 3	12:51	1:21
6th	1:21	2:09
7th	2:14	3:02

Wednesday

1st	7:55	8:44
2nd	8:49	9:38
3rd	9:43	10:32
4th	10:37	11:26
5th	11:31	12:50
Lunch 1	11:26	11:56
Lunch 2	11:55	12:25
Lunch 3	12:25	12:55
6th	12:55	1:44
7th	1:49	2:38
PLC	2:45	3:30

District Early Release

1st	7:55	8:33
2nd	8:38	9:16
3rd	9:21	9:59
4th	10:04	10:42
5th	10:47	12:06
Lunch 1	10:42	11:12
Lunch 2	11:12	11:42
Lunch 3	11:41	12:11
6th	12:11	12:49
7th	12:54	1:32
PLC	1:45	3:30

SEVERE WEATHER - SCHOOL CLOSING

The decision to close school because of severe weather is made by the Superintendent. School closings will be announced over WIBW Radio and TV, KSNT-TV, KTKA-TV, and WIBW's website at www.wibw.com. Closing information is also available by calling 785-339-4000 and will be posted on the Internet at www.usd437.net.

LIBRARY MEDIA CENTER (LMC)

LIBRARY MEDIA CENTER GUIDELINES

The WRHS Library has partnered with the Topeka and Shawnee County Public Library (TSCPL). WRHS students will be provided access to electronic resources (eBooks, audiobooks, music, movies, magazines and databases content available from TSCPL. Also, TSCPL card holders may request materials for delivery to WRHS through the Library at Work program. For complete details, speak with a WRHS Library staff member. The Library Media Center (LMC) is open from 7:30 AM until 3:30 PM Mondays, Wednesdays, and Fridays and 7:00 – 3:30 PM on Tuesdays and Thursdays. The center is available to all students, faculty, staff members and administration. Students may search the online library card catalog, place holds on materials and view items currently checked out to them, including textbooks, by logging in with their district username and initial ID# password at http://library.usd437.net/.

1. It is costly to replace books and other LMC materials; some are irreplaceable. For the benefit of all students, it is necessary to return materials on time in as good condition as when they were checked out. Users who lose or damage materials will be required to pay the current replacement cost on the items lost.
2. Students must have their ID cards with them at all times. Students may be required to show their ID cards to sign in or checkout materials.
3. Students must have an academic purpose and use computers according to the District AUP.
4. The LMC area is for quiet study.
5. Food, drinks, candy and gum are not permitted in the LMC.

The following refers to use and availability of materials:

BOOK CIRCULATION

Most books, including fiction, biography and non-fiction may be checked out at the circulation desk for three weeks. Books may be renewed for another three weeks, if necessary. Overdue notices are issued after a book is overdue for thirty days, but it is the responsibility of each borrower to know the due date of the book checked out.

REFERENCE BOOKS

Encyclopedias, almanacs, atlases and other reference books can be used in the LMC during the school day. However, they may be checked out for one period or taken home overnight. Reference materials to be taken home overnight are due by 8:00 AM the next school day.

PERIODICALS

Current issues of magazines and newspapers are available for study and pleasure reading. Back issues of most magazines are accumulated for two years; many others are available through online subscription database services.

SUBSCRIPTION DATABASES

Databases provide online access to magazines, newspapers, encyclopedias, scholarly journals and much more! Online subscription resources are accessible away from school with a username and password. Visit http://wrhsresearch.weebly.com/resources.html to view the complete list. For assistance with remote access, visit the library website for librarian contact information. http://library.usd437.net

TEXTBOOKS

Students are responsible for maintaining textbooks, including barcodes attached to textbooks, in good condition. Students may view their textbook circulation records by logging in with their network username and password at http//library.usd437.net.

STUDENT CONDUCT

ACADEMIC INTEGRITY POLICY

PHILOSOPHY

We believe that authentic learning is beneficial for the student and our society as a whole. It is important, then, for our students to be responsible for doing their own work and to carry themselves in the academic environment with honesty and integrity.

With the continued advancement of Artificial Intelligence (AI) tools, Washburn Rural High School affirms that academic integrity includes the responsible and transparent use of such technologies. As an emerging technology, and one that can be used to a student's benefit or detriment, it is important to gain clarity around what will be considered ethical or unethical use of AI at Washburn Rural High School.

DEFINITIONS

- **Academic integrity:** respecting and upholding the school's academic rules and submitting work that reflects a student's own efforts
- **Cheating**: attempting to use prohibited materials (including artificial intelligence), information, or study aids in any academic exercise[1]
- **Plagiarism**: the act of using another person's work without clearly acknowledging your debt to the original source. This includes the borrowing of words, ideas, images, tables, charts, etc., from books, articles, web pages, interviews, television shows, films, songs, or any other medium.[2]
- **Collusion**: unauthorized collaboration with another person in preparing academic assignments.[3]

Tier 1 violations include but are not limited to:

- Copying any **minor** assignment[4] or allowing any minor assignment to be copied, such as a one-night homework assignment that was assigned to be completed independently
- Collusion (or cheating) on a **minor** assignment in a manner inconsistent with the teacher's expectations
- Allowing a student to plagiarize one's work on a **minor** assignment
- Dishonesty to teachers or parents/guardians about completion or submission of work

[1] http://www.colgate.edu/offices-and-services/deanofthecollege/academichonorcode/theacademic Honorcode/definitonsofacademicdishonesty/

[2] ibid.

[3] https://www.utexas.edu/cola/depts/rhetoric/firstyearwriting/plagiarismcollusion.php

[4] major and minor writing assignments shall be defined by departmen Violations

Tier 2 violations include, but are not limited to:

- repeated tier 1 violations
- any tier 1 violation on a **major** assignment
- submitting plagiarized work, or allowing your work to be plagiarized, for a **major** assignment
- looking at another student's work or paper during a **test or quiz**
- any form of communication with another student during a **test or quiz** with the explicit purpose of cheating
- using any unauthorized material or device during a **test or quiz** (including translators, calculators, cell phones, etc.)
- giving **major** assessment information to students in other periods of the same course or from previous school years
- receiving **major** assessment information and failing to report it to school officials
- repeated dishonesty to teachers or parents/guardians about completion or submission of work

Tier 3 violations include, but are not limited to:

- repeated tier 2 violations
- altering any returned assignment with the purpose of deceiving the teacher about the student's performance on that assignment
- altering grades on a computer database or in a grade book
- stealing, photographing, or distributing stolen exam information/materials, projects, or major assignments

ARTIFICIAL INTELLIGENCE (AI) - INSTRUCTIONAL DETERMINATION AND STUDENT RESPONSIBILITY

Teachers at Washburn Rural High School are assigned to instructional duties consistent with their licensure, content expertise, and/or approved plan of supervision. Teachers are entrusted with professional authority to evaluate whether submitted student work reflects authentic learning and independent mastery of course standards. While teachers may use their professional judgment in determining whether submitted student work is original, that determination will be supported by objective measures such as, but not limited to, the review of metadata associated with documents and comparison to past student work.

ETHICAL USE	UNETHICAL USE
Using AI output as a basis of a student submission. The student is careful to check for "hallucinations" (factual inaccuracies), uses citations just as one would for any other source, and follows all requirements set forth by the teacher (e.g., submission of process statements, reflections on how ai was used, etc.)	Using AI output verbatim without any editing, refining, and/or citation done by the student. Submission of such output, represented by the student as his or her own original work, is considered plagiarism.
Using AI to generate ideas to stimulate one's own thinking.	Using AI to cite sources without the student checking the accuracy and validity of the sources.
Using AI to explain a complicated concept in simpler terms.	Providing someone else's personal information to a large language model/generative ai.
Using AI to give feedback on a draft of an essay the student has written.	Using AI to look up answers for an exam.
Using AI to assist with correct citation.	Using AI to generate content that appears to represent another person's voice, image, or written words.
Using AI to generate flashcards or other study aids.	Using AI to misrepresent your understanding of content and skill level.

ADAPTED FROM GENERATIVE AI FOR SCHOOL WORK BY MIRIAM SCOTT.

When the authenticity of a student's work is in question, the student may be given an opportunity to demonstrate authenticity in one or more of the following ways:

- Providing drafts, outlines, notes, or revision history
- Participating in an individual conference to verbally explain or defend submitted work
- Completing an in-class writing or performance task
- Completing an alternative assessment aligned to the same standards

If the student does not take advantage of these alternative assessments, the submission grade may be affected pursuant to department policy and practice.

CONSEQUENCES

TIER 1	**TIER 2** *All Tier 1 consequences apply, and:*	**TIER 3** *All Tier 2 consequences apply, and:*
• Teacher notifies student's parents and administrator • Teacher meets with the student to review the academic integrity policy • Student receives a zero on the assignment until the assignment is re-submitted at a reduced score • **Student will earn 2 discipline points and receive a detention (level 2 discipline violation)**	• Administrator notifies parents, sponsors, and coaches • Renaissance privileges will be revoked for the current semester & next semester • A recommendation to revoke NHS, NTHS, CSHS membership will be made to sponsor and faculty council • The student will not receive weighted credit for the course • Student is ineligible to receive honor cords (senior) • Student is not eligible for honor roll status • Administrator meets with the student to discuss restorative justice • **Student will earn 3 discipline points and receive a detention (level 3 discipline violation)**	• Student's teachers will be notified of the violation • Student becomes ineligible for any academic or scholastic honor offered by the school or district. • Student will not receive weighted credit for any course that semester (repeated tier 3 violations will result in all weighted credit removed from the transcript). • Administrator meets with the student to discuss restorative justice • **Student will earn 5 discipline points and receive in-school suspension (level 4 discipline violation)**

WASHBURN UNIVERSITY COURSES
Washburn University will be notified if a student who is enrolled in a WU course violates the WRHS academic integrity policy.

***RESTORATIVE JUSTICE**
Purpose: this process provides students with an opportunity to make things right. We believe all students must learn from their mistakes, and in keeping with this belief, student offenders are encouraged to explore the far-reaching effects of academic misconduct. If a student chooses to commit a serious violations (tier 2 or 3) of our academic integrity policy, he or she may develop and implement a plan once in their high school career to restore a damaged relationship with other community members. A subsequent violation may be afforded one additional opportunity but only at the discretion of the faculty review board. Their decision is final and not able to be appealed. The student's work during the restorative justice process should reflect a genuine and committed effort to demonstrate learning and to better understand how the student's actions have affected others. A faculty disciplinary board will review student presentations before deciding whether to reinstate lost privileges. **The Restorative Justice process must be completed by the end of the semester following the infraction. <u>If not completed within this window the process is not available.</u>**

Steps

1. The student will meet with the administrator for an introduction to the process.
2. Student will meet with faculty review board to present their new understanding of academic integrity. Student might look to the following guiding questions to prepare for that presentation.

Guiding Questions

1. How has this experience altered your perception of academic integrity?
2. In what ways and to what extent does academic misconduct victimize our citizens?
3. What have you done to regain the trust of your learning community?
4. What steps have you taken to accept responsibility for your decisions?
5. What have you done to encourage others to learn from your mistakes?

Responsibilities

Teachers

- teach students about academic integrity
- uphold all consequences and report all violations to administration

Students

- complete and submit your own work
- hold yourself and others accountable for behavior

Parents/guardians

- promote integrity
- support restorative justice

Administrators

- log violations
- inform students of restorative justice opportunities

GENERAL BUILDING CONDUCT

Students and visitors should enter the building between 7:55 AM and 3:02 PM through the northeast doors nearest the Main Administrative Offices. The following policies will apply to students and visitors:

1. Students will be required to carry their ID cards at school. Students must present their card when asked to do so by any USD 437 employee. ID cards and lunch cards are the same. Lost or defaced ID cards must be replaced at the student's expense.
2. For the safety and welfare of others, no running or horseplay will be allowed.
3. For security reasons, switching or sharing of lockers is not permitted.
4. Lockers will be kept clean at all times. No stickers or tape will be allowed on the inside or outside. A fee may be charged for lockers that require excessive cleaning.
5. During the lunch period, students will remain in the cafeteria, commons, or outside on the North Patio.
6. No student is allowed to use athletic areas unless supervised by approved staff.
7. Personal displays of affection will not be allowed.
8. Lost articles should be turned in to the main high school office. WRHS is not responsible for lost or stolen items.
9. The possession and/or use of items inappropriate for school (as deemed by the WRHS administration) are prohibited.
10. The Washburn Rural Alternative High School is restricted to **ALTERNATIVE STUDENTS ONLY.** WRHS students are not allowed in this area unless they have written, prior approval from the WRHS or WRAHS administration.
11. During class time, students are not permitted in the halls without an appropriate pass.
12. Students should not bring large sums of money or personal valuables to school.
13. In order to ensure the safety of students and staff, access to the building after school hours will be limited to the commons area unless approved by administration or instructional staff.

CLASSROOM PROCEDURES

Classroom policies and procedures are formulated by the teacher and approved by the administration.

SCHOOL PROPERTY

A student is responsible for the full replacement cost of lost or damaged school property assigned to the student, including athletic uniforms and athletic equipment.

School property lost or damaged by a student will be assessed under the following categories:

A. Vandalism – payment of all charges, including labor, plus possible suspension.
B. Damage or destruction unintentional but due to a student violation of a rule, regulation, policy or direction of one in authority – payment of all charges, including labor. Other disciplinary measures may be considered.
C. Accidental damage created by circumstances beyond the control of the student – student is not charged.

DISCIPLINE

An essential ingredient in the operation of a school is self-discipline. The basic philosophy of WRHS is that students are expected to conduct themselves in a responsible manner. The education of all students is extremely important and any behavior that interferes with learning reduces the effectiveness of both teacher and student. It is not the intent, nor is it possible, to list all behavior guidelines to be followed. Students must be aware that there are consequences to inappropriate behavior and violating established rules. Common sense and cooperation are necessary for a satisfactory experience at WRHS.

WRHS is proud to be a school represented by diverse populations. WRHS has a Zero Tolerance policy for displays of discrimination and prejudice. All students are expected to treat each other with respect and dignity. Serious administrative disciplinary consequences will result for violating another person(s) rights as an individual.

DRUG-FREE SCHOOLS

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district's students. The unlawful possession, use, sale or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity is prohibited. This policy is required by the 1989 amendments to the Drug-Free Schools and Communities Act, P.L. 102-226, 103 St. 1928. Refer to BOE policy JDDA, et al.

STUDENT CONDUCT

As a condition of continued enrollment in the district, students shall abide by the terms of this policy.

CONTROLLED SUBSTANCES POLICY (DRUGS)

USD 437 is committed to the education of every student in drug/abuse awareness and zero substance abuse. USD 437 will enforce the following policy:

1. The possession, use, consumption, purchase, distribution or sale of drugs and/or simulated drugs, or intent to distribute, purchase or sell drugs and/or simulated drugs (controlled substances as defined by the Uniform Controlled Substances Act, as per State Statute), the distribution or consumption of non-prescription medicines or drugs that exceeds the manufacturer's recommended dosage on public school property or at public school activities is strictly prohibited.
2. In the event any student violates the controlled substances section of this regulation, such student will be suspended from school immediately for a short term and will be:
    a. recommended for an extended-term suspension from school and all related school activities for possession, use or consumption of drugs, or
    b. recommended for expulsion from school and all related school activities for distribution and/or sale of drugs, or intent to distribute or sell drugs.
3. Any student who comes onto school property or attends public school activities, having used or consumed substances as defined in paragraph 1 above, will be suspended from school immediately for a short term and will be recommended for an extended-term suspension from school and all related school activities.

4. Any student in violation of the Controlled Substance policy (Drugs) shall be suspended from all student extra-curricular performances, competitions or social functions for 20 school days on the first violation of said policy. Subsequent violations will result in more substantive activity suspension.
5. Any punishment, suspension, or expulsion may be deferred by the appropriate Administrative Hearing Officer or Board of Education or their designee. The student involved, after the appropriate hearings, as set forth by Kansas Statutes and found to be placed either on suspension or expulsion may, at the option of the appropriate Administrative Hearing Officer or Board of Education, be offered an opportunity for probation for a set period of time. The balance of the punishment, suspension or expulsion shall remain deferred as long as the student meets the conditions of the probation agreement. If a student agrees to a probationary period, a written agreement shall be signed by the student and the student's parents or guardians outlining the appropriate conditions of said probation and the duration thereof. Conditions of probation may include, but are not limited to: drug counseling of student's choice, expenses to be borne by the student; random drug testing, expenses to be borne by the student; restriction from school activities and any other conditions that the appropriate Hearing Agency or Board of Education agree would aid and assist the student and continue to provide a drug-free school environment.

ALCOHOL/CEREAL MALT BEVERAGES POLICY

USD 437 is committed to the education of every student in alcohol/abuse awareness. USD 437 will enforce the following policy:

1. The possession, use, consumption, or sale of alcoholic liquor (as per State Statute or cereal malt beverages (as per State Statute) on public school property or at public school activities is strictly prohibited and any such possession, use, consumption, or sale shall result in immediate suspension from school according to 1a and 1b below. Any student, who comes onto public school property or attends public school activities, having used alcoholic liquor or cereal malt beverages as defined herein, shall be suspended from school immediately according to 1a and 1b listed below.
    a. 1st violation – five-day suspension from school and all school-related activities.
    b. 2nd violation – five-day suspension from school and all school-related activities and will be recommended for extended-term suspension or expulsion.
2. Any student in violation of the alcohol/cereal malt beverage policy shall be suspended from all student extra-curricular performances, competitions or social functions for 20 school days on the first violation of said policy. Subsequent violations will result in more substantive activity suspension.
3. If a student is long-term suspended for violation of this regulation, said student shall have the opportunity, of the Hearing Examiner's and/or Board of Education's discretion, to attend a counseling session with a qualified professional counselor, skilled in substance abuse counseling and comply with said counselor's recommendations, thereby being allowed an opportunity for a probationary period for the balance of said suspension. A student may use a counselor of their choice or may use the service provided free from a local Human Service Agency designated by the School District, and said expense and costs are to be borne by the parents and/or guardians of the student. Subsequent violation of the agreed probationary period will result in the balance of the suspension being enforced.

DISTRICT DISCIPLINE POLICY

Students who are suspended or expelled under the terms of this policy shall be afforded the due process rights contained in board policies. (See Board Policy JDD.) Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline. In the event a student agrees to enter into and complete a drug education or rehabilitation program, the cost of such program will be borne by the student and his or her parents. A list of available programs, along with names and addresses of contact persons for the programs, is on file with the board clerk. Parents or students should contact the directors of the programs to determine the cost and length of the programs. A copy of this policy shall be provided annually to all students and their parents. Parents of all students shall be notified that compliance with this policy is mandatory.

TOBACCO OR SIMULATED TOBACCO POLICY

In order to facilitate a healthy educational environment, at no time are students permitted to possess or use tobacco or simulated products on the WRHS school grounds or in the building. The use or possession of tobacco or simulated products is also prohibited while in attendance at any school-sponsored activities regardless of the location of the activity. Use of these products as a method of vandalism may result in suspension from school.

As per State Statute, it is illegal for any person under the age of 21 to possess and/or use any tobacco products. It is a class B person misdemeanor punishable by a minimum fine of up to $200.00 for any person, directly or indirectly, to (A) sell, give or furnish any cigarettes or tobacco products to any person under 21 years of age; or (B) buy any cigarettes or tobacco products for any person under 21 years of age. Acts classified as cigarette or tobacco infractions (possession or use for persons under the age of 21) as per State Statute and amendments thereto shall be classified as ordinances prohibiting such acts. The fine for an ordinance cigarette or tobacco infraction (possession or use) shall be imposed by the court (as per State Statute).

All infractions of the Washburn Rural High School USD #437 Tobacco policy will be subject to implementation of the school district policy and will be reported to Law Enforcement.

1st Offense:	Three-hour detention
2nd Offense:	One-day suspension
3rd Offense:	Three-day suspension
4th Offense:	Five-day suspension and recommendation for a long-term suspension

(See Discipline Chart, p. 35)

DISCIPLINE OPTIONS

1. Detention hour(s) - students may be assigned detention after school or before school by special arrangement and supervised by the instructor who assigned the detention.
2. Monday or Friday three-hour detentions (3:10-6:00 PM) may be assigned as a more serious consequence for disciplinary problems. Failure to attend detentions will result in a one-day suspension from school.
3. In severe discipline cases when the welfare or respect of other students and/or school employees is in jeopardy, or when it is determined that a disruption to the normal school day has occurred, the administration will make the determination to suspend the individual(s) from school thus bypassing options 1 and 2. For the purpose of this section, suspension can be either "in-school" or "out-of-school". Students that have been removed from their regular daily classroom environment as a result of "in-school" or "out-of-school" suspension will not be allowed to attend any school related activities at WRHS during the period of suspension. A suspension concludes upon admission back into the regular classroom environment. Short-term suspension will be from one to ten days in accordance with the State of Kansas Suspension and Expulsion Law. **Suspended students will not be allowed on the WRHS campus and will not be allowed to attend any school-related activities during the suspension. Furthermore, students who are attending WRHS on a probationary agreement in lieu of suspension may not participate in extracurricular activities, performances, competitions or social functions.**
4. In severe or repeated discipline cases where the welfare of other students and staff are involved, or where it is determined that the student cannot act responsibly while in the school setting, Options 1, 2, and 3 will be by-passed. Long Term Suspension will be through the remainder of the semester (or 90 school days) and expulsion will be for one full school year in accordance with the State of Kansas Suspension and Expulsion Law.
5. Kansas Statute (as per State Statute) allows that the board of education of a school district may suspend or expel any student guilty of any of the following:
    A. Willful violation of any published, adopted student conduct regulation.
    B. Conduct which substantially disrupts, impedes, or interferes with school operation.
    C. Conduct which endangers the safety or substantially impinges on or invades the rights of others.
    D. Conduct which constitutes the commission of a felony.

E. Conduct which constitutes commission of a misdemeanor.
F. Disobedience of an order of a school authority if the disobedience results in disorder, disruption or interference with school operation.
G. Possession of a weapon at school, on school property or at a school-sponsored event.

6. **Reporting Crimes to Law Enforcement:** Whenever a student engages in conduct which constitutes the commission of any misdemeanor or felony, at school, on school property, or at a school-supervised activity and/or has been found in possession of a weapon, in possession of controlled substance or illegal drug, or to have engaged in behavior at school which has resulted in, or was substantially likely to have resulted in, serious bodily injury to others, the principal shall report such act to the appropriate law enforcement agency if any of the behaviors noted above occur.
7. Rules which apply in all cases when a student is recommended for a long- term suspension or expulsion:
    A. Refusal or failure of the student and/or the student's parents to attend the hearing shall result in a waiver of the student's opportunity for the hearing.
    B. A student over the age of 18, or the parents or guardian of a student, who is suspended long-term or expelled from school may appeal to the board within ten calendar days of receiving written notice of the hearing results.
    C. A student suspended long-term or expelled from school shall be provided with information concerning services or programs offered by public and private agencies which provide services to improve the student's attitude and behavior.
    D. A student who has been suspended or expelled shall be notified of the day they can return to school.
    E. If the suspension or expulsion is not related to a weapons violation, the Principal may establish appropriate requirements relating to the student's future behavior at school and may place the student on probation.
    F. If the expulsion is related to a weapons violation the Superintendent may establish appropriate requirements relating to the student's future behavior at school and may place the student on probation. (See Board Policy JDC.)
    G. The days a student is suspended or expelled are not subject to the compulsory attendance law.
    H. During the time a student is suspended or expelled from school, the student may not:
        - Be on school property or in any school building without permission of the Principal.
        - Attend any school activity as a spectator, participant or observer.
    I. Furthermore, students who are attending WRHS on a probationary agreement in lieu of suspension may not participate in extracurricular activities, performances, competitions or social functions.
8. In cases of serious disruptive behavior, a student may be turned over to law enforcement and transported to an appropriate holding facility.

(See Discipline Chart, p. 35)

DRESS CODE AND PERSONAL APPEARANCE

The general atmosphere of a school must be individually and collectively conducive to learning. If a student's attire becomes a disruptive factor in the educational process, a staff member will ask the student to make the necessary changes. Acknowledging that schools are not exclusively social environments and that the business of learning is conducted within them, student attire should reflect that reality. All clothing should be worn in the manner for which it was designed. The following list is prohibited, but not all-inclusive:

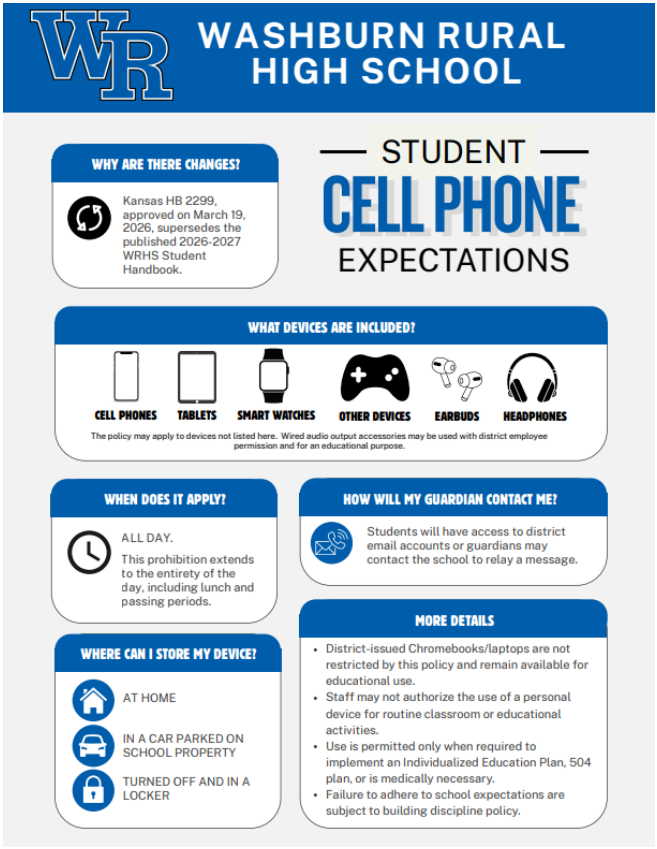
- Clothing which reveals parts of the body which are not usually exposed or visible in quasi-professional settings or typical work environments.
- No clothing or body adornments with offensive, sexually suggestive, vulgar, profane, ethnically derogatory messages, pictures, or symbols, illegal substances, drug paraphernalia, tobacco, alcohol, or depictions or symbols of violence.
- No potentially hazardous articles of jewelry or articles on clothing, such as chains or studded bands, or have sharp points, etc.

- No clothing or styles identified to be associated with gangs or illegal activities.
- No outdoor clothing or accessories, such as headgear, capes, blankets, hoodies, sunglasses, jackets or coats that make it difficult for staff to quickly identify students or which may pose a danger, distraction, disturbance to the school environment is allowed.

The final determination as to whether clothing is acceptable or not will be made by the administration. The considerations for these judgements will be made in accordance with the aforementioned stipulations.

ELECTRONIC SIGNALING DEVICES

Washburn Rural High School enjoys a statewide reputation for educational excellence. This reputation is the product of the dedication of our student body, an outstanding instructional staff, a school philosophy of high expectations for all and diligence in minimizing interruptions and distractions during the instructional day. The following is in effect for the 2026-2027 school year and beyond.



FOOD AND DRINK POLICY

- Drinks contained in sealed containers may be consumed in the classroom at the discretion of the instructor.
- No glass containers are allowed on school property.
- During breakfast and lunch food and drinks must be consumed in the cafeteria and/or patio areas only.
- To maintain campus safety and minimize campus safety and minimize disruptions to the school day, food delivery services are not permitted for students during school hours, and any such deliveries will not be accepted or distributed.

- Food and Drink ARE NOT to be consumed in the following areas:
    1. Auditorium
    2. Gymnasium
    3. Computer Labs (water may be allowed in some labs with teacher permission)

Food may be consumed during passing periods in areas of the building not prohibited above. This policy allows for several privileges. AS SUCH, IT IS THE RESPONSIBILITY OF THE STUDENT BODY TO

DISPOSE OF THEIR TRASH APPROPRIATELY. IF THESE PRIVILEGES ARE NOT USED RESPONSIBLY, THEY WILL BE REVOKED. TAKE PRIDE IN OUR SCHOOL AND KEEP OUR CAMPUS CLEAN.
(See Discipline Chart, p. 35)

SEARCH OF STUDENTS AND PROPERTY

A. School officials have the right to search student's person and property on school premises, with reasonable suspicion.
B. School officials have the right to search student lockers at any time.
C. WRHS supports and encourages the Shawnee County Sheriffs' Department, in cooperation with other law enforcement agencies, to conduct random canine searches of lockers and possibly book bags, purses and other personal items, as well as the parking lots, for illegal drugs and/or weapons.
D. The WRHS administration may contact the Shawnee County Sheriff's Department to assist in the search of student's person and property with probable cause.
E. Metal detectors will be used to assist in searches during the normal school day. Portable metal detectors (wands) may be used on a random basis as needed during the day and at events.

INTERROGATION POLICY

Interrogation of a student by school officials and/or law enforcement officers shall be conducted in accordance with board policy JCAC.

WEAPONS AND DESTRUCTIVE DEVICES

USD 437 will not tolerate any possession or use of any weapons and/or dangerous materials on school property at any time or at school activities. "Any time" means 365 days a year, whether school is in session or not. A student shall not possess, handle or transmit any object that can reasonably be considered a weapon or dangerous materials at school, on school property or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon.

1. Definition of weapons and/or destructive devices means:
   As used in this policy, the term "weapon" and /or destructive device shall include, but shall not be limited to:
    a. Any weapon which will, or is designed to, or may readily be converted to expel a projectile by the action of an explosive
    b. The frame or receiver of any weapon described in the preceding example
    c. Any firearm muffler or firearm silencer
    d. Any explosive, incendiary or poison gas, (A) bomb, (B) grenade, (C) rocket having a propellant charge of more than four ounces, (D) missile having an explosive or incendiary charge of more than a quarter ounce, (E) mine or (F) similar device
    e. Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than a ½ inch in diameter
    f. Any combination of parts either designed or intended for use in converting any device into a destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled
    g. Any bludgeon, sand club, metal knuckles or throwing star or similar dangerous instrument or weapon designed to enhance striking power.
    h. Any knife
    i. Any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun

2. A facsimile weapon, a replica of a firearm which is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm; including, but not limited to pellet guns, (including air soft pellet guns), regardless of how the pellet or projectile is expelled, starter pistols, air rifles and pistols and any other object which is designed to replicate any weapon or firearm, regardless of the presence of any color coding which may be placed on the replica by the manufacturer or another to indicate the weapon is a facsimile.
3. Air Force JROTC instructors, cadets and others associated with approved military JROTC programs will follow military guidelines for storage and security of replica weapons/sabers and air rifles. The term air rifle includes any weapon acquired for use in the unit's Civilian Marksmanship Program. The propellant used is compressed air or compressed carbon dioxide.
4. Penalties for possession of a firearm or other weapon as per State Statute or any infraction of military guidelines shall result in disciplinary action up to and including suspension or expulsion from school for a period of one calendar year, except the Superintendent may recommend this expulsion requirement be modified on a case-by-case basis. Expulsion hearings for possession of a weapon or dangerous materials shall be conducted by the Superintendent or the Superintendent's designee. Students violating this policy shall be referred to the appropriate law enforcement agency(ies) and, if a juvenile, to DCF or the Commissioner of Juvenile Justice. (Board Policy JCDBB.)

(See Discipline Chart, p.35)

THE ABOVE POLICY IS IN EFFECT 24 HOURS A DAY, EVERY DAY OF THE YEAR.

TRAFFIC AND PARKING REGULATIONS

The following rules and regulations apply to all properly licensed student drivers. Violation of any of the rules listed below may result in loss of driving privileges and/or suspension from school.

1. Students are to park their cars in the EAST parking lot **ONLY** and lock them. A permit must be purchased from the high school for $25.00 and displayed in the vehicle.
2. Students found parking outside the East parking lot may receive automatic detention and repeated offenses will result in the loss of driving privileges.
3. All other lots and the North drive are closed to student traffic.
4. A speed limit of 10 miles per hour is to be observed on campus at all times.
5. Reckless or unsafe driving will result in disciplinary action.
6. Students are not allowed to go to their automobiles during the school day unless they have permission from the administration.
7. The student parking lot is a restricted area during school hours.
8. Freshmen are not allowed to drive to school activities. District transportation must be utilized.
9. Students who ride the bus are not allowed in the parking lot before or after school.
10. Any student discovered parking in a staff lot or a reserved parking will receive a 3 hour detention and 1 discipline point.
11. Students who accumulate 14 or more tardies to their first period of the day may lose parking privileges on campus and refunds will not be provided.

LOCKERS

Student lockers are assigned by the school. Students are not to change lockers without permission from the administration. Students will be held responsible for all items stored in their lockers. Students must not share lockers with friends. Difficulty with locks should be reported to school security. Since lockers are not security "vaults", the school will investigate any reports of stolen property, but cannot be held responsible for items lost, damaged, or taken from lockers. Lockers should not be banged, kicked, defaced or otherwise damaged. Students are financially responsible for any damage to the locker.

All materials used to decorate lockers must be approved prior to use. No items or materials are to be placed on lockers with tape or any other adhesive material without prior approval. Should any contraband or illegal materials be discovered in a locker, the student who has been assigned that locker will be held accountable.

WASHBURN RURAL HIGH SCHOOL

2026-2027 DISCIPLINE POLICY

POINT AND LEVEL SYSTEM

[This chart is NOT all-inclusive of discipline violations and/or consequences. See the State Statute on Suspensions & Expulsions.]

LEVEL 1 *1 Discipline Point/Referral &/or Teacher/Staff-Assigned Detention w/Teacher or the Teacher's Designee.*	*LEVEL 2* *2 Discipline Points/Referrals &/or Teacher/Staff-Assigned Monday Detention from 3:10-6 PM or Friday Detention from 3:10-6 PM.*	*LEVEL 3* *3 Discipline Points/Referrals & Teacher/Staff/ Administrator-Assigned Monday Detention from 3:10-6 PM or Friday Detention from 3:10-6 PM.*	*LEVEL 4* *5 Discipline Points/Referrals & Short-Term Suspension from School for 1-10 Days Depending Upon the Severity of the Incident.*	*LEVEL 5* *13 Discipline Points/Referrals & 5- to 10-Day Suspension with Long-Term Suspension or Expulsion Recommended.*
Cafeteria violation Clothing violation Inappropriate display of affection Electronic device Food/drink violation Hall violation In cafeteria more than one lunch (5th hr) Parking violation Profanity Skipping teacher-assigned .5 or 1-hour detention	Class disturbance/disruption * Minor damage to school property Fake attendance call Forging/altering or misuse of a pass Hazardous/dangerous driving LMC disruption/disturbance In parking lot without prior permission In restricted area Leaving class without permission * Lying Refusing a reasonable request related to inappropriate conduct * Tardy Violations: Tardies 6-10: One-hour detention Tardies 11-14: Three-hour detention The accumulation of 14 or more tardies to first period will lose parking privileges on campus and no refund will be provided. Tier I Academic Violation	Computer network violation Conflict with student Disrespect to staff * (could be Level 4 also) Disrespect to student (could be Level 4 also) Endangering the safety/welfare of others/self (could be Level 4 or 5 also) Intimidation, harassment, threats, &/or incitement (could be Level 4 also) Tobacco (possession or use) Tier II Academic Violation ***Note: The tobacco violations & points stay w/the student the entire school year.***	Alcohol (possession or use) (1st offense) Dangerous material(s)/instrument(s) (possession or use) Disrespect to staff Disrespect to student Drug paraphernalia (possession) Endangering safety/welfare of others or self (could be Level 5 also) Physical altercation/battery (1st offense) Fire alarm pull &/or 911 call Intimidation, harassment, threats, incitement, &/or bullying Sexual misconduct Leaving campus without permission Theft &/or possession of stolen item(s) Gang-related activity Vandalism &/or damage to school property* Tier III Academic Violation False or malicous complaints (1st offense) ***Note: Level4 violations & points stay w/the student the entire school year.***	Alcohol (2nd offense) Battery &/or assault of staff member Controlled substances (possession or use) Drugs (possession or use) Explosives (possession or use) Physical altercation/ battery &/or assault (2nd offense or serious 1st offense) Setting a fire Weapons (possession or use) Sexual misconduct (2nd offense) Intimidation, harassment, threats, incitement, &/or bullying (2nd Level 4 offense) Endangering safety/welfare of others or self Vandalism (2nd offense or serious 1st offense) False or malicious complaints (2nd offense or serious 1st offense) ***Note: Level 5 violations & points stay w/the student the entire school year.***

*Student will be responsible for the cost of replacement/clean-up as determined by the USD 437 Maintenance Dept.

* Indicates class disruption referrals. A student who accumulates four (4) of these referrals from a class during the semester may be recommended for removal for the class with NO credit. The recommendation will be reviewed by a panel made up of the administrator, the student's counselor and three teachers. The panel will review the four conduct referrals.

Students may be suspended from school for 1-10 days and a conference will be held with the student, his/her parents/guardians and his/her administrator upon reaching the following points:

6 Points	1-5 Day Suspension
10 Points	3-10 Day Suspension
13+ Points	5-10 Day Suspension & a Request for a Long-Term Suspension for remainder of the semester or 90 school days.

UNEXCUSED ABSENCE POLICY (Skipping Class Once at School):

1st and 2nd Unexcused Absence	Choice of Monday Detention from 3:10 to 6 PM or Friday
3rd Unexcused Absence	1-Day Suspension from School
4th Unexcused Absence	3-Day Suspension from School
5th Unexcused Absence	5-Day Suspension from School & a Request for a Long-Term Suspension to End of Semester

TARDY POLICY: All students are to be in their assigned classes or assigned areas by the five-minute tardy bell. See excessive tardy policy.

BULLYING/HARASSMENT

The Board of Education is committed to providing a positive and productive working and learning environment, free from discrimination. The Superintendent or Superintendent Designee, 5928 SW 53rd, Topeka, KS (1-785-339-4000) has been designated to coordinate compliance with nondiscrimination requirements. Harassment may address race, religion, sex, national origin, physical attributes or disabilities, scholastic aptitude, sexual orientation, or age. Harassment of employees or students of the district by board members, administrators, certified and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

All forms of harassment will not be tolerated and are prohibited at school, on school property, and at all school-sponsored activities, programs or events. Harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds.

It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to harass any student, employee, or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation any complaint lodged under the provision of this policy.

(JDDC Bullying [See GAAB, GAAE, JCE, JGEC, JGECA and JDD].) The Board of Education prohibits bullying in any form, including electronic means, on or while using school property, in a school vehicle or at a school-sponsored activity or event. Students who have bullied others in violation of this policy may be subject to disciplinary action, up to and including suspension and expulsion. If appropriate, students who violate the bullying prohibition shall be reported to local law enforcement. This may include, but not be limited to, the following:

- verbal, physical, written or electronic intimidation or abuse
- derogatory name calling
- insults
- practical jokes which may result in awkwardness or embarrassment
- unwelcome remarks or innuendoes
- taunting or ridicule of any individual
- derogatory or offensive pictures, drawings, and materials
- use of derisive slang terms concerning another individual

Sexual harassment is unlawful discrimination on the basis of sex under Title IX of the Education Amendment of 1972, Title VII of the Civil Rights Act of 1964, and the Kansas Acts Against Discrimination. The Superintendent or Superintendent Designee, 5928 SW 53rd, Topeka, KS (1-785-339-4000) titleix@usd437.net has been designated to coordinate compliance with nondiscrimination requirements.

Sexual harassment is unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a member of the school staff to a student or when made by any student to another student when:

1. submission to such conduct is made, explicitly or implicitly, a term or condition of the individual's education;
2. submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or
3. such conduct has the purpose or effect of interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive environment.

Sexual harassment may result from verbal or physical conduct or written or graphic material. Sexual harassment may include, but is not limited to the following:

- dating violence, stalking based on sex including cyberstalking, rape, attempted rape without consent
- verbal harassment or abuse
- pressure for sexual activity
- repeated remarks to a person with sexual or demeaning implication
- unwelcome touching

- suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning a student's grades, participation in extracurricular activities, etc.

Racial and Disability harassment is unlawful discrimination on the basis of race, color or national origin under Titles VI and VII of the Civil Rights Act of 1964 and the Kansas Acts Against Discrimination. Disability harassment is unlawful discrimination on the basis of disability under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. All forms of racial or disability harassment are prohibited at school, on school property, and at all school-sponsored activities, programs or events. Racial or disability harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds. It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to racially harass any student, employee or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

The board of education is committed to providing a positive and productive learning and working environment, free from discrimination, including harassment, on the basis of race, color, national origin, sex, or disability. Discrimination or harassment on the basis of race, color or national origin ("racial harassment"), sex (sexual discrimination), or on the basis of disability ("disability harassment") shall not be tolerated in the school district. Racial, sexual or disability harassment of employees or students of the district by board members, administrators, certificated and support personnel, student, vendors, and any others having business or other contact with the school district is strictly prohibited.

Prohibited conduct under this policy includes racially, sexually or disability - motivated conduct which:

- Affords a student different treatment, solely on the basis of race, color or national origin, or disability in a manner which interferes with or limits the ability of the student to participate in or benefit from the services, activities or programs of the school.
- Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of creating a hostile academic environment.
- Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of interfering with a student's academic performance or ability to participate in or benefit from the services, activities or programs of the school.

Racial or disability harassment may result from verbal or physical conduct or written graphic material.

The district encourages all victims of racial or disability harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of racial, sex or disability harassment and take prompt corrective action to end the harassment.

Any student who believes he or she has been subject to general, sexual, racial or disability harassment or has witnessed an act of alleged general, sexual, racial or disability harassment shall discuss the alleged harassment with the building principal, another administrator, or another certified staff member. Any school employee who receives a complaint of racial, sex or disability harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the complaint will be reported to the district compliance coordinator. The building principal or district compliance coordinator shall discuss the complaint with the student to offer supportive measures to determine if it can be resolved. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a formal complaint under the district's discrimination complaint procedures (see Board Policy KN and JGEC).

Complaints received will be investigated to determine whether, under the totality of the circumstances, the alleged behavior constitutes racial, sex or disability harassment under the definitions outlined above. Unacceptable student conduct may or may not constitute racial or disability harassment, depending on the nature of the conduct and its severity, pervasiveness and persistence. Behaviors, which are unacceptable but do not constitute harassment, may provide grounds for discipline under the code of student conduct. The discipline of a student for violation of any provision of the code of

student conduct (see Board Policy JCDA) may be enhanced if the conduct is generally, sexually racially or disability motivated.

An employee who witnesses an act of general, sexual, racial or disability harassment shall report the incident to the building principal. Employees who fail to report complaints or incidents of general, sexual, racial or disability harassment to appropriate school officials may face disciplinary action. School administrators who fail to investigate and take appropriate corrective action in response to complaints of harassment may also face disciplinary action.

When a complaint contains evidence of criminal activity or child abuse, the building or district coordinator shall report such conduct to the appropriate law enforcement or DCF authorities (see Board Policy GAAD).

To the extent possible, confidentiality will be maintained throughout the investigation of a complaint. The desire for confidentiality must be balanced with the district's obligation to conduct a thorough investigation, to take appropriate corrective action or to provide a process to the accused.

The filing of a complaint or otherwise reporting racial, sex or disability harassment shall not reflect upon a student's status or grades. Any act of retaliation against any person who has filed a complaint or testified, assisted or participated in an investigation of a general, sexual, racial or disability harassment complaint is prohibited. Any person who retaliates is subject to immediate disciplinary action, up to and including expulsion for a student or termination of employment for an employee. False or malicious complaints of general, sexual, racial or disability harassment may result in corrective or disciplinary action against the complainant.

A summary of this policy and related materials is posted in each district facility. The policy is also published in board of education policy JGEC, GAAB, and KN, on the district website at usd437.net, in student, parent and employee handbooks as directed by the district compliance coordinator. Notification of the policy shall also be included in the school newsletter or published annually in the district calendar that is mailed to all households in the district.

PERSONAL COMPUTING DEVICES

Washburn Rural High School recognizes the importance of technology as students learn and prepare for career and college opportunities. Response to this commitment has been developing over the last several years and continues to expand. Technology tools have become an integral part of the learning experience. As such, Washburn Rural High School utilizes a 1:1 computing model.

The school will provide devices to facilitate the learning process. Families not wishing to take advantage of the 1:1 initiative because they prefer to send a personal device from home with their student should contact the school office at 339-4100.

AUBURN-WASHBURN SCHOOL DISTRICT ACCEPTABLE USE POLICY AND CHILDREN'S INTERNET PROTECTION ACT (CIPA) SAFETY PLAN

Every student who attends a school in the Auburn-Washburn School District is expected to use technology to conduct research, complete curricular objectives, and communicate with others in the educational world. Electronic information use and research skills are fundamental to preparation of citizens and future employees during this Age of Information.

Access to technology resources enables students to explore thousands of libraries, databases, and electronic resources while exchanging messages with people throughout the world. The Auburn-Washburn School District believes that the benefits to students from the access of electronic information resources and opportunities for collaboration are mandatory in the 21st century.

Access to district technology services include but are not limited to:

- Internet access
- Wireless and wired computer access
- Interactive Distance Learning opportunities
- E-mail
- WIKIs and Blogs
- Electronic blackboards
- Required local and State testing
- Computer based instructional programs and curriculum

Technology users in the Auburn-Washburn School District shall have no expectation of privacy when using district e-mail, computer systems, or electronic devices. E-mail messages shall be used only for approved educational purposes. Users must use appropriate language in all messages and use the system according to these guidelines or other guidelines published by teachers, administration, and the board. Communications on the network are often public in nature and shall be considered publications and be governed by general school rules for behavior, communications, and Board Policy regarding Student Publications.

Any e-mail or computer application or information in district computers, computer systems, or electronic devices are subject to monitoring by the staff and/or administration and should carry no expectation of privacy. The district retains the right to duplicate any information stored in the system or device or on any hard drive. All district technology users are responsible for maintaining an environment that is free of malicious, inappropriate or illegal acts, and is conducive to learning. Use of Auburn-Washburn School District technology resources implies the use inherently agrees to abide by the policy. Students are responsible for good behavior when using district technology resources, just as they are in the classroom or a school hallway. Failing to abide by this policy may result in removal of privileges to access all technology resources, as well as other disciplinary action: up to and including suspension or expulsion from school for students; up to and including termination for staff.

It is the policy of the Auburn-Washburn School District to take the following measures in order to better protect our district technology users from harmful KK and electronically transmitted content:

- install blocks or Internet filters to the district network in order to limit access by both minors and adults to child pornography or visual materials that are obscene, inappropriate, or harmful to minors and/or the transmission thereof;
- log the online activity of users while at school or at school sponsored activities when utilizing the district's network, computer systems, computers, e-mail system, or electronic devices having access to the Internet;
- address issues related to the safety of students when using e-mail, chat rooms, and other electronic communication;

- educate users about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms as well as on cyberbullying awareness and response;
- hinder unauthorized access (hacking) and other unlawful online activities by users;
- prevent unauthorized disclosure, use, or dissemination of personal information regarding minors, which shall include, but may not be limited to, personally identifiable information contained student records; and
- comply with the Children's Internet Protection Act (CIPA).

Subject to administrative approval, technology protection measures may be minimized only for bona fide research or other lawful purposes that are closely monitored by district staff.

To the extent practicable, steps shall be taken to promote the safety and security of users of the district's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, in accordance with CIPA, measures to prevent inappropriate network usage shall include frequent monitoring of the District's network, computer systems, and equipment to detect any unauthorized access to prohibited materials as described earlier, hacking, and other unlawful activities by users. Such monitoring shall also strive to detect unauthorized disclosure, use, and dissemination of personally identifiable information regarding students.

It shall be responsibility of all members of the District's staff to educate, supervise, and monitor appropriate usage of online computer network access to the internet in accordance with this policy and CIPA. If, during the course of such monitoring, a student or staff member discovers a violation of this policy, the student or staff member shall make a report as follows:

1 Students shall report suspected violations of this policy to any classroom teacher.
2 Staff members shall report suspected violations of this policy to their immediate supervisor when possible.

Use of district technology resources must be in support of educational goals. The district reserves the right to prioritize use and access to the system. Students and staff may bring wireless devices to school for educational use only. Personal device on the district wireless network will not have access to any district technology resources such as printers and mapped drives. Internet access will be available for educational use but filtered at its most restrictive level. Use of the personal devices during class time is not permitted, except when otherwise permitted for educational purposes, by the teacher or administrator. All policies regarding behavior and use apply to personally owned devices while in use on school grounds.

The Auburn-Washburn School District makes no warranties of any kind, neither expressed nor implied, for the technology resources it is providing. The District will not be responsible for any damages users suffer, including - but not limited to - loss of data resulting from delays or interruptions in services. The District will not be responsible for the accuracy, nature, or quality of information stored on District storage devices, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through District-provided Internet access. The District is not responsible for personal property used to access District computer, networks, or for District-provided Internet access. The District will not be responsible for unauthorized financial obligations resulting from District-provided access to the Internet.

Only software (computer programs) legally licensed and owned by the Auburn-Washburn School District may be installed on devices in the school district. This includes lab computers, district provided student devices, and district provided staff devices. The district technology department will maintain a list of educational programs approved for use on all district computers.

This Acceptable Use Policy and Children's Internet Protection Act Safety Plan was adopted by the Board of USD 437 at a public meeting during the regularly scheduled Board meeting on May 20, 2013. This

policy and all its provisions are subordinate to Board of Education Policy, local, state, and federal statutes.

STUDENT OPT-OUT POLICY

Parents or guardians may obtain a form to request to opt a student out from using technology resources while at school. The form may be obtained from any school office. After meeting with the principal to review aspects of the child's educational program that will be affected as a result of the child not having access to instructional and assessment technology, the parent may sign the form and return it to the school office. The signed form will be kept on file in the school office.

The building principal shall receive a copy of the signed form so the named student shall be excluded from all access to computer technology. All appropriate staff shall be notified and alternate instructional methods will be implemented where possible.

Opt-out requests shall be required annually and are valid only for the school year in which they are submitted.

TRANSPORTATION

BUS TRANSPORTATION

The bus routes are planned so that no student will be required to ride the bus more than one hour each trip or will have to walk more than one mile to board the bus.

- Bus riders without their bus card will be subject to the District Escalating Conduct Notice process (Assertive Discipline plan)
- All students will be charged for lost or intentionally damaged cards to be replaced. Cost can be added to student charges tracked by school.
  All students will receive their first card at no charge and an additional cost if lost or damaged.

The following two paragraphs are inserts published by the Kansas Highway Commission:

1. "Pupils transported in a school bus shall be under the authority of and be responsible directly to the driver of the bus. Continued disorderly conduct, or persistent refusal to submit to the authority of the driver shall be sufficient reason for refusing transportation to any pupil. The driver of any school bus shall be held responsible for the order and conduct of the pupils transported."
2. "When a school bus stops at a point where traffic is not controlled by a human flagman or a clearly visible electrical or mechanical signal to discharge pupils who must cross the street or highway in order to reach their destination, such passengers must cross the street or highway in front of the bus, except when, because of local laws regulating traffic, passengers discharged from a bus cannot cross the street or highway in front of the bus but must cross behind the bus, they may do so. In either case, the bus shall not be moved from such point until all passengers have crossed the street or highway. In either case, the driver of the bus shall not permit the pupils to cross the street or highway until they may do so safely and shall, if necessary, escort such passengers across the street or highway."
3. Any person not enrolled in Washburn Rural will not be allowed to ride transportation to an activity.
4. Rules for riding an activity bus:
   a. Ride both ways unless PARENT is there to take responsibility.
   b. No extra riders back.
   c. Sponsors must take roll before the bus leaves at either location.
5. Bus runs in bad weather will be five minutes early.

RULES:

- Students shall follow the directions of the driver the first time they are given.
- Students shall be courteous and respectful of other persons and property.
- Students shall use appropriate language and tone when speaking.
- Eating, drinking, tobacco products and possession of dangerous objects will not be allowed on any bus.

- Students shall remain seated at all times and keep body parts and belongings inside the bus and out of the aisle.
- Students shall be on time when meeting the bus either at the bus stop or at their school.

CONSEQUENCES:

1st Warning:	The driver verbally warns the student.
2nd Warning:	The student is given an assigned seat and the driver confers with him/her after other students exit the bus.
1st Notice:	A conduct notice is given to the student by the driver and a copy is given to the school administrator. The notice must be signed by the parent and returned by the student the next time he/she boards the bus.
2nd Notice:	A conduct notice is given to the student by the driver and a copy is given to the school administrator. The notice must be signed by the parent and returned by the student the next time he/she boards the bus. Following the issuance of a 2nd notice, a letter will be sent to the parent(s) from the Transportation Supervisor informing them that another notice may warrant suspension from the bus by the school administrator.
3rd Notice:	A conduct notice is given to the student by the driver and a copy is given to the school administrator. The Transportation Department will confirm with the school administrator that the student has received his/her 3rd notice. The school administrator may suspend the student's bus riding privileges with the length of suspension to be determined by the offense. Parents and the Transportation Department will be notified by the school administrator of the dates of the suspension.
Severe Clause:	This warrants the same procedure as a third notice.

CAFETERIA GUIDELINES

The cafeteria schedule will operate on a staggered plan, with various rooms going to lunch as indicated on the class schedule. Students will remain in the cafeteria or on the north patio during their lunch period and will not return to the classrooms until the designated time. Students are not allowed in the parking lot unless given special permission from the administration. Students who bring their own lunch will eat in the cafeteria. The school cafeteria is a non-profit, self-supporting organization under government supervision. The lunches served are carefully planned to meet requirements set by the government school lunch project. Several food options are available for students. If a card is identified as lost or stolen, it will be confiscated and the student referred to administration for possible disciplinary action.

SECURITY

Security Cameras -- Video Monitoring
WRHS buildings and grounds are monitored by closed circuit TV. Video recordings of student activities may be used for disciplinary action and/or criminal prosecution.

Metal detectors will also be used to assist in providing a safe environment and to assist in searches. Portable metal detectors (wands) may be used on a random basis as needed during the day and at events.

STUDENT LIFE

ACTIVITY PARTICIPATION

In order to participate in any activity, a student must attend at least four of his or her classes on the day of participation; or be excused from this requirement by the administration; or attend four periods the last school day prior to the activity if the activity is on a non-school day.

An event associated with an academic class takes precedence over an extra-curricular (non-class) connected event.

Any student that has been suspended from school cannot attend or participate in any school function while under suspension. A suspension concludes upon readmission to school.

All students participating in a school-sponsored event are expected to travel with the team/group to the event. In the event a student cannot travel with the team/group, prior written approval must be granted by the principal and the sponsoring event coach/teacher. Under no circumstances shall a student transport other students to an event.

Completed Physical Forms and a signed Concussion Form must be turned in to the office or appropriate coach or sponsor before a student may practice or participate in any school activity. (Kansas State High School Activities Association (KSHSAA)).

STUDENT ACCIDENT INSURANCE

If a student is injured during the school day or while participating in a school activity, the District has catastrophic accident insurance to cover expenses exceeding $25,000. The coverage is supplemental to any insurance you may have on your student and pays only after the student's personal insurance coverage has responded. The District insurance is catastrophic only. In the event you do not have any insurance coverage, you will need to provide a signed letter stating that when you submit the claim form.

The Business Office only sends out insurance claim forms upon request from the parents of the student, not for every student accident report. Please be aware that all claims must be reported by you to the insurance company within 60 days of the accident.

If you have questions about the insurance coverage or the procedures for filing claims, please call the Business Office at 339-4000.

KSHSAA ELIGIBILITY AND PARTICIPATION

Participants in all KSHSAA recognized activities must conform to ALL KSHSAA eligibility regulations. USD 437 students transferring to another school district but whose parents/guardians still reside within USD 437 will be ineligible for one calendar year.

Students who participate or wish to participate in KSHSAA activities must successfully earn at least 2.5 credits of unit weight in at least five or more courses the semester prior to any and all such participation. **(These credits can be earned off campus, i.e., college courses.)** WRHS students must be enrolled in 2.5 credits of unit weight. It is strongly recommended that students who participate in activities enroll in a least 3.5 credits. Credits are determined using both the grades received at the end of each semester and the student's attendance record (NC's and INC- 's are calculated as zero credit). Incomplete grades completed after the end of a semester are not allowed to be counted for the prior semester's credit total. This is a KSHSAA rule. **(Also, see Grading Policy.)**

Additionally, a student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal (KSHSAA Rule 14, Article 2).

SPORTSMANSHIP

Sportsmanship is good citizenship in action. All actions by students at an activity are to be for the players, not against the opponents; positive, supportive, not negative or disrespectful. Fans should be courteous to participants, coaches, officials, staff and other fans. Fans abide by and respect the official's decisions. Always display your appreciation for good performances, regardless of the team or opponent. The performance of the teams on the field or court should be the focus of the crowd's attention, not silly distractions by others. Fans should exercise self-control and your actions should reflect positively upon yourself, your team, and your school.

Examples of appropriate behaviors are:

- face painting with school colors (do not bring the paint to the event)
- painting a shirt to positively support the team (do not bring the paint to the event)

- loud, appropriate cheering in support of the team
- appropriate signage in support of the team

Examples of inappropriate behaviors include but are not limited to:
- body painting
- costumes
- inappropriate jeers towards officials, teams, or coaches
- inappropriate signage that is negative towards opponents or officials

More details will be shared with students throughout the school year.

COMMUNITY POLICY

WRHS has a Substance Abuse Policy that applies to ALL participants in activities/sports. The policy is designed to attempt to help students make good decisions to not become involved with illegal substances (alcohol, drugs, tobacco or simulated tobacco). Involvement with illegal substances at school or at school activities is covered in the school's discipline policy. Additionally, there are established consequences for participants who involve themselves with substances while they are not at school. This policy provides participants and coaches at least a minimum set of consequences that will occur when a student is believed to be, and admits to being, involved with illegal substances. This policy will be explained to participants and they and their parents sign a card indicating that they understand their obligation to follow the policy.

It is important to note that ANY violation of the school's substance policy OR a violation of the school's community policy on illegal substances carries a minimum of the following:

1st Offense:	Loss of privilege to participate in a percentage of games/contests.
2nd Offense:	Loss of privileges to participate in any sport or activity for a period ranging from 20% of scheduled competitions (tobacco or simulated tobacco), to one-calendar year (alcohol and/or Drugs).
3rd Offense:	Loss of privilege to participate in ANY sport or activity for remainder of high school attendance.

TICKET PRICES/ACTIVITY TICKETS

Ticket prices for athletic contests are set by the Board of Education of USD 437. Ticket prices for home athletic contests are not to exceed the following:

Varsity Contests:	Adults (9th grade and up) AND	
	Students K-8th without parent	$7.00
	WRHS Student with Student ID	$5.00
	Students K-8th with parent	$5.00
Non-Varsity Contest:	All tickets	$5.00

Activity tickets will admit the cardholder to all home athletic contests (excluding tournaments and KSHSAA sponsored events). The cost for the Student and/or Adult Activity tickets are $40 for students and $60 for adults. Tickets may be purchased during enrollment or during the first few events. Purchasers of activity tickets can realize substantial savings.

NCAA ELIGIBILITY

Students who plan to participate in intercollegiate athletics at a NCAA Division I or Division II school must meet specific academic requirements. The requirements include sixteen specifically identified core courses for Division I and Division II, which must be taken while in high school. The NCAA has developed a sliding scale to accommodate variations in GPA's. To learn further details, students should see their counselor early in their junior/senior year. It is important for students to plan their high school course work with knowledge for the NCAA requirements (from the by-law 14.3 of the NCAA).

DIRECTORY INFORMATION DESIGNATED

The USD 437 board and administration have determined that the following data will be designated "directory information":

A. Student's name, address, telephone number, date of birth, and parent's name
B. Student's participation in officially recognized school activities and sports

C. The weight, height and grade of members of athletic teams
D. Date of attendance
E. Scholarships and awards received
F. The most recent previous school district attended by the student
G. Audio or visual recording, photograph, or image of student
H. Student's school email address as provided by USD 437

This information is considered public information which may be released by the school district without parent's prior consent.

Patrons have until September 1st to inform the school district that any or all of the directory information about their student should not be released with parent's prior consent.

HEALTH SERVICES

Our school nurse, located next to the east office, is available to students for confidential health counseling, illness and first aid emergencies. A student should obtain a pass from his/her teacher before coming to see the nurse, except in an emergency. During the school year the nurse and health staff will conduct vision and hearing screening as required by state law or upon request of the parent or teacher.

- **Illnesses:** Please do not send your child to school if he/she has been ill (vomiting, diarrhea, etc.) or has had a fever of over 100.4 degrees within the last 24 hours. When at school, students will be expected to participate in all areas, including physical education, unless we receive a written request from your child's physician. Please have the physician communicate with the school nurse if the inability to participate will be lengthy. NOTE: Missed physical education classes (even with a physician's excuse) will need to be made up in order to receive credit since the grade in physical education class is based mainly on participation.
- **Immunizations:** All students must have written proof (from a physician or health department) of the state required immunizations before enrolling for the school year. Failure to provide said proof will result in the student not being allowed to enroll and/or allowed to continue attending. The school nurse can provide further information on medical and religious exemption.
- **Medications:** Whenever possible, medication should be given outside school hours. Students in grades 9-12 may self-administer prescription and non-prescription medications pursuant to board policy. If abuse of the self-administration policy is noted, parents will be notified and this privilege may be suspended. If assistance is requested for Health Room Personnel to administer medication, written permission from the parent and the physician will be needed. The prescription label will be considered permission from the physician. It will be the responsibility of the student to report to the Health Room when the medication dosage is due. Inhalers may remain in the student's possession, but there should be written authorization for independent administration on file in the Health Room.
- **Administration of Injectable Medication at School:** School personnel may administer injectable medicines on an emergency basis only after proper training is provided by the School Nurse. Any syringe used on school property will be disposed of in a Bio-Hazard receptacle located in the Health Room in accordance with the Auburn-Washburn District Blood-Borne Pathogen Policy. The appropriate documents must be completed and filed in the student's health folder.
- **Health Procedures:** Any student requiring finger sticks for glucose monitoring and/or insulin injections will be required to perform those procedures in the school Health Room under the supervision of the Health Room staff or their designate, unless otherwise directed.

FIRE DRILL

The Fire Drill Warning will be the sounding of the Fire Alarm. The students and staff should exit the building in a quick, but orderly manner once it has been announced to do so from the office. Teachers will account for all students once they have moved to a safe distance away from the building. Administration will notify all when it is safe to return to the building. All fire exits shall be posted in each classroom and other areas.

TORNADO DRILL
Procedure for tornado drill evacuation from classrooms will be as follows: All teachers will be responsible for instructing their classes toward emergency shelters and how to take cover. Once the signal is sounded all students/staff will move immediately to their emergency shelter area and take cover. Students and staff will return to classes when the all-clear bell is given.

SCHOOL LOCKDOWN
Procedure for the school lockdown will be as follows: The signal is an announcement via the P.A. system. All teachers will be responsible for locking the classroom doors, accounting for all students, and instructing students where to relocate in the room away from doors and windows, if necessary. No one is to leave a locked area unless directed to do so by the school administrator or law enforcement officers.

METAL DETECTORS
Metal detectors are used to assist us in providing a safe environment for our students.

SOCIAL FUNCTIONS
Social functions held in connection with the school must be approved by the sponsors and the administration. Sufficient notice needs to be given to the WRHS activities director and adult supervision must be provided by the sponsoring organization.

DANCE PARTICIPATION
WRHS students desiring to bring a non-WRHS date to a school-sponsored dance must register their date by the Wednesday preceding the dance. An administrator must approve ex-WRHS students who were not in good standing when they exited WRHS. The WRHS student who pre-registered them must accompany all dates during the dance. WRHS students are responsible for and will be held accountable for the actions of their dates during the dance. All disciplinary consequences will apply to the sponsoring WRHS student. Student ID cards are required for admission to all WRHS dances. Dates must be of high school age or older. The grade level administrator must approve dates over the age of 20.
Students who come to the dance with any other agendas other than having fun are to be discouraged from coming. Attend the dances, enjoy, but not at someone else's expense. Dances are not an inherent right - they are a privilege.

Activities are an extension of the school day. While dances are a chance for students to enjoy some positive social interaction, all students are asked to respect themselves and other individuals. All of our students' actions will be observed by their peers, parent chaperones and teachers. If the provocative dancing occurs and the conduct is deemed inappropriate, the student(s) may be asked to leave the dance.

TELEPHONES
Students are not allowed to use the office or teacher phone without permission.

TELEPHONE MESSAGES FOR STUDENTS
To avoid making unnecessary classroom interruptions, the high school's office staff has been instructed to deliver student messages from parents or guardians that are only of the utmost importance.

These would include, but not be limited to:
- An emergency from parents
- Doctor and dental appointments of which the student is unaware

VISITORS
During the school day, all visitors to the high school must report to the main office and present government-issued identification in order to receive permission and a visitor's pass before entering any other part of the school. **Lunch visitors are prohibited unless approved by administration.**

Occasionally students ask to bring a visitor with them to school. For a variety of reasons, WRHS discourages this from occurring. Visitors who are students at other schools are allowed to visit only if

they are prospective students and are given prior approval from a WRHS assistant principal. Prospective students and their parents/guardians must first meet with a school counselor to discuss enrollment options at WRHS. No student visitors will be allowed to visit during the first or last week of each semester.

Emergency Safety Interventions (ESI)

The emergency safety interventions (ESI) law set forth standards for the use of restraint and seclusion to ensure that all Kansas students and staff have a safe learning environment. The standards found in the ESI statutes and regulations are required to be followed in all Kansas public school districts and accredited private schools.

BOE Policy GAAF

GAAF **Emergency Safety Interventions** (See GAO, JRB, JQ, and KN)

GAAF

The board of education is committed to limiting the use of Emergency Safety Intervention ("ESI"), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention as defined below. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies.

This policy shall be made available on the district website with links to the policy available on any individual school pages. In addition, this policy shall be included in at least one of the following: each school's code of conduct, school safety plan, or student handbook. Notice of the online availability of this policy shall be provided to parents during enrollment each year.

Definitions

"Campus policy officer" means a school security officer designated by the board of education of any school district pursuant to State Statute, and amendments thereto.

"Chemical Restraint" means the use of medication to control a student's violent physical behavior or restrict a student's freedom of movement.

"Emergency Safety Intervention" is the use of seclusion or physical restraint but does not include physical escort or the use of time-out.

"Incident" means each occurrence of the use of an emergency safety intervention.

"Law enforcement officer" and "police officer" mean a full-time or part-time salaried officer or employee of the state, a county, or a city, whose duties include the prevention or detection of crime and the enforcement of criminal or traffic law of this state or any Kansas municipality. This term includes a campus police officer.

"Legitimate law enforcement purpose" means a goal within the lawful authority of an officer that is to be achieved through methods or conduct condoned by the officer's appointing authority.

"Mechanical Restraint" means any device or object used to limit a student's movement.

"Parent" means: (1) a natural parent; (2) an adoptive parent; (3) a person acting as a parent as defined per State Statute, and amendments thereto; (4) a legal guardian; (5) an education advocate for a student with an exceptionality; (6) a foster parent, unless the student is a child with an exceptionality; or (7) a student who has reached the age of majority or is an emancipated minor.

"Physical Escort" means the temporary touching or holding the hand, wrist, arm, shoulder, or back of a student who is acting out for the purpose of inducing the student to walk to a safe location.

"Physical Restraint" means bodily force used to substantially limit a student's movement, except that consensual, solicited, or unintentional contact and contact to provide comfort, assistance, or instruction shall not be deemed to be physical restraint.

"School resource officer" means a law enforcement officer or police officer employed by a local law enforcement agency who is assigned to a district through an agreement between the local law enforcement agency and the district.

"School security officer" means a person who is employed by a board of education of any school district for the purpose of aiding and supplementing state and local law enforcement agencies in which the school district is located but is not a law enforcement officer or police officer.

"Seclusion" means placement of a student in a location where all of the following conditions are met: (1) the student is placed in an enclosed area by school personnel; (2) the student is

purposefully isolated from adults and peers; and (3) the student is prevented from leaving, or reasonably believes that he or she will be prevented from leaving the enclosed area.
"Time-out" means a behavioral intervention in which a student is temporarily removed from a learning activity without being secluded.

Prohibited Types of Restraint

All staff members are prohibited from engaging in the following actions with all students:

- Using face-down (prone) physical restraint;
- Using face-up (supine) physical restraint;
- Using physical restraint that obstructs the student's airway;
- Using physical restraint that impacts a student's primary mode of communication;
- Using chemical restraint, except as prescribed treatments for a student's medical or psychiatric condition by a person appropriately licensed to issue such treatments; and
- Use of mechanical restraint, ***except;***
    - Protective or stabilizing devices required by law or used in accordance with an order from a person appropriately licensed to issue the order for the device;
    - Any device used by a certified law enforcement officer to carry out law enforcement duties; or
    - Seatbelts and other safety equipment when used to secure students during transportation.

Use of Emergency Safety Interventions

ESI shall be used only when a student presents a reasonable and immediate danger of physical harm to such student or others with the present ability to effect such physical harm. Less restrictive alternatives to ESI, such as positive behavior interventions support, shall be deemed inappropriate or ineffective under the circumstances by the school employee witnessing the student's behavior prior to the use of any ESI. The use of ESI shall cease as soon as the immediate danger of physical harm ceases to exist. Violent action that is destructive of property may necessitate the use of an ESI. Use of an ESI for purposes of discipline, punishment, or for the convenience of a school employee shall not meet the standard of immediate danger of physical harm.

ESI Restrictions

A student shall not be subjected to ESI if the student is known to have a medical condition that could put the student in mental or physical danger as a result of ESI. The existence of such medical condition must be indicated in a written statement from the student's licensed health care provider, a copy of which has been provided to the school and placed in the student's file.

Such written statement shall include an explanation of the student's diagnosis, a list of any reasons why ESI would put the student in mental or physical danger, and any suggested alternatives to ESI. Notwithstanding the provisions of this subsection, a student may be subjected to ESI, if not subjecting the student to ESI would result in significant physical harm to the student or others.

Use of Seclusion

When a student is placed in seclusion, a school employee shall be able to see and hear the student at all times.

All seclusion rooms equipped with a locking door shall be designed to ensure that the lock automatically disengages when the school employee viewing the student walks away from the seclusion room, or in case of emergency, such as fire or severe weather.

A seclusion room shall be a safe place with proportional and similar characteristics as other rooms where students frequent. Such room shall be free of any condition that could be a danger to the student, well-ventilated, and sufficiently lighted.

Training

All staff members shall be trained regarding the use of positive behavioral intervention strategies, de-escalation techniques, and prevention techniques. Such training shall be consistent with nationally recognized training programs on ESI. The intensity of the training provided with depend upon the employee's position. Administrators, licensed staff members, and other staff deemed most likely to need to restrain a student will be provided more intense training than staff who do not work directly with students in the classroom. District and building administration shall make the determination of the intensity of training required by each position.

Each school building shall maintain written or electronic documentation regarding the training that was provided and a list of participants, which shall be made available for inspection by the state board of education upon request.

Notification and Documentation

The principal or designee shall notify the parent the same day as the incident. The same-day notification requirement of this subsection shall be deemed satisfied if the school attempts at least two methods of contacting the parent. A parent may designate a preferred method of contact to receive the same-day notification. Also, a parent may agree, in writing, to receive only one same-day notification from the school for multiple incidents occurring on the same day.

Documentation of the ESI used shall be completed and provided to the student's parents no later than the school day following the day of the incident. Such written documentation shall include: (A) The events leading up to the incident; (B) student behaviors that necessitated the ESI; (C) steps taken to transition the student back into the educational setting; (D) the date and time the incident occurred, the type of ESI used, the duration of the ESI, and the school personnel who used or supervised the ESI; (E) space or an additional form for parents to provide feedback or comments to the school regarding the incident; (F) a statement that invites and strongly encourages parents to schedule a meeting to discuss the incident and how to prevent future incidents; and (G) email and phone information for the parent to contact the school to schedule the ESI meeting. Schools may group incidents together when documenting the items in subparagraphs (A), (B) and (C) if the triggering issue necessitating the ESIs is the same.

The parent shall be provided the following information after the first and each subsequent incident during each school year: (1) a copy of this policy which indicates when ESI can be used; (2) a flyer on the parent's rights; (3) information on the parent's right to file a complaint through the local dispute resolution process (which is set forth in this policy) and the complaint process of the state board of education, and (4) information that will assist the parent in navigating the complaint process, including contact information for Families Together and the Disability Rights Center of Kansas. Upon the first occurrence of an incident of ESI, the foregoing information shall be provided in printed form or, upon the parent's written request, by email. Upon the occurrence of a second or subsequent incident, the parent shall be provided with a full and direct website address containing such information.

Law Enforcement, School Resource, and Campus Security Officers

Campus police officers and school resource officers shall be exempt from the requirements of this policy when engaged in an activity that has a legitimate law enforcement purpose. School security officers shall not be exempt from the requirements of this policy.

If a school is aware that a law enforcement officer of school resource officer has used seclusion, physical restraint, or mechanical restraint on a student, the school shall notify the parent the same day using the parent's preferred method of contact. A school shall not be required to provide written documentation to a parent, as set forth above, regarding law enforcement use of an emergency safety intervention, or report to the state department of education any law enforcement use of an emergency safety intervention. For purposed of this subsection, mechanical restraint includes, but is not limited to, the use of handcuffs.

Documentation of ESI Incidents

Except as specified above with regard to law enforcement or school resource officer use of emergency safety interventions, each building shall maintain documentation any time ESI is used with a student. Such documentation must include all of the following:

- Date and time of the ESI,
- Type of ESI,
- Length of time the ESI was used,
- School personnel who participated in or supervised the ESI,
- Whether the student has an individualized education program at the time of the incident,
- Whether the student has a section 504 plan at the time of the incident, and whether the student had a behavior intervention plan at the time of the incident.

All such documentation shall be provided to the building principal, who shall be responsible for providing copies of such documentation to the superintendent or the superintendent's designee on at least a biannual basis. At least once per school year, each building principal or designee shall review the documentation of ESI incidents with appropriate staff members to consider the appropriateness of the use of ESI in those instances.

Reporting Data

District administration shall report ESI data to the state department of education as required.

Parent Right to Meeting on ESI Use

After each incident, a parent may request a meeting with the school to discuss and debrief the incident. A parent may request such meeting verbally, in writing, or by electronic means. A school shall hold a meeting requested under this subsection within 10 school days of the parent's request.

The focus of any such meeting shall be to discuss proactive ways to prevent the need for emergency safety interventions and to reduce incidents in the future.

For a student with an IEP or a Section 504 plan, such student's IEP team or Section 504 plan team shall discuss the incident and consider the need to conduct a functional behavioral assessment, develop a behavior intervention plan, or amend the behavior intervention plan if already in existence.

For a student with a section 504 plan, such student's section 504 plan team shall discuss and consider the need for a special education evaluation. For student who have an individualized education program and are placed in a private school by a parent, a meeting called under this subsection shall include the parent and private school, who shall consider whether the parent should request an individualized education program team meeting. If the parent requests an individualized education program team meeting, the private school shall help facilitate such meeting.

For a student without an IEP or Section 504 plan, the school staff and the parent shall discuss the incident and consider the appropriateness of a referral for a special education evaluation, the need for a functional behavioral assessment, or the need for a behavior intervention plan. Any such meeting shall include the student's parent, a school administrator for the school the student attends, one of the student's teachers, a school employee involved in the incident, and any other school employees designated by the school administrator as appropriate for such meeting.

The student who is the subject of such meetings shall be invited to attend the meeting at the discretion of the parent. The time for calling such a meeting may be extended beyond the 10-day limit if the parent of the student is unable to attend within that time period. Nothing in this section shall be construed to prohibit the development and implementation of a functional behavior assessment or a behavior intervention plan for any student if such student would benefit from such measures.

Local Dispute Resolution Process

If a parent believes that an emergency safety intervention has been used on the parent's child in violation of state law or board policy, the parent may file a complaint as specified below.

The board of education encourages parents to attempt to resolve issues relating to the use of ESI informally with the building principal and/or the superintendent before filing a formal complaint with the board. Once an informal complaint is received, the administrator handling such complaint shall investigate such matter, as deemed appropriate by the administrator. In the event that the complaint is resolved informally, the administrator must provide a written report of the informal resolution to the superintendent and the parents and retain a copy of the report at the school. The superintendent will share the informal resolution with the board of education and provide a copy to the State department of education.

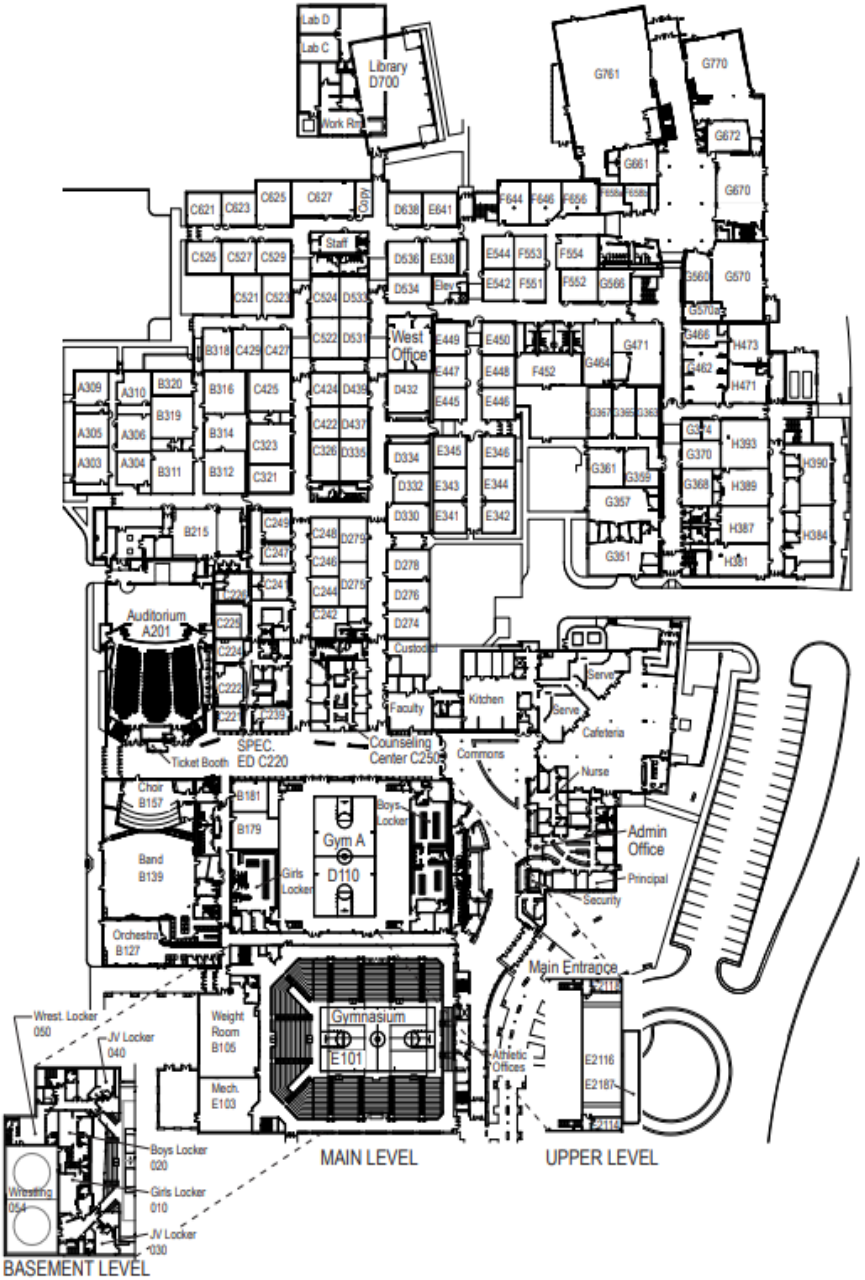
If the issues are not resolved informally with the building principal and/or the superintendent, the parents may submit a formal written complaint to the board of education by providing a copy of the complaint to the clerk of the board and the superintendent within thirty (30) days after the parent is informed of the incident.

Upon receipt of a formal written complaint, the board president shall assign an investigator to review the complaint and report findings to the board as a whole. Such investigator may be a board member, a school administrator selected by the board, or a board attorney. Such investigator shall be informed of the obligation to maintain confidentiality of student records and shall report the findings of fact and recommended corrective action, if any, to the board in executive session.

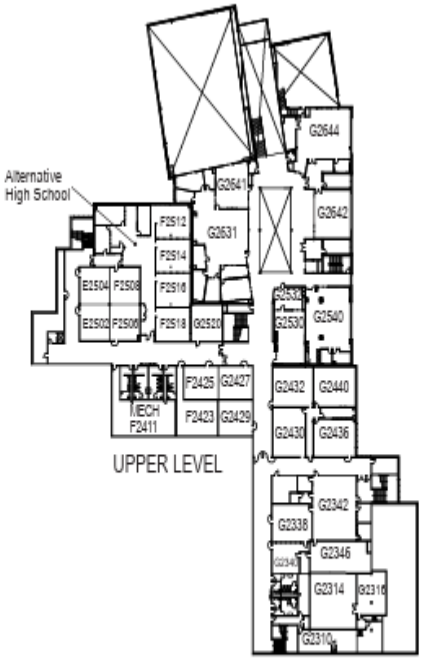
Any such investigation must be completed within thirty (30) days of receipt of the formal written complaint by the board clerk and superintendent. On or before the 30th day after receipt of the written complaint, the board shall adopt written findings of fact and, if necessary, appropriate corrective action. A copy of the written findings of fact and any corrective action adopted by the board shall only be provided to the parents, the school, and the state department of education and shall be mailed to the parents and the state department within 30 days of the board's receipt of the formal complaint.

If desired, a parent may file a complaint under the state board of education administrative review process within thirty (30) days from the date a final decision is issued pursuant to the local dispute resolution process.

Approved: October 17, 2016



WRHS BUILDING FLOOR PLAN


Alternative
High School
G2644
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MECH
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G2436
UPPER LEVEL
G2342
G2338
G2346
G2314
G2316
G2310

WRHS ABBREVIATED CALENDAR OF EVENTS 2026-2027

AUGUST

11	New Student Orientation
12	Returning Students Report
17	First Day of Fall Sports Practices (Fall Sports Practice, Scholar's Bowl and Debate)

SEPTEMBER

7	NO SCHOOL – LABOR DAY

OCTOBER

2	Homecoming
8	End of 1st Nine Weeks
9	NO SCHOOL – Staff Work Day
14	Evening Parent Teacher Conferences –SCHOOL IN SESSION
15	Parent Teacher Conferences – NO SCHOOL
18	NO SCHOOL

NOVEMBER

16	Winter Sports Practice Begins
23-24	NO SCHOOL – Professional Learning Days
25-27	NO SCHOOL – Thanksgiving Break

DECEMBER

18	End of 2nd Nine Weeks and 1st Semester
21-31	NO SCHOOL – Winter Break Begins

WRHS ABBREVIATED
CALENDAR OF EVENTS
2026-2027

JANUARY

4	NO SCHOOL- Staff Work Day
5	Winter Break Ends- SCHOOL RESUMES
15	NO SCHOOL- Professional Learning Day
18	NO SCHOOL- Martin Luther King Day

FEBRUARY

17	Evening Parent/Teacher Conferences – SCHOOL IN SESSION
18	Parent/Teacher Conferences – NO SCHOOL
19	NO SCHOOL

MARCH

1	Spring Sports Practice Begins
11	End of 3rd Nine Weeks
12	NO SCHOOL – Staff Work Day
15-19	NO SCHOOL – Spring Break

APRIL

16	NO SCHOOL – Professional Learning Day
19	NO SCHOOL – Unless Snow make-up day is needed

MAY

17	Graduation
21	Last Day of School

WRHS PTO BLUE'S BACKERS

President—Deanna Hutsen

Vice President –TBD

Secretary –TBD

Treasurer –Erin Appuhn

WRHS FIGHT SONG	THE WASHBURN ALMA MATER
Washburn, Washburn, Hail White and Blue	Washburn, thy halls in glory dwell
Washburn, Washburn, We're back of you	Thy words of truth and beauty tell
We'll be loyal come what might	For knowledge, hope, and friendship true
But we'd like to (GO!) Win this game tonight	Washburn, our praise we sing to you
So Washburn, show us what you can do	You, in tradition, hold the victors' name
Fight for the White and Blue	Your halls of learning known in fame
Work up some steam, get in and fight	Classmates in honor stand and praise
So we can win this game tonight	Washburn, our guide through high school days

WASHBURN RURAL HIGH SCHOOL
TRADITION OF CHAMPIONS

BAND

Superior rating at State contest
- 1990-1991
- 1991-1992
- 1992-1993
- 1993-1994
- 1994-1995
- 1995-1996
- 1996-1997
- 1997-1998
- 1998-1999
- 1999-2000
- 2000-2001
- 2001-2002
- 2002-2003
- 2006-2007
- 2007-2008
- 2008-2009
- 2009-2010
- 2011-2012
- 2012-2013
- 2013-2014
- 2014-2015
- 2015-2016
- 2017-2018
- 2018-2019
- 2021-2022
- 2022-2023
- 2023-2024

BASEBALL

State Champions
- Class B 1949-1950
- Class B 1951-1952

Centennial League Champions
- 1996-1997
- 1997-1998
- 1998-1999
- 1999-2000
- 2018-2019
- 2020-2021
- 2021-2022
- 2023-2024

BASKETBALL (BOYS)

State Champions
- Class A 1959-1960
- Class 5A 1981-1982
- Class 5A 1984-1985

Centennial League Champions
- 1981-1982
- 1996-1997
- 2010-2011
- 2018-2019
- 2019-2020
- 2022-2023
- 2024-2025

BASKETBALL (GIRLS)

State Champions
- Class 6A 1995-1996
- Class 6A 1998-1999
- Class 6A 2008-2009
- Class 6A 2018-2019
- Class 6A 2021-2022

Centennial League Champions
- 1983-1984
- 1994-1995
- 1995-1996
- 1996-1997

1997-1998
1998-1999
1999-2000
2000-2001
2003-2004
2004-2005
2007-2008
2008-2009
2010-2011
2012-2013
2014-2015
2015-2016
2018-2019
2022-2023

BOWLING (BOYS)
Centennial League Champions
2012-2013
2021-2022
2022-2023
2023-2024
State Champions
Class 6A 2022-2023

BOWLING (GIRLS)
Centennial League Champions
2015-2016
2016-2017
2019-2020
2022-2023
2024-2025
2025-2026

CHORUS
Superior rating at State Large Group Festival
Men's Chorus
1987-1988
1995-1996
1996-1997
1997-1998
1998-1999
1999-2000
2000-2001
2001-2002
2003-2004
2005-2006
2006-2007
2007-2008
2009-2010
2010-2011
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2012-2013
2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2020-2021
2021-2022
2022-2023
2023-2024
2024-2025

Women's Chorus
1987-1988
1988-1989
1989-1990
1990-1991
1991-1992
1992-1993
1993-1994
1994-1995
1995-1996
1996-1997
1997-1998
2000-2001
2001-2002
2003-2004
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2012-2013
2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2020-2021
2021-2022
2022-2023
2023-2024
2024-2025

WRHS Chorale
1985-1986
1986-1987
1987-1988
1988-1989
1989-1990
1990-1991
1991-1992
1992-1993
1993-1994
1994-1995
1995-1996
1996-1997
1997-1998
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2010-2011
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2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2020-2021
2021-2022
2022-2023
2023-2024

CROSS COUNTRY (BOYS)

State Champions

Class 6A 2019-2020
2025-2026

Centennial League Champions

1971-1972
1983-1984
1997-1998
2000-2001
2001-2002
2009-2010
2018-2019
2019-2020
2022-2023
2025-2026

CROSS COUNTRY (GIRLS)

State Champions

Class 6A 1996-1997

Centennial League Champions

1995-1996
1996-1997
1997-1998
1998-1999
2000-2001
2003-2004
2009-2010
2021-2022
2022-2023
2023-2024
2024-2025

DEBATE

National Team

4th 1995
3rd 1997
10th 1998
4th 2001
5th 2016
6th 2018
10th 2018
1st 2019
3rd 2020
4th 6th 2021
1st 5th 2022

National Speakers

9th 1988
3rd 1990
9th 1995
1st 2016
6th 2016
11th 2017
13th 2018
6th 2019
5th 10th 11th 2021
5th 6th 2022
12th 2023

State Champions

Class 5A 1979-1980
Class 5A 1982-1983
Class 5A 1984-1985
Class 5A 1987-1988
Class 6A 1990-1991
Class 6A 1997-1998
Class 6A 2002-2003
Class 6A 2007-2008
Class 6A 2016-2017
Class 6A 2017-2018
Class 6A 2018-2019
Class 6A 2019-2020
Class 6A 2020-2021
Class 6A 2021-2022
Class 6A 2022-2023
Class 6A 2023-2024
Class 6A 2025-2026

Centennial League Champion 1991-1992

National Forensic League School of Excellence Award (Top 20 schools in the Nation)

1999
2001
2016
2018
2019
2020
2021

FOOTBALL

State Champions

Class 5A 1985-1986
Class 5A 1986-1987
Class 5A 1989-1990

Centennial League Champions

1962-1963
1977-1978
1981-1982
1982-1983
1985-1986
1989-1990
1990-1991
1991-1992
1992-1993
1993-1994
1996-1997
2021-2022
2023-2024

FORENSICS

National Placing

Boys' Extemp 12th 1984

Original Oration 14th 1999

Forensics 6A State Champion:
Oratory, 1999-2000
Oratory, 2000-2001
Dramatic Interpretation, 1999-2000
Dramatic Interpretation, 2007-2008
Lincoln-Douglas Debate, 2004-2005
Informative Speaking, 2015-2016
Duo Interpretation, 2017-2018
Oratory, 2018-2019
Duo Interpretation 2021-2022
Humorous Interpretation 2021-2022
POI 2021-2022
Prose 2021-2022

GOLF (BOYS)
State Champions
Class 6A 1996-1997
Class 6A 2008-2009
Class 6A 2014-2015
Centennial League Champions
1968-1969
1983-1984
1985-1986
1986-1987
1990-1991
1993-1994
1995-1996
1997-1998
1999-2000
2003-2004
2004-2005
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2010-2011
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2012-2013
2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2020-2021
2022-2023

GOLF (GIRLS)
State Champions
Class 6A 2005-2006
Class 6A 2013-2014
Class 6A 2014-2015
Class 6A 2016-2017
Class 6A 2017-2018
Centennial League Champions
1994-1995
1995-1996
1998-1999
1999-2000
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2003-2004
2010-2011
2011-2012
2012-2013
2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2019-2020
2021-2022

GYMNASTICS (BOYS)
Centennial League Champions
1969-1970
1970-1971
1971-1972
1972-1973
1973-1974
1974-1975
1975-1976
1979-1980
1982-1983

GYMNASTICS (GIRLS)
Centennial League Champions
1975-1976
1978-1979

ORCHESTRA
Superior rating at State contest
1998-1999
2009-2010
2010-2011
2011-2012
2012-2013
2013-2014
2015-2016
2016-2017
2017-2018
2018-2019
2020-2021
2021-2022
2022-2023
2023-2024

SCHOLARS BOWL
State Champions
1995-1996
2004-2005
2007-2008
2008-2009
2009-2010
2023-2024
Centennial League Champions
2013-2014
2014-2015
2016-2017
2018-2019

CHESS CLUB

Nationals (unrated division) 3rd
- 2006-2007

State Champions
- CLASS 5A 1986
- ALL-CLASS 1986

SOCCER (BOYS)

6A State Champions
- 2002-2003
- 2009-2010
- 2012-2013
- 2025-2026

Centennial League Champions
- 1992-1993
- 1995-1996
- 1996-1997
- 1997-1998
- 1998-1999
- 1999-2000
- 2000-2001
- 2001-2002
- 2002-2003
- 2003-2004
- 2004-2005
- 2005-2006
- 2006-2007
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- 2010-2011
- 2011-2012
- 2012-2013
- 2013-2014
- 2014-2015
- 2015-2016
- 2016-2017
- 2017-2018
- 2018-2019
- 2019-2020
- 2020-2021
- 2021-2022
- 2022-2023
- 2023-2024
- 2024-2025
- 2025-2026

SOCCER (GIRLS)

6A State Champions
- **2024-2025**

Centennial League Champions
- 1996-1997
- 1997-1998
- 2000-2001
- 2002-2003
- 2003-2004
- 2005-2006
- 2007-2008
- 2008-2009
- 2011-2012
- 2012-2013
- 2013-2014
- 2014-2015
- 2016-2017
- 2017-2018
- 2018-2019
- 2020-2021
- 2021-2022
- 2022-2023
- 2023-2024
- 2024-2025

SOFTBALL

6A State Champions
- 1994-1995
- 2007-2008
- 2013-2014

Centennial League Champions
- 1992-1993
- 1993-1994
- 1994-1995
- 1996-1997
- 2001-2002
- 2002-2003
- 2005-2006
- 2006-2007
- 2007-2008
- 2008-2009
- 2009-2010
- 2010-2011
- 2011-2012
- 2012-2013
- 2015-2016
- 2018-2019
- 2021-2022
- 2022-2023
- 2023-2024
- 2024-2025

SWIMMING & DIVING (GIRLS)

Centennial League Champions
- 2001-2002
- 2005-2006
- 2006-2007
- 2009-2010
- 2011-2012
- 2012-2013
- 2015-2016
- 2016-2017
- 2017-2018
- 2020-2021
- 2021-2022
- 2022-2023
- 2023-2024

SWIMMING & DIVING (BOYS)

Centennial League Champions
- 2000-2001
- 2001-2002
- 2002-2003
- 2003-2004
- 2004-2005
- 2006-2007

2007-2008
2009-2010
2010-2011
2011-2012
2012-2013
2013-2014
2014-2015
2019-2020
2020-2021
2021-2022
2022-2023
2023-2024

TENNIS (BOYS)

State Champions

Class 5A (Doubles) 1982-1983
Class 5A (Singles) 1985-1986
Class 5A (Singles) 1987-1988
Class 5A (Team)
1987-1988
Class 6A (Doubles) 2000-2001
Class 6A (Team)
2002-2003
Class 6A (Team)
2003-2004
Class 6A (Team)
2004-2005
Class 6A (Singles) 2004-2005
Class 6A (Doubles) 2004-2005
Class 6A (Doubles) 2005-2006
Class 6A (Team)
2006-2007

Centennial League Champions

1980-1981
1981-1982
1982-1983
1983-1984
1984-1985
1985-1986
1986-1987
1987-1988
1989-1990
1990-1991
1991-1992
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2021-2022
2023-2024
2025-2026

TENNIS (GIRLS)

State Champions

Class 6A 1990-1991
Class 6A 1993-1994
Class 6A (Doubles) 1994-1995
Class 6A (Singles)
2012-2013

Centennial League Champions

1979-1980
1980-1981
1981-1982
1982-1983
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2013-2014
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2016-2017
2017-2018
2018-2019
2021-2022
2023-2024
2024-2025

TRACK (BOYS)

State Champions

Class 5A 1983-1984
Class 5A 1986-1987

Centennial League Champions

1980-1981
1982-1983
1983-1984
1984-1985
1985-1986
1986-1987
1990-1991

2018-2019

TRACK (GIRLS)

Centennial League Champions

1981-1982
1995-1996
1997-1998
1998-1999

VOLLEYBALL

State Champions

Class 6A 2004-2005
Class 6A 2006-2007
Class 6A 2007-2008
Class 6A 2008-2009
Class 6A 2009-2010
Class 6A 2011-2012
Class 6A 2012-2013
Class 6A 2022-2023

Centennial League Champions

1975-1976
1980-1981
1984-1985
1988-1989
1989-1990
1996-1997
2002-2003
2004-2005
2005-2006
2006-2007
2007-2008
2008-2009
2009-2010
2011-2012
2012-2013
2018-2019
2019-2020
2021-2022
2022-2023
2023-2024
2024-2025
2025-2026

WRESTLING (BOYS)

State Champions

Class 6A 2020-2021
Class 6A 2021-2022

Centennial League Champions

2019-2020
2020-2021
2021-2022
2023-2024

WRESTLING (GIRLS)

State Champions

All Class 2019-2020
Div. 1 2020-2021
Class 6A 2022-2023
Class 6A 2023-2024

Centennial League Champions

2020-2021
2021-2022
2022-2023
2023-2024

GAME DAY CHEER

State Champions

Class 6A 2020-2021

GAME DAY DANCE

State Champions

Class 6A 2021-2022

WASHBURN RURAL HIGH SCHOOL
Community Service
EMERGENCY DIRECTORY

THREATENING EMERGENCIES

Ambulance Service	**911**
Fire Department (Rescue Squad)	**911**
Police Department	**911**

EMERGENCY SERVICES

The University of Kansas Health System St. Francis Campus - EMERGENCY DEPT.	785-295-8000
Stormont-Vail Hospital - EMERGENCY DEPT.	785-354-6100

HOSPITALS

The University of Kansas Health System St. Francis Campus	785-295-8000
Stormont-Vail Regional Health Center	785-354-6000
Veteran's Administration Medical Center	785-350-3111

EMERGENCY HOTLINES

Crime stoppers Hotline (confidential)	785-234-0007
Emergency Preparedness	785-251-5660
Emergency Gas Shutoff - Auburn Gas Co.	785-256-2426
Emergency Electric Shutoff – Kaw Valley Electric	785-478-3444
Rural Water District 3C	785-862-3305
Parent & Youth Helpline	855-427-2736
School Safety (Kansas)	877-626-8203
Suicide Prevention Services (24 hours)	**988**
Astra Mental Health and Recovery	785-234-3300
Depression	**988**
Domestic Violence	800-799-7233
Alcohol	866-210-1303
Stress and Anxiety	**988**

Auburn-Washburn
2026-2027 Student Calendar

2026

JULY

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
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

S	M	T	W	T	F	S
2	3	4	5	6	7	1/8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

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	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

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	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

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	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

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	19
20	21	22	23	24	25	26
27	28	29	30	31		

2027

JANUARY

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	19	20	21	22	23
24/31	25	26	27	28	29	30

FEBRUARY

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	19	20
21	22	23	24	25	26	27
28						

MARCH

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	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL

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	19	20	21	22	23	24
25	26	27	28	29	30	

MAY

S	M	T	W	T	F	S
2	3	4	5	6	7	1/8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE

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	19
20	21	22	23	24	25	26
27	28	29	30			

School in Session

Snow Make-Up Day (if needed)

End of Grading Period

Early Release Day
- Elementary School Dismissal 2:15 pm
- Middle School Dismissal 1:20 pm
- High School Dismissal 1:32 pm
- No School for Early Childhood Education

Approved by the Board of Education on 12/01/25 **Subject to Negotiations**

Auburn Washburn
Unified School District 437

August
- 11 School Begins -Grades 1-6, 9, New 10-12
- 12 School Begins -Grades 7-8 & 10-12
- 13 School Begins -Preschool & Kindergarten

September
- 7 No School - Labor Day

October
- 8 End of First Grading Period
- 9 No School - Staff Work Day
- 14 Evening P/T Conferences
- 15 No School - P/T Conferences
- 16 No School

November
- 23-24 No School - Staff Professional Learning Days
- 25-27 No School - Thanksgiving

December
- 18 End of Second Grading Period
- 21-31 No School - Winter Break

January
- 1 No School - Winter Break
- 4 No School - Staff Work Day
- 15 No School - Staff Professional Learning Day
- 18 No School - MLK Day

February
- 17 Evening P/T Conferences
- 18 No School - P/T Conferences
- 19 No School

March
- 11 End of Third Grading Period
- 12 No School - Staff Work Day
- 15-19 Spring Break

April
- 18 No School - Staff Professional Learning Day
- 19 Snow Make-Up Day (if needed)

May
- 21 Last Day of School - 1/2 Day

Auburn-Washburn USD 437
5928 SW 53rd Street
Topeka, KS 66610
785-339-4000

www.usd437.net