

WELCOME TO EVERGREEN JUNIOR HIGH SCHOOL

ADMINISTRATORS

Ms. Jan Olson Principal
Mrs. Anne Balicki Assistant Principal

OFFICE STAFF

Mrs. Waters
Office Manager; Free/Reduced Lunch; Health Room
Mrs. Towers
ASB Secretary; Fines/Fees; Athletic Secretary; Lockers
Mrs. Casolary
Student Records; Registration; Immunizations
Mrs. Duncan
Attendance; Student Store; Facility Use
Mr. Jensen
Campus Security

COUNSELORS

Mrs. Gregory A-K
Mrs. Riley L-Z

Dear Students and Parents,

Welcome to Evergreen Junior High School, "Home of the Eagles." You will enjoy a safe and challenging educational environment that will empower you with the knowledge, skills and attitudes necessary for success both now and in the future. You are encouraged to actively participate in the many programs that are available. The interest and enthusiasm you demonstrate will benefit you as well as your school. Remember, this is your school. Pride in the school and pride in yourself will help to create memorable junior high experiences.

Our first goal is to provide you with the best education in the most positive environment possible. We are dedicated to your success and we look forward to one of the best years ever. The student agenda will provide you with necessary information about Evergreen Junior High. Become familiar with its contents and it will help you with your day to day activities.

The second purpose of the agenda is to serve as a planner to help you keep track of daily assignments and major class projects.

Again, welcome to Evergreen Junior High. You are in for a tremendous year!

Sincerely,
The Evergreen Junior High Staff

EVERGREEN JUNIOR HIGH SCHOOL HOME OF THE EAGLES

6900 208th Avenue NE
Redmond, WA 98053
425-936-2320

Fax: 425-868-0105

Attendance Line (24 hrs. a day): 425-936-2321

Counseling Office: 425-936-2326

Web Site:

<http://schools.lwsd.org/ejh>

This Agenda belongs to: _____

Emergency Field Team Teacher: _____ Field # _____ Bus Route # _____

Daily Schedule 2011 – 2012

| Monday, Tuesday, Thursday, Friday | Wednesday |
|---|---|
| 1st Period 8:00 – 8:50 | 1st Period 8:00 – 8:40 |
| 2nd Period 8:55 – 9:45 | 2nd Period 8:45 – 9:20 |
| NIB 9:50 – 10:15 | 3rd Period 9:25 – 10:00 |
| 3rd Period 10:15 – 11:05 | “A” Lunch 10:00-10:30 |
| “A” Lunch 11:05-11:35 | 4 th Period 10:35-11:20 |
| 4 th Period 11:40-12:35 | NIB 11:20-11:40 |
| 4 th Period 11:10-11:35 | 4 th Period 10:05-10:40 |
| “B” Lunch 11:35-12:05 | “B” Lunch 10:40-11:10 |
| 4 th Period 12:10-12:35 | NIB 11:15-11:40 |
| 4 th Period 11:10-12:05 | 4 th Period 10:05-10:45 |
| “C” Lunch 12:05-12:35 | NIB 10:45-11:10 |
| 5th Period 12:40 – 1:30 | “C” Lunch 11:10-11:40 |
| 6th Period 1:35 – 2:30 | 5th Period 11:45 – 12:20 |
| | 6th Period 12:25 – 1:00 |

Student hours at school: 7:30am – 2:45pm

Table of Contents

General Information

| | |
|---|--------|
| Contact Phone Numbers, Daily Schedule..... | 1 |
| Table of Contents..... | 2 |
| Sites for Home Use, Parent Access..... | 3 |
| School Hours, Counseling Office, Report Cards, Grading Scale, Lockers..... | 4 |
| Lost and Found, Telephone, Library, Lunch Program, Behavior Expectations..... | 5 |
| Attendance Policies..... | 6 |
| Homework Requests, Passes, Bus, Campus Expectations, Tardies..... | 7 |
| Homework Policy, Citizenship and Safety Expectations, Harassment | 8 |
| Dress Code, Electronic Devices, Substitute teachers, Backpack, Hat and Gum and PDA Expectations.. | 9 |
| Emergency School Closures, Emergency Drills, Fees..... | 10 |
| Scholarships, ASB, Clubs and Activities. | 11 |
| Field Trips, Assemblies, Dances | 12 |
| Athletics | 13 |
| Library Resources..... | 14, 15 |

Lake Washington School District Policies

| | |
|---|-----|
| Behavior Expectations | D1 |
| Human Dignity and Harassment | D3 |
| Alcohol/Drugs/Tobacco | D3 |
| Weapons/Student Searches/Drug Dogs | D4 |
| Exceptional/Serious Misconduct | D5 |
| Other Misconduct | D7 |
| Computer Use Guidelines | D11 |
| Health Room/Medication, Child Find, Privacy Act | D12 |
| School Bus Conduct | D13 |
| Athletics/Activities | D14 |
| High School Graduation Requirements | D16 |

Our Name, Colors, and Mascot

“Evergreen” is a very appropriate name for our school. It reflects the building’s beautiful setting among the pines and cedars and reminds us that we are part of the Evergreen State famous for beauty and ecology. Our colors, forest green, royal blue and white, were selected by students and represent the sky, clouds, water and plant life of our environment. The Eagle symbolizes courage, strength and our purpose to soar above the ordinary.

Sites for Home Use

| | |
|--|--|
| Communicator URL: http://communicator.lwsd.org Username: Password: | Destiny (Library) URL: http://lwsdlib.lwsd.org Username: Password: |
| Classzone (Social Studies Textbook) URL: http://www.classzone.com Username: Password: | Access Your Grades from Home <ol style="list-style-type: none"> 1. Go to the LWSO Secondary Splash Page 2. Click "Student Portal" 3. Put lwsd\before your username and then enter your password 4. Click on "Standard Score" 5. Click on Evergreen Junior High |
| Turnitin.com URL: http://www.turnitin.com Username: Password: | Access Email from Home <ol style="list-style-type: none"> 1. Go to http://mail.lwsd.org 2. Enter your username and password <ol style="list-style-type: none"> a. Note: you must put lwsd\in front of your username |

Additional Sites

| | |
|--------------------------------|--------------------------------|
| URL: Username: Password: | URL: Username: Password: |
| URL: Username: Password: | URL: Username: Password: |

Parent Access

The Lake Washington School District has a system which allows parents to access their student's records via the internet. By registering for Parent Access, you will have access to general student information, grades, lunch account balances and volunteer applications. One log-in links parents to each child in the family.

To register for Parent Access:

- Go to www.lwsd.org
- Click on the "For Parents" tab at the top of the page
- Click on "New User" on the right side of the screen under "Parent Access"
- Follow directions provided

EVERGREEN JUNIOR HIGH – GENERAL INFORMATION

SCHOOL HOURS

The building will be open to students at 7:15 a.m. Teachers will be available by 7:30 a.m. each morning and until 3:00 p.m. in the afternoon. If you wish to meet with a teacher, please make an appointment with that teacher. Any student in the building after school hours must be under the direct supervision of a coach, advisor or staff member. All other students must leave the building by 2:45 p.m. Monday, Tuesday, Thursday, Friday and 1:15 p.m. on Wednesday.

COUNSELING OFFICE

Counselors are here to help you and are one of your most valuable resources. They work with students and families with both academic and personal concerns. Counselors have an integral role in transitioning students from elementary to junior high as well as from junior high to high school. If you want to talk with a counselor, make an appointment with the counseling secretary, Mrs. Casolary.

REPORT CARDS

The school year is divided into four quarters. Report cards will be issued approximately a week following the end of each quarter. The purpose of the report card is to inform you and your parents of the progress being made in school. Quarter report cards are given to students to take home. Semester report cards are mailed. The semester grades indicate the student achievement resulting in the GPA and, for 9th graders, credits earned toward high school graduation. Mid-quarter progress reports will be mailed for students receiving D or F grades. Students and parents can also check student progress online in between grading periods through Parent Access. Go to the website: <http://www.lwsd.org/> and the “For Parents” tab.

GRADING SCALE

| | | | |
|----|------------|----|-------------|
| A | 90.0-100% | C | 73.0-76.9% |
| B+ | 87.0-89.9% | C- | 70.0-72.9% |
| B | 83.0-86.9% | D+ | 67.0-69.9% |
| B- | 80.0-82.9% | D | 60.0-66.9% |
| C+ | 77.0-79.9% | F | Below 59.9% |

LOCKERS

You will be assigned a locker with a built-in combination lock which is changed each summer so that you start with a combination known only to you. Do not give your combination to other students. You may provide and use your own padlock, but a duplicate key or copies of combinations must be filed with the office. Please do not bring valuables to school or leave belongings in unsupervised areas. Evergreen Junior High School and the Lake Washington School District do not accept responsibility for items lost or stolen from a locker or Evergreen’s campus. Lockers are the property of the school and may be inspected at any time by a school staff member. Students are expected to keep their locker secured; jamming the lock for easy access is not allowed. If a locker is inoperable, it is the student’s responsibility to report it to the office. Lockers are a privilege, not a right. Violations of locker rules may result in loss of locker privileges.

LOCKER ROOM-FITNESS CLASSES

Students enrolled in a PE class or participating in sports programs are assigned a combination lock for use in the locker room. Students are required to lock up all personal items during class. Fitness students and athletes are required to secure their belongings in a secure area before going to class in the morning. Items left around or outside the locker tempt theft. Use of cameras (digital, video, cell phone or otherwise) is strictly prohibited in locker rooms and class rooms.

LOST AND FOUND

A place for lost and found items is maintained in the fitness office and the health room. All clothing should be labeled so that garments may be returned to the owner. You are reminded to check the “Lost and Found” when an item is missing.

TELEPHONE

The school does not provide a telephone for personal use. If you need to make an emergency call there is a phone provided in the counseling office. The phone is not available during class time. Use of cell phones during the school day is not acceptable. Classroom phones are not intended for student use.

LIBRARY

The library at Evergreen Junior High operates as an open room for quiet study, computer use, checking out books, and conducting research. All materials are expected to be returned on time. Fines will be charged for damaged or lost materials. The library is open from 7:30 a.m. – 3:00 p.m. most days (7:30 a.m. – 1:00 p.m. on Wednesdays), and students are encouraged to use the library during open hours. The library will be closed occasionally when there are classes scheduled and students are asked to enter quietly and ask for assistance from the support staff. When using the library, students are expected to respect all library users and library property. The EJH Library offers other opportunities including a Book Club, an annual Book Fair and “Lunch and a Movie” (where students can join others in the library to eat lunch while watching a movie. This option is available every 6-8 weeks throughout the school year).

LUNCH PROGRAM

A regular lunch or *a la carte* items may be purchased in the cafeteria. You may pay in cash, or if you choose to use the automated lunch payment system, you may pay with a credit card through LWSD Food Services on the website or at 425-936-1393. You may also pay by check, which can be given to the lunch staff. (Please write separate checks for lunch money and other EJH school fees, as they go into different bank accounts.) Unless you are paying cash you will need to have your ID card on a daily basis. The bar code on your ID card, when scanned, will deduct the correct amount from your account. The ID card may only be used by the person that the card is issued to. ID cards may not be used to purchase items for other students. Applications for free or reduced-price lunches may be picked up in the main office from Mrs. Waters, office manager.

LUNCHROOM, HALLWAY AND COMMONS PROCEDURES

Behavior expectations are listed below. Since many students need to use the commons and hallways, students are expected to behave in a courteous and safe manner. Violations will result in detention or other discipline.

LUNCHROOM BEHAVIOR EXPECTATIONS

1. Eat in commons/lunchroom
2. Clean up your eating area
3. Recycle
4. No throwing of any item
5. Keep noise down
6. Include other students
7. Eat your own food; keep hands to yourself

HALLWAY and COMMONS EXPECTATIONS

1. Walk, don't run
2. Respect others' space and belongings
3. Keep hands and feet to yourself
4. Keep voices and noise down
5. Respect classes in session
6. Report unsafe or harmful behavior to an adult
7. Use your locker appropriately

ATTENDANCE POLICIES

Missing school can significantly affect student achievement. Once students arrive at school, they are expected to remain on campus and attend each class, unless properly excused by the attendance office. Visit the EJH website for attendance procedures (<http://www.lwsd.org/school/ejh>) and Parent Access to check attendance.

EXCUSED ABSENCES

The school will determine whether absences and/or tardies are excused. Excused absences (based on Washington State Compulsory School Attendance and Admission Law, RCW 28A.225, also called the “Becca Bill” and LWSA Policy) include the following: illness, medical appointments, family emergency, religious holiday, school-related field trips, suspensions, and planned absences. (See section on Planned Absences)

UNEXCUSED ABSENCE/ BECCA BILL

Any absence that has not been deemed excused by the school will remain unexcused. Examples would include: oversleeping, traffic, homework, shopping, babysitting or other absences that could be planned outside the school day. As mandated by Washington State law, the “Becca Bill”, students who accumulate seven unexcused absences in 30 days or ten unexcused absences in a school year will be referred to the King County Juvenile Court System. The Court may impose sanctions on the student and/or the parent or guardian. In addition, if a student exceeds ten total absences (excused and/or unexcused) in a semester, the school may require documentation to verify the excessive absences. Unexcused tardiness may result in the assignment of detention or school service.

ATTENDANCE LINE

If a student will be missing school for any reason (other than a planned absence for which a planned absence form is on file) parents/guardians are requested to call the attendance line at **425-936-2321** before 9:30 a.m. on or before the day of the absence and give the circumstances of the student’s absence. (The school will determine if the absence is excused or unexcused.) If a call is not made on the day of the absence, the parent/guardian may either call the school or send a note within two school days of the student’s return. If there is no contact, the absence will be considered unexcused and the student will be referred per the BECCA Bill.

ARRIVING LATE, LEAVING EARLY OR RETURNING TO SCHOOL

Late Arrival - Students must sign in through the main office. Students must have either a note signed by a parent/guardian or must have a parent/guardian sign them in. If a note cannot be provided, a parent/guardian may call the school directly at 425-936-2320.

Early Dismissal – Students must put a note signed by the parent/guardian indicating the reason for the early dismissal in the Early Dismissal basket in the main office prior to school. Directions for the student regarding signing out are on the Early Dismissal basket. (Pick up pass and report to office at time on the pass to sign out. Sign back in if student returns to school that day.) If a note cannot be provided, a parent/guardian may call the school directly at 425-936-2320.

PLANNED ABSENCES

We encourage families to plan vacations and trips when school is not in session. When a trip must be taken during school time, we ask parent/guardians to complete a planned absence form and submit it to the attendance secretary one week or more prior to the trip (if possible). Students should talk with their teachers about the planned absence and how to make up missed work. Teachers are not expected to create curriculum or remediate missed instruction for students who have missed school for a scheduled trip/vacation and students should talk with each teacher when they return from the planned absence to turn in and obtain missed work.

HOMEWORK REQUESTS

Homework requests may be made for absences which will extend beyond three days. Homework may be picked up in the office 24 hours after the request is made. For shorter absences your child should check with his/her homework buddy in each class and also check the individual teacher websites for information. Students should also talk with the teacher directly when they return from an absence.

HALL PASSES

Teachers will give students a "hall pass" if you are leaving your assigned class during class time. In addition, students are asked to sign out/sign in on the "blue sheet" available in each classroom. If a staff member delays you for some reason, ask for a pass with the time of departure noted.

BUS PASSES

Students must have a signed bus pass to ride a bus other than their assigned route. Parent permission is required. Bus passes requests are turned in to the attendance office. Bus passes may not be allowed on Wednesdays due to bus seating capacity since there are no afterschool athletics/activities. Drivers may deny the "bus pass" if there is not adequate seating available.

BUS BEHAVIOR

Students are expected to conduct themselves with the same respect for their peers and the bus driver as they do with their peers and teacher in the classroom setting. If behavior is an issue on the bus the following consequences could be assigned (but not limited to) assigned seats, revoking bus privileges, school based progressive discipline consequences. Students are expected to also make good choices when arriving at bus stops.

CLOSED CAMPUS

Evergreen Junior High is a closed campus, meaning you cannot leave the school grounds without office permission once you have arrived (even before first period). You may not enter campus grounds when suspended from school. Student guests/visitors from other schools or communities are not permitted during the school day or at extracurricular events with the exception of athletic competitions or other special events that are open to the public.

VISITORS

All adult visitors/parents *must* report to the main office and wear a visitor badge while in the school. School aged visitors are generally not allowed during school hours however, if on site, need to also sign-in as "visitors".

RESTRICTED AREAS

You are not to be in areas of the grounds and building for which you do not have permission. You should never be in any area of the school building including classrooms without adult supervision. You are also not allowed on the athletic fields without supervision. The following areas are considered to be restricted at all times: areas behind the school, parking lots, wooded areas on school property, faculty lounges and teacher work rooms.

TARDIES TO CLASS

Tardiness is disruptive to the teaching/learning process and negatively affects student performance. Students are expected to be in their classroom with all appropriate materials when the class begins. Unexcused tardies, either to school or to class will be subject to progressive discipline. Tardiness will result in the following:

- First and second tardy = warning or teacher assigned discipline
- Third and fourth tardy = teacher assigned discipline/parent contact by teacher
- Fifth and sixth tardy = disciplinary referral and school service/parent contact by administrator
- More than six tardies = parent conference and an attendance contract

Excessive tardies will necessitate further action.

HOMEWORK POLICY

Homework activities generally are for preparation, practice, extension, creativity and/or review. Homework is an important part of gaining additional understanding of concepts which are needed to excel throughout junior high school and beyond. Homework is given while keeping in mind that your family, religion and outside of school activities are equally as important in your development as academics. Each student varies in their ability to understand material, learning style and rate of production; therefore, the following are recommended homework guidelines.

Student Responsibilities:

- Take accurate notes and pay close attention to explanations
- Put forth effort to learn presented materials
- Record all assignments in your assignment calendar of your agenda
- When needed, seek additional help in a timely manner
- Following an absence: Assignments are to be turned in within a day of the student's return unless other arrangements have been made with teachers
- Request make-up assignments with explanation (more information on pg. 6, Planned Absences)
- Turn in homework by deadline unless otherwise arranged with each teacher
- Check StandardScore on a regular basis and talk with the teacher if there are questions about the work

School/Teacher Responsibilities:

- Communicate expectations to parents and students early in the semester
- Introduce skills and provide practice on skills during class
- Provide make-up work for excused absences
- Provide sufficient time to complete make-up assignments
- Make effort to coordinate long-term assignments
- State expected outcomes and timeline on long-term assignments
- Efforts will be made to limit holiday and weekend homework to the same amount that would be usually assigned on a weeknight

Parent/Guardian Responsibilities:

- Check assignment calendar in the student agenda and StandardScore on a regular basis (see pg. 3 for instructions)
- When concerned about progress and/or homework, contact the teacher or counselor and have the student also contact the teacher directly.

GENERAL SCHOOL CITIZENSHIP AND SAFETY EXPECTATIONS

Students are expected to display respectful and safe behavior to all staff and other students while on campus, on the way to and from school and at school events. This includes classrooms, hallways, locker rooms, athletic facilities, buses and bus stops. Respectful behaviors include:

1. Keeping hands to yourself, not touching other people or their possessions without permission
2. Walking; not running
3. Communicate positively; avoid put downs, name calling, using bad words
4. Respond to staff instruction; we are here to help you

HARRASSMENT/BULLYING/INTIMIDATION/COERSION

Evergreen Junior High has an established culture of friendliness, safety and respect for each and every student. Each student has responsibility to create and keep Evergreen safe, fun and positive for everybody. Our expectations include:

1. We will not bully others.
2. We will try to help students who are bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

DRESS CODE

School clothing shall be worn as intended by the manufacturer, and be appropriate for a junior high school environment and classroom learning.

- Hats, hoods and other headgear are not to be worn at school or school activities.
- Shirts/tops must extend to the beltline, no midriff showing and no undergarments (including bra straps) should be visible. No low cut neck lines.
- Pants/skirts must be worn no lower than top of hip bone. Undergarments should not be showing.
- No revealing skirts/shorts. Outer garments should extend beyond fingertips when arms hang loosely at sides (including over tight pants); skin should be fully covered above fingertips.
- Clothing that promotes and/or suggests alcohol, drugs, tobacco, sexist or racist themes, profanity, offensive or gang related logos, violence or sexual connotations is not permitted.

Based on these guidelines, teachers and administrators will decide on the appropriateness of student dress. Students who are determined to be dressed inappropriately will be required to change or possibly be sent home. Parents may be contacted if inappropriate dress continues.

ELECTRONIC DEVICES/COMMUNICATION DEVICES/NUISANCE ITEMS

Any items that can create disruption or detract from an orderly school environment should not be brought to school. Such items will be confiscated and additional consequences may be imposed. Items of value, such as cell phones, cameras, iPods and similar electronic items *should be turned off and left either in your pocket or in lockers during the school day (7:55 a.m. – 2:30 p.m.) including lunches*. It is advisable that all such items and other personal belongings be marked with student's name. The school is not responsible for the safety of student electronic devices.

SUBSTITUTE TEACHERS AND STUDENT BEHAVIOR

Substitute teachers are school district employees assigned to our building in the absence of your regular teacher. Students are expected to display exemplary behavior. There will be no tolerance of disrespectful behavior. Any student referred to an administrator by a substitute teacher may receive a minimum of In School Suspension and a parent contact. A second offense will result in a suspension.

BACKPACK POLICY

Space is not available for the storage of backpacks in classrooms or the Commons. Student backpacks must be kept in student lockers and remain there throughout the school day. Backpacks, sport bags etc. may not be left in hallways, on walkways or in teacher office space.

HAT POLICY

In order to foster the best learning environment possible, Evergreen has a no hat policy. Hats, hoods, headbands, visors or any other headgear may not be worn during the school time or at school related activities. Hats should be removed before entering the building and kept in your locker until you leave school for the day. Exceptions are made for headgear required for religious observance.

GUM POLICY

Because it is a distraction and creates a terrible mess around the school, gum chewing is also not allowed at Evergreen at any time during the day.

PUBLIC DISPLAY OF AFFECTION

Evergreen Junior High is a place of business and a place to teach and learn. In order to create a comfortable environment for all members of our community, inappropriate displays of affection are not allowed. This includes, but is not limited to, kissing, prolonged hugging or sitting on laps.

EMERGENCY SCHOOL CLOSURES

Occasionally the district will suspend school operation due to snow, sleet, ice or storm damage. Radio stations which have agreed to carry weather closure announcements between 6:00 a.m. and 8:00 a.m. include KIRO (97.3 FM), KOMO (1000 AM), KVI (570 AM), KUOW (94.9 FM) and KIXI (880 AM). In addition the district website, <http://www.lwsd.org> will have updated schedule change information.

EMERGENCY DRILLS

As all drills represent an actual emergency condition, you should react seriously but remain calm and follow the prescribed school and district measures.

Earthquake Drill: The purpose of earthquake drills is to ensure the safety of all people in our school should an earthquake occur. We strive for an automatic response with no panic. You will position yourself under sturdy furniture and hold on to it. If you are not near furniture, move to an inside wall and stay away from windows and glass. Following the earthquake, you will evacuate the building as in a fire drill. Earthquake drills are scheduled throughout the year. The procedures are posted in each classroom. The earthquake drill is called over the P.A. system. In the event of an actual earthquake students and staff should not wait for an announcement but DROP, COVER and HOLD.

Fire Drill: The purpose of fire drills is to ensure the efficient, orderly and safe exit of all people from the building. You will exit through the exterior door closest to your classroom in a silent, efficient manner. Once outside you will report to the football field to line-up with your 1st period class. Attendance will be taken by your teacher. Fire drills are scheduled throughout the school year. If there is a drill or alarm during passing time or lunchtime then students should proceed directly to the football field. The fire alarm is a loud beeping horn and a flashing light.

Lockdown/Intruder Drill: The purpose of lockdowns is to ensure your safety in the event of an intruder or other events that is considered to put you at risk. You will remain in your locked classroom and remain silent until it is considered safe for the day's activities to continue. The lockdown is called over the P.A. system.

Power Failure: From time to time we have power failures in our school. In this event you should remain in the classroom where you are at the time of the outage. If the failure occurs before school, proceed to first period. If the outage happens during your lunch, go to your fourth period class. If the outage occurs between classes, go to the class to which you were headed.

FEES

Student ID Cards and ASB Membership

All students are expected to have an ID card. This is used for library check-out, lunch accounts and computer verification. The first ID card is free. Replacement cards are \$5.00. ASB membership is purchased at the cashier window before school or during lunch for \$20.00. The ID card with an ASB membership is required for participation in extracurricular athletics and activities.

Fitness T-Shirts

Fitness T-shirts are required for fitness class and cost \$6.00.

Student Accident Insurance

School insurance is available through ExelServ. Schools are not responsible for accidental injury to you unless the injury is the result of a direct negligence on the part of the school district. ExelServ applications are available in the counseling office.

Class Fees/fines

You are charged a "consumable materials" fee for materials in Art, Tech, Shop, Foods and some music classes. You are also responsible for equipment that is broken due to neglect or misconduct in any class.

Yearbooks

Because we have a deadline for placing our final order for yearbooks, December 15 will be the last purchase date with a guarantee of receiving one. Yearbooks cost \$27.00. All students must return or pay for items belonging to the school, prior to receiving the yearbooks at the end of the school year.

Lost or Damaged Items

If your assigned textbook, library book/material, PE/athletic lock, uniform or other school issued materials are lost or damaged in any way, a fine will be charged to replace it at replacement cost.

NSF Checks

Lake Washington School District policy requires a \$10.00 fee for any dishonored checks returned to the district.

SCHOLARSHIPS

Scholarships for fees are available for families experiencing financial hardship. Parents should contact their counselor or an administrator.

STUDENT ACTIVITIES AND ATHLETICS

STUDENT COUNCIL

The Associated Student Body (ASB) is the governing body of Evergreen Junior High School. Its purpose is to propose, discuss and vote on legislation for the good of the student body and school. A president, vice president, secretary, treasurer, historian and public relations officer are elected in the spring for the following school year and 7th grade representatives are selected each spring from each of our feeder elementary schools. These students, along with a representative from each class, form the Student Council. The requirements to run for student body office are as follows: a 3.0 grade point average, petition, teacher approval and parent approval.

ASB OFFICERS 2011-2012

9th grade President: Ryan Klauer

9th grade Vice President: Angelica "Jelly" Mason

Secretary: Shelby Beeson

Public Relations: Erik Frederiksen

8th grade President: Katrina Rudd

8th grade Vice President: Shaizah Hasan

Treasurer: Allen Mui

Historian: Rabail Sajjad

Members at Large: Jennifer Martinez, Shail Aamir, Hannah Visse, Anders Barzdukas

ASB Advisor: Ms. Ferguson

CLUBS AND ACTIVITIES

There are many extracurricular clubs and activities at Evergreen Junior High. Examples of clubs include Environmental Club, Math Club, Multi-Cultural Club and National Junior Honor Society. Any activity or club that receives financial support from ASB funds requires participants to buy an ASB membership.

ENVIRONMENTAL CLUB

Environmental Club is an afterschool club that focuses on learning about and helping the school be "green." In Environmental Club, we talk about the four "R's": Reduce, Reuse, Recycle and Restore and what to do to reduce our school's impact on the environment. Environmental Club has been helping with signs for lunch garbage sorting and also helping restore a nearby natural area. Soon, we will have information about our school's solar panels to share with the school. To join, students have to have purchased the ASB membership and then just show up to a meeting.

MATH CLUB

The Math Club at EJH is open to all students and meets once a week after school to work on challenging math problems. Students work individually and with peers during practice sessions to hone their problem solving skills in preparation for several math competitions that occur throughout the year. Math Club meetings begin in October and run through April.

MULTICULTURAL CLUB

Evergreen's Multicultural Club welcomes 7th, 8th and 9th grade students who are interested in learning about, and celebrating Evergreen's cultural diversity. Multicultural Club has monthly meetings with frequent guest speakers who explain the culture of their expertise, and often demonstrate the characteristics of that culture. Annual field trips teach and entertain the members and include cultural, ethnic or academic experiences. Students plan celebrations and lunch time musical jams in honor of Black History month and Cinco de Mayo. Interested students should sign up with Ms. Casolary or Ms. Gregory in the counseling office.

NATIONAL JUNIOR HONOR SOCIETY

National Junior Honor Society recognizes Evergreen Junior High students who demonstrate the characteristics of leadership, scholarship, citizenship, character and service. To be eligible for membership, students must have a cumulative GPA of at least 3.5 after three semesters and must be members of ASB. Those who meet this requirement are invited to apply. The main induction ceremony takes place in late February or early March for eligible 8th and 9th grade students. Once a member, students must complete at least ten hours of community service each semester. Some opportunities for service are available at school, such as helping with the annual food drive, school beautification events or the volunteer tea in the spring, but most students complete their hours through community organizations.

FIELD TRIPS

Some classes and/or clubs will participate in field trips. It is important to remember that you represent Evergreen Junior High and that the same school rules apply whether you are on campus or with your class and/or club away from school. Students participating in field trips are expected to check with teachers/classes impacted prior to the field trip and arrange for make-up of any missed work. Students are expected to turn in any missed work the next class period. Permission slips are required prior to going on the field trip.

ASSEMBLIES

There are four types of assemblies: spirit, entertainment, awards and information assemblies. Assemblies provide opportunities in school to practice formal audience behavior. For all assemblies, students are expected to act in a courteous and respectful manner. Students should leave notebooks, books, backpacks, coats and etc. in their classroom or locker.

DANCES

Evergreen offers several all-school dances throughout the year. These are intended for Evergreen students only – no guests will be allowed to attend. Tickets must be purchased at school during lunches. There are no ticket sales at the door. Students must present their ticket and picture ID card in order to be admitted to the dance. Dance times are 7:00 p.m. – 9:00 p.m. Students needing to arrive after 7:10 p.m. need to make arrangements with Ms. Olson or Ms. Balicki before the dance. Parents need to pick up their child no later than 9:15 p.m. Dances are always in the field house (gym), so our dances are sock hops for the protection of the field house floor. Clothing worn to dances must meet the school dress code. Because school dances are school activities, students are expected to act in a school appropriate manner. We do not allow dancing of a sexual nature or other inappropriate dancing. Students who engage in bumping, freak dancing, pushing, shoving or moshing will be removed from the dance and parents will be called to pick up their child.

ATHLETICS

Athletic programs are an important part of the Evergreen Junior High experience for many of our students. Students who wish to participate in the after school athletic programs must be approved for competition by a medical doctor. A student's medical clearance will allow the athlete to participate in Jr. High sports for a period of two years. Summer medical appointments are recommended so athletes can participate in fall sports. Students will be required to purchase a school ASB membership, fill out and have on record an emergency contact form as well as parent permission. In addition to these forms, the athlete will be required to sign an athletic policy, insurance coverage and pay the participation fee completing the "eligibility" process.

Athletic fees will be collected on a per sport basis with both individual and family caps. The family caps will apply for brothers/sisters who attend the same school. Fees must be paid at the time of turnout and will be so noted on the clearance form approved by the ASB Secretary. Parents who have a financial hardship are encouraged to contact the main office for athletic scholarship assistance. The following fees apply for the 2011-2012 school year:

Junior High School Athletic Fees:

\$105 per sport with an individual cap of \$210.
Siblings at the same school will have a family cap of \$315.

Refunds

Refunds will be provided if a student athlete is not able to participate prior to the first competition due to illness, injury or the family moves.

Athletic Eligibility

Students must be in attendance for at least four class periods of the school day in order to participate in any school related sporting event unless previously arranged with administration. In order to maintain athletic eligibility, the student shall maintain passing grades in all classes they are enrolled in and maintain a 2.0 GPA.

Sports Schedule for the 2011-2012 Seasons

| | |
|---|--|
| First Season (September 8 th) | Girls badminton, girls softball, boys tennis, boys 7 th grade basketball and 8 th and 9 th grade boys football. |
| Second Season (November 7 th) | 8 th and 9 th grade boys basketball and 7 th , 8 th and 9 th grade girls basketball. |
| Third Season (January 30 th) | 7 th , 8 th and 9 th grade boys wrestling and 8 th and 9 th grade girls volleyball. |
| Fourth Season (April 9 th) | Boys and girls track, girls tennis, boys baseball and 7 th grade girls volleyball. |

