

# Barker Creek Community School

Student Handbook  
2017-2018



Central Kitsap School District # 401  
P.O. Box 8  
Silverdale, WA 98383

## Welcome to Barker Creek Community School!

Barker Creek Community School has been created and structured specifically to serve students whose educational needs may not be matched by more traditional high school programs. Due to the complex nature of our school population, we deal with each student on an individual basis. Attendance circumstances, academic progress, and life style considerations are all factored into the management of individual education programs.

### School Mission:

The mission of Barker Creek Community School is to create a community of empowered learners in an atmosphere of mutual respect and trust. Every student will be inspired and challenged to learn, grow, and accomplish academic, social, and vocational goals.

### Core Values:

- Respect
- Commitment
- Discipline
- Integrity
- Unity
- Productive Citizenship

### Staff will create a climate where:

- Students have a safe and supportive learning environment
- Students are challenged with educational opportunities
- Students develop a solid foundation of academic skills
- Students develop confidence in their ability to learn, create, think, and work with others
- Students accept and respond to personal, family, and community responsibilities
- Students become increasingly proficient and productive individuals

## Message from the Principal:

As the Principal of Barker Creek Community School, it is my pleasure to welcome you to the start of another school year. Barker Creek staff members are committed to helping students reach their goals and to be successful in all aspects of life by providing appropriate coursework in a nurturing environment. One would have a difficult time finding a more caring group of dedicated people who provide the individual attention and encouragement necessary to make progress and success attainable. I look forward to working with you and the staff to create opportunities for you and your student to experience success and to grow both personally and academically.

Barker Creek Community School provides a unique educational environment. Enrollment is open to all students from grades K-12. This program is a school of choice, and consequently, enrollment is a privilege, not a right. In order to enter into Barker Creek, students must apply for admission, be tested, have an interview, and formally be accepted. Students are also required to maintain satisfactory progress throughout their enrollment as required by State law.

It is my belief that every student who enrolls and is accepted into the Barker Creek Community School can be successful. Students in our program are just as capable of success in academics as other students in traditional schools. Your teachers are committed to establishing a relationship with you and personalizing your learning. Students will be placed into individual courses based upon a mutually developed Alternative Learning Plan. I will also be working hard to help you reach your individual goals, treat you with respect, demonstrate confidence in your ability, and model integrity. I appreciate that you have chosen to be part of the Barker Creek Community School and wish you the best of success.

Sincerely,

Stuart Crisman  
Principal

## Admissions Procedures

- A student may be referred to Barker Creek Community School by a parent, counselor or school administrator. All students who are applying for admission to Barker Creek Community School are required to take the STAR test prior to acceptance for enrollment.

## Criteria for Enrollment

- Ability to work independently
- Commitment to document homework hours
- Commitment to attendance policy
- Exceed minimum scores on STAR testing (6th grade level).
- Provide own transportation
- IEP students who are successful in inclusion

## Who Can Apply

- Barker Creek Community School is open to all K-12th grade students living within the Central Kitsap School District attendance boundaries.
- Students on suspension or expulsion may apply. They will be placed on a waiting list until the terms of the suspension or expulsion are completed.
- Students with active IEP's must contact the IEP Case Manager for Barker Creek Community School who will then contact the home school IEP Case Manager for input. The Barker Creek Community School IEP Case Manager will follow up with parents regarding services and procedures.

## Process

- Complete the application and return it to the office.
- Have your last school of attendance send an official copy of your transcript and a copy of your immunization record to Barker Creek Community School.
- Complete a pre-assessment (STAR Testing) in math and reading.
- Staff will call you when all information is received to schedule an intake.
- After the intake, students and parents will be given the choice of completing the registration process, rescheduling the registration, or staying at their home school.
- Students enrolled in another school must complete the withdrawal process before registration is complete.
- Students will be scheduled a start date upon completion of the registration process.

## Course Completion

- Students enrolled in Barker Creek Community School are required to complete a certain number of courses each semester. Please check with your homeroom teacher to determine how many classes need to be completed to remain in good standing.

## Closed Campus

- Barker Creek Community School is a closed campus. Students may not leave campus during the school day until they check out with staff. Non-students are not allowed on campus during the school day, unless for official business after checking in at the Office.

## Visitors

- Barker Creek Community School students are not allowed to bring visitors to school during the school day. Parents and other authorized school visitors must check in at the office to sign in.

## Presence on other Campuses

- Unless the students are taking classes at another school, they are not allowed on any CK campus during school hours. If a student needs an exception to this rule, they may request a pass from the office.

## Medication

- District policy encourages parents/guardians of Barker Creek Community School students to give all necessary medications to students before or after the school day. For students with health conditions requiring medication during the school day, the parent must:
- Obtain a “physician’s order for medicine” from the school or physician and have it completed by the attending physician.
- Complete the parent’s request for giving medicine at school and return it to the school.
- Furnish the medication in the original pharmacy container labeled.

## Free and Reduced Lunch Program

- The National School Lunch Program application is available in the office. This is a confidential breakfast and lunch program that allows students to have either reduced cost or free meals. The application includes an income chart to determine eligibility. Students living away from home may also qualify for the program. A new application must be completed each year.

## Student Directory Information & Student Information Release

- In accordance with the Federal Privacy Act, student information will be released unless a student’s parent requests that such information not be released. In accordance with the No Child Left Behind Act, all students’ information will be released to military recruiters unless parents fill out and sign the exception form. If you do not wish student information released, please request the exception form, fill out, sign and return to the office.

## Transportation

- CK Transportation will provide a shuttle bus at the start and the end of the day for Barker Creek Community School students. There will be a morning shuttle that will leave each neighborhood high school at 7:30 a.m. There will be an afternoon shuttle that will leave Barker Creek at 2:40 and take students to each neighborhood high school. Additionally, there will be a shuttle that leaves West Sound Tech after their morning session that will bring students to Barker Creek Community School. A full time student at Barker Creek Community School takes three classes each term. Since a student’s day doesn’t go from 8:05 a.m. to 2:35 p.m. students typically will only use the shuttle at one end of their school day and arrangements will need to be made by families for the other end of their school day.

### Attendance Policy

- Daily school attendance is one of the most significant factors in a student's success at Barker Creek Community School.
- An absence is considered excused only if it involves sickness or accident, which if lasting more than three days shall be verified by a doctor's written statement that the student was unable to attend school, beginning and ending dates of the restriction must be included by the doctor.
- Students are required to present written excuses from the parent/guardian or doctor for all absences within 48 hours of their return to school.

### Becca Bill

- Under current requirements established by the State of Washington, school districts may file a Petition to Compel Attendance with the District Attorney for the county in which the school is located if: The student has five (5) unexcused absences within a calendar month and has not met with the school to discuss ways to improve the student's attendance, or; if the student has ten (10) or more unexcused absences within the term of the school year.

### Dress Code

- Barker Creek Community School students should dress in a manner that is appropriate for school and/or for the workplace. Students whose appearance is a distraction to the educational environment will be asked to change or to go home.
- Clothing which reveals a significant amount of skin, including but not limited to backless tops, tops which do not significantly cover midriffs and/or both shoulders, extremely short skirts or shorts, skirts with high slits, or low cut shirts, is inappropriate. In addition, clothing that reveals undergarments, including boxer shorts, should not be worn or should be worn in a way that covers the undergarment.
- Students may not wear clothing that advocates or conveys alcohol or drug usage messages anything of a derogatory nature about any group of people, clothing with sexual innuendoes or blatant sexual messages, or clothing with inappropriate language.
- Bandanas are not to be worn or displayed in any manner by any student, male or female.

### Drugs/Alcohol

- The use and/or possession of drugs or alcohol at school or at a school event is against state law and Board policy. Any student in possession, or under the influence, of drugs or alcohol will face serious discipline consequences including suspension from school for 20 to 90 days.

### Tobacco Products

- Use, display or possession of tobacco, lighters, matches or any nicotine delivering devices, such as e-cigarettes on school grounds is not permitted. It is against Washington State law to smoke on any school property or for persons under the age of 18 to use or possess tobacco/nicotine products. Student use or possession of tobacco/nicotine products warrants a suspension and possible police action beginning with the first offense.

### Electronic Devices

- Students may use electronic devices, for their educational benefit, at the discretion of the classroom teacher or staff member. Any electronic devices that are used without permission may be confiscated.

## SEXUAL HARASSMENT POLICY FOR STUDENTS

Sexual harassment -- in any form -- is forbidden in Central Kitsap schools. It can cause serious physical or psychological damage to students, affecting grades, attendance, performance, and pride in one's life and work. Whether from students or staff, this type of behavior will result in severe consequences.

Sexual harassment is considered to be a form of sex discrimination, and it is illegal in schools and in the workplace under existing state and federal laws.

The following behaviors, or other related behaviors, are not allowed:

- Staring or leering with sexual overtones
- Spreading sexual gossip
- Sexual comments or sexual jokes
- Pressure for sexual activity
- Any unwanted physical contact of a sexual nature
- Attempted rape or rape
- Feigned friendly pats, squeezes, pinches, or other forms of physical contact
- Cornering or stalking a person
- Explicit or suggestive materials including "pin-ups" or sexually degrading cartoons
- Comments or actions which are sexual in nature, regardless of intent, and found to be offensive by any student or staff member

Victims of sexual harassment should report the problem to an adult (teacher, counselor, or administrator) in the school as soon as possible. The adult then has the responsibility to undertake an investigation. The privacy of the student is to be protected as much as possible. A range of discipline for sexual harassment will be exercised, depending on the severity of the offense.

The consequences may include:

- Counseling
- Suspension, up to: from 7 days to 90 days, or more, depending on the severity of the harassment.

### NOTE

- All forms must be complete, including signatures from parent or guardian, (or the student if 18), before students will be enrolled.