“YOU belong at Auburn High School”

**TROY @ AHS...**
*We are TOGETHER*
*We are RESPECTFUL*
*We are ORGANIZED*
*And YOU belong here*

Auburn High School 711 East Main Street, Auburn, Washington  98002
(253) 931-4880 [www.auburn.wednet.edu/ahs](http://www.auburn.wednet.edu/ahs)

*Established 1903*
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DEAR TROJANS!

Welcome to the 2019-2020 school year!

FOR OUR RETURNING STUDENTS
As your principal, I am so proud of the positive climate that our students are helping us develop at Auburn High School as we increase our belief and practices with T.R.O.Y.. For you are increasingly becoming more Together, Respectful, and Organized. Because of this you are helping us improve our school into a school that benefits YOU.

T.R.O.Y. is alive and well, and with your commitment to learn and achieve your high school goals you are setting yourself up to succeed with life challenge that you set your sights on and I hope you believe that in every way. I am a firm believer that education is the great equalizer and perhaps the most defined path to ensure an enriched life, and one that can be lived to the fullest.

IF YOU ARE NEW TO AHS
You will soon learn how we “do school” at AHS, and you’ll find out within a very short amount of time that we care about being here and we value the time that we have, each day. With over 1,700 students and about 200 staff members under one roof we really are a small “town” and it’s important that we work together in very specific and agreed ways. We cooperate and we understand that we all have big jobs as students, and as staff members. Respect is something we readily give and should receive, always.

One of our many strengths is the diversity that we have at AHS. Our students and staff are proud to be at a school where so many people are different. Different in their upbringings, their cultural roots, and even in their first spoken languages. EVERYONE belongs at Auburn H.S. And everyone will find success when we work together. Just know that we are committed to this belief and we are here to help you realize that.

The educational practices and support systems at Auburn High School are in place to help you graduate on time. And this is where I ask that you trust the people and to have trust in our programs and systems. This is especially important when things get hard. Know that we have designed our school’s systems with success in mind, with supports that do work. The work can be hard and as long as you are willing to never give up, the supports are available and will increase success. And when you need answers, just ask.

We have agreements at AHS and we have worked awful hard developing the type of culture where young people and staff members are able to learn, work, cooperate, and grow with on a daily basis. Because we are TOGETHER we understand that as much as this journey is about each one of YOU, it’s just as much about working with the collective whole because EVERYONE at AHS can attain success when we work together.

Let’s have a great year, Trojans!
Mr. Gardner
AHS Principal
A TROY VISION:

**T** Together = Working together will bring the most opportunities and results for all.

**R** Respect = Through offering respect you gain respect and positively impact our school.

**O** Organize = By being present and prepared daily you give yourself an opportunity for success.

**Y** You = You belong here. Through working together, being respectful, and organizing yourself for success, you make Auburn HS a place of excellence and belonging.

T.R.O.Y. provides actionable behaviors demonstrating our school-wide philosophy that we are all bound for greater things. Because nobody can truly understand what levels of greatness await us, we will promote ourselves and we will promote each other to help one another grow to that end. This belief can and will be achieved through **togetherness**, respect, being **organized** and actively supporting others so that you yourself have the best chance to achieve. Everybody can achieve and that is because you belong at Auburn High School.
School Spirit
School Colors: Green White Gold

AHS Fight Song

"Auburn Trojans hats off to thee,
To our colors,
true we shall ever be.
Firm and strong,
united are we.
Fight for our fame,
uphold our name,
rah rah to Auburn High"

School Mascot
Auburn Trojans
2019-20
Associated Student Body Officers

President: Emma Oehler
Vice President: Emily Strojan
Secretary: Rhett Stein
Treasurer: Abbie Newman
Technology Director: Gabe Kindell
Spirit Ambassador: Devon Garner
Community Service Liaison: Hannah McLaughlin

Senior Class Officers

President: Kasidy Love
Vice President: Alan Martinez
Secretary: Niem Vo
Treasurer: Leslie Zarate Marroquin

Junior Class Officers

President: Roslyn Fagan
Vice President: Mary Appiah-Kubi
Secretary: Fatima Garcia
Treasurer: Sophia Vo

Sophomore Class Officers

President: River Blackburn
Vice President: Aku Dogbe
Secretary: Addie Clayton
Treasurer: Selah Gerstner

Freshman Class

Election held in September 2019
# BELL SCHEDULES

**TROY Time after 3rd / Lunches during 4th**

<table>
<thead>
<tr>
<th>Period</th>
<th>Start</th>
<th>End</th>
<th>MINUTES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>0 Hour</strong></td>
<td>7:10</td>
<td>8:00</td>
<td>50</td>
</tr>
<tr>
<td><strong>FIRST PERIOD</strong></td>
<td>8:10</td>
<td>9:00</td>
<td>50</td>
</tr>
<tr>
<td><strong>SECOND PERIOD</strong></td>
<td>9:05</td>
<td>9:55</td>
<td>50</td>
</tr>
<tr>
<td><strong>THIRD PERIOD</strong></td>
<td>10:00</td>
<td>10:50</td>
<td>50</td>
</tr>
<tr>
<td><strong>TROY TIME / Daily Announcements</strong></td>
<td>10:55</td>
<td>11:25</td>
<td>30</td>
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<tr>
<td><strong>1st Lunch</strong></td>
<td>11:25</td>
<td>11:55</td>
<td>30</td>
</tr>
<tr>
<td><strong>FOURTH PERIOD for 1st Lunch</strong></td>
<td>12:00</td>
<td>12:50</td>
<td>50</td>
</tr>
<tr>
<td><strong>FOURTH PERIOD for 2nd Lunch</strong></td>
<td>11:30</td>
<td>12:20</td>
<td>50</td>
</tr>
<tr>
<td><strong>2nd Lunch</strong></td>
<td>12:20</td>
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<td>30</td>
</tr>
<tr>
<td><strong>FIFTH PERIOD</strong></td>
<td>12:55</td>
<td>1:45</td>
<td>50</td>
</tr>
<tr>
<td><strong>SIXTH PERIOD</strong></td>
<td>1:50</td>
<td>2:40</td>
<td>50</td>
</tr>
<tr>
<td><strong>7th Hour</strong></td>
<td>2:50</td>
<td>3:40</td>
<td>50</td>
</tr>
<tr>
<td><strong>Extended Learning Opportunities</strong></td>
<td>2:50</td>
<td>4:20</td>
<td>90</td>
</tr>
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**PLC Dates:** Sept 23, 30* Oct 14, 21, 28* Nov 4* Dec 2, 9, 16* Jan 6, 13* Feb 3, 10, 24* Mar 2, 16, 23, 30* Apr 13, 20, 27* May 11, 18* June 1

**PLC Mondays**

<table>
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<tr>
<th>Period</th>
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<th>End</th>
<th>MINUTES</th>
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<td><strong>FIRST PERIOD</strong></td>
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<td>46</td>
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<tr>
<td><strong>THIRD PERIOD</strong></td>
<td>10:52</td>
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<td>46</td>
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<tr>
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<td>12:08</td>
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</tr>
<tr>
<td><strong>FOURTH PERIOD for 1st Lunch</strong></td>
<td>12:13</td>
<td>12:58</td>
<td>45</td>
</tr>
<tr>
<td><strong>FOURTH PERIOD for 2nd Lunch</strong></td>
<td>11:43</td>
<td>12:28</td>
<td>45</td>
</tr>
<tr>
<td><strong>2nd Lunch</strong></td>
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<td>12:58</td>
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</tr>
<tr>
<td><strong>FIFTH PERIOD</strong></td>
<td>1:03</td>
<td>1:49</td>
<td>46</td>
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<td><strong>SIXTH PERIOD</strong></td>
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<td>46</td>
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<tr>
<td><strong>7th Hour</strong></td>
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<td>3:40 (M, T, W, Th)</td>
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<tr>
<td><strong>Extended Learning Opportunities</strong></td>
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<td>4:20 (M, T, W, Th)</td>
<td>90</td>
</tr>
</tbody>
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ADMINISTRATION AND STUDENT SUPPORT SERVICES
*names are hyperlinked to email when clicked

Administration: 253-931-4880
Jeff Gardner, Principal, Class of 2020
Roger Lee, Asst. Principal, Class of 2023
Lori Grimm, Asst. Principal, Class of 2022
DeAnna Kilga, Asst. Principal, Class of 2021
Stacy Jordison, Asst. Principal, Class of 2020

Pamela Bolen, Office Manager
Kerry Dalton, Administrative Asst.
tbh, Administrative Asst.

ALOC: Auburn Leaders of Color
Kym Hales, Executive Board
Angie Stubblefield, Executive Board
Trenescia Bellinger, Executive Board
Lawrence Davis, Executive Board

Athletic/Activities: 253-931-4888
Katie Henry, Athletic Director
Janet Tarsi, Activities Director
Jennifer Skeel, Administrative Asst.

Attendance Office: 253-931-4886
Doug Burt, Dean of Students
Patti Watson, Administrative Asst.
Beth Shipe, Office Asst.
Misty Richards, Office Asst.

Bookkeeper: 253-931-4895
Debbie Sumner

Campus Security
Jessica Smith, APD; School Resource Officer, 253-931-4880 ext. 701330
Angelo Herrera, AHS/ASD Security Officer

Counselors, 253-931-4893
Michaela Herrera, A-E
Judy Lutton, F-L
Boone Borden, M-R
Leslie Kiilsgaard, S-Z
Carley Burton, Administrative Asst.

College/Career Counselor, 253-931-4929
Jon Morrow
Sharon Englechart, College Career Specialist

College Success Foundation
Tremaine Frazier-Stanley

Family Engagement Coordinator, 253-931-4880 ext. 701431
Sonia Amado

Health room
Laurie Wood, RN ext. 701372
Pamela Stevenson, Health Tech

Library, 253-931-4880 ext. 702123
Molly Picatti-Baker, Librarian
Gabrielle Jones, Para-educator
Rebecca Orcullo, Para-educator

Native American Education Program, 253-931-2125
Robin Pratt, District Program Coordinator
Leslie Mizuki, Classroom Teacher
Sharleen Shown, Para-educator

On-Time Graduation Coach
Trenescia Bellinger

Print Room, 253-931-4880
Shelley Davis

Registrar (transcripts), 253-931-4893
Anngie Woodard, Administrative Asst.

Student Assistance Specialist, 253-931-4880
Lawrence Davis
## ACADEMICS

### HIGH SCHOOL GRADUATION REQUIREMENTS

**Credit Graduation Requirements**

Due to academic maturation and for the proper scope and sequence of classes, a student should attend, as a full-time student, a minimum of eight semesters beginning with grade nine. Each of the four grades is made up of two semesters. A full-time student is defined as one enrolled in a minimum of five courses per day. One-half credit is earned for each semester course successfully completed. A student must successfully complete all the required courses for graduation. Specific course requirements are:

**CLASSES OF 2020**

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>English/Language Arts</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Science</td>
<td>2</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3</td>
</tr>
<tr>
<td>Arts</td>
<td>1</td>
</tr>
<tr>
<td>Health/Fitness</td>
<td>2</td>
</tr>
<tr>
<td>Career and Technical Education</td>
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</tr>
<tr>
<td><strong>Total Required Credits</strong></td>
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**Electives Needed for Graduation**

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<tr>
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<td>6½</td>
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**TOTAL**

<table>
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<tbody>
<tr>
<td>22½</td>
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**CLASS OF 2021 and Beyond**

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<tr>
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<td>Mathematics</td>
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<tr>
<td>Science</td>
<td>3</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3</td>
</tr>
<tr>
<td>Arts</td>
<td>2</td>
</tr>
<tr>
<td>Health/Fitness</td>
<td>2</td>
</tr>
<tr>
<td>Career and Technical Education</td>
<td>1</td>
</tr>
<tr>
<td>World Language</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Required Credits</strong></td>
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**Electives Needed for Graduation**

<table>
<thead>
<tr>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>4</td>
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</table>

**TOTAL**

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
</tr>
</tbody>
</table>

See the Courses Listed with Credits Met table for more information.

"Personalized pathway" means a locally determined body of coursework identified in a student's high school and beyond plan that is deemed necessary to attain the post-secondary career or educational goals chosen by the student;

"Personalized pathway requirements" means up to three course credits chosen by a student that are included in a student's personalized pathway and prepare the student to meet specific post-secondary career or educational goals.

*A. Students must complete mathematics courses in the following progressive sequence: Algebra 1, Geometry, and Advanced Algebra. In certain circumstances, an alternative math course could be used for the third credit of math in lieu of Advanced Algebra. Parents must request a meeting in which the student, parent/guardian, school counselor discuss the students' High School and Beyond Plan and the math requirements for post-secondary and career choices. An approved consent form must be on file prior to taking the course.

See the Courses Listed with Credits Met table for alternatives courses for the third credit of mathematics.

*B. 2020: One of the science credits must be satisfied in a laboratory science. See the Courses Listed with Credits Met table for a list of approved courses.

**2021 and Beyond:** Two of the science credits must be satisfied in a laboratory science. See the Courses Listed with Credits Met table for a list of approved courses.

*C. Social studies subject area requirements include Washington State History and Government, United States History and Government, Civics, and Geography. Approved courses may count towards social studies credit. See the Courses Listed with Credits Met table for a list of approved courses.

*D. 2020: The 1.0 credit requirement for Arts must include coursework in performing or visual arts. This requirement cannot be replaced by coursework in another subject area.

**2021 and Beyond:** 1.0 credit requirement for Arts must include coursework in performing or visual arts. The second credit can be fulfilled through performing or visual arts but could also be a filled using a Personalized Pathway Requirement credit.

*E. Students must complete a minimum of one-half credit in health. The remaining 1.5 credit must be in physical education. Students shall be excused from physical education pursuant to RCW 28A.230.050. Such excused students must satisfy physical education credit through approved courses. See the Courses Listed by Credit Met table for a list of approved courses.

*F. A career and technical education (CTE) credit means a credit resulting from a course in a CTE program or occupational education credit as contained in the CTE program standards of the office of the superintendent of public instruction. WAC 180-51-068

*G. Two credits in world languages or personalized pathway requirements. If the student has chosen a four-year degree pathway under subsection (10) of WAC 180-51-0868, the student shall be advised to earn two credits in world languages.
**Information on four year university admission requirements can be found on page 23 of the 2019-20 course catalog.**

**CORE 24-Office of Superintendent of Public Instruction**

What courses are required for graduation?


**Non-Credit Graduation Requirements**

To be eligible to graduate in Washington, high school students must complete a High School and Beyond Plan including 10 hours of documented community service, participate in specific state examinations and pass Washington State History or its equivalent for out of state transfers. See links below for specific information or meet with your counselor to review your status. 

https://www.k12.wa.us/student-success/graduation/graduation-requirements/multiple-pathways-graduation-house_bill-1599

**High School and Beyond Plan**

Each high school student must successfully create, annually review, and complete a five year education plan for their high school experience and the year following graduation. This requirement also applies to Running Start students.

**Washington State Examinations**

**Class of 2020:** Students are required to take the Smarter Balance English Language Arts state exams. Students must pass either a Math End-of-Course exam or a Smarter Balance Mathematics Exam. There are state-approved alternative assessments for students in special education. Refer to the Washington State Office of Public Instruction website at http://www.k12.wa.us/ for more information.

**Class of 2021 and beyond:** WA State Science Assessment

OSPI  https://www.k12.wa.us/student-success/testing
STUDENT RIGHTS & RESPONSIBILITIES

You are expected to know your responsibilities as well as your rights. These are explained in this handbook and in the Student’s Rights and Responsibilities document provided to every student in the fall. You are subject to discipline for violations occurring at school, on school district property, or at school-sponsored events.

The guiding principles for your behavior at Auburn Senior High School are:

- Respect for yourself and others
- Respect for adult authority
- Respect for property
- Respect for safety

Respect for Yourself and Others: Self-respect is an essential ingredient for success in high school, relationships, and life. Auburn Senior High School is a "Bigot-Free Zone" where all students, regardless of style, race, culture, gender, religion, or ethnic background are expected to live in harmony. The goals of a bigot-free zone are to:
  - Show common courtesy, acceptance, and care for others.
  - Reject bigotry in all forms.
  - Openly declare your group, team, classroom, or activity to be free of racism.
  - Create an atmosphere in which it is acceptable to speak out against bigoted behaviors.

Respect for Adult Authority: All school personnel of Auburn Senior High School have been given authority from the School Board to correct students involved in misconduct. Therefore, you should show due consideration and respect for these employees at all times.
  - Identifying yourself upon request by any staff member
  - Following directions given by a staff member.

Respect for Property: Pride and respect for our school prohibits students from marking walls, desks, restrooms, textbooks, or other school property. You are expected to demonstrate care and concern for the cleanliness and property of the school and surrounding community. This includes personal responsibility for clean lockers, hallways, and lunch tables. Also, the theft of school, staff, or student property is unacceptable. To help you develop positive behaviors, a range of interventions is used including counseling, education, and discipline. Serious violations may result in suspension and/or prosecution.

Respect for Safety: Learning occurs best in a safe environment. Behaviors which make school seem unsafe, including threats, rumors, fights, put-downs, inappropriate physical behavior, and inappropriate language are not acceptable. Behaviors which threaten safety of students and staff, including gang-like behavior, weapons, assaults, possession or sale of drugs and alcohol, extortion, harassment and bullying will result in recommendation for expulsion and may result in criminal prosecution.
ATTENDANCE EXPECTATIONS

Students are expected to attend all assigned classes each day and complete required assignments. Teachers shall keep a record of absence and tardiness. Auburn High School is implementing a new system called “Positive Attendance” this year. Students will use their student ID to check/scan into class. **The default status of students in this system is “absent” until they check in. Students who do not scan in will be marked absent.** Students will continue to use a hall pass for trips to the nurse/library/career center.

- Auburn High School offers its students excellent educational opportunities.
- Student participation in classroom activities is essential for optimal learning.
- Students are preparing for careers after high school and need to develop appropriate attendance behaviors and habits required in the working world.
- Students participate in the school curriculum and are responsible for maintaining regular attendance. Parents are responsible for their children’s attendance in accordance with state law and district policy and, therefore, are responsible for notifying the school of an excused absence. Teachers are responsible for accurately and responsibly monitoring attendance on a daily basis and are expected to encourage good attendance through class expectations and participation requirements.

The law of the State of Washington (RCW 28A.225.010) requires students under eighteen years of age to attend the public school of the district in which the child resides. No later than the student’s fifth unexcused absence in a month the district shall enter into an agreement with the student and parents that establishes school attendance requirements, refer the student to a community truancy board or file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010. 15.

If such action is not successful, the district shall file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010 by the parent, student or parent and student no later than the seventh unexcused absence within any month during the current school year or upon the tenth unexcused absence during the current school year. Hence, Auburn High School is committed to encouraging good attendance and monitoring daily student attendance.

The school shall notify a student’s parent or guardian in writing or by telephone, whenever the student has failed to attend school after one unexcused absence within any month during the current school year. The notification shall include the potential consequences of additional unexcused absences. A conference with the parent or guardian shall be held after two unexcused absences within any month during the current school year. A student may be subjected to appropriate disciplinary action for habitual truancy.

Therefore, Auburn High School supports attendance contracts in classes where contracts are stated in the syllabus. When a student accumulates excessive absences he/she is at risk of having his/her grade lowered and with continued absences, he/she is at risk of losing credit for the course. Parents and guardians are encouraged to monitor their student’s daily attendance online through [Family Access](#). In addition, parents will receive an automated call home anytime their student is absent from one or more class periods. Please make sure all contact information is updated so that the school can reach you.
What are acceptable reasons for absences?
According to state law and Auburn School District policy, absences may be excused for:

- Illness or health conditions
- Family emergency
- Medical and personal appointments
- School generated/related activities
- Religious observances

How do I excuse an absence?

- A parent or guardian must clear absences within 48 hours.
- Students must check in and out through the attendance office when leaving or returning during the school day.
- Students are entitled to make up work missed due to excused absences

If one of these situations arises, parents should telephone the attendance office at 253-931-4886 or send a note or email pwatson@auburn.wednet.edu within two days of the absence. Students will be given an admit slip which is shown to each teacher verifying their right to make up missed assignments. Work must be made up in order to earn credit.

Unexcused Absences: Unexcused absences results when the student fails to get parent permission for absences within 48 hours of the absence or when a parent indicates that the student was absent without permission. Students may not make up missed work and disciplinary action will be assigned.

Truancy/Skipping Class: Disciplinary measures can include, but are not limited to: lunch detentions, after-school extended day assignments, Friday Night School or Saturday School. Parent-student conferences may also be held with the goal of improving student attendance.

Home/Hospital: Home/Hospital status may be granted by the district if the student is expected to have a prolonged absence of four weeks or more due to illness or injury. This provides the student with an opportunity to complete schoolwork and not lose credit. The nurse and/or counselor should be contacted before the absence begins or as soon as possible.

Trips: Trips need to be pre-arranged by having the parent/guardian request a prearranged absence form from the attendance office at least two (2) days prior to the trip. The student should have each teacher sign the form and return it to the attendance office before leaving. This process allows both teacher and student to make arrangements for homework.

Homework Request (absences of 3 days or more): To request homework for absences of three or more days, contact your student’s teachers directly. Use this link to search for a specific teacher. https://www.auburn.wednet.edu/Page/937 Please allow 24 hours for teachers to respond. Students have two days to complete make-up work for each excused day. Teachers are available before and after school for thirty minutes to assist students as needed.

Tardiness: Students are required to report to their assigned class before the tardy bell rings. If the student has been detained by a staff member, a note signed by the staff member should be given to the next teacher.
GENERAL INFORMATION

Announcements: Announcements are made each day and can be viewed on the web site. Announcements may regard athletics, assemblies, graduation information, meetings, lost and found items, college representatives on campus, pictures, and special activities, etc.

Assemblies: Assemblies are a part of the curriculum and designed to be educational as well as entertaining. Attendance at assemblies is required and you are to observe the following:
- Prompt reporting to the assembly and sitting in the area designated.
- Remaining attentive, courteous, and silent during any speech or performance.
- Using applause as appropriate to show appreciation or recognition.
- Returning to the assigned classroom area immediately following the assembly when applicable.

Breakfast/Breakfast-After-the-Bell/Lunch
Serving meals in a school with almost 2,000 people takes a big effort and cooperation of all to make each meal time a success. Students are expected to throw their trash away in the trash cans and/or recycle bins provided and clean up after themselves, after every meal. Below are the details for each of our meal times at Auburn High School.

Breakfast Before School:
Breakfast is served 30 minutes before the start of school in our school Commons.

- 8:30 to 9:00 on PLC Mondays
- 7:30 to 8:00 on Tuesdays through Fridays and all Non-PLC Mondays

Our designated breakfast eating area is our Commons. Because the kitchen staff ends serving 5 minutes before the 1st period tardy bell rings, students are expected to be on time to their first period class.

Students are to line up and wait their turn in line. Be polite and always say, “Please.” and “Thank you.” Eat at one of the tables in the commons or courtyard and clean up your table and area before leaving. Let a custodian or staff member know of any spills so that they may be cleaned up right away. Show respect by leaving a clean area for the next student.

Breakfast-After-the-Bell: This will begin on Tuesday, September 10th
Breakfast is available during passing between 1st and 2nd periods, Tuesday’s through Friday’s and on any day we have an 8:05am start time. Distribution locations are in the Commons, the 200 main stairs landing, the 300 main stairs landing and the corner between the 400/500 Hall north of the CafŽ Auburn. Students are to choose the location closest to their 2nd period class, whenever possible.

Students are expected to get in line upon arrival and to walk directly to 2nd period once they have been served their breakfast. Students are to follow their 2nd period teacher’s classroom eating policy.

NOTE: All students at AHS are allowed 1 free breakfast each day. Students who choose to take two breakfasts must pay (from their school account) for the second breakfast.
**Lunch:**
AHS offers two lunchtimes during the school day; Lunch A and Lunch B. Every student will be assigned one lunch. No students have two lunches and must attend their scheduled lunch unless they have administrative permission to attend an alternative lunch.

Students have several options for a lunch location; the Commons, the West courtyard, the East courtyard and Café Auburn.

*School lunch is not connected to our Breakfast-After-the-Bell program; students who do not qualify for free or reduced status must pay the full amount for lunch.

**Eating with a teacher in their classroom:**
With teacher approval, students at AHS are allowed to eat lunch in the classroom.

**Quiet Zone areas:**
We feature several quiet eating areas for students. These are located on the 300 landing above our library and in the East and West Stairway landing on the 200 and 300 levels. These areas have surveillance and administrative supervision during both lunches. Students in these areas are expected to do the following:

- Remain in the quiet lunch location until the bell ending the lunch period rings.
- Leave the area as clean, or cleaner, than it was found by throwing all of the trash away.
- Keep voices at a low conversation level to respect our learning zones and classrooms.
- Follow all staff directions to maintain clear access for people walking through the area.

*Failure to respect the above will result in loss of this privilege for the remainder of the semester.*

**Bulletin Boards and Posters:** All announcements, bulletins, advertising, and signs must have signed approval of the activity coordinator and be posted in designated areas only.

** Deliveries:** No deliveries will be made to students on campus, i.e. flowers, cards, balloons, etc.

**Guest Teachers (Substitutes)/Guest Speakers**
Because AHS is a welcoming environment, we will help all guests in our school. Guest teachers who cover a class have the important job of moving the learning forward without having the same level of relationship with students. We believe that everybody belongs at AHS. To that end, this year each class will have a designated student as a “Classroom Ambassador” to assist guest teachers with routines and any other questions.

**Hallways/ Stairways / Common Areas/ Elevators**
It is critical to move and stay on the right side of all hallways and stairways. Some hall and stair intersections where many students converge require additional patience and cooperation. Hallways and staircases are designed to help people move to where they are going, so standing in a hallway with large groups of people during passing time is unsafe and not allowed. When asked to move, understand that it is not about you, it is about allowing your classmates safe and easy passage. We do not allow sitting on our stairs during the school day due to the above reasons and local fire codes. Elevators are for approved students and staff. Students not approved will be referred to school security and may be assigned a 30 minute detention.
Hall passes: Out-of-class passes should be limited to emergency situations or requests from an administrator or counselor. If you leave class, you must have a hall pass. Students in the hallway during class time without a hall pass will be subject to disciplinary measures.

Identification/ID Card: All Auburn Senior High School students need to have their Auburn High School ID card and/or ASB card in their possession at all times. Stolen or lost cards--Contact Mrs. Skeel in the activities office immediately. The cost for a replacement card is $3.

Students will need their card to:
- Show identification upon request by a school authority
- Check in to each class to record daily attendance.
- Make school related purchases.
- Check in and out of the attendance office.
- Check out library resources.
- Be admitted to athletic events and activities when validated as an ASB card.

Lockers: Lockers are provided for your convenience, but are school property and may be searched without prior notice. Please note the following:
- Use only the locker assigned to you. Security is compromised when lockers are shared.
- Valuable personal items should be left at home. AHS is not responsible for items stolen from lockers.
- You will be held responsible for cleanliness and damage to your assigned locker.
- If you have a problem with your locker or forget your combination, report it to Mrs. Skeel in the activities office.
- PE lockers require a separate lock. These can be brought from home, purchased from the bookkeeper or borrowed from a PE teacher.

Passing Period/Common Area Policy: AHS hallways, the Commons, courtyards and gym lobby are to be used for the movement of students and staff during passing. Students are to keep moving in order to arrive to class on time.

Skateboards/ Rollerblades / Scooters, etc.
All skateboards and other items in this category must be kept in a student’s locker or locked up in our skateboard rack in our West Courtyard. Students seen with skateboards will be asked to take them to an office until the end of the day.

Surveillance Cameras: Auburn High School uses surveillance cameras in conjunction with establishing a safe school environment. Their use assists in providing for the safety of students, staff, patrons, and school property.

Visitors/Guests: To ensure a safe school environment, visitors and guests are allowed only if their visit is related to the instructional program. Only current Auburn HS students are allowed on campus. Visitors must enter through the main entrance on East Main Street and check in with either the main office or attendance office receptionist.
BEHAVIOR EXPECTATIONS

ACADEMIC INTEGRITY
Cheating, or copying the work of another person, or turning in another person’s work, project, computer programs, etc., as your own constitutes plagiarism.

Plagiarism includes, but is not limited to:

- Using another writer’s words or words without proper citation, rearranging or changing a few of the author’s words and presenting the result as your own work, and not using quotation marks when citing a source;
- Having someone else write your paper, program, project, including asking friends, paying someone, using a paper writing service, or taking information word-for-word off of the internet.
- Copying another student’s work during a test, lab, or classroom activity and turning it in as your own.

ARSON
Intentionally setting a fire or causing an explosion. Setting a fire, using matches, lighters, or other materials, whether in play or through carelessness, is against policy. This includes lighting matches, flicking a lighter in play even when nothing else is set afire. Setting anything else on fire is considered arson and must be reported to the Auburn Fire Department immediately. Families may incur all emergency costs.

ASSAULT
Using unwarranted force or contact. Demonstrating a deliberate and immediate intent to be physically violent towards another person (staff or students) including domestic violence and sexual assault. Intent is defined as taking deliberate actions towards physically harming another person resulting in the person having an immediate expectation that his/her personal safety is now in jeopardy.

Assault does not include accidental contact unless it is flagrant, purposeful, repeated and/or results in injury. Domestic violence as assault includes physically harming, threatening, physically restraining, or stalking a romantic/dating partner or family member.

BOMB THREAT
In order to assure safety and a smooth and efficient operation of our day, falsely reporting a bomb threat or other threat that endangers the welfare or safety of our school population will be cause for disciplinary action and/or referral to law enforcement. Families may incur all emergency costs such as bomb dogs or robots.

CELL PHONES
Cell phone use (or non-use) in the classroom will be guided by teachers. Our school’s default policy is: cellphones are to be on silent and secured away in a backpack or pocket and 100% out of sight. Teachers who use cell phones for learning activities will provide explicit information for their classroom and content area.

Classroom cell phone practices established by our teachers must be adhered to and should be reviewable in your course outline/syllabus. Teachers have the authority to send you to the main office or call for an administrator to speak with you. Contacting your parent/guardian to resolve your personal phone management will take place along with discipline.
**Note:** The most recent research indicates students not distracted by their phone (or another student’s phone) learn at a higher rate and achieve at higher levels. This does not imply that a cell phone cannot be an effective learning device *when used within the instruction as directed by your teacher.*

**CHROMEBOOK READINESS: AHS’s SCHOOL-WIDE EXPECTATION**
All AHS students have been, or will be assigned a Chromebook for their academic use. Teachers will use these devices on a regular basis. Exceptions for daily use may include physical education, fine arts, or career and technical education (CTE) courses. All other academic content areas will utilize 1:1 educational technology on a regular basis.

It is important to bring your device to school with a full charge daily. Students who forget their Chromebook can check out a loaner from our library-learning center beginning at *7:40am until 8:05am, and after the first 10 minutes of their first class of the day. (*8:40am - 9:05am on PLC days)*

Students are to return loaners to the library-learning center during the last 5 minutes of the school day or after school, but not later than 3pm. There is a limited number of loaners; students run the risk of not having a device if loaners are not returned on time. Students who show a pattern (3 days, or more per semester) of not having their Chromebook daily will meet with their counselor or administrator to help problem-solve the matter.

Damaged Chromebooks need to be brought to the attention of our library-learning center staff as soon as possible.

**CLOSED CAMPUS**
School Board Policy 3242 states, *Students shall remain on school grounds from time of arrival until the close of school unless officially excused.*

Auburn High School is a closed campus school. After arriving at school, students are to stay on school property and only in supervised areas of the campus. Students **MAY NOT** leave campus during the day to eat lunch off-campus, even with parent/guardian permission. The AHS campus is closed for reasons of student safety and supervision accountability.

*Students leaving campus during the school day for pre-excused appointments must check out through the attendance office and check back in upon return.* Tardiness or absences related to leaving school grounds without permission will be unexcused and appropriate disciplinary action will be assigned. **Parking lots are off limits during the school day** unless administrative permission has been given. Violations will result in disciplinary consequences.

**DETENTION NOT SERVED**
When students do not serve a detention due to an excused absence they are expected to attend the first detention opportunity upon returning to school. If students need to re-schedule a detention, they must go to their grade level administrator or Mrs. Bryan to re-schedule. Administrators may contact a parent/guardian and deny such requests. **Students who “do not serve”** will automatically be scheduled to the next discipline level.
DIGITAL CITIZENSHIP/COMPUTER ETHICS
When using school computers, software and networks, students must maintain appropriate boundaries. Each day that you sign into a Chromebook or a school device you are agreeing to follow district usage rules. Inappropriate usage includes violating copyrights, overriding passwords, altering systems, introducing viruses, entering confidential and non-designated files, sabotaging networks, hardware, or software, and publishing non-school, unauthorized materials, etc.

DISRESPECT/RUDE
Students who are disrespectful (interrupt, yell at, use sarcasm, scoff or engage in any conduct deemed disrespectful by a reasonable adult) will be addressed promptly by teachers and may lead to administrative referral, parent/guardian notification and school discipline.

DISRUPTIVE CONDUCT
Students who disrupt the learning environment are negatively impacting the learning process of their peers and themselves. Disruptive students will be addressed promptly by teachers and may lead to administrative referral, parent/guardian notification and school discipline.

DRESS GUIDELINES/APPROPRIATE ATTIRE
High School is the final step prior to entering your adult life; post-secondary education, the military, or the workforce. In all three areas, appropriate dress will be expected. This mindset is no different at Auburn High School. We want to accomplish two things:

1. **A safe school environment** – This will always be our priority.
2. A reasonable standard of dress allows students individualism and freedom of expression while not taking away from our school’s safe environment.

Students’ at Auburn High School have earned the privilege to wear hats and other head coverings in hallways and in common areas around our campus, as long as there is no violation of our priority for safety.

Teachers will make their own classroom decision on whether hats/head coverings will be allowed to be worn in their classrooms. The quickest way to go straight back to a “NO HAT” policy for our entire school is to not respect your teachers and their classroom expectation. Please understand that this privilege has been earned.

Clothing and accessories that become a disruption to the learning environment and/or safe operations of our school campus will result in an office referral. Violations are addressed in the offices of administrators, Dean of Students, or Campus Security. Staff members will quietly and discreetly inform the main office of a violation. A good rule of thumb is, *if you wonder if it is school appropriate, it probably isn’t. So leave it at home.*

Parents and Guardians will be notified of any dress guideline referrals. **General Clothing Guidelines that do not work at school:**
- Any clothing or accessory with messaging and/or visuals promoting alcohol, drugs, tobacco, gang affiliation, and/or any type of harassment as outlined in our rules.
- Tops that do not cover the midriff. **General Rule of Thumb:** If you can’t gently pull the top down to cover your midriff, it’s too short for a school environment.
- Pants/Shorts that don’t cover the student’s bottom.
• Flip flops and bare feet are not recommended due to safety concerns.
• Sunglasses are not to be worn in the school without a documented medical reason.

**EXTERIOR DOORS DURING THE SCHOOL DAY**
For safety reason, exterior doors will be locked at 8:10am (9:10am on PLC Mondays). Opening exteriors doors between 8:10am/9:10am and 2:40pm is considered a safety violation. All visitors must enter through our main entrance on Main Street. This policy also includes late-arriving students and visitors. Although we understand this may be an inconvenience, safety is our priority. The only exception to this is our north entrance (student parking lot) in the Gym Foyer. The doors will remain open until 8:15am / 9:15am on PLCs.

**FAILURE TO DISPERSE**
In the event of a verbal or physical conflict, students are expected to leave the area immediately and inform an adult. When a staff member instructs students to move away or leave the area, students who do not comply immediately will receive a disciplinary action. Crowding around a conflict or physical fight is considered a dangerous behavior as this endangers others including staff attempting to intervene. Dispersing is defined as leaving the immediate area.

**FAILURE TO IDENTIFY YOURSELF**
Students are expected to have their 2018-19 student ID card in their possession. When any staff member asks a student to identify his/herself, the student must state their full name and show their ID card. Failure to comply is considered a safety violation. Staff reserve the right to ensure safety for our school. Students are expected to respectfully comply with this reasonable request.

**FAILURE TO PARTICIPATE**
Students at AHS are expected to actively participate and engage in all learning activities. Assignments not aligned with a student's beliefs will be substituted with an alternative activity approved by the teacher and the parent/guardian. Choosing to not participate in your own learning will result in a conference between the teacher, student and possibly a parent or guardian.

**FALSE REPORTING**
To knowingly report false allegations is a violation of school policy. False allegations include-reporting false information and/or leaving out facts or information. Students found to have made a false report will be subject to appropriate discipline.

**FIGHTING**
Fighting is defined as participating in an incident involving physical violence.

If a fight, or any events leading up to a fight, occurs on school grounds or has a connection to the school, administration has a duty to respond. Social media, texting, or gossiping about others falls under the AHS administrators’ duty to investigate.

Fighting includes but is not limited to:
• Engaging in mutual physical contact involving anger, hostility or premeditation.
• Teasing, harassing, and/or intimidating others resulting in physical contact involving anger or hostility.
• Retaliating physically for teasing, harassing, threatening, or intimidating behaviors.
• Verbally inciting or physically supporting a fight by one’s encouragement or presence.
Attending a fight or encouraging/promoting a fight is dangerous behavior. Students will be disciplined accordingly.

**GAMBLING**
Gambling is prohibited.

**GANG ACTIVITY**
per Revised Code of Washington RCW 9.94A.030 (12-14): A student who is enrolled in a public school or an alternative school may be suspended or expelled if the student is a member of a gang and knowingly engages in gang activity on school grounds. “Gang” is defined as a group which:

(a) consists of three or more people; and
(b) has a common name, identifiable sign, symbol, or leadership; and
(c) on an ongoing basis, conspires, promotes, and acts in concert mainly for criminal purposes.

**HARASSMENT/INTIMIDATION/BULLYING (HIB) School Board Policy 3205**
Harassment, intimidation or bullying includes intentional written messages or images, including those that are electronically transmitted; a verbal or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation, or mental, physical, or sensory handicap) or other distinguishing characteristics, when an act:

- Physically harms a student or damages the student’s property;
- Has the effect of substantially interfering with a student’s education;
- Is so severe, persistent or pervasive that it creates an intimidating/threatening educational environment;
- Has the effect of substantially disrupting the orderly operation of the school.

**EXAMPLES OF SEXUAL HARASSMENT / MISCONDUCT**
1. Making unwelcome, offensive or inappropriate sexually suggestive remarks, comments, gestures, or jokes; or remarks of a sexual nature about a person's appearance, gender or conduct;
2. Using derogatory sexual terms for a person;
3. Standing too close, inappropriately touching, cornering or stalking a person;
4. Displaying offensive or inappropriate sexual illustrations on school property;
5. Making sexual propositions or pressuring a person for sexual favors;
6. Touching of a sexual nature;
7. Writing graffiti of a sexual nature;
8. Displaying or distributing sexually explicit drawings, pictures, or written materials;
9. Circulating or showing e-mails or web sites of a sexual nature;
10. Making sexual jokes, suggestive remarks, sexual rumors, or derogatory comments;
11. Physical interference with movements, such as blocking or following someone

**INCITING CONFLICT**
Students involving themselves with the passing of information that directly results in a verbal or physical conflict will be disciplined. Parents will be notified and law enforcement may be involved.
**INSUBORDINATION/NON-COMPLIANCE**
Failure to comply with a reasonable request of a staff member including all district employees, guest teachers, and guest office staff.

**INTERFERING WITH SCHOOL AUTHORITY**
Interfering or attempting to interfere with the daily duties of district personnel by using direct, deliberate, or focused threats, force, or violence, such that the staff person believes his/her safety or well-being of his/her property is in danger is against policy.

**OFF-CAMPUS MISCONDUCT**
*School Board Policy 3242 states, Students shall remain on school grounds from time of arrival until the close of school unless officially excused.*

Reasonable discipline may be imposed for an off-campus act of misconduct if the event impacts the educational process or learning environment. The following criteria should be considered to decide whether an act of misconduct is sufficiently connected to the educational process:

1. Location of the misconduct (proximity to school grounds or to a school activity);
2. Hour and date of the misconduct (during school hours, but off-campus; immediately before or after school hours; on district-sponsored transportation, directly before entering or after leaving district-sponsored transportation, or during school-sponsored activities);
3. Effect on other participants or victims to the misconduct (did the misconduct involve or affect other students or school district personnel);
4. Severity of the misconduct and its likely connection to student or school district personnel safety (e.g., fighting or other violent or destructive acts, the selling of a controlled substance, or possession of a weapon); and
5. Extent to which the off-campus activity affects the environment or safety of the school (e.g., students are afraid to come to school or afraid at school because of it; it is disruptive to the school atmosphere in that special precautions or actions need to be taken to protect students and staff; the arrangements for the activity were made on campus but conducted off campus, such as drug sales, a fight or assault, etc.; or there are likely repercussions such as students from other schools or non-students coming onto the campus to effect retribution).

The District will respond to off-campus student speech that causes or threatens to cause a substantial disruption on campus or interference with the right of students to be secure and obtain their education. Substantial disruption includes, but is not limited to, significant interference with instruction, school operations or school activities, violent physical or verbal altercations between students, or a hostile environment that significantly interferes with a student’s education.

**NON-SUPERVISED AREA VIOLATION**
Students who violate this policy are subject to disciplinary steps, parent/guardian contact, and possible safety searches by school administration. Being in unsupervised areas is viewed as a safety violation and administrators reserve the right to ensure a safe campus for all staff and students.

Unsupervised areas at AHS are:
1. Parking Lots - During the school day
2. Areas north of Café Auburn - during lunch including the 500/700/800 halls
3. All P.E. / Athletic Facilities - If not under direct supervision of a staff member
4. Hallways / Learning Zones

**PARKING LOT VIOLATIONS**

Students must purchase a student permit to park on campus during the school day. Students who abuse their parking privileges will receive school level discipline, tickets and/or parent contacts. Students parking on campus during school hours without a permit will be ticketed.

School Board Policy 3243 states, *The board regards the use of motor vehicles and bicycles for travel to and from school as an assumption of responsibility by parents and students.*

**Parking lots are off limits during the school day**
- You are not permitted to sit in parked cars during the school day, **including lunchtime**.
- Improper operation of a motor vehicle on or around school property will result in suspension of parking privileges and/or other disciplinary measures.

**Student Vehicle Infractions/Fines: (at the expense of the owner or driver)**
- No Permit/Not In View (current school year)………………………..……..$20
- Parked In Staff Lot…………………………………………………………$35
- Lending/Using Another Student’s Permit…………………………….$20
- Fire Lane/Zone—City Citation (may be towed)…………………………$75
- Disabled Stall—City Citation (may be towed)…………………………$300/$450

**RECKLESS / DANGEROUS DRIVING**

Students who endanger others and themselves through reckless and dangerous driving will receive school level discipline including contacting a parent/guardian and loss of parking privileges up to the end of the school year. Students may also be subject to legal citation.

**PUBLIC DISPLAY OF AFFECTION**

Students are to exercise discretion and respect the rights of others at all times. Overt acts of affection impact the learning environment and are not appropriate at school.

**SEARCH AND SEIZURE/School Board Policy 3230**

Personal privacy is a fundamental aspect of individual liberty. All students possess the constitutional right to be secure in their persons, papers, and effects against unreasonable searches and seizures. Staff shall take particular care to respect students’ privacy.

School officials have authority to maintain order and discipline in the schools and to protect students from exposure to illegal drugs, weapons, and contraband. The superintendent, the principal, and other staff designated by the superintendent shall have the authority to conduct reasonable searches on school property as provided by board policy.

A search is **required** when there are reasonable grounds to suspect a student has a firearm on school grounds, transportation or at school events.

Prior to conducting a search, school officials shall ask that the student consent to be searched by removing
all items from pockets or other personal effects. If the student refuses to consent to the search, school officials may proceed to search the student, the student’s personal belongings, and the student’s locker as follows:

1. Any search of a student conducted by a school district employee must be reasonably related to the discovery of contraband or other evidence of student’s violation of the law or school rules. For the purpose of this policy “contraband” means items, materials, or substances the possession of which is prohibited by law or district policy, including but not limited to, controlled substances, alcoholic beverages, tobacco products, or any object that can reasonably be considered a firearm or a dangerous weapon.

2. Staff shall conduct searches in a manner which is not excessively intrusive in light of the age and gender of the student and the nature of the suspected infraction.

**SEXUAL MISCONDUCT/School Board Policy 3205**
See HARASSMENT / INTIMIDATION / BULLYING section

**SUBSTANCE USE/POSSESSION/DISTRIBUTION/DRUG PARAPHERNALIA**

*Any* student will be disciplined who:

1. Illegally uses, possesses, sells, or is under the influence of drugs, alcohol, controlled or mood-altering substances;
2. Illegally uses, possesses, sells, or is under the influence of medication which is not prescribed for her or his use by a licensed doctor;
3. Illegally uses, possesses, sells, or gives to another, drug paraphernalia, delivery devices such as vapes at school, or at a school-sponsored activity or event.
4. *All prescribed medication must be administered from our school's health tech office in our counseling center.* Failure to follow this policy = See section (2) above.

**TARDY/UNEXCUSED**
Students who are late to school due to a medical appointment, illness, or family emergency must have their tardy excused by a signed note or a phone call from their parent/guardian on the same day of the tardy. Students arriving late to school (1st Period) must check in with the attendance office. At Auburn High School our classes begin on time. It is important to be there to receive the full educational opportunity.

Students who are regularly late to class will be subject to teacher discipline. Teachers will refer students to their grade level administrator or dean of students.

**TECHNOLOGY & CELL PHONE MISUSE/School Board Policy 3245**
While on school property or while attending school-sponsored or school-related activities, students shall not use personal telecommunication devices including cellular phones in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy rights of others. All Auburn School District staff members have the right to request that students put their phone away and/or store it out of sight.

Students who violate this policy will be subject to disciplinary action including suspension or expulsion and losing the privilege of bringing their device onto school property. *In addition, administrators may confiscate or, with reasonable suspicion, search the device which shall only be returned to the student’s parent/guardian.*
Content or images that violate criminal laws will be forwarded to law enforcement.

**Student are responsible for devices they bring to school and are strongly encouraged to secure all personal property while on campus.** The district shall not be responsible for loss, theft or destruction of devices brought onto school property. If your phone is lost or stolen, report it to school security and fill out an incident report. When possible, AHS security staff will attempt to recover the stolen item. In the event of a theft, students are encouraged to contact their wireless provider to either trace the location of the phone or disable use/in-app purchases, etc.

**THEFT/IN POSSESSION OF STOLEN ITEM(s)**
Stealing is prohibited. Students who say they were “just joking” or claim to have “found” the item when in possession of property that is not theirs will face disciplinary actions.

**THREATENING ACTIONS**
**Threats/Intimidation is defined as:** Communicating threats of violence or harm to an individual or group of individuals, directly or indirectly, whether by physical, verbal, written, telephone, or other electronic means, which cause the other person to believe his or her life, safety, or property is in danger, or which cause a listener to believe that another person’s life, safety, or property is in danger. It is not necessary that the threat be communicated to the intended victim.

**Threats toward Staff:** Making threats of violence or harm toward any person acting in their official capacity as an employee and/or agent of the Auburn School District is against Auburn School District policy. Staff has the right to work in a safe and non-threatening atmosphere. Auburn High School has no tolerance for students directly threatening staff persons. If there is an implied or direct risk of violence towards the staff person, students will face disciplinary action and referral to local law enforcement.

**TOBACCO VIOLATION**
Students, as well as adults, are not allowed to use or possess tobacco/tobacco delivery products (i.e., cigarettes, cigars, or chewing tobacco/vape devices) on the Auburn High School campus. Progressive disciplinary consequences will be administered to anyone violating this policy.

**TRUANCY/SKIPPING CLASS**
Skipping school or classes falls under unexcused absences and truancy. Students who miss class are subject to school discipline and will not be allowed to make up work for full credit. Additionally, students involved in extra-curricular programs will not be allowed to participate if they skip school or classes and could lead to suspension or removal from student activities. Students who develop a pattern of skipping classes will be subject to Washington State Truancy Laws RCW 28A.250.020.

Students absent from school without permission, or absent from class without the teacher’s explicit permission are considered truant. Any student absence from school that is not excused by their parent/guardian within 2 school days of the student’s return to school will be considered truant.

**VANDALISM/DESTRUCTION OF SCHOOL OR PERSONAL PROPERTY**
Auburn High School encourages students, teachers and every citizen to cooperate in reporting any vandalism to property belonging to the Auburn School District and the name(s) of the persons believed to be
responsible. Any act of vandalism (graffiti, breaking equipment, removing or switching out components, etc.) shall result in disciplinary action, loss of school privileges, and restitution. Students and/or their parent/guardian will be billed for the repair or replacement of damaged items or facilities as well as the labor costs for repair or replacement.

**WEAPON VIOLATION**
A weapon includes, but is not limited to:

1. a firearm
2. an airgun or any item which appears to be a realistic firearm or air look-alike
3. a device commonly known as throwing stars, nunchuck sticks; sling shot; metal knuckles; any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; or any dagger openly or furtively carried, or any portable device manufactured to function as a weapon and/or which is commonly known as a stun gun, including a projectile stun gun, that emits an electrical shock, charge, or impulse
4. any knife which is a cutting or stabbing instrument with a sharp blade set in a handle. This includes pocket knives.

Carrying a firearm onto, or possessing a firearm on, school property, school-provided transportation, areas of facilities being used exclusively as school district property, or at school-sponsored events or activities is illegal and will result in a one year mandatory expulsion.

Firearm is defined as a weapon from which a projectile or projectiles may be fired by an explosive such as gunpowder. It also includes an explosive, incendiary, or poison gas bomb, grenade, rocket, missile, or mine. Violators will be expelled from the Auburn School District for no less than one calendar year. See, RCW 28A.600.420. The Superintendent or his or her designee may modify the expulsion on a case-by-case basis.

**District Identified Dangerous Weapons**
District-defined dangerous weapons include: BB gun of any type, pellet gun of any type, soft air gun, slingshot, switchblade knife, fixed blade knife, large folding knife with a blade over 2-1/2 inches long; any knife with a blade that locks open; any knife with more than one blade; razor blade; box cutter; blowgun, Taser gun, and bullets. The definition of a dangerous weapon may also include any object, such as pepper/gas spray, that can reasonably be used to inflict serious bodily injury when a student uses such an object with the intent to harm or intimidate someone, or when there is no other reasonable purpose for possessing the object except to use it as a weapon. A laser pen may be considered to be a dangerous weapon if the light is deliberately aimed at another person's eyes, whether or not there is intent to cause harm.

The normal discipline for a first-time possession of a dangerous weapon is a long-term suspension. The administrator can elect to give a lesser corrective action based on the particular facts and circumstances.
**BEHAVIOR MANAGEMENT PLAN**

At Auburn High School our staff will teach our students **behavior expectations during TROY Time**. Our goal is to offer a welcoming, positive and safe atmosphere for all staff and students. Our students will play a big role in this. Auburn High School’s Positive Behavior Intervention Support (PBIS) plan, taught during TROY Time, will enable our entire school to reach the highest levels of safety, respect, and success on a daily basis. Expectations will be reviewed in September and as needed throughout the school year. For new students, **counselors** will schedule meetings to review essential information during TROY time. Additionally, new students will have the opportunity to check in with counselors during TROY Time as they adjust to the new campus and school culture.

**Discipline/Interventions:** It is the intent of the school to encourage students to correct inappropriate/unacceptable behavior, attendance, or attitude problems whenever reasonably possible. Students who violate a rule the first time face disciplinary action commensurate to the violation for a first occurrence. Repeated violations or extreme situations may result in more severe disciplinary action or suspension. At each intervention step, the intent is to assist the student in identifying the problem, to understand what new behavior is necessary, and to encourage the student to accept responsibility for his/her actions.

In our effort to partner with parents and guardians, AHS staff will notify parents/guardians by phone or email when disciplinary actions have been assigned to their students.
**Key Terms**

- **LD** = Lunch Detention - Up to 2 LDs will be assigned for LDs missed
- **ASD** = 30-120 minutes to be served Tuesday-Friday after school
- **ISS** = In School Suspension in our RESET room / Partial or Full Day
- **OSS** = Out of School Suspension / Partial or Full Day
- **DISRESPECT/RUDENESS**
- **DETENTION NOT SERVED**
- **ASSAULT**
- **ACADEMIC INTEGRITY**
- **EXP** = Expulsion from school
- **R-P** = Restorative Practices (used to develop a sense and understanding of personal accountability to the AHS community)
- **STS** = Short Term Suspension / Partial Day and up to 10 days
- **LTS** = Long Term Suspension, 11 to 90 days
- **SRO** = School Resource Officer (Possible Legal Action)

**NEED TO KNOWS**

At Auburn High School teachers promote positive behaviors through classroom social contracts and the four questions:

1. **What are you doing?**
2. **What are you supposed to be doing?**
3. **Are you doing it?**
4. **What are you going to do about it?**

If a student chooses to “behave out”, they will be referred to their grade level administrator and a parent/guardian will be contacted.

*Refer to behavior matrix for specific administrative actions.

Major behavior issues such as fighting, safety issues, drugs/alcohol and threats will be addressed by the grade level administrator and our school resource officer.

The Auburn High School Administrative Team reserves the right to assign actions considered reasonable and will use this document as a resource in determining consequences and/or extended learning opportunities designed to improve student behavior.

We firmly believe that school is exactly where our students need to be during school hours. Therefore, we will afford due process for all students and endeavor to avoid exclusionary discipline. However, we must weigh aggravating and mitigating circumstances to ensure safety for all students and staff.

<table>
<thead>
<tr>
<th>VIOLATION TYPE</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3+</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACADEMIC INTEGRITY</td>
<td>Parent Contact</td>
<td>Loss of credit for assignment</td>
<td>Admin Referral Parent Contact 90 min DET</td>
</tr>
<tr>
<td>Cheating</td>
<td>Admin Referral</td>
<td>Parent Contact</td>
<td>Possible exclusionary discipline (STS/LTS) Possible criminal investigation</td>
</tr>
<tr>
<td>Copying</td>
<td>Parent Contact</td>
<td>Behavior Contract</td>
<td></td>
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<tr>
<td>Plagiarism</td>
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<tr>
<td>ASSAULT</td>
<td>Admin Referral Parent Contact</td>
<td>Possible exclusionary discipline (STS/LTS) Possible criminal investigation</td>
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</tr>
<tr>
<td>Unwanted striking or contacting another person or people.</td>
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<tr>
<td>DETENTION NOT SERVED</td>
<td>Admin Referral Parent Contact</td>
<td>ASD 60 min</td>
<td>Admin Referral Parent Contact ASD 90 min</td>
</tr>
<tr>
<td>Failing to serve an assigned detention will move the assigned discipline to the next level. Students who are absent the day of an assigned detention will serve their detention when they return.</td>
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<tr>
<td>DISRESPECT/RUDENESS</td>
<td>Admin Referral Parent Contact</td>
<td>ASD 60 min</td>
<td>Admin Referral Parent Contact ASD 90 min</td>
</tr>
<tr>
<td>Interrupting, yelling at, using sarcasm, scoffing or engaging in any conduct deemed disrespectful by a reasonable person</td>
<td>Parent Contact</td>
<td>Behavior Contract</td>
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</tr>
<tr>
<td>DISRUPTIVE BEHAVIOR – CONDUCT</td>
<td>Admin Referral Parent Contact</td>
<td>ASD 60 min</td>
<td>Admin Referral Parent Contact Behavior Contract w/Teacher</td>
</tr>
<tr>
<td>Behavior that is disruptive of teaching, learning, or other school related processes.</td>
<td>Parent Contact</td>
<td>ASD 60 min</td>
<td>Behavior Contract w/Teacher</td>
</tr>
<tr>
<td>DRESS GUIDELINES/APPROPRIATE ATTIRE</td>
<td>Admin Referral Parent Contact</td>
<td>Correct the issue</td>
<td>Admin Referral Parent Contact Correct the issue</td>
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<tr>
<td>Clothing and accessories that become a disruption to the learning environment or safe operations of our school campus will result in an office referral</td>
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<tr>
<td>EXTERIOR DOORS – SAFETY DURING THE SCHOOL DAY</td>
<td>Admin Referral Parent Contact</td>
<td>Administrative conference</td>
<td>Admin Referral Parent Contact See Step 1: Insubordination</td>
</tr>
<tr>
<td>Opening exterior doors between 8:10am/9:10am and 2:40pm is considered a safety violation.</td>
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<tr>
<td>FAILURE TO DISPERSE</td>
<td>Admin Referral Parent Contact</td>
<td>Written Warning</td>
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<tr>
<td>Crowding around a conflict or physical fight is considered a dangerous behavior as this endangers others including staff attempting to intervene. Dispersing is defined as leaving the immediate area.</td>
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<tr>
<td>FAILURE TO IDENTIFY YOURSELF</td>
<td>Admin Referral Parent Contact</td>
<td>ASD 60 min</td>
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<tr>
<td>When asked, AHS students are expected to identify themselves accurately. This is a safety issue and will be taken seriously.</td>
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<tr>
<td>FAILURE TO PARTICIPATE</td>
<td>Admin Referral Parent Contact</td>
<td>Referral to in-school resources</td>
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<tr>
<td>AHS students are expected to engage and participate in seeking credit in all courses.</td>
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<td>w/Teacher</td>
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<tr>
<td>Meeting with teacher</td>
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<tr>
<td>Meeting with teacher</td>
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</table>
FALSE REPORTING
To knowingly report false allegations is a violation of school policy

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<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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See Step 1: Insubordination

FIGHTING
Engaging in physical, combative, aggressive behavior towards another person.

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<thead>
<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
<th>Possible exclusionary discipline (STS/LTS)</th>
<th>Possible criminal investigation</th>
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FORGERY
Faking of a signature or turning in a falsified note. Falsified phone calls fall into this category.

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GAMBLING
Any wager resulting in payoff of money or items equal to the value of bet is prohibited.

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<th>Action</th>
<th>Admin Referral</th>
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</table>

GANG ACTIVITY
Clothing or gestures that imply gang affiliation coupled with negative behaviors that detract from a safe and orderly school environment.

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<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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HARASSMENT, INTIMIDATION, BULLYING
RCW 9A.36.080(3) describes acts intended to harm a student, damage their property, interfere with their education, or negative behavior that is persistent or pervasive that is intimidating or threatening to the educational environment and has the effect of substantially disrupting the orderly operation of the school.

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<th>Action</th>
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INCITING CONFLICT
Instigating or promoting conflict between two, or more people. This also includes the recording of an incident or like incidents and viewing/sharing/listening to them on school property.

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<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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<td>ASD 90</td>
<td>ASD 120</td>
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</table>

INSUBORDINATION/NON-COMPLIANCE
Being defiant of authority and refusing to follow a reasonable request.

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<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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</table>

OFF CAMPUS MISCONDUCT
Physically leaving AHS campus after arriving to school and before the end of the school day.

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<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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</table>

NON-SUPERVISED AREA
Physically going to areas of our campus designate as unsupervised. Examples: AHS Parking lot, Gymnasium and Lobby during lunchtime.

<table>
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<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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</table>

PARKING VIOLATION
City RCWs apply

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<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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RECKLESS DRIVING ON AHS PROPERTY
Speeding, erratic driving, endangering others.

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<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
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PUBLIC DISPLAY OF AFFECTION
Inappropriate intimate behavior that goes beyond friendly affection and are not conducive to an education or work environment.

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<th>Action</th>
<th>Admin Referral</th>
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</table>

SEXUAL MISCONDUCT
Sexting & lewd behaviors

<table>
<thead>
<tr>
<th>Action</th>
<th>Admin Referral</th>
<th>Parent Contact</th>
<th>Possible exclusionary discipline (STS/LTS)</th>
<th>Possible criminal investigation</th>
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<tbody>
<tr>
<td></td>
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<td></td>
<td>ASD 60 min</td>
<td>ASD 90 min</td>
</tr>
<tr>
<td>SUBSTANCE POSSESSION / USE / DISTRIBUTION</td>
<td>Admin Referral Safety Check Parent Contact Up to LTS SRO Involvement and possible legal action P&amp;I Referral</td>
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<tr>
<td>Possession and/or use of any drugs and/or alcohol products or items used for distribution/sales while on school grounds or school related events</td>
<td>Warning Parent Contact LD</td>
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<tr>
<td>TARDINESS</td>
<td>Arriving to school/class late and without excuse from parent/guardian.</td>
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</tr>
<tr>
<td>TECHNOLOGY &amp; CELL PHONE MISUSE</td>
<td>Admin Referral Parent Contact ASD - 60 Min</td>
<td>Admin Referral Parent Contact See Step 1: Insubordination</td>
<td>Admin Referral Parent Contact See Step 2: Insubordination</td>
<td></td>
</tr>
<tr>
<td>Students shall not use personal telecommunication devices including cellular phones in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy rights of others.</td>
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</tr>
<tr>
<td>THEFT / POSSESSION OF STOLEN ITEMS</td>
<td>Admin Referral Parent Contact Restitution R-P Contact SRO Up to STS</td>
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<tr>
<td>Stealing and/or found with stolen items</td>
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<tr>
<td>THREATENING ACTIONS</td>
<td>Admin Referral Parent Contact Up to EXP Contact SRO</td>
<td></td>
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<tr>
<td>Actions that potentially threaten the safety and welfare of another person</td>
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<tr>
<td>TOBACCO</td>
<td>Admin Referral Parent Contact Safety Check P&amp;I Referral Tobacco information packet</td>
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<tr>
<td>Possession and/or use of any tobacco products while on school grounds or school related events</td>
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<tr>
<td>TRUANCY/SKIPPING CLASS</td>
<td>Admin Referral Parent Contact ASD-60-120 min Inform about BECCA Process School Resources</td>
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<tr>
<td>Unauthorized absence from class or school</td>
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<tr>
<td>VANDALISM/DESTRUCTION OF PROPERTY</td>
<td>Admin Referral Restitution R-P</td>
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<tr>
<td>Defacing or damaging school or someone’s personal property</td>
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<tr>
<td>WEAPONS</td>
<td>Admin Referral Parent Contact EXP SRO/Police Contact Threat Assessment Possible Legal Action</td>
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<tr>
<td>In possession or having been seen with a weapon on school grounds</td>
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</tbody>
</table>

All Out-of-School exclusionary discipline actions will include academic support. For "Out-of-School" exclusionary discipline actions that exceeds 3 successive days, a re-entry meeting will be scheduled as part of the disciplinary/support process to help students transition back into AHS successfully.
ATHLETICS BY SEASON

**Fall**
- Cheer
- Cross Country
- Dance
- Football
- Golf
- Soccer - Girls
- Swim/Dive - Girls
- Tennis - Boys
- Volleyball
- Waterpolo - Boys

**Winter**
- Basketball
- Cheer
- Gymnastics-Girls
- Swim/Dive - Boys
- Wrestling

**Spring**
- Baseball
- Fastpitch
- Soccer - Boys
- Tennis - Girls
- Track
- Waterpolo - Girls

AHS Athletics
A sport for everyone
ATHLETICS, ACTIVITIES, AND CLUBS

Auburn High School personnel are proud of the extra-curricular program and look forward to continued growth, success and its traditions. Athletic, activity, and club events are an important part of high school life and you are encouraged to be involved both as a participant and as a spectator. Spectators are expected to express their enthusiasm and support appropriately in a positive manner.

Spectators are to refrain from any negative or derogatory behaviors directed at officials, opposing teams, players, or other spectators. You can help ensure everyone’s enjoyment of the event by showing courtesy to all around you. All school rules are in effect for those attending athletic events and other school activities.

In addition to athletics and activities, Auburn High School also offers intramural athletic programs. Information regarding these programs will be announced through the daily bulletin. A resource guide to program features is available in the AHS Activities Office.

Athletic and Activity Rules of Conduct: The activities code is designed to establish a reasonable, high standard for participants in extracurricular activities that empower our participants to make appropriate decisions, rather than to be punitive and deny access to such activities. Extracurricular activities are a privilege and completely voluntary. Along with this privilege comes the expectation of a higher standard of behavior and conduct. Participants in these activities are considered to be in positions of leadership representing themselves, their families, the activity group, school, district and community.

As a condition of participation in extracurricular activities, participants will agree in writing to abide by all of the rules set forth in the “Auburn School District Activity Code”, available in the Activities office, or from your advisor. Unacceptable behaviors and/or misconduct may necessitate penalties as appropriate, in an attempt to reduce any behavior which negatively impacts the individual, the team/group, and/or the image of the Auburn School District Athletics/Activities.

CLUBS AND ORGANIZATIONS

Buses available Monday-Thursday @ 4:25pm-drop off’s at Olympic and Cascade

Activity Eligibility: To be eligible to miss academic time and participate in a co-curricular activity you must:

- Be present one-half or more of the day on which the activity is scheduled. Exceptions are made for verified doctor or dental appointments or other cases prearranged through a building administrator.
- Be passing at least five full-time classes. Grade checks will be completed seven days prior to the activity. Ineligible students will be notified at that time and have the seven days prior to become eligible by turning in a grade check to the Activities Office.
- Have a current physical and emergency medical card on file with the athletic coordinator before beginning athletic practices. This policy affects all co-curricular activities and students involved in them; i.e., sports, drama, music, debate, cheer, etc.
- Purchase an ASB card.

* Clubs or organizations related directly to a class. Membership is contingent on enrollment in the class.
> Clubs that meet criteria for community service.
AUTO (Skills USA) *
Supports student leadership activities such as conferences, contests, and other enrichment activities. Students must be active members of the auto technology class and pay dues to National/State VICA. **Contact advisor for meeting dates/times.** Autoshop Advisor: Kurt Edwards

ANIME
Meets Thursdays after school in room 236. Advisor: Greg Watson

BLACK STUDENT UNION
Open to all AHS students with the purpose of increasing awareness and appreciation for African American issues, history and culture among the student body at Auburn High School. **Tuesday 2:45-4pm, room 209 Advisors:** Sonia Amado and Angie Stubblefield

CHINESE CLUB
Open to all students with an interest in Chinese culture and language; some Chinese language experience helpful. Students will work to expand on our relationship with our sister school, Guanghan Middle School in Guanghan, Sichuan China. **Friday 2:45-4pm, room 311. Advisor:** Lee Clow

CULINARY ARTS *
Culinary Arts Club operates Café Auburn, executes catered functions outside of regular school hours and trains students to compete at regional, state and national culinary events. **Contact Mrs. Killian in the kitchen for more information.** Advisor: Marci Killian

DECA: AN ASSOCIATION OF MARKETING STUDENTS*>
DECA prepares emerging leaders to be college and career ready. Participate in travel, community service, leadership conferences, sporting events, and much more. A $25 membership fee is required for participation. Advisors: Mrs. Tarsi (Room 130) and Mrs. Hamlett (Room 108).

DRAMA CLUB
Drama Club is open to all students and involves, information about the Theatre Department as well as acting and improvisation activities. **Wednesday 2:45-4pm, room 501 Advisor:** David Cox

FFA
Supports student leadership activities such as conferences, contests, and other enrichment activities. Students must be active members of the Horticulture Science class or AP Environmental CTE and pay dues to National FFA Organization. **Advisor:** Kurt Edwards

FILIPINO CLUB
Open to all AHS students with the goal of celebrating and promoting “Pinoy” pride. The club will highlight Filippine culture, food, and traditions throughout the school year. **Meets Tuesdays from 2:45-4:00pm in room 101. Advisors:** Thomas Kaup and Alex Wilde

FIRST NATIONS CLUB
Advisor: Leslie Mizuki and Robin Pratt

FRENCH CLUB
We do a variety of things to appeal to different tastes: cheese tasting parties, French videos, movies and plays in Seattle and Tacoma, organizing trips to France, etc. Anyone can join but it's mainly for French students. **Contact Mr. Isham in room 314 for info on meeting dates/times.** Advisor: Greg Isham
GAY/STRAIGHT ALLIANCE CLUB
Brings together students to overcome homophobia and create a school environment free of harassment by raising awareness of different sexual and gender identities and advocating equal treatment for all youth. **Meeting times tbd; Advisor: tbd**

GREEN CLUB
Brings together students to discuss sustainability and ways for AHS to be a “green” school focusing on environmental issues and the local community. **Meeting times tbd; Advisor: tbd**

GUITAR CLUB
If you play guitar, want to learn to play guitar, or just enjoy music with lots of guitars, this club is for you! We have two "community" guitars that are shared but if you would like to bring your own you may drop it off in Mr. Hull's room for the day on Thursday mornings. **Meeting times Thursdays 2:45-4pm in room 227 Advisor: Justin Hull**

JAZZ CLUB
Whether students play jazz or simply enjoy jazz music, there are a variety of activities that will appeal to all. Jazz club has student jazz jam sessions, listening sessions, and we try to attend one live jazz event every month. See advisor for information on meeting dates/times. **Advisor: Tony Paustian**

KEY CLUB >
Student-run community service organization. Dues are $15 and pay for official membership to earn volunteer hours, receive volunteer insurance through Key Club International and club parties. Make AHS and Auburn a better place by volunteering with us and partnering with Kiwanis. **Meets Thursdays in room 312 from 2:45-4:15pm Advisors: Amber Garber and Donna Foxley**

LATINO CLUB
Latino club is for members to widen the knowledge and appreciation of the culture. Our purpose is to promote educational and cultural awareness for all our members through enriching and educational activities. **Meets Wednesdays from 2:45-4:15pm Contact Mrs. Amado for meeting place. Advisor: Sonia Amado**

LEADERSHIP *>
Learn to be a leader! Criteria for membership: Be enrolled in a leadership class. **Class meets daily. Advisor: Hillary Hamlett**

MARSHALLESE CLUB
Advisor: Alex Wilde

MATH CLUB
Members of the Math Club participate in events including: Math Day at UW, peer tutoring, t-shirt sales, the Imagine Tomorrow Competition at WSU, and other Mathematics competitions. **Meets Thursdays after school in room 220 Advisor: tbd**

METALS – (Skills USA) *
Students must be enrolled in a metals vocational class, pay dues of $15.50, and pay for travel expenses to contests. Costs may be offset through club fund raising. **Contact Mr. Earl for meeting days/times. Meets in metal shop (room 510) Advisor: Ethan Earl**

NATIONAL HONOR SOCIETY
Requirements include a cumulative G.P.A. of 3.6 or higher, involvement in at least two organizations, completion of at least two service projects totaling 20 hours or more within the year, and regular participation in National Honor Society meetings. **Meetings tbd Advisor: Anna Marshall**
NEWSPAPER STAFF (TROY IN’VOICE) *
The Troy InVoice is a media publishing class that uses social media, the school monitors, and an online website to publish the news and events of AHS, as well as to showcase student work in video and photography. Directed by the student editors, the TIV staff meets during third period and every Monday from 2:45-4:00 P.M. Advisers are Thomas Kaup and Anna Marshall. Journalism students in yearbook and newspaper will be members of the SWJEA (Student Washington Journalism Education Association) and compete in both state and national journalism competitions. Contact your counselor for information about enrolling in this course. Advisor: Tom Kaup and Anna Marshall

PACIFIC ISLANDER CLUB
Open to all AHS students with the purpose of increasing awareness and appreciation for Pacific Islander issues, history and culture among the student body at Auburn High School. Meets Wednesdays in room 241 from 2:45-4:15pm Advisors: Greg Watson

ROBOTICS
TREAD (Trojan Robotics, Engineering, And Design) Team 3219 competes in the FIRST Robotics Competition, as well as participates in other outreach and volunteer activities. Come be a science and technology leader through an exciting mentor-based program that applies your skills in new and exciting ways. Currently over $50 Million in scholarships and the opportunity to earn a Varsity Letter for participants. Join us at our weekly meetings to learn more, no experience necessary. Contact either advisor for more information. 2:45-4:15pm in room 500 Advisors: Chris Zawislak and Matthew Samms

SPORTS MEDICINE*
Sports Medicine club members learn and practice skills to serve athletes in the AHS community to the best of our ability, extend our services to teach CPR and First Aid to staff and students and the community, and to prepare for participating in student leadership activities locally, state-wide and nationally. Students pay dues ($20) toward our club's membership in the Washington Career and Technical Education Association. Meetings occur the 2nd Wednesday of each month from 3-4 pm in room 714. Advisor: Krista Parsons

TROY CREW
Troy Crew is a freshman orientation and mentorship program. Troy Crew Leaders run the orientation day before school starts and provides activities for freshmen in three areas: academic follow-ups, social events and individually-lead activities. Prerequisite: Must apply and be selected. Contact an advisor for more information. Advisors: Jason Capps and Alex Wilde

VIS COM MEDIA CLUB
Open to all AHS students who are interested in video production, creation of marketing materials through heat pressing of tee shirts, coffee mugs, and ceramic tiles. The club will be a part of the TSA (Technology Student Association) and compete in state and national competitions. Contact advisor for info on the day this club meets. 2:45-4:00pm in room 101 Advisor: Tom Kaup

YEARBOOK *(AUBURN INVADER)*
Student editors work with staff to determine the editorial content and photographs of the annual yearbook to record the history of the school year. Yearbook meets during fourth period and every Monday after school from 2:45-4:00. Advisers are Thomas J. Kaup and Anna Marshall. Journalism students in yearbook and newspaper will be members of the SWJEA (Student Washington Journalism Education Association) and compete in both state and national journalism competitions. Contact either teacher for information about meeting time/place. 2:45-4:00pm in room 101. Contact an advisor for more information. Advisor: Tom Kaup and Anna Marshall

YOUTH EQUITY STEWARDS-Y.E.S.
Weekly during Troy Time. (day tbd) Advisor: DeAnna Kilga
Academic Success Resources

Essay Writer’s Script of Helpful Questions

Designed to draw out usable information at the right time to get you unstuck and keep you focused when writing.

Prewriting
What is your essay about in most basic terms? What do you want to prove? The answer to this question is what you will come back to over and over again in the writing process. Before we can determine if what you've written above is enough for your thesis, we must determine how many paragraphs the essay is required to be. Each body paragraph must have something new to prove that relates to your topic. Your thesis should put all your ideas (2 if a 4 paragraph essay, 3 if a 5 paragraph essay) in one tight sentence. Simple thesis statements are often the most effective.

Introductory paragraph
Step 1: Select and write a hook
Which hook makes the most sense with your topic?
Hook #1=a question about your essay topic in general. DO NOT reference the author or the lit yet. If you’re using a question it should be an open ended question, not easily answered and may not include the word YOU.
Hook #2=provocative statement; a statement meant to get a reaction. Always follow up provocative statements with an explanation or clarifying statement so you don’t sound like a racist or sexist or generally arrogant.
Hook #3=Statistic (fact with numbers)
Hook #4= Anecdote or mini story.
Hook #5= Quote from somewhere famous and given credit. Find a quote that has to do with the general topic you’ve identified that your essay is about. Make sure that you understand the quote, because after you use it you’re going to explain what it means in simpler terms unless it’s already super simple. In that case, you’re going to link it to your general topic.

Step 2: How can you tie your hook into your general topic? What is useful to say about the topic as it relates to lots of people, not the people from the literature?
Write a couple of sentences that transition from the hook to the literature. (Don’t mention anything about the literature yet).

Step 3: Who’s the author; what’s the title; who’s the main character and what does s/he want? What’s the setting? What are basics the reader needs to know to get this story at its most basic level? Are there any characters that are critical to understanding the story and thus your essay? Name them. What’s your general topic? How are you going to relate it to these characters or their actions?

Step 4: What’s the thesis I developed in my pre-writing?
Copy it. Have you told your reader what your essay will be about in 1-2 sentences? Does it lay out what your body ¶s will be about?

Body paragraph
(This was written for literary analysis, but can be tweaked to fit expository writing. Where it says character, substitute people being studied.)

1. (For Topic Sentence) What are you proving, overall?
2. (For Concrete Detail) **What's your evidence?** (This can be a complete quote, a paraphrase of the text not a general summary, or an embedded quote which is a short quote phrase). For a larger quote use TLQ, transition, then **Who is talking to whom about what?** or **What does the reader need to know to understand the quote?** **What background info would be helpful?** Then the quote with citation.

3. (For commentary pick best question for the situation—this is not your general opinion on the situation, but analysis) Ask: **Why?** Why does this matter? **Why does the character behave this way?** **How does it prove your topic sentence?**

4. English papers expect a minimum of 2 sentences of commentary following your evidence, so keep asking the questions… **How can you follow up that thought with more why or how?** **Why does this matter?** **How does it prove your topic sentence?**

5. **How will you transition to your next piece of evidence?** What evidence are you going to use next to prove your topic sentence? Repeat the suggestions for concrete detail above.

6-7. **Two more commentaries; see above**

8. (For conclusion sentence) **What were you proving?** How can you tell the reader without using the same words in the topic sentence? What are you writing about next?

**Conclusion paragraph**
DO NOT introduce new topics, theories or evidence

Step 1: **What were you attempting to prove?**

Step 2: **Why do the characters** (important to your thesis) **behave the way they do?** **What do they want?** What are they hoping to get, **to prove?** Don’t repeat phrases you used earlier, go more in depth.

Step 3: **What should the characters learn from the journey of the book?** **What should the reader take away?** Is there a societal message to be taken from this lit? What does the author want the reader to think do as a result of reading the lit as it relates to the overall topic of your essay?
Commonly Misused Words and Phrases

The transition from spoken to written language can often be a bumpy one because the way we talk tends to be less formal than the way we write. When we try to translate spoken ideas into writing, it is often hard to remember correct grammar. Also, we hear incorrect grammar used so often that correct grammar might sound odd or even wrong to us.

Homonyms can present an especially difficult problem because they sound alike, but the different spellings mean different things. Changing one letter in a word could alter the whole meaning of a sentence. Common phrases are also likely to be written incorrectly because in speech words are often shortened or slurred together so that not all of the letters are pronounced, making it easy to inadvertently leave these letters out when writing.

Knowing which word to use or how to write a phrase correctly can make a big difference in your writing. It is easier for readers to take a piece of writing more seriously when the grammar is correct. This handout contains a list of commonly confused homonyms and problem phrases, as well as a few hints to help you remember the grammar rules.

Words that sound alike (homonyms):

Accept, Except: Accept is a verb meaning to receive. Except is usually a preposition meaning excluding. I will accept all the packages except that one. Except is also a verb meaning to exclude. Please except that item from the list.

Affect, Effect: Affect is usually a verb meaning to influence. Effect is usually a noun meaning result. The drug did not affect the disease, and it had several adverse side effects. Effect can also be a verb meaning to bring about. Only the president can effect such a dramatic change.

Allusion, Illusion: An Allusion is an indirect reference. An illusion is a misconception or false impression. Did you catch my allusion to Shakespeare? Mirrors give the room an illusion of depth.

Capital, Capitol: Capital refers to a city, capitol to a building where lawmakers meet. Capital also refers to wealth or resources. The capitol has undergone extensive renovations. The residents of the state capital protested the development plans.

Climactic, Climatic: Climactic is derived from climax, the point of greatest intensity in a series or progression of events. Climatic is derived from climate; it refers to meteorological conditions. The climactic period in the dinosaurs' reign was reached just before severe climatic conditions brought on the ice age.

Elicit, Illicit: Elicit is a verb meaning to bring out or to evoke. Illicit is an adjective meaning unlawful. The reporter was unable to elicit information from the police about illicit drug traffic.

Emigrate from, Immigrate to: Emigrate means to leave one country or region to settle in another. In 1900, my grandfather emigrated from Russia. Immigrate means to enter another country and reside there. Many Mexicans immigrate to the U.S. to find work.

Hints: Emigrate begins with the letter E, as does Exit. When you emigrate, you exit a country. Immigrate begins with the letter I, as does In. When you immigrate, you go into a country

Principle, Principal: Principal is a noun meaning the head of a school or an organization or a sum of money. Principle is a noun meaning a basic truth or law. The principal taught us many important life principles.

Hint: To recognize the spelling of Principal first think of yourself as a greedy opportunist. You definitely would want to be a pal of anyone who is in a position of power or anything to do with money. This principal has pal in it.

Than, Then: Than is a conjunction used in comparisons; then is an adverb denoting time. That pizza is more than I can eat. Tom laughed, and then we recognized him.
Hints: Than is used to compare; both words have the letter a in them. Then tells when; both are spelled the same, except for the first letter.

There, Their, They're: There is an adverb specifying place; it is also an expletive. Adverb: Sylvia is lying there unconscious. Expletive: There are two plums left. Their is a possessive pronoun. They're is a contraction of they are. Fred and Jane finally washed their car. They're later than usual today.

Hints: If you are using there to tell the reader where, both words have h-e-r-e. Here is also a place.

If you are using their as a possessive pronoun, you are telling the reader what "they own. Their has h-e-i-r, which also means heir, as in someone who inherits something. Both words have to do with ownership.

They're is a contraction of they are. Sound out they are in the sentence and see if it works. If it does not, it must be one of the previous versions.

To, Too, Two: To is a preposition; too is an adverb; two is a number. Too many of your shots slice to the left, but the last two were right on the mark.

Hints: If you are trying to spell out the number, it is always t-w-o. Two has a w which is the first letter in word. The opposite of word is number.

Too is usually used as also when adding or including some additional information. Whenever you want to include something else, think of it as adding; therefore you also need to add an extra o.

Your, You're: Your is a possessive pronoun; you're is a contraction of you are. You're going to catch a cold if you don't wear your coat.

Hints: Sound out “you are” in the sentence. If it works in the sentence it can be written as you're. If it sounds awkward, it is probably supposed to be Your. Example: You're shoes are muddy. "You are shoes are muddy," does not work, so it should be written as: Your shoes are muddy.

Online Resources

- www.khanacademy.com
- Chromebook Extension-Snap&Read; Co-Writer Universal
- http://kcls.org — King County Library System-online tutoring
- https://ahscareercenter408.jimdo.com
- Common Sense Media-Digital Citizenship https://www.commonsensemedia.org
Staff and Notable Alumni of AHS and the Auburn School District

Teresa Anderson  Teacher-Math  
Nancy Backus  Mayor of Auburn  
Dr. Nancy Becker  ENT and Plastic Surgeon  
David Cox  Teacher-Theater  
Lee Creighton  First elected municipal court judge for Olympia, Washington  
Ethan Earl  Teacher-Metals  
Kerry Dalton  Main Office Administrative Assistant  
Cam Gigandet  Actor featured in Twilight (2008 film) and Burlesque (2010 musical film)  
Christine Gregoire  22nd Governor of Washington State  
Kevin Hagen  Former MLB player (St. Louis Cardinals)  
KC Herren  Drafted by Texas Rangers in 2nd round  
Dana Hinman  Director of Administration, City of Auburn  
Gordon Hirabayashi  Civil rights activist who challenged the legality of the internment of Japanese-Americans during World War II.  
Ryan Hutchison  Teacher-Jazz/Show Choir  
Brian Keller  Teacher-Spanish, Instructional Technology Support Staff  
Marci Killian  Teacher-Culinary Arts  
Roger Lee  Assistant Principal  
Chris Lukezic  Professional middle-distance runner sponsored by Reebok  
Krista Parsons  Teacher-Sports Medicine  
Ryan Phillips  7 year NFL veteran; started Super Bowl XXXV for the New York Giants  
Jon Price  Teacher-History  
Lt. Col. Francis  Space Shuttle Challenger astronaut  
R. Dick Scobee  
Danny Shelton  1st round NFL draft pick #12 to Cleveland Browns Traded to NE Patriots 2018 2019 Super Bowl Champion  
Bailey Stenson  2009 Women’s College World Series  
Minoru Yamasaki  Designer of the World Trade Center buildings destroyed on September 11, 2001

Electronic Signature Page: https://forms.gle/Y3Envbp2VsEkanTx7