Our Mission
Lea Hill exists to ensure individual academic success.

Our Vision
Lea Hill is a learning team of staff, students, parents, and community that is driven by individual student achievement.

Our Values
· Accept no limits on the learning potential of any child.
· Meet the individual learning needs of each child.
· Create serious classroom learning environments.
· Treat students, parents, and colleagues with courtesy and respect.
· Hold students, parents and each other to the highest standards of performance.
· Collaborate regularly with colleagues to seek and implement more effective strategies for helping each child to achieve his or her academic potential.

Dear Lea Hill Parents & Guardians,

The following handbook is a descriptive guide of the Lea Hill student management system. Please read it carefully with your child. If you have any questions, comments, concerns, or ideas, feel free to contact me. This handbook is given to every student who enrolls at Lea Hill and is also available on our website. I look forward to serving you and your child, Go Mustangs!

Sincerely,

Ed Herda, Principal
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Examples of Positive Recognition at Lea Hill:

A philosophy and program of recognizing and rewarding positive choices is an integral part of Lea Hill’s student management plan.

- Academic recognition (grade 5 – Presidential Academic Fitness)
- P.R.I.D.E. assemblies with special invitations for the parents
- PTA incentives such as Student of the Month lunch (pizza with the principal)
- Specific verbal praise given to students during the school day
- Individual classroom recognition programs and rewards
- Positive phone calls, e-mails, letters from staff
- Bonus recesses for special goals
- Accelerated Reader incentives
- Attendance Recognition
- Auburn Noon Lions Club – Students of the Month (fifth grade)
- Mustang Milers awards
- City of Auburn Kid’s Day Salute
- Classroom “Golden Horseshoe”

Examples of Problem-Solving Strategies Taught and Practiced Regularly at Lea Hill:

Kelso’s Choices (for small problems that students are expected to solve on their own)

- Talk it out
- Share and take turns
- Ignore it
- Walk away
- Tell them to stop
- Apologize
- Make a deal
- Wait and cool off
- Go to another game
POSITIVE ATTITUDE: Always looks for the best in what goes on around them!

RESPECTFUL: Polite and courteous to others; sensitive to other people’s feelings; extends friendship to all.

INTEGRITY: Always tries to do the right thing!

DEPENDABILITY: We can count on you!

EFFORT: Tries to do their best!

These former Lea Hill students have earned all five PRIDE letters!

Kelly Barrett
Erica Hunter
Stephanie Zeimet
Jenny Baker
Sebastian Erickson
Starla McCranie
Randi Sue Kight
Joe Erickson
Brandon Donat
Mario Ribos
Courtney Fleming
Candice Lowery
Julianne Sanford
Jerome Tso
Noah Frechichs
Jordan Martin
Jordan Balles
Steven Fels
Brena Holman
Amanda Ryan
Breanna Wentzel
Jessica Spaid
Rebecca Jaquish
Erin Deahl
Tyler Worton
Alex Filson
Stephanie Farhgar
Jeff Anke
Kevin Johnson
Carissa Book
Heather Joslin
Joshua Opiela

Ariana Kukors
Margene Norris
Danielle Telstad
Jennifer Morton
Melissa Forsey
Walt Ray
Adam Robbins
Caleb Valdivinos
Mackenzie Helgerson
Jillian Prince
Bryce Taylor
Nicole Ball
Ryan Byarfray
Kirsten Fausko
Michelle Happeney
Ariana Peak
Laura Sahlin
Devon Beers
Kayla Fix
Sean Lyon
Shana Vaughn
Christopher Williams
Ben Avery
Amanda Bakken
Travis Dietz
Nathan Froelich
Erika Richardon
Erin Brewer
Chazlie Lamberson
Nicole Appleby
April Perigen
Leah Shamberg
Bryson Shepherd
Nolan Ball
Eriin Barton
Lynne Hall
Ashley King
Emily Kukors
Trenton Little
Joey Sahlin
Michael Sahlin
Scott Saiki
Cherity Smythe

Jennifer Wilde
Kasie Willoughby
Desiree Wilson
Blake Helgerson
Lisa Hunt
Megan Light
Nathan Shepherd
Jamie Vallée
Leah Zambruski
Ryan Anke
James Borgan
Whitney Fix
Kristen Gelbach
Kaylen Hankemeier
Erin Kelly
Quincy Mortimer
Derek Probst
Brian Sahlin
Jamie Slaten
Brittany Wentzel
Ashley Youngs
Aaron Bloom
Chelsey Ironmonger
Amanda Kelly
Justin Edwards
Juliaan Little
Elyse Rester
Matthew Link
Tiffany McDonald
Yelena Pasko
Stephen Borgens
Kaillee Munson
Megan Telstad
Nicole Wick
Tessa Woods
Nicole Sencenbaugh
Crystal Labarge
Jamie Byarfray
Hillary Frett
Bryce Williams
Sara Fiksdal
Katie Hayward

Jessica McAllister
Collin Santos
Andrew Asher
Maria D. Hernandez
Alexandra Mogica
Katharine Burkhauser
Amanda Colella
Maiwah Huang
Joshua Upchurch
Jason Duesing
Kaylin Hulse
Nichola Usher
Sean Happeney
Karina Zhuravel
Brice McCalloch
Griffin Lamb
Amy Flores
Kyle Byers
Felicity Hughes
Hunter Arnold
Nick Brooks
Samara Chapman
Kady Audette
Christina Chatman
Mari Colella
Anastasia Finney
Cassandra Goodwin
Emily McAllister
Meagan Pond
Sabrina Pott
Sara Acker
Samuel Elkins
Madison Latora-Guinn
Morgan Souza
De'Metrius Thornton
Matthew Upchurch
Dmitriy Arkhypchuk
William Colella
Emily Gallagher
Hannah Hawley
Kamila Khashimova
Samantha Wepppler
Diana Andriyuk

Megan Kickner
Nicole Larson
Harman Singh
Abigail Belden
Marty Chandler
Katey Cook
Vanessa Hasslinger
Savannah Klemetsen
Joseph Norris
Jake Talbert
Cody Tierney
Ruvim Arkhypchuk
Paula Chiang
Evan Colwell
Isaac Frazier
Elena Jones
Brionna Sandoval
Justin Stulce
Mac Chandler
Savannah Collins
Jocelyn Hetzenroder
Arabella Hodges
Evelina Kukysuk
Elisabeth Olson
Esha Singh
Emma Caillier
Joel Gomes
Caleb Hasslinger
Joseph Morse
Daniel Basisty
Sidney Meredith
Ty' Sean Newton
Ivy Nguyen
Cassidy Poore
Wesley Su
Kendyl Walker
Lea Hill Philosophy of Student Management

It is our belief that students can learn to identify behavioral options and make appropriate choices. Students learn when they are expected to assume responsibility for themselves and their choices. Both parents and the Lea Hill staff must work together to assist the student in learning these responsibilities. To ensure success in this partnership the following responsibilities are outlined:

Responsibilities of Lea Hill Staff

- Recognize a need for balance in the rights and needs of individual students and groups in the educational setting.
- Develop rules and procedures that protect student rights and encourage responsibilities.
- Identify, teach, and reinforce expected student behaviors and responsibilities.
- Encourage and assist students in recognizing and making positive choices regarding their behavior.
- Regularly and clearly communicate with the parent or guardian regarding student behavior.
- Work closely with the parent or guardian to assist the student in resolution of behavior problems.

Responsibilities of Lea Hill Parents

- Ensure the students’ reasonable attendance (drop off and pick up on time please).
- Encourage a positive attitude toward the school, its programs and activities.
- Support and reinforce the school rules and expectations for student behavior.
- Communicate with the school staff regarding student behavior problems and possible contributing factors, solutions, etc.
- Read and review the Mustang Handbook with the student.
- Check student backpacks daily, look for “Folder Home” every Thursday.
- Monitor, encourage, and guide student homework, do not do it for them.
Research-Based Behavior Management Programs Practiced at Lea Hill

**Second Step:** Lea Hill implemented the *Second Step* program in 2013. The counselor and teachers work together to teach fun and interactive weekly *Second Step* lessons which focus on student success, socially and academically. Each grade level features developmentally appropriate ways to teach core social-emotional skills such as empathy, emotion management, self-regulation, executive function skills, Skills for Learning and problem solving. The *Second Step* program is RTI aligned on all tiers, and is based on the latest research on bullying prevention and academic achievement.

**Love and Logic:** Lea Hill formally introduced this program in the fall of 2006. Love and Logic is a philosophy founded by Jim Fay and Foster W. Cline, M.D., and is based on the experience of a combined total of over 75 years working with and raising kids. It provides simple and practical techniques to help teachers and parents have less stress and more fun while raising responsible kids. Love and Logic offers many useful techniques that teachers and parents can begin experimenting with immediately. Here are some examples:

- Locking—in sadness or empathy before delivering consequences
- Setting limits with enforceable statements
- Sharing control through lots of small choices
- Building relationships with the One Sentence Intervention
- Neutralizing arguing with the Brain Dead technique
- The Anticipatory Consequence

**Think Time:** Beginning in the 2007-2008 school year, Lea Hill and six other Auburn elementary schools partnered with the University of Washington-Tacoma, to implement the Think-Time program. Think Time helps to create a positive classroom environment whenever any student exhibits a behavior that is disruptive to the class. The technique emphasizes the seriousness of education, respectfulness of the classroom environment, and the importance of students taking responsibility for their own behavior. Think Time has two parts. The first part is designed to allow students to focus and gain self-control by asking them to either sit off to the side of the class or move to another classroom. The second part involves providing the students with feedback about their behavior and an opportunity for him or her to plan for future success in the classroom. Teachers will notify you if your child has been directed to Think Time on a frequent or ongoing basis. Additionally, we will ask for your assistance if problems persist or if a problem is unusually challenging. For more specifics regarding the Think Time process, contact your child’s teacher or the principal. Additional information is also available on our school website.
Lea Hill Recess Safety Rules
Updated 08-31-15 Mr. Herda

1. **Follow the Lea Hill school rules against bullying:** we will not bully others, we will help students who are bullied, we will include others who are easily left out, and when we know somebody is being bullied, we will tell an adult.

2. Keep your hands to yourself at all times. No pushing, wrestling, tackling, etc.

3. Use appropriate words; if a judge calls you out—don’t argue, go to the back of the line to keep the game flowing. No bad words.

4. The long grass area and the nature trail are out of bounds. If a ball should go into this area or over the fence, you must ask the playground supervisor for permission to get it.

5. No jumping off the big toy, do not stand on slide or climb up the slide.

6. No tag games on or around big toy. Running only on grassy area.

7. Do not kick balls in the play shed or against the school building.

8. Jump ropes are to be used only for jumping.


10. When bell rings, line up immediately.

*Choosing to not follow these rules will result in a time-out on the wall.*

*Ongoing bad choices could result in lunch detention time.*
Lea Hill School Policies

To help ensure an environment that is safe and conductive to student learning, the following school policies are in effect at Lea Hill Elementary School:

Students bringing drugs, alcohol, tobacco, or weapons onto school property will receive severe disciplinary action.

For student safety, all adults must sign in at the office and pick up a visitor’s badge. To reduce disruptions to student learning, classroom visitations are allowed by prior arrangement only.

Skateboards, in-line skates, roller shoes (heelies) are not allowed on campus. (“Heelies” are not allowed with or without the wheels.)

Only third, fourth, or fifth grade students living within the safe-walking zone may ride bicycles to school. Primary students may ride bicycles only if escorted by a parent/guardian. Students must wear helmets and have locks for their bicycles. Students are only allowed to walk their bicycles on campus.

Absolutely no toys or selling or trading of student property (toys, etc.) at Lea Hill.

Literature, drawings, music, book covers, notebooks, etc. that display or suggest profanity or pornography will be confiscated.

Profane/vulgar language and/or gestures will result in consequences.

Animals may be brought to school with the permission of the teacher and Mr. Herda. They are to be brought in by the parent/guardian and may be kept at school only for the duration of the sharing period.

For student safety, please do not bring pets on campus for student drop off or pickup. (Registered Service animals are OK.)

Only registered students will be allowed to attend Lea Hill. Guests may visit during lunch with the permission of the teacher and/or Mr. Herda.

Electronic devices (cell phones, laser pointers, i-Pods, video games, etc.) are discouraged at Lea Hill and will be confiscated by Mr. Herda if found.

For their own safety students must not be dropped off before 8:30 a.m. or picked up later than 3:15 p.m. We do not have before or after school supervision available. In an emergency, please have a back-up plan with a friend or neighbor in place.

Students at Lea Hill are taught the difference between small problems and big problems. All students are expected to use specific strategies for solving small problems on their own. All students are expected to report big problems to a Lea Hill staff member immediately. Students who are not sure if they should report or not, are expected to ask a Lea Hill staff member for advice. Any student who has knowledge of other students making poor choices, and chooses not to report these behaviors, will be subject to disciplinary action. Students at Lea Hill are expected to do the right thing, even when it’s difficult.

For the safety of all students, please walk your child through the parking lot when dropping off or picking them up at school. Use the “curb drop-off/pick-up area” if you are unable to park your car, however, never leaves your car when in this curb area, as this is designed to keep traffic moving. Do not park in the handicapped parking spot unless you have a valid pass! Never park in the bus zone and do not drop off children in the bus zone—it is not safe, this area is for buses only.
Consequences for Inappropriate Choices

At Lea Hill consequences are meant to assist students in learning appropriate choices. The vast majority of discipline situations are taken care of at the classroom level. It has always been our school’s policy to begin with the least-restrictive intervention and move along a menu of choices until the student is able to change to a more positive behavior.

Possible consequences include, but are not limited to:

- Non-verbal cues, reminders, prompts, etc.
- A visit to a Think-Time buddy classroom
- Loss of 15 minute afternoon recess
- Lunch Detention (this is during the 30 minute lunch recess)
- Loss of privileges such as field trips, assemblies, class celebrations, etc.
- After school detention (3:10 to 3:40) (Supervision for this consequence will be shared equally by all certificated staff; parents will be notified in advance.)
- In School Suspension (Assigned by the principal only; parents will be notified in advance.)
- Out of School Suspension (Assigned by the principal only; parents will be notified in advance.)
Lea Hill Student Dress Code

The following guidelines have been developed to help define appropriate attire at Lea Hill. These rules apply to all students at Lea Hill. Mr. Herda reserves the authority to determine what is disruptive to student learning at Lea Hill. Please help us by ensuring that your child is appropriately dressed for learning. Thank-you for your support!

- Dress and/or appearance which constitute/present a clear danger to the student’s health and/or safety, or which cause interference with work to create a classroom or school disruption/distraction, will not be permitted.
- No washable tattoos, using markers on the hands, face, etc.
- Makeup, cologne, body sprays, etc. are not allowed.
- Short shorts and cutoffs are not allowed. Shorts must be at least fingertip in length (as student is standing up straight) and hemmed.
- Tank tops (and tube tops) are permitted only if a shirt, blouse, or vest is worn under or over them.
- Bare-midriff clothing (such as a “crop top”) is not permitted. T-shirts with sleeves cut off are not permitted.
- T-shirts, hats, badges, or other items of apparel which (by printed word or symbol) display or promote alcohol, drugs, tobacco, sex, nudity, violence, or gang behavior, or that disrupt student learning are prohibited.
- Hats must be worn outside the building, and forward (not backwards or sideways).
- Bandanas are not allowed.
- Pants, shirts, or blouses must be free from holes or must not be cut as to be revealing (no “sagging”).
- Spandex shorts or running pants are not appropriate for school.
Compulsory Attendance Letter:

Washington State compulsory attendance law (RCW 28A.225) and Auburn School District policy require parents/guardians to ensure students between the ages of six (eight years of age if the student has not yet attended public schools) and seventeen attend school every day that school is in session. The following outlines procedures followed by the Auburn School District:

- **One unexcused absence during any month of the school year:** The school will inform you (and/or your student) of the unexcused absence (usually by telephone, but notification may also be in writing).

- **Two unexcused absences during any month of the school year:** A conference will be scheduled with you and your student to discuss the cause of the unexcused absences and find solutions to prevent further absences. The district considers student attendance a team effort. (If a regularly scheduled parent/teacher conference will occur within 30 days of the second unexcused absence, the district may schedule the required conference on that day.)

- **Five unexcused absences within a 30-day period:** The school must enter into a written truancy agreement/contract with the family, where the parent/guardian, student and school agree on the necessary steps to resolve the student’s attendance problem.

- **Seven unexcused absences in a month or ten unexcused absences in a given school year:** Washington State statutes permit the following actions to be taken by a school district:
  - The district and/or parent/guardian shall petition (Becca petition) the juvenile court to order the student to attend school.
  - If this court order is violated, the court will call for a Contempt Hearing. At that hearing, the court may impose sanctions on the student, which may include writing an essay, community service, work crew, electronic home monitoring and/or juvenile detention.
  - The court is also authorized to fine parent/guardian not more than $25 for each day of unexcused absence from school.

Legislative changes in the compulsory attendance law regulate the manner in which school districts work with parents/guardians regarding students’ unexcused absences. The school district’s general rules, procedures and regulations related to student attendance remain unchanged. Please feel free to contact me if you have questions.

Sincerely,

Ed Herda,
Principal
YOU CAN PREVENT TRUANCY!

Student safety and academic progress are important to parents and educators. Here are some tips to prevent absences:

COMMUNICATE FREQUENTLY WITH YOUR STUDENT

- Talk about family expectations regarding school attendance
- Discuss family expectations for earning a high school diploma
- Praise positive behaviors and achievements in school.
- Look for attitudes from your youth that indicate unhappiness with school or fear of attending school. Listen to what they say and ask questions.

COMMUNICATE FREQUENTLY WITH YOUR SCHOOL

- Ask the school about their policy and procedures on excusing absences from school.
- Respond quickly when the school notifies you of an unexcused absence.
- Learn how you can check your student’s attendance.
- Immediately address issues of concern about your student with the teacher and the counselor.