



July 31, 2007

Annual Notifications

School Board Policy on Discrimination

Policy 3210, Non-discrimination, (students) adopted by the Board of Education on May 22, 2007 says:

The District shall provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without regard to race, creed, color, national origin, gender, marital status, sexual orientation including gender identity, or non-program related physical, sensory or mental disabilities (consistent with RCW 49.60). District programs shall be free from sexual and malicious harassment.

Policy 5010, Non-discrimination and Affirmative Action, (employees) adopted by the Board of Education on May 22, 2007 says:

provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion and training. Such equal employment opportunity shall be provided without discrimination with respect to race, creed, color, national origin, age, gender, sexual orientation including gender identity, marital status or qualified individuals with disabilities. The district may give preference to a United States citizen or national over an authorized alien if two candidates are equally qualified.

이 서류에는 워싱턴 주 국립학교에서보장하는 법적인 권리와 그 밖의 중요한 사항들이 적혀있습니다. 만약에 다음 사항들을 이해하지 못하거나 통역이 필요하시면 아래의 번호로 전화해주십시오. 한국말 - 253.945.2473

ELL Information

"Этот документ содержит информацию о правах родителей и учащихся, которые гарантируются им в школах штата Вашингтон, и другую важную информацию. Если Вам необходим переводчик, чтобы понять содержание документа или получить его письменный перевод, пожалуйста, позвоните на русскую телефонную линию: 253-945-2382 "

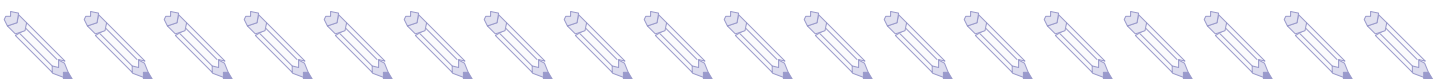


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"Este documento contiene datos tocante derechos legales que se le garantiza a padres y estudiantes en la escuelas públicas de Washington, así como otra información importante. Si usted requiere que un intérprete le ayude a entender esta información, o para obtener traducciones escritas, favor de llamar al siguiente numero telefónico: (253)945-2473."

The district shall



Nutrition Services—Free and Reduced Lunch Information

Free and Reduced meal applications and Reduced Fee information

Every year families must reapply to receive meal benefits.

I am getting multiple copies of the free and reduced application at my home, what is up with this?

Pre-printed meal applications will be MAILED home around August 25th to all families who received Free or Reduced meals last school year. Please use this form. In an effort to reach all families your school may also send applications home in welcome packets. Please only return ONE application per family, even if you receive multiple copies during the school start up process. Throw extra applications away or return them to school or Nutrition Services

Where do I turn it in? Where can I obtain an application?

You can either turn your application in to the school or to Nutrition Services at 1344 S. 308th St. Applications are at the schools and at Nutrition Services. All applications are kept by Nutrition Services, not the school.

What if I have questions?

If you have questions, you can receive confidential assistance by calling 253-945-5555 or by visiting Nutrition Services at 1344 S. 308th.

What happens with my student, once the application is approved? How is their confidentiality safeguarded?

All students use their school district ID number to "purchase" meals, even students who pay cash or buy meals in advance. Because students use their district number in our computerized meal program, free, reduced and paid status is confidential. We have a lot of students who prepay on account.

Can I be eligible for other services if my student qualifies for free or reduced meals?

Yes! We have reduced AP and athletic fees. If you wish to qualify for these fees, you need to fill out a free and reduced form.

If I am approved, how much money can I

save? You can save up to \$630 per student each school year, just on meals! Our reduce meal category is also "at no charge" to purchase breakfast and lunch.

Once I receive my letter of approval (approximately one week after we receive your application), what do I tell my student for them to obtain this free or reduced meal?

Nutrition Services will mail home your approval or denial letter. The letter does not go to the school. In the elementary schools, we have a meal card for each student that has their student number on it. Let your student know you have taken care of their meals and that all they need to do is to bring their card to the lunch or breakfast line and pick up their meal, it is that easy. All cards look the same.

In the secondary schools, the student picks out their meal, goes to the cashier and tells them their student number and this is entered into the computer. All students must use their number, whether they are free, reduced or paid.

We hope your students enjoy our meals this coming school year! We nutritionally check them to meet the US Dietary Guidelines for Americans. We work to provide affordable meals to families, food that is popular with students and good for them nutritionally! For information please contact:

Mary Asplund, R.D.
Director Nutrition Services
Federal Way School District
253-945-5557 or 253-945-5555

Edith Rice
Assistant Director Nutrition Services
Federal Way School Public
253-945-5556



Healthy fruit alternatives for lunch.

**Every year families must reapply
to receive meal benefits.**

CHILDFIND

Parents: Does your child need help to learn? How can you tell? Childfind screening can help!

The Federal Way School District provides free screening for young people from birth to age 21 who are not enrolled in school and who may need special education services.

The Federal Way School District defines special needs as having concerns with hearing, vision, speech/language, health, learning, developmental delays, coordination, social adaptive development, behavior management, mental retardation, birth defects, orthopedic or spinal problems, autism or other disabilities. The

School District believes that the earlier intervention programs can be started, the greater the chance of minimizing any future delays and possible failures.

If you have concerns/questions about your child having any of these conditions, you are encouraged to contact the school district, (253) 945-2093, for children 3-21 or Community Health Access Programs, (206) 284-0331 for children 0-3.

No person will be discriminated against on the basis of race, color, religion, national origin or handicap. If parents have a primary or home lan-

guage other than English, the district will effectively notify them of their rights in their native language.



Does your child need help to learn? How can you tell?
Childfind screening can help!

No Child Left Behind

The No Child Left Behind Act requires all schools and school districts in the United States to prepare annual reports for parents and the public detailing their academic achievement. The State Superintendent of Public Instruction's web site makes this information available on-line at <http://reportcard.ospi.k12.wa.us/>

Click on Federal Way in the "Summary" box, then choose your school from the list. You may also request a paper copy of the report card at your school's office. For more information about the NCLB Act, go to <http://www.nclb.gov/index.html>



Safe Schools Tip Line
253-945-SAFE (7233)

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

FEDERAL WAY SCHOOL DISTRICT CONFIDENTIALITY NOTICE

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT of 1974

ANNUAL NOTIFICATION

The Federal Way School District, Special Education Department, is required by Section 99.37 of Federal regulations titled, Family Educational Rights and Privacy Act of 1974 (FERPA), to provide parents annual notification of their FERPA rights. If parents have a primary or home language other than English, the District will effectively notify them of their rights under this Section.

The parents or eligible student has a right to:

- (1) Inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to Student Support Services Department a written request that identifies the record(s) they wish to inspect. The Department will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the Federal Way School District to amend a record that they believe is inaccurate or misleading. The parents or eligible students should write the Co-Director of Student Support Services, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible

A copy of this policy is available by request at Student Support Services, Federal Way School District, 31405 18th Ave South, Federal Way, WA 98003 or 253-945-2080.

student when notified of the right to a hearing.

- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the School Board; a person or company with whom the district has contract to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on a official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- (4) The right to file with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW., Washington, DC 20202-4605

- (5) A copy of this policy is available by request at Student Support Services, Federal Way School District, 31405 18th Ave South, Federal Way, WA 98003 or 253-945-2080.

HIV/AIDS

The Federal Way School District would like the opportunity to share with you the HIV/AIDS Prevention Curriculum, which will be presented to students in grades 5 through 12. The curriculum focuses on the transmission and prevention of the disease, emphasizing abstinence. The district has adopted The Great Body Shop and KNOW for this area of study.

The AIDS Omnibus Bill (2SSB 6221) of the State of Washington, which was passed in 1988, indicates the following:

Sec. 402 "Students shall receive such (AIDS) education at least once each school year beginning no later than fifth grade," and

Sec. 402 "No student may be required to participate in AIDS prevention education if the student's parents or guardian, having attended one of the district presentations, objects in writing to the participation."

Curriculum used at each grade level will be presented from 6:30 – 7:30 p.m. in different rooms according to grade levels so that you have the opportunity to preview the materials that will be used at your child's level.

This presentation is for parents only.

I look forward to seeing you at the preview. If you need further information, please call me at

(253) 945-2126.
Vicki Osten

HIV/AIDS Prevention Curriculum Preview

Wednesday, September 26,
2007
6:30 – 7:30 p.m.

Wednesday, January 16,
2008
6:30 – 7:30 p.m.

Educational Service Center
31405 18th Ave S
Board

Student Support Services

FEDERAL WAY PUBLIC SCHOOLS STUDENT SUPPORT SERVICES

Does your child have a mental, physical, or developmental impairment or disability that has a major impact on learning, walking, seeing, hearing, breathing, working, and caring for oneself or performing manual tasks? Is there a recorded history of your youngster having such an impairment? Even if your child does not have a disability, does your youngster possess certain characteristics that would somehow cause others to treat him or her as if they did have an impairment?

If you answer yes to any of the above questions, your child may be eligible for special education, related services and/or specialized educational accommodations. The applicable regulations would be the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973. For further information, to refer your child for screening, or to make your youngster a focus of concern, please contact the office listed below. The eligible age range would be from birth to 21 years.

*Student Support Services
Federal Way Public Schools
31405 18th Avenue South
Federal Way, WA 98003-5433*

Safe & Drug Free Schools

The Federal Way School District is a drug-free school district. It is the policy of the Board of Education to recognize alcohol and other drug use/abuse as a societal problem and that substance abuse and drug dependency is a disease process that may be successfully treated. The district supports abstinence from drugs, alcohol and mind-altering substances for all students so their development can reach full intellectual, emotional, social, and physical potential. The district therefore maintains a “zero tolerance” policy.

The Federal Way School District believes that the use of tobacco, alcohol, drugs and mind-altering substances by students is not only illegal in most cases, but also hinders their learning and is detrimental to their health. The possession or use of tobacco, alcohol, drugs or mind altering substances by students on or adjacent to school property or at school sponsored activities is prohibited. Students who violate this prohibition will be subject to discipline. Offenses shall be cumulative in grades kindergarten through 12.

Students will be disciplined when there is reasonable cause to believe they have violated the prohibition against possession or use of alcohol, illicit drugs or mind altering substances. Reasonable cause shall mean specific observable facts that can be described and that indicate a particular student is in the possession of, or has used alcohol, illicit drugs, drug paraphernalia, or mind-altering substances on or adjacent to school property, or at school sponsored activities. Students shall not be in possession of anabolic steroids on school premises. No student may give, dispense, or administer any medication or remedy to another student.

Discipline:

- First offense for use or possession is a suspension; parent conference required; and law enforcement agencies will be contacted. The suspension may be modified if a student participates in an assessment by an agency approved by the Federal Way School District, and follows the assessment recommendation(s). The district requires release of the assessment information.
- Second offense for use or possession may be either a long-term suspension or emergency expulsion; parent conference required; law enforcement will be contacted; and Child Protective Services (CPS) may be contacted. Suspension may be modified if a student participates in an assessment by an agency approved by the Federal Way School District, and follows the assessment recommendations(s). The district requires release of the assessment information.
- Third offense for use or possession will be expulsion; parent conference required; and law enforcement will be contacted.
- First offense for selling and/or delivering for grades K-4 will be long-term suspension, and for grades 5-12 will re-

sult in expulsion; parent conference required; and law enforcement will be contacted. Suspension for grades K-4 may be modified if a student participates in an assessment by an agency approved by the Federal Way School District, and follows the assessment recommendations(s). The district requires release of the assessment information. Child Protective Services will be contacted if the parents/guardians do not follow through with the assessment recommendations.

- Second offense for selling and/or delivering for grades K-4 will be expulsion; parent conference required; and law enforcement and Child Protective Services (CPS) will be contacted. Expulsion may be modified if the student participates in an assessment by an agency approved by the Federal Way School District. If the student does not complete the recommendations of the assessment, remaining expulsion days will go into effect. The district requires release of the assessment information.
- Third offense for selling and/or delivering for grades K-4 will be expulsion.

Help and support for drug and alcohol issues are available in the Federal Way area. If you need additional information or resources, please contact a school counselor. The following is a partial list of agencies you can contact:

- **Al-Anon and Alateen Information Svc** (206) 625-0000
- **Horizon Treatment Services** (253) 564-3377
- **Auburn Youth Resources** (253) 939-2202
- **King County Sexual Assault Resources** (800) 825-7273
- **A Chance to Change (formerly Crossroads)** (253) 853-7954
- **Kent Youth & Family Services** (253) 859-0300
- **Federal Way Youth & Family Services** (253) 835-9975
- **Lakeside Milam Recovery Center** (253) 942-8686
- **Child Protective Services (CPS)** (253) 872-2665 (Kent)
- **Valley Cities Counseling & Consultation** (253) 661-0261

Additional family and individual help may be available through your medical practitioner, an employee assistance program at work, or religious organizations.



Safe Schools

fooling Around With Your Future:

The Real Risk of Hoaxes

When it comes to threats of violence, Federal Way Public Schools take no chances. We investigate every threat fully and take extra precautions to protect our students and staff against real threats. Unfortunately, some students have learned that making threats, usually through graffiti or a phone call, is an easy way to disrupt school.

Students who are responsible for making threats, whether serious or as a joke, will be ar-

rested. They will face class "B" felony charges and, if convicted, they may be incarcerated. Will be expelled from the district and, with felony charges on their record, can face limited employment and education opportunities in the future.

It's important to understand that hoaxes are not funny in anyone's book, and are not treated with a slap on the hand. Each year, the police, usually with the help of our district's security officers and community members, locate and prosecute individuals who

have made threats at our schools. We want students to know that getting an hour or two off from school isn't with the potential consequences. Parents are being asked to help reinforce that message. And, as always, if you hear or see anything that causes concern for student or staff safety, please call the Safe Schools Tip-Line at 253.945.SAFE (7233). You can also text message this number. Callers can report threats or suspicious behavior 24 hours a day, and remain anonymous if they choose.

Title IX/RCW 28A640 and Section 504

The Federal Way Public Schools #210 complies with all federal rules and regulations and does not discriminate on the basis of race, color, national origin, sex, disability or sexual orientation including gender identity. This holds true for all District employment and opportunities. Inquiries regarding compliance procedures may be directed to the School District's Title IX/RCW 28A.640 Officer and/or Section 504 Coordinator.
Title IX/RCW 28A.640 Officer: 31405 18th Ave. S., Federal Way, WA 98003 Tel. (253) 945-2029.

Section 504 Coordinator:

Elementary: Chuck Nykreim
31405 18th Ave S., Federal Way, WA 98003
Tel. (253) 945-208

Secondary: Chris Willis
31405 18th Ave. S., Federal Way, WA 98003
Tel. (253) 945-2

Inquiries regarding the public accessibility of facilities and programs should be directed to Rod Leland Tel. (253) 945-5931



ELL Translations contact

Spanish: 253.945.2473

Korean: 253.945.2472

Russian: 253.945.2382



Community Relations Department
1813 S. Commons
Federal Way, WA 98003

