



Ferndale High School

STUDENT HANDBOOK

2022-2023

Ferndale School High School
Ferndale School District
5830 Golden Eagle Drive
Ferndale, WA 98248
Main Office (360) 383-9240
www.ferndalesd.org

OUR MISSION

Ferndale high school will be a positive place that empowers each student and staff member to be a lifelong learner and a responsible citizen in an ever-changing world.

OUR VISION

In partnership with families and the larger community, we will educate each student to develop the knowledge, skills and character necessary to lead a self-reliant, socially responsible life.

OUR MOTTO

"IT'S A MATTER OF PRIDE"

Show PERSEVERANCE, lead with RESPECT, act with INTEGRITY, show DEDICATION, and aim for EXCELLENCE



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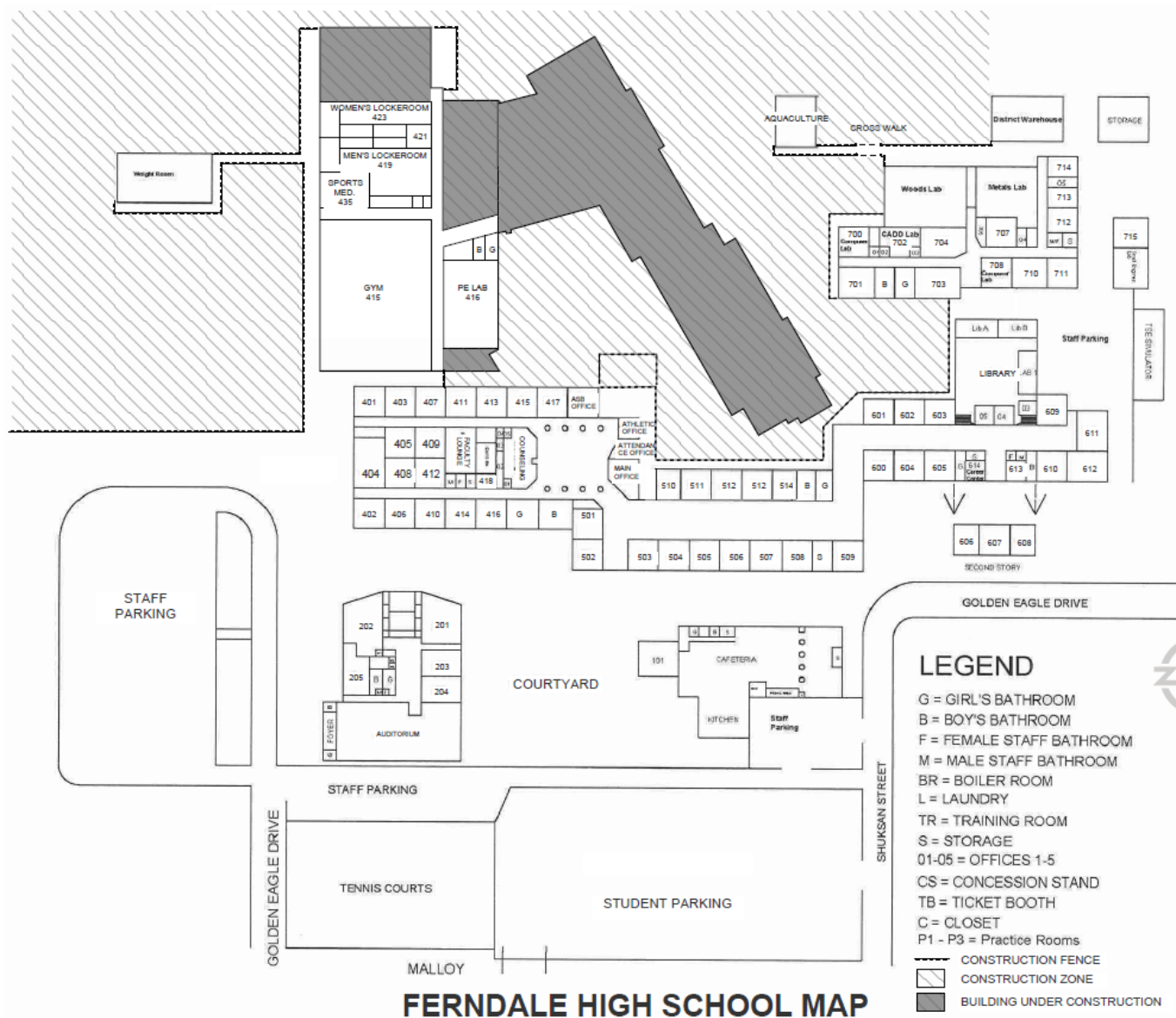
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STAFF, STUDENT & GUARDIAN RESPONSIBILITIES

It is the responsibility of all *staff* members to uphold the attendance, behavior, and technology guidelines published in this handbook to the best of their ability. Staff members will assist students in understanding the rules and guidelines and answer student questions concerning this information. *Students* are responsible for the material contained in this Student Handbook and for making a reasonable and consistent effort to abide by and follow the published rules and guidelines. Students are responsible and accountable for their actions at school and school activities. It is important and desirable that *parents* support staff members and school administrators in their efforts to aid students in following the behavior and attendance guidelines, encourage positive and responsible student behavior and support the efforts to maintain an environment that is equitable, safe, respectful, and conducive to learning and promoting sound educational opportunities for all FHS students.

Ferndale High School

School Map



Ferndale High School

2022-2023 Bell Schedules



Regular Schedule

Start	End	Period
7:40	8:59	1 st /5 th
9:05	9:31	Eagle Time
9:37	10:56	2 nd /6 th
10:56	11:26	1 st Lunch
11:32	12:51	3 rd /7 th
11:02	12:21	3 rd /7 th
12:21	12:51	2 nd Lunch
12:57	2:16	4 th /8 th

PM Assembly Schedule

Start	End	Period
7:40	8:59	1 st /5 th
9:05	10:24	2 nd /6 th
10:24	10:54	1 st Lunch
11:00	12:19	3 rd /7 th
10:30	11:49	3 rd /7 th
11:49	12:19	2 nd Lunch
12:25	1:44	4 th /8 th
1:50	2:16	Assembly

Early Release Schedule

Start	End	Period
7:40	8:26	1 st /5 th
8:32	9:17	2 nd /6 th
9:23	10:08	3 rd /7 th
10:14	10:59	4 th /8 th



2022-2023 Calendar

Aug 30	First day for Teachers
Aug 31	First day for Students
Sep 5	No School, Labor Day
Sep 14	K-12 Early Release
Sep 21	K-5 Early Release, Conferences
Sep 22	K-5 Early Release, Conferences
Sep 23	K-5 Early Release, Conferences
Oct 5	K-12 Early Release
Oct 19	K-12 Early Release
Oct 27	6-12 Early Release, Conferences
Oct 28	6-12 Early Release, Conferences
Nov 4	K-5 Early Release, Rpt Card Prep
Nov 11	No School, Veteran's Day
Nov 16	K-12 Early Release
Nov 23	K-12 Early Release
Nov 24 - 25	No School, Thanksgiving Break
Dec 14	K-12 Early Release
Dec 19 - 30	No School, Winter Break
Jan 2	No School, Winter Break
Jan 16	No School, MLK Day
Jan 23	No School, Treaty Day
Jan 27	K-5 Early Release, Rpt Card Prep
Jan 30	No School, Semester Break
Feb 8	K-5 Early Release
Feb 9	K-5 Early Release, Conferences
Feb 10	K-5 Early Release, Conferences
Feb 20	No School, Presidents' Day
Mar 8	K-12 Early Release
Mar 23	6-12 Early Release, Conferences
Mar 24	6-12 Early Release, Conferences
Apr 3 - 7	No School, Spring Break
Apr 19	K-12 Early Release
May 3	K-12 Early Release
May 24	K-12 Early Release
May 29	No School, Memorial Day
Jun 2	K-5 Early Release, Rpt Card Prep
Jun 13	Last Day for Students, K-12 Early Dismissal
Jun 19	No School, Juneteenth

	Blue Day Per. 1-4, ET
	Gold Day Per. 5-8, ET
	Green Day Per. 1-8

	No School
	Snow Make-up Days
	* K-5 Early Release
	+ 6-12 Early Release

Eagle Time is M-F on FULL calendar days. No ET on half days.

AUG/SEPT 2022

M	T	W	T	F
	30	31	1	2
5	6	7	8	9
12	13	14 ⁺⁺	15	16
19	20	21 ⁺	22 ⁺	23 ⁺
26	27	28	29	30

FEBRUARY 2023

M	T	W	T	F
		1	2	3
6	7	8 ⁺	9 ⁺	10 ⁺
13	14	15	16	17
20	21	22	23	24
27	28			

OCTOBER 2022

M	T	W	T	F
3	4	5 ⁺⁺	6	7
10	11	12	13	14
17	18	19 ⁺⁺	20	21
24	25	26	27 ⁺	28 ⁺
31				

MARCH 2023

M	T	W	T	F
		1	2	3
6	7	8 ⁺⁺	9	10
13	14	15	16	17
20	21	22	23 ⁺	24 ⁺
27	28	29	30	31

NOVEMBER 2022

M	T	W	T	F
	1	2	3	4 ⁺
7	8	9	10	11
14	15	16 ⁺⁺	17	18
21	22	23 ⁺⁺	24	25
28	29	30		

APRIL 2023

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19 ⁺⁺	20	21
24	25	26	27	28

DECEMBER 2022

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14 ⁺⁺	15	16
19	20	21	22	23
26	27	28	29	30

MAY 2023

M	T	W	T	F
1	2	3 ⁺⁺	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24 ⁺⁺	25	26
29	30	31		

JANUARY 2023

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27 ⁺
30	31			

JUNE 2023

M	T	W	T	F
			1	2 ⁺
5	6	7	8	9
12	13 ⁺⁺	14	15	16
19	20	21	22	23
26	27	28	29	30

Ferndale High School

Personnel



PRINCIPAL

Ravinder Dhillon	<i>ravinder.dhillon@ferndalesd.org</i>	(360) 383-9243
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ASSISTANT PRINCIPALS

J.J. Jensen	<i>john.jensen@ferndalesd.org</i>	(360) 383-9332
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Karli Koning	<i>karli.koning@ferndalesd.org</i>	(360) 383-9322
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Eric Tripp (& Athletic Director)	<i>eric.tripp@ferndalesd.org</i>	(360) 383-9248
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Ben Goodwin (& CTE Director)	<i>benjamin.goodwin@ferndalesd.org</i>	(360) 383-9316
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COUNSELING STAFF

Stephanie Ruud	<i>Registrar</i>	(360) 383-9253
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Cristina Gholam	<i>Counselor Administrative Assistant</i>	(360) 383-9252
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Bobby Jones	<i>Upperclassmen Alpha Grp A-Go</i>	(360) 383-9256
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North Moench	<i>Upperclassmen Alpha Grp Gr-N</i>	(360) 383-9257
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Aurora Davis	<i>Upperclassmen Alpha Grp O-Z</i>	(360) 383-9255
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Sierra Hills	<i>9th Grade Counselor</i>	(360) 383-9258
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Hassan Abdulrazek	<i>Career Center Coordinator</i>	(360) 383-9361
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Lauriel Bybee	<i>MTSS Coordinator</i>	(360) 383-9543
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Kelsey Ottum	<i>ESD Intervention Specialist</i>	(360) 383-9282
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Savannah Vercruysse	<i>Community in the Schools Coordinator</i>	(360) 383-9336
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Michele Barmore & Annie Anderson	<i>Be the One Coordinators</i>	(360) 383-9271
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Ferndale High School

Personnel (continued)



ADMINISTRATIVE ASSISTANTS

Brandi Tilton	<i>Assistant to the Principal</i>	(360) 383-9243
Diane Gillespie	<i>Main Office & BECCA</i>	(360) 383-9352
Caren Pollock	<i>Main Office</i>	(360) 383-9240
Maria Cambron	<i>Attendance</i>	(360) 383-9250
Cathy Howard	<i>ASB</i>	(360) 383-9281
Katie Kruckeberg	<i>Activities & Athletics</i>	(360) 383-9249
Galina Shulga	<i>CTE Assistant</i>	(360) 383-9333
Wendy Zurcher	<i>Special Education IEP Coordinator</i>	(360) 383-9245

FHS STAFF PERSONNEL

Andrea Tafoya	<i>Latino/Migrant Liaison</i>	(360) 383-9367
Joy Born	<i>Library</i>	(360) 383-9284
Mia Owings	<i>Native American Liaison</i>	(360) 383-9350
Angie Jeffrey, RN	<i>Nurse</i>	(360) 383-9254
Donny Hennigs & Trish Brown	<i>Campus Safety</i>	(360) 383-9365
Shannon Iwasaki	<i>Golden Eagle & Ferndale Virtual Academy</i>	(360) 383-9362
Bryan Piveral	<i>Tech Support</i>	(360) 383-9219
Greg Peterson	<i>School Psychologist</i>	(360) 383-9548
Renetta Pollock	<i>Foodservice Personnel</i>	(360) 383-9339

Ferndale High School

Health & Safety



CURRENT RETURN TO SCHOOL PROTOCOL IF YOU TEST + FOR COVID-19:

After testing positive for COVID-19, a person must notify their school's Nurse or main office to receive return to school guidance. A person is required to isolate at home for 5-10 days from symptom onset or positive test date if no symptoms.

The person may return to school after 5 full days isolation IF:

1. The person's symptoms are significantly improved or gone **AND**
2. No fever for 24 hours prior to return without using fever reducing medication

ADDITIONALLY:

Students are required to wear a well-fitting mask during days 6-10 while at school and participating in school activities. If the person is not able or chooses not to wear a mask they are required to continue isolating at home for the full 10 days.

If a person chooses to re-test on day 5 or after and the test is positive they must complete the full 10 day isolation. Testing beyond day 10 is not necessary.

WHAT IF I WAS EXPOSED TO A POSITIVE CASE OF COVID?

Regardless of vaccination status you should notify your school office or Nurse and:

1. Continue to attend school and activities.
2. Monitor for symptoms for 10 days after exposure
3. Test as soon as possible after exposure and every 24-48 hours for 5 days after exposure.
4. Wear a well-fitting mask for 10 days after exposure

WHAT IF I AM EXPERIENCING SYMPTOMS WHILE AT HOME OR WHEN AT SCHOOL?

Stay home. Common symptoms of COVID and other contagious illnesses are fever, body aches, cough, fatigue, sore throat, nasal congestion, headache. Make sure your parent/guardian calls in to excuse your absence and if you have questions about when to come back to school ask to speak to the Nurse or someone in the main office.

If you develop symptoms while at school, you should go to the health room and you will be separated from others and asked to put a mask on. You will either be sent home or can do a COVID test onsite. If the COVID test is negative and you feel well enough, you can finish the day at school. If they test positive at school and/or are feeling unwell with symptoms your child will be placed in the isolation room until they are picked up by a parent/guardian.

If symptoms persist after a negative test, your child should retest every 1-2 days through day 5 from symptom onset.

COVID testing is available at school if parent/guardian signs the release form. Parent/Guardians only need to sign the release one time for the current school year. Use this link:

<https://simplereport.gov/register/R4D9B>

Be Ready, Be Responsible, Be Respectful

Campus Wide Expectations



	ALWAYS	CLASSROOM	HALLWAY	CAFETERIA	COVID & SAFETY
BE READY	Expect Success	Be on time Stay in Class Come prepared	Use caution when leaving or entering – look out for others	Wash hands if needed Finish on time to be ready for your next class	Only go when necessary Get back to class quickly without wandering
BE RESPONSIBLE	Be substance free See something, Say something	Complete & turn in classwork and homework Ask questions Ask for help	Keep on walking Stay on the right side	Get food and find your destination efficiently Get garbage all the way into bins	Wear your mask correctly even when it gets uncomfortable Sanitize and wash hands frequently
BE RESPECTFUL	Have positive interactions Do unto others as you want done to you	Know & Follow class expectations Follow teacher directions the first time they are given Remain in class first and last 10 minutes	Use indoor voices Watch out for posters and artwork	Wait patiently in line Use indoor voices Don't waste food	Keep your distance from others Remind peers to follow safety guidelines

FERNDAL HIGH SCHOOL P.R.I.D.E.

Show Perseverance, Lead with Respect, Act with Integrity, Show Dedication and Aim for Excellence

Be Ready, Be Responsible, Be Respectful

Campus Wide Expectations



	ALWAYS	PARKNG LOTS	ELECTRONIC DEVICES	BATHROOMS	LOCKER ROOMS
BE READY	Expect Success	Park in designated or assigned space only	Bring device and charger every day every class	Only go when necessary Get back to class quickly without wandering	Change quickly and use time efficiently
BE RESPONSIBLE	Be substance free See something, Say something	Move with caution (10 MPH) Keep our community safe Stay out of parking lots during class times	Use Technology for educational purposes Keep phones and other PEDs in pocket or backpack during class time	Clean up after yourself	Use a lock Clean up after yourself
BE RESPECTFUL	Have positive Interactions Do unto others as you want done to you	Clean up your trash Keep music volume low Stay on campus	Use Social Media to promote positive messages only	Be mindful of other people's space and privacy	Pay attention to people's privacy and help others feel safe Put away phones and all other PEDs

FERNDAL HIGH SCHOOL P.R.I.D.E.

Show Perseverance, Lead with Respect, Act with Integrity, Show Dedication and Aim for Excellence

Ferndale High School



Student Expectations

BELL SCHEDULE

- The first bell rings at 7:35 AM. In order to increase student learning and success, students are expected to be in class and ready by the second bell at 7:40 AM.
- Students are expected to attend all scheduled classes on time, be in class and stay in class, and leave when dismissed by their teacher.
- At the end of the day, students are excused at 2:16PM. Students are expected to leave campus by 2:30PM, unless involved in a supervised activity.

COMPUTERS AND TEXTBOOKS

- Students are responsible for the laptop and textbooks they are issued. This will be their assigned device during their time at FHS.
- Being ready for school includes bringing your assigned laptop with you each day. Laptops should be charged and ready to use.
- Students must adhere to the technology agreement signed at the beginning of the school year.
- Students will be charged for damaged or lost devices and/or books in their care. Purchasing student device insurance through the district is encouraged.

CELL PHONES/ELECTRONIC DEVICES

Cell phones and other personal electronic devices (PEDS) have become ubiquitous in today's society. While they can be useful for a variety of purposes, when used at the wrong time they can be detrimental to a focused learning environment. Additionally, cell phones are "small and attractive" items from the perspective of a thief, and students should be careful about keeping them secure. Lost or stolen devices are not the responsibility of the school. Students that bring a cell phone or other electronic device to school must observe the following expectations:

1. Cell phones/electronic devices may be used before/after school, during passing time, and at lunch. Students must put their phone away during class time, otherwise classroom and/or school discipline will be followed.
2. When a school official has reasonable suspicion that a student is using an electronic device in a manner that violates the law or school rules, the official may confiscate the device, which will only be returned to the student's parent/guardian.
3. Students are responsible for the devices they bring to school. The district will not be responsible for loss, theft or destruction of devices brought onto school property or to school sponsored events.
4. Students will comply with any additional rules developed by the school or specific teacher concerning the appropriate use of cell phones or other electronic devices.

Students are prohibited from videotaping, recording, or taking pictures of any student or staff member without consent. If consent is not given, students will be in violation of RCW 9.73.030 intercepting, recording, or divulging private communication and RCW 9.73.060 violating right of privacy. Content or images that violate state or federal laws will be referred to law enforcement.

Ferndale High School

Student Expectations (continued)



CLASSROOM CELL PHONE POLICY

1. Classroom teachers will begin class with a reminder to ask students to put their phones away in their backpacks.
2. If a student is seen by a teacher on their phone during class, the teacher will give the student a verbal warning.
3. If a student has phone out again after the verbal warning, the student will be asked to put their cell phone in a paper bag and staple it shut. Students will then either place the paper bag in their backpack or leave the paper bag on their desk for the remainder of the class period.
4. If a student refuses to put their cell phone in the paper bag or takes the phone out of the stapled bag, the teacher will notify the office. An administrator or campus safety officer will take the phone to the office. Students may pick up their phone at the end of the day. Once a phone reaches the office, an administrator or designee will notify the parent/guardian that student does not have their phone for remainder of day.
5. If the student refuses to give their phone to the administrator or campus safety officer, the student will be removed from classroom. A conference with the student and parent/guardian will take place to re-teach school expectations.
6. If cell phone use persists in the classroom, students will be required to check in their phone at the office on a daily basis until further notice.
7. Cellphones must be left with the teacher or remain in a backpack, if a student needs to use the restroom during instruction time.

DRESS CODE

Ferndale High School is committed to developing students who are **READY, RESPONSIBLE** and **RESPECTFUL** community members. Students are expected to present themselves in a manner that is appropriate for school and a workplace setting. While we encourage individuality, the dress code aims to foster a positive and healthy environment.

1. Students should dress casually and comfortably for school, while wearing clothing that are well-suited for a school environment.
2. Clothing must cover torso, midriff and backside, and have sleeves or straps. Bottom of the top/blouse/shirt must touch the belly button.
3. Clothing, including face masks, drawings, tattoos and accessories, which carry a vulgar or offensive message, are not permitted. These include references of hate, violence, drugs, alcohol or tobacco-related information, gangs, weapons, or sexual innuendo.

Violation of the dress code will require a change of clothing. Special circumstances will be considered on a case-by-case basis.

Ferndale High School

Student Expectations (continued)



FORGERY/PROVIDING FALSE INFORMATION/PLAGIARISM

The forging of parent/guardian or another signature or any other misinformation in communication to the school or on any school document will result in disciplinary action. This includes calling in as the parent/guardian to excuse absences and any alterations/changes made to notes, forms, etc.

Plagiarism in assignments, projects, or other schoolwork is not permitted. Classroom and/or school discipline will be followed.

RESPONSIBILITY FOR SCHOOL PROPERTY

Each student is assigned a laptop, books, materials, uniforms, PE locks, etc., during the school year, for which they are responsible for. Students with damaged or lost school property are subject to fines. In addition, parents and students are responsible for all costs associated with the repair or replacement of school-issued technology that becomes lost, stolen, or damaged. Failure to pay fines or return school property may result in records being withheld, loss of athletic or co-curricular eligibility, etc. Please act responsibly with all school and district property.

SKYWARD

Students are responsible for checking and monitoring their Skyward account on a regular basis. Students can check their account for attendance, assignments and grades. Be sure to keep contact information current, including address, phone numbers, and emergency contact information (please contact the Counseling Office to update (360) 383-9252).

SKYWARD PARENT PORTAL ACCESS

Parents can access their child's grades and attendance records through the Skyward parent portal. Parents can access period attendance and grades for assessments recorded in the database grade book. Teachers can be contacted through the portal via email.

AFTER-SCHOOL ACTIVITY BUS

Ferndale High School provides an after-school activity bus, Monday through Thursday, with the exception of inclement weather days, early dismissals and school closures. Buses leave from in front of Old Main at 4:50 p.m. Activity buses have pre-determined stops that may not be students' exact bus stops. Students who ride the activity bus must have stayed after school for an authorized event or activity. To board the bus, students must present the driver with a signed pass from the staff member who supervised the activity they participated in. Please understand that this transportation is a courtesy ride and all passengers must obey Ferndale School District bus rules and the directions from the driver. Any student who is in violation of bus rules may be suspended from the activity bus indefinitely.

Ferndale High School



Attendance

Ferndale School District attendance policy 3122 states: "Regular, consistent, timely attendance is essential to school success, student learning, and future employment habits. Students are expected to attend all assigned classes each day on time. The role of the parent/guardian is to ensure that his/her child/children attend school and to verify that the student's absence was for an excusable reason. The classroom interaction between teacher and student enriches and clarifies knowledge of subject matter beyond the mere accumulation of factual data." Under the Washington State Compulsory Attendance Law, parents or guardians have the primary responsibility for keeping their student in regular attendance.

An absent student's parent or guardian must notify the office the morning of the absence, send a signed note or email with an explanation within two (2) days of the student's return, or complete a pre-arranged absence form whenever an absence is known in advance. If an absence is not cleared within 48 hours after the absence, the absence will remain unexcused and be considered a truancy. If there is an unexcused absence, the computer phone system will attempt to call the home and leave a message. Any time a parent/guardian wants to verify the validity of an absence or tardy, they are encouraged to contact the school directly. The Ferndale High School Attendance Office may be reached at (360) 383-9250 or maria.cambron@ferndalesd.org. The answering machine for the Attendance Office is available 24 hours/day.

****Parent/guardians may not give permission for students to sign notes or letters in lieu of parent signature if the student is under 18 years of age.**

BECCA Bill (Truancy Law)

Students who are truant from school with unexcused absences are in violation of Washington State Law (RCW 28A.225.010). By State law (RCW 28A.225.030), Ferndale School District is required to file a petition with the Whatcom County Juvenile Court System after students have accumulated five (5) unexcused absences in one month, seven (7) absences per term or 10 in a school year. Pursuant to RCW.28A.225.018 (BECCA Law), the school district shall schedule a conference, or conferences, with the parent and child, at a time reasonably convenient for all persons involved. The purpose of these attendance conferences is to identify the barriers to the student's regular attendance, and find support and resources that may be made available to the family so that the child is able to attend school regularly. If the parent does not attend the conference, the conference may be conducted with the student and school official.

TARDIES

Students arriving at school in the morning after 7:40 a.m. are considered tardy to school. Students must obtain a late slip from the Attendance Office if they are late to class. If tardiness persists, the teacher will have a conversation with the student and make a phone call home to notify parents. Administration will assign disciplinary action for students with chronic tardies. Being on time to every class is an expectation at FHS. Being tardy not only impacts the student's educational experience, but also disrupts the educational process for others. Students who find themselves tardy to class are still required to go to class.

Ferndale High School



Attendance (continued)

EXCUSED ABSENCES

Students are expected to attend all of their assigned classes. The student is responsible for collecting and making up any work missed during the excused time out of class. To have an absence excused, it must be contained in one of the State/District directed categories (RCW 28A.225.010) as follows:

1. Participation in school-approved activity (in-school events, field trips, etc.). This must have prior approval by the organizing staff member and the teachers for the classes to be missed.
2. Illness, health condition, family emergency, religious, or cultural purposes. These must be excused following the procedure above.
3. Pre-arranged absences. The student and family must complete a pre-arranged absence form and collect signatures for approval from the student's teachers. The completed form must be submitted to the assistant principal at least 3 days ahead of the absence in order to determine effect on student's learning. If there is cause to not approve the absence, the assistant principal will contact the student and/or family.
4. Absence resulting from disciplinary actions. Students who are removed from class(es) as a disciplinary measure, including short-term suspension, shall have the right to make up assignments or exams missed during the time they were removed from the classroom.
5. Court required appearance. Court verification is required.
6. Extended illness or health conditions. If a student is confined to home or hospital for an extended period, the school shall provide assignments at the place of confinement whenever practical. However, if the student is unable to do schoolwork, or if there are major requirements of a particular course which cannot be accomplished outside of class, the student may be required to take an incomplete or withdraw from the class without penalty. The student and parent must notify the counselor or principal as soon as possible to develop a plan that considers the student's educational needs and the recommendations of the health provider.

UNEXCUSED ABSENCE

An absence is recorded as "Unexcused" when a student missed class for a reason other than the 6 listed in the "Excused Absences" section, or when a parent/guardian does not contact the Attendance Office within two (2) days of the student returning to school. Students who are truant from school with unexcused absences are in violation of Washington State Law (RCW 28A.225.010). By State law (RCW 28A.225.030), Ferndale School District is required to file a petition with the Whatcom County Juvenile Court System after students have accumulated seven (7) unexcused absences in one month or ten (10) in a school year. *It is the student's responsibility to attend school every day, all day.*

CANVAS

Students are required to check Canvas, our online course management system, daily, especially when they are absent from school. Students need to complete the work posted on Canvas and reach out to their teacher, preferably by email, if they need assistance.

Ferndale High School



Attendance (continued)

HOMEWORK REQUESTS

Homework requests should be made directly with teachers if a student is absent. If you need assistance, please call the Attendance Office at (360) 383-9250. Late assignments, due to an excused absence, will be accepted by teachers unless the teacher has previously established a deadline for the assignment or project.

LEAVING EARLY

If a student must leave school prior to the end of the school day, they should:

- Report to the Attendance Office before their first class
- Verify the reason for the early dismissal with a note, email, phone call, or voicemail from the student's parent/guardian
- Obtain an early dismissal pass from the Attendance Office staff.

****This pass is to be presented to the teacher when the student leaves class.**

PREPLANNED ABSENCES

In the case of an anticipated absence, a student must obtain a Planned Absence Form from the Attendance Office. Such requests need to be presented to each of the student's teachers and arrangements made for making up class work. The Planned Absence Form must be signed by the student, parent/guardian, and an Administrator and returned to the Attendance Secretary at least three days before the date of the absence. For school activities, the teacher will collect the preplanned absence forms and turn them in to the Attendance Office at least three (3) days before the planned activity. If it is determined that approving the preplanned absence request is not in the best interest of the student, all efforts will be made to contact the parent/guardian to recommend the student not miss school.

- Each teacher has the right to disapprove an absence request. An Administrator or designee will review all requests.
- Parents are encouraged not to remove their students from school for extended vacations as it greatly impacts their progress in school and the teachers' workload to provide make up work.

10 & 10 RULE

STUDENTS SHOULD NOT LEAVE THE CLASS DURING THE FIRST 10 MINUTES, OR THE LAST 10 MINUTES OF CLASS, FOR ANY REASON. Being present at these times ensures students have an opportunity at the beginning of class to clearly understand that day's direct instruction and to have an opportunity at the end of class to meet with the teacher and make sure they are on the right path with coursework. During each period, **STUDENTS SHOULD NOT BE OUT OF THEIR CLASSROOM FOR MORE THAN 7 MINUTES.** Students must follow all classroom protocols for leaving and returning to class.

Ferndale High School



Behavior Expectations

We expect all students to BE READY, BE RESPONSIBLE and BE RESPECTFUL young adults. We want a positive climate in which all students and staff feel welcome, cared for and supported in doing their best work. We expect to have a learning environment that is equitable, safe, respectful, and conducive to learning; this means everyone must do their part!

DANGEROUS WEAPONS

It is a violation of State law and District policy for any person to carry (be in possession of) a firearm, dangerous weapon, or dangerous object on school premises, school-provided transportation or other facilities being used for school activities. Law enforcement will be notified of any violations.

Students who violate this policy are subject to District discipline policies and procedures, including the due process provisions regarding notification of parents. Students who violate the firearms provisions are subject to a minimum of one calendar year mandatory expulsion, subject to appeal with notification to parents and law enforcement. (RCW 28A.600.420)

A "dangerous weapon" is anything that has a blade (knives, daggers, razor blades, etc.); anything that fires, launches, or throws a projectile (air guns, sling shots, throwing stars, etc.), or any item that is used with the intention of inflicting physical harm on a person. RCW 9A.01.250 and 9A.01.280 further define many "dangerous weapons" by name. These items or like-items may not be brought to school.

EMERGENCY DRILLS/EVACUATION PROCEDURES

To provide a safe learning environment, emergency drills and evacuation procedures (including fire drills and lockdowns) will be outlined, communicated, and practiced throughout the year. Students are asked to cooperate fully with all school expectations during the entirety of these procedures.

FIGHTING

FHS has a policy of zero tolerance for fighting. Additionally, any student inciting, encouraging, or promoting a fight, filming, watching, posting pictures and/or video of a fight, pushing, shoving or failing to disperse when directed, will be subject to discipline.

GANGS

FHS has a policy of zero tolerance regarding gang behavior/activity. Pursuant to RCW 28A.600.455, students are prohibited from demonstrating any gang affiliation or gang activity while at school or school district events. This includes, but is not limited to: visible tattoos, clothing, signs, symbols, graffiti, artwork or doodling. School discipline will be enacted.

Ferndale High School

Behavior Expectations (continued)



HARASSMENT, INTIMIDATION AND BULLYING

Harassment, intimidation and bullying are types of conflicts and incidents that are intentional, unwanted, aggressive and/or repeated. They typically involve a real or perceived power imbalance.

State Law RCW 28A.300.285, and FSD Policy 3207, prohibit harassment, intimidation and bullying (HIB). The Ferndale School Board is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and community members that is free from harassment, intimidation or bullying. Harassment, intimidation or bullying can be, among other things, an intentionally written message or image (including those that are electronically transmitted) and a verbal or physical act (including, but not limited to, one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, gender expression or identity, mental or physical disability or other distinguishing characteristics). Acts of HIB:

- Physically harm a student or damage the student's property; or
- Have the effect of substantially interfere with a student's education; or
- Are so severe, persistent, or pervasive that they create an intimidating or threatening educational environment; or
- Have the effect of substantially disrupting the orderly operation of the school.

"Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity and marital status.

HIB BEHAVIORS/EXPRESSIONS

Harassment, intimidation, or bullying can take many forms, including slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, or physical actions. "Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other District policies or building, classroom or program rules. *Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and school climate and change the behavior of the perpetrator.* This includes appropriate intervention, restoration of a positive climate and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation, or bullying also constitute violations of this policy.

Ferndale High School



Behavior Expectations (continued)

ILLEGAL DRUGS, ALCOHOL, AND OTHER SUBSTANCES/ABUSE

A student shall not knowingly possess, attempt to possess, or use, manufacture, or be under the influence of illegal drugs, alcohol and other illegal substances. Likewise, a student shall not offer for sale, barter or transfer these substances to other persons in the school, while on school premises or at school-sponsored events/activities or in district vehicles. Illegal drugs, alcohol and other substances can be:

1. Any controlled substance as defined by Washington state statute (RCW 69.50, Uniform Controlled Substances Act.)
2. Any drug which applicable federal or state law states must be obtained by prescription only (RCW 69.41, Legend Drugs).
3. Any drug not properly labeled for use by the person in possession of the drug.
4. Any "look alike" drug or substance believed or represented as being a drug or controlled substance.
5. Drug paraphernalia, including rolling papers, lighters, vape mods and liquids/juice.
6. Inhalants.
7. Anabolic steroids.
8. Alcohol or other intoxicants of any kind.

Any student who displays indicators of consumption of alcohol, intoxicants, drugs (illegal or illegally used drugs), and/or any other controlled substances is subject to discipline. Any student who possesses drug paraphernalia is subject to the same consequences as drug possession or usage.

LOCKERS

Lockers are provided to athletes and students with PE classes to store school-related materials. It is *not required* that you have a hall locker. Lockers remain the property of the school and are subject to periodic checks. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by, or approved by, school authorities. Unapproved locks shall be removed and destroyed without notification. Students will be charged for any damage done to lockers. Items left in lockers at the end of the school year will be donated to charity. Hall locker problems should be reported to the Attendance Office. Problems with your PE locker should be reported to your PE teacher.

The Ferndale School District and Ferndale High School assume no responsibility for loss or theft of property from your locker.

LOST & FOUND

Students are encouraged to keep all possessions in their care at all times. If a student does lose something, check with the Attendance Office. If the lost or stolen item is not in the Attendance Office, complete a Lost or Stolen Item Report, which is available in the Main Office. Found items should be turned in to the Attendance Office.

Ferndale High School



Behavior Expectations (continued)

SEXTING

Taking, sending, viewing, and/or possessing nude, semi-nude or other sexually explicit images, videos, text messages, or other digital content, also known as "sexting," is not permitted on any school district property or at any school district event. Underage sexting, even when consensual and even if you took the pictures of yourself, is illegal under Washington State child pornography laws. Violators may be charged with a felony and, if convicted, may be forced to register as a convicted sex offender for the rest of their life. Forwarding/keeping images, videos, texts, or other digitally sexted content may result in discipline, including Emergency Expulsion and police notification.

SKATEBOARDS, ROLLER BLADES, BICYCLES, SCOOTERS, ETC.

Skateboards, roller blades, bikes and scooters are not to be used on campus. Violators will be subject to progressive discipline for insubordination. If these items are used for transportation, they must be stored in lockers or in the Main Office. These items must be carried/walked on and off campus. Students riding bicycles must lock them at appropriate locations.

THEFT

Theft is not tolerated and may result in disciplinary action, police notification and possible criminal prosecution.

VALUABLES AT SCHOOL

The Ferndale School District and Ferndale High School assume no responsibility for loss, theft, or damage of personal property.

LUNCH EXPECTATIONS

Students will be assigned either a first lunch or a second lunch. We are an open campus this year so students are allowed to leave for lunch only. However, any student who is chronically late to class after lunch will lose privileges to leave campus. We expect all our students to be on their best behavior while in the community and not create any disruption to our neighbors. Students are not allowed to congregate on church property or apartment building complex areas. Any student acquiring lunch from a nearby store should grab their food and come directly back to school. Please note the gym will be closed during both lunches.

PARKING LOT

Students must possess a current FHS parking permit to park on campus. Students using a school parking lot must follow the rules according to Washington state driving regulations and the Student Vehicle Use contract (located in the ASB office). Parking permits can be taken away if a student is not following the Student Vehicle Use contract.

Ferndale High School

Student Vehicle Use



Student Name: _____ Date: _____ Permit: _____
Please Print First and Last Name

Student parking on campus is a privilege not a right. Students with 12 or more total unexcused absent periods or who violate the driving/parking rules listed below will lose their privilege to park on campus. Students may also lose their right to park and drive on campus for other types of disciplinary incidents. If a student loses his/her privilege to park on campus, the student will not receive a refund for his/her parking permit.

Below are the driving/parking expectations on campus and the possible sanctions:

- Vehicles parked on the school grounds must be registered with the ASB office and display a current parking permit. The parking permit must be clearly visible hanging from the rear-view mirror.
- Vehicles must be parked correctly in their assigned spaces. All students' vehicles are to be parked in the parking lot west of the gymnasium and the cafeteria only - all other areas of the campus are "off limits" to student vehicles.
- Students may not visit vehicles or the parking lot during the school day unless given permission by their teacher or administrator.
- Students must be licensed and provide proof of valid insurance.
- Students may not drive over 10 miles per hour or drive recklessly on or near the school grounds.
- Student vehicles may be subject to search if there are reasonable grounds that exist to suspect that evidence of a violation of the law or school rules will be uncovered. Drugs, drug paraphernalia, alcohol, stolen property, firearms, dangerous weapons, or other contraband are examples or reasonable grounds for search. Only a principal/designee shall conduct a motor vehicle search.
- Students are responsible for notifying the ASB office if they change vehicles during the school year and for having the vehicle properly registered. Parking permits are not transferable.

Violations	Illegal Parking	Parking in spots that are designated for visitors, FHS staff, handicapped, senior "personalized spots" or in unauthorized areas.
	No Permit Displayed (Not having a valid permit displayed)	<u>First Offense:</u> Warning <u>Second Offense:</u> \$10 parking ticket <u>Third Offense:</u> \$20 parking ticket <u>Fourth Offense:</u> Parking Privilege is revoked for the school year – No refund given. Student may appeal to the principal. <u>Fifth Offense:</u> Car is towed at student/owner's expense
	Reckless Driving (Burning off tires, speeding, swerving, not following traffic signs, hydraulics, etc.)	<u>First Offense:</u> Suspension of driving/parking privileges for 10 school days. <u>Second Offense:</u> Suspension of driving/parking privileges for 30 school days. <u>Third Offense:</u> Suspension of driving/parking privileges for the remainder of the school year. No refund given. Future parking privileges must be reviewed by principal.

Student Signature _____ Date _____

My signature acknowledges that I understand expectations for on campus vehicle use and consequences for vehicle violations, unexcused absences and other misconduct. I also understand that Ferndale School District is not liable for any damages or property loss, sustained in the parking lot.

Ferndale High School

Behavior Expectations (continued)



VANDALISM

Vandalism is the intentional destruction or defacement of public property or property belonging to others. It is not tolerated at FHS. FHS students are to treat all school property (and others' property) with respect.

TRESPASS (RCW 28A.635.020)

Students are not to be on any Ferndale School District property without proper authorization. A charge of trespass, with notice to police authorities, may be given to any person who creates a disturbance on school property and whose continued or reoccurring presence may result in a real and substantial disruption to the school environment or pose a threat to the safety and well-being of property or person. Violators may be subject to disciplinary action, Suspension, Expulsion, and/or arrest for criminal trespass. Students on campus, or at school-sponsored activities, while on Suspension and/or Expulsion, are subject to additional disciplinary action and arrest for criminal trespass.

DISCIPLINE

Classroom Discipline: All teachers hold their students to the highest expectations in their classroom. Behavior concerns in the classroom will be addressed as follows (unless the behavior warrants immediate removal from class):

1. Teacher will problem solve and reteach class expectations.
2. Teacher will conference with student and contact a parent/guardian.
3. After 3 minor incidents, campus security, counselor, and/or administrator will be contacted via referral regarding the issue.
 - i. Administration will meet with student to assign progressive discipline, support, and/or intervention.
 - ii. Restorative practices may be used to repair relationships between student and teacher.

Restorative Practices: It is important to restore/repair relationships or at least come to a common understanding to avoid future escalations. Restorative practices may be appropriate in situations where relationships and/or trust have been broken (e.g. two students have escalated verbal interaction in the hallway or a student tells a teacher "I hate you" in the middle of class).

Students may be disciplined if they fail to fulfill any of their restorative/disciplinary responsibilities while at school, on school grounds, on District-sponsored transportation, at any school-sponsored event, or in any other setting having a real and substantial relationship to the operation of the school district. Disciplinary actions may include restorative justice, written referrals, notification to parents, suspension, expulsion, loss of privileges to attend District-sponsored activities, loss of riding privileges on District-sponsored transportation and loss of privileges to publicly represent the district. Students who are suspended or trespassed are not permitted to access FHS. Student property is subject to search if reasonable suspicion exists.

FHS Behavior Matrix



Based on the matrix published by Washington State School Directors Association

Range of potential responses based on conditions, limitations, and interventions								
Severity Level	Behavioral Violation	Responses	Classroom Exclusion	ISS	OSS Short	OSS Long	Expulsion	School Referrals & Protocols
Type One	Disruptive Conduct	A-C						
	Dress Code	A-C						
	Physical Contact	A-C						
	Defiance	A-C						
	Disrespect	A-C						
	Academic Dishonesty/ Plagiarism	A-C						
	Property Misuse	A-C						
	Inappropriate Language	A-C						
Type Two	Destruction of Property	D	X	X	X	X	X	
	Physical Aggression	D	X	X				
	Tobacco Possession or Use	D	X	X	X			Prevention/Intervention Referral
	Failure to Cooperate	D	X					
	Sexually Inappropriate Conduct	D	X	X	X			
	Disruptive Conduct	D	X					
Type Three	Bullying	E	X	X	X			HIB Compliance Officer referral
	Fighting without Major Injury	E	X	X	X			School-based threat assessment referral
	Illicit Drug Possession or Use	E	X	X	X	X	X	Prevention/Intervention Referral
	Marijuana Possession or Use	E	X	X	X	X	X	Prevention/Intervention Referral
	Alcohol Possession or Use	E	X	X	X			Prevention/Intervention Referral
	Tobacco Distribution	E	X	X	X			Prevention/Intervention Referral
	Theft	E	X	X	X			
Type Four	Assault - I	F	X	X	X			School-based threat assessment referral
	Fighting with Major Injury	F	X	X	X	X	X	School-based threat assessment referral
	Sexual Harassment	F	X	X	X			Title IX Coordinator referral
	Discriminatory Harassment	F	X	X	X			Civil Rights Coordinator referral
	Malicious Harassment	F	X	X	X			School-based threat assessment referral
	Arson	F	X	X	X	X	X	School-based threat assessment referral
	Marijuana Distribution	F	X	X	X	X	X	Prevention/Intervention Referral
	Alcohol Distribution	F	X	X	X			Prevention/Intervention Referral
	Gang Intimidation or Activity	F	X	X	X	X	X	School-based threat assessment referral
	Safety	F	X	X	X	X		School-based threat assessment referral
Type Five	Assault - II	G	X	X	X	X	X	School-based threat assessment referral
	Sexual Assault	G	X	X	X	X	X	Title IX Coordinator Referral
	Illicit Drug Distribution	G	X	X	X	X	X	Prevention/Intervention Referral
	Possession of a Weapon	G	X	X	X	X	X	School-based threat assessment referral
	Robbery	G	X	X	X	X	X	School-based threat assessment referral
	Assault of Teacher	G	X	X	X	X	X	Classroom Reassignment School-based threat assessment referral
	Safety - II	G	X	X	X	X	X	School-based threat assessment referral
Type Six	Firearm	N/A	N/A	N/A	N/A	N/A	Mandatory	School-based threat assessment referral

Ferndale High School

Behavior Expectations (continued)



OFFICE REFERRALS

Discipline or behavior problems that cause an immediate safety threat or major classroom disruption may be referred directly to school administration. Administrators have, as their first obligation, the safety of all students and staff of FHS. When assigning consequences or behavior plans, the administrators balance the needs of the student to learn appropriate behaviors with the needs of the entire school for an environment that is equitable, safe, respectful, and conducive to effective learning. Administration reserves the right to adjust consequences based on the severity of the offense and to act upon behavior and circumstances not listed above.

In Promoting a Safe School Environment...

School authorities may search and seize any illegal contraband or objects, illegal substances or any material or object that violates a school rule or poses a hazard to the safety and good order of the school. Students are not to bring illegal or unsafe items to school or any school-sponsored activity. To promote a safe school environment, a school administrator may perform a range of safety checks, including:

1. **Authority to Conduct a Safety Check** – Pursuant to RCW 28A.600.230, school authorities may search a student, student's possessions, student's locker or student's vehicle if the school authority has reasonable grounds to suspect that the search will yield evidence of the student's violation of the law or a violation of the conduct standards contained in the Student Rights & Responsibilities.
2. **General Inspection** – School authorities will be making general inspections of lockers for the purposes including, but not limited to, safety, cleanliness, retrieval of school material, and maintenance.
3. **Locker/Storage Area Inspections** – Hall and PE lockers, and other storage areas, are a convenience provided for student use on school premises. They remain property of the school and are subject to inspection, access for maintenance and search, at any time, without notice, without student consent and without search warrant. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by, or approved by, school authorities. Unapproved locks shall be removed and destroyed without notification.
4. **Personal Searches** – A student's person and/or personal effects (purse, book bag, etc.) may be searched when a school authority has reasonable grounds to believe that the student is in possession of illegal, unauthorized, or contraband items.
5. **Motor Vehicle Search** – Students are permitted to park on campus after purchasing a parking permit and registering their vehicle at the ASB office. Vehicles on school property must display a valid FHS Parking Permit at all times. School authorities will conduct routine patrols of student parking lots and visual inspections of student automobiles on school property. Student vehicles are subject to search if reasonable grounds exist. This applies during regular school hours or during any school activity regardless of location.

Any student who refuses to submit to a reasonable search of their person, personal effects, or motor vehicle by school authorities will be subject to immediate Emergency Expulsion. School authorities may detain the student pending the notification and arrival of the student's parent/guardian and/or law enforcement officials as appropriate.

Ferndale High School



Grading

GRADE SCALE

The table below shows the grading system and how student's Grade Point Average (GPA) will be calculated based on the points awarded for each letter grade.

Class Percentage	Letter Grade	Standard GPA
93-100	A	4.0
90-92.99	A-	3.7
87-89.99	B+	3.3
83-86.99	B	3.0
80-82.99	B-	2.7
77-79.99	C+	2.3
73-76.99	C	2.0
70-72.99	C-	1.7
67-69.99	D+	1.3
60-66.99	D	1.0
0-59.99	NC	0.0

The grade book is an official record of student progress for the year. Skyward will be updated on a weekly basis so parents and students have access to current progress.

EAGLE TIME

Eagle Time is time embedded during the school day to provide state-required social emotional learning (SEL) skills, career readiness (HSBP) and academic support for all students. During this time, students have an opportunity to work on their assignments, seek out teachers for questions or additional help, obtain staff guidance or mentoring, meet in study groups, retake tests or quizzes, attend college/career sessions, and become better connected to our FHS community. Eagle Time is scheduled every day, for 26 minutes, after first period. All students must attend their Eagle Time class. Students will earn a credit for Eagle Time.

HOMEWORK CLUB

Communities in Schools of Whatcom-Skagit provides students with after-school homework and academic support. Homework Club typically begins the third week of school, and it's held from 2:30 to 4:30 p.m., Monday through Thursday, in Room 501. Students must show up to Homework Club at 2:30 and sign in upon entry. If a student shows up after 2:30, they must bring a signed note from the staff member they were with. During Homework Club, due to reduced after-school supervision, only one student may be out of the room at a time. Students must sign out whenever they leave the room and may not leave campus and return later. Students who ride the activity bus must remain in Homework Club, or another school-approved activity, for the entire time they are staying after school. Cell phone breaks will be provided, otherwise cell phones are to be put away during work time. Homework Club is intended to be a safe, positive place for students to work. If a student is in violation of school or Homework Club rules, they will lose Homework Club privileges for two weeks. A second conduct violation will result in loss of Homework Club privileges for the remainder of the year.

Ferndale High School



Communication

PARENT SQUARE

ParentSquare is an easy-to-use communication tool that combines multiple communication streams into one easy-to-use interface for families and staff. This year Ferndale Schools will be transitioning from our current notification system, School Messenger, to the much more robust communication platform, Parent Square. Parents and guardians are highly encouraged to use the ParentSquare app and website.

Here's what you can do with Parent Square:

- Receive messages from the school via email, text or mobile app notification.
- Use two-way texting, with translation between staff and families.
- Choose to receive information as it comes, or all at once, at 6 p.m. daily.
- Communicate in your preferred language.
- Direct message teachers and staff through a secure and private interface.
- Participate in group messages.

WEEKLY/DAILY BULLETINS

The weekly bulletin (411 SWAY) is emailed to students and parents every Monday. It will include important information regarding student activities, athletics, scholarships and other types of general announcements. Daily announcements to students will be made via intercom at 7:41 a.m. each morning.

SCHOOL CLOSURES AND DELAYS

Each year, the district faces the possibility of school closure or delay in start time due to weather, road conditions or other emergencies. Student safety is the primary concern. In the event of school closure, staff and students will be notified via email and phone messenger.

Ferndale High School

Technology & Counseling Support



TECH HELP TIMES

Ferndale High School offers drop in technology help in the library at the following times:

Monday	Tuesday	Wednesday	Thursday	Friday
7:30-11:00 AM	12:30-3:30 PM	No Drop-In Hours	7:30-11:00 AM	12:30-3:30 PM

Please bring your device and charger to drop-in hours.

The Tech Help Desk can also be contacted at (360) 383-9219 or help@seitelsystems.com. The Tech Help Desk can support students who are having difficulty with their laptops or need to report a lost, damaged or stolen device. Seitel will create a ticket number and will help as soon as possible.

COUNSELOR SUPPORT

If a student needs to see or speak to their counselor, they will need to make an appointment on the Counselor's Corner Canvas page or schedule a meeting with the secretary in counseling office. The Counseling department will continue to use Calendly as a means to set meetings with students, families and staff. Our counselors are:

Counselors	Students Served	Email
Sierra Hills	All 9 th grade students	sierra.hills@ferndalesd.org
Bobby Jones	Upperclassmen Alpha Group A-Go	bobby.jones@ferndalesd.org
North Moench	Upperclassmen Alpha Group Gr-N	north.moench@ferndalesd.org
Aurora Davis	Upperclassmen Alpha Group O-Z	aurora.davis@ferndalesd.org