Garfield Elementary
2021-2022

Student Handbook

Garfield School District
810 N. 3rd Street
Garfield, Washington 99130
509.635.1331
509-635-1332 (fax)
www.garpal.net

Zane Wells, Superintendent/Principal
# Garfield Elementary Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Debbie Anderson</td>
<td>Secretary</td>
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<tr>
<td>Mrs. Pam Arbogreen</td>
<td>Para-Educator</td>
</tr>
<tr>
<td>Mr. Craig Cochran</td>
<td>Maintenance Supervisor</td>
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<tr>
<td>Mr. Tom Boone</td>
<td>Bus Driver</td>
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<tr>
<td>Mr. Paul Currier</td>
<td>Activities Advisor</td>
</tr>
<tr>
<td>Mrs. Louanne Deerkop</td>
<td>Preschool Teacher/Para-Ed</td>
</tr>
<tr>
<td>Mrs. Trish Gorence</td>
<td>Custodian</td>
</tr>
<tr>
<td>Mrs. Rebecca Hemphill</td>
<td>Elementary Music</td>
</tr>
<tr>
<td>Mrs. Dawn Hunt</td>
<td>Para-Educator</td>
</tr>
<tr>
<td>Mr. Jason Jahn</td>
<td>Transportation Supervisor</td>
</tr>
<tr>
<td>Ms. Kasey Kampster</td>
<td>Title I/Reading/Art</td>
</tr>
<tr>
<td>Mrs. Teresa Kerns</td>
<td>2nd and 3rd Grade</td>
</tr>
<tr>
<td>Mrs. Patty Lange</td>
<td>Bus Driver</td>
</tr>
<tr>
<td>Mrs. Merri Lewis</td>
<td>Para-Educator</td>
</tr>
<tr>
<td>Mrs. Andrée Marcus-Rader</td>
<td>School Counselor</td>
</tr>
<tr>
<td>Ms. Joanne McCully</td>
<td>Kindergarten and 1st Grade</td>
</tr>
<tr>
<td>Mrs. Ariel Merrill</td>
<td>School Nurse</td>
</tr>
<tr>
<td>Mrs. Erin Olsen</td>
<td>4th/5th Grade</td>
</tr>
<tr>
<td>Mr. Mike Olsen</td>
<td>Cook</td>
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<tr>
<td>Mr. Brian Reathaford</td>
<td>Para-Educator</td>
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<tr>
<td>Ms. Bailey Pfaff</td>
<td>Special Education Director</td>
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<tr>
<td>Mrs. Stevie Pfaff</td>
<td>Office/Food Service</td>
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<tr>
<td>Mrs. Camille Rupp</td>
<td>1st and 2nd Grade</td>
</tr>
<tr>
<td>Mrs. Lori Schaffer</td>
<td>Para-Educator/Preschool Assistant</td>
</tr>
<tr>
<td>Mrs. Patty Villa</td>
<td>Librarian Assistant</td>
</tr>
<tr>
<td>Mr. Trevor Villa</td>
<td>Technology</td>
</tr>
<tr>
<td>Mr. Phil Weagraff</td>
<td>Bus Driver/MS Science Teacher</td>
</tr>
<tr>
<td>Mr. Zane Wells</td>
<td>Principal/Superintendent</td>
</tr>
<tr>
<td>Mr. Nate Holbrook</td>
<td>Elementary/MS PE Teacher/MS AD</td>
</tr>
<tr>
<td>Mr. Matt Zook</td>
<td>Elementary Band/MS Band</td>
</tr>
</tbody>
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**DAILY SCHEDULE**

Preschool - A.M.: 8:00-11:15 A.M.
K-5th: 8:15 A.M.-3:00 P.M.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:45 a.m.</td>
<td>Doors Open For Students (Breakfast Offered)</td>
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<tr>
<td>8:00 a.m.</td>
<td>Preschool starts</td>
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<tr>
<td>8:10 a.m.</td>
<td>K – 5th Students should be at school</td>
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<tr>
<td>8:15 a.m.</td>
<td>K – 5th grades start school</td>
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<tr>
<td>11:00 a.m.</td>
<td>Elementary lunch starts</td>
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<tr>
<td>11:15 am</td>
<td>Preschool students board for home</td>
</tr>
<tr>
<td>12:00 noon</td>
<td>Lunch recess ends</td>
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<tr>
<td>2:55 p.m.</td>
<td>School day ends</td>
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<tr>
<td>3:05 p.m.</td>
<td>Buses depart for routes, home</td>
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</table>

Students are expected to leave the building at 3:00 p.m. unless they are waiting for someone to pick them up or if their teacher requested they stay for extra help.

**SCHOOL ANNUALS**

The Garfield Elementary and the Garfield-Palouse Middle School have a combined School Annual. The cost of the School Annual runs about $16.50 each and may be purchased through the office.

**“CAUGHT YA’ BEING GOOD”**

This award is to recognize extraordinarily good behavior and/or deeds and may be given by any staff member in the building. Each “Caught Ya” slip is separated and entered in an all school drawings each month.
SCHOOL RULES

Overall:
1. Show respect for all adults
2. Show respect for other students
3. Keep hands and feet to yourself.
4. No swearing, teasing, or obscene gestures.
5. Students must wear clothes that are appropriate for school.
6. Students may not bring any dangerous items to school.
7. Students are discouraged from bringing toys, radios, tape players, and CD players to school.
8. Skateboards, scooters, and bikes are not to be ridden on school property. They should be walked to the appropriate areas and left there until the end of the day.

RECESS:

A. Outside playground:
1. Students must stay on the blacktop, the playground equipment, or the field.
2. Students may only throw or kick a ball on the field.
3. Students may only take out toys that are provided by the school.
4. Students may play tag games, but no rough play is allowed.
5. Students must use the playground equipment properly.
6. Sledding – a) Student may only use plastic sleds without brake handles
   b) Students MUST wear snow pants, coat, ha

CONSEQUENCES FOR BREAKING A RULE AT RECESS:

1. Time out during recess.
2. Loss of recess or recesses.
3. Student sent to Principal’s office to receive consequences.

LUNCHROOM RULES

1. Classroom decorum is expected.
2. Walk slowly before getting your lunch and carefully after receiving your lunch tray.
3. A normal conversation level is acceptable in the lunchroom.
4. Return your tray and all garbage items to the appropriate area.
5. When done eating please sit quietly until you get permission to line up for recess.
6. Proper table manners are expected of all students eating meals at school.

BREAKFAST AND LUNCH

For the 2021-2022 school year, breakfast and lunch will be provided free of charge to all students.
**CLOSED CAMPUS**
The Garfield Elementary students are not allowed to leave campus during the school day without specific permission from the office.

**CHECKING IN AND OUT REMINDERS**
All students should check in at the main entrance of the office with the office personnel when coming to school after school has already started.

**ALL STUDENTS MUST BE SIGNED IN AND OUT BY AN ADULT.**
Parents, guardians, and grandparents, please check in at the main entrance with the office personnel when coming into the building.

**NOTES REALLY HELP!**
Students, who are to be excused from school during the day for whatever reason, should bring a note from their parent or call the school. Also, for your child’s safety, it is very important we have a record of where your child is going and with whom. **ALL NOTES SHOULD BE BROUGHT TO THE OFFICE.**

**CALL 635-1331 IF YOUR CHILD WILL BE ABSENT!**
To help us protect your child going to and from school, please call us in the morning before 9:00 a.m. if he/she is going to be absent. We will attempt to contact you if we do not receive a call from you.

**YOUR CHILD IS ILL 😩**
If your child is ill please KEEP him/her at home until well! If your child becomes ill at school we will make every effort to contact you by phone. **The emergency information you filled out at the beginning of the year will be used if we cannot reach you at home or work.**

**ACCIDENTS / ILLNESS AT SCHOOL**
Should an accident occur or should your child become ill, the office will make an immediate effort to contact parents by phone or by texting. The emergency information requested on the registration form at the beginning of the year asks for the name of your family doctor and a close friend. If you cannot be reached, the emergency number will be used.
SCHOOL DELAYS
Busses will run 1-1/2 hours late as per announcement. If school is delayed there will be no Preschool.

Please make sure that the information for your son/daughter emergency information is up to date. If you have any questions, please don’t hesitate to call the school.

EMERGENCY BUS ROUTES ARE RUN ON PAVED ROADS ONLY

NO ANNOUNCEMENT MEANS SCHOOL AS USUAL

COMPULSORY ATTENDANCE
Parents of any child eight years of age and under eighteen years of age shall cause such child to attend school and such child shall have the responsibility to and therefore shall attend for the full time when such school may be session unless the child is enrolled in an approved private school, and education center as provided in chapter 28A.205 RCW or is receiving home-based instruction. The superintendent for children who are sixteen years of age may grant exceptions or older if the child has:
   a. Become regularly and lawfully employed and either the parent agrees that the child should be not required to attend school or the child has been emancipated in accordance with chapter 13.64 RCW;
   b. met graduation requirements, or
   c. received a certificate of educational competence

Any law enforcement officer authorized to make arrests can take a truant child into custody with a warrant and must then deliver the child to the parent or the school.

EXCUSED ABSENCE
Parents are requested to call the school (635-1331) on the first day of an absence. A written note indicating the reason for the absence should be sent upon the student’s return. Parents will be called if students are absent and the school has not been notified.

1. Each time you are absent you MUST bring a note or have a phone verification of the absence from your parents upon return to school. This should contain the following information:
   a. First and last name of student.
   b. Date or dates of absence.
   c. Reason for absence.
   d. Parents signature.
2. Report to the office with your note before school starts.
VALID EXCUSES

Absences and tardies:
   a. Absence caused by health condition, illness, or family emergency when prior arrangement is not practical.
   b. Absence caused by participation in school approved activities.
   c. Absence for parental-approved activities and medical/dental appointments with prior arrangement with the principal or his designee.
   d. Absence resulting from disciplinary actions or short-term suspension.
   e. Absence caused by extended illness or health condition. If a student is confined to home or hospital for an extended period, the school will arrange for the accomplishment.
   f. Pupils may be excused from school on days held sacred by parents provided that arrangements are made in advance with the principal or her designee.
   g. No pupil shall be sent on an errand off the school grounds without the consent of the principal or superintendent.

Parents or guardians have the primary responsibility for keeping students in regular attendance, recognizing that classroom attendance and punctuality are essential. Regularity of attendance is important to the character-building process and is necessary in developing proper habits, the feeling of mastery through success, interest in school, and a sense of responsibility.

UNEXCUSED ABSENCES

A student is truant if he or she:
   a. Leaves school without checking out in the office;
   b. Absent without knowledge or consent of parents;
   c. Absent from class without permission;
   d. Falsifies parental notification;
   e. Sleeping in;
   f. Stays home and is not ill or does not have a doctor or a dentist appointment;
   g. Stays home to do homework.

AFTER SCHOOL SCHEDULE CHANGE

Please try to call the school by 2:30 p.m. if there is a change in your student’s schedule from their normal routine. This will give us time to get the message to your child.
DRESS CODE

Student attire should not distract from the educational process. The following examples of clothing will not be allowed:

1) Clothing depicting or promoting the use of alcohol, drugs, or tobacco.
2) Clothing with suggestive pictures or words.
3) Clothing with pictures depicting violence or racist statements.
4) Accessories that might pose a threat to others may not be worn (i.e. chains).
5) Pants worn inappropriately.

Shorts and tank tops may be worn during hot weather when it would be more comfortable. Shorts must be appropriate length and fit. "Short" shorts and spandex are not permitted. Hats are not acceptable in the building. The only hats permitted are weather appropriate for recess (stocking hats, etc.). Sunglasses will not be worn in the building during school hours except for medical purposes. Gang related clothing will not be worn.

6) No spaghetti strap tops or strapless tops. Tops must meet 3-finger width rule.
7) Sanitation should at all times maintain an acceptable level of cleanliness so as not to be offensive to others. Health standards will be observed and shoes will be worn. Any form of dress or hairstyle which is considered contrary to good hygiene or which is distracting or disruptive in appearance and detrimental to the purpose of conduct of the school will not be permitted. Students in violation of the above dress standards may be held out of class or sent home to change, or subject to other discipline. You represent the school and the community. Thank you for having great pride as to your appearance how you dress.

MEDICATIONS

We must have a letter of permission signed by a physician if your child is to receive a prescription or non-prescription medication during the school day. Only prescribed medication may be administered at school. The medication must be in pharmacy container with the prescription and physician’s and child’s names clearly visible. Aspirin may NOT be distributed by school personnel except under the supervision of authorized personnel ONLY when prescribed by a physician. If you need a medical form please get one from the main office.
“NIGHTLY READING”

We continue to focus on improving the reading skills of our students. Families can really help by setting aside a time EACH evening for your child to read. The following times are suggested: grades K-1-2 – 10 minutes, grades 3-4 – 20 minutes, and 5th grade – 30 minutes. THANKS FOR YOUR HELP!!

TRAVEL/WALKING TO SCHOOL

Students who walk to school, as well as those who ride the bus, should always keep in mind the following:

1. Walk on the left side of the road, facing the traffic if a sidewalk is not provided.
2. If the road has shoulders for foot traffic, use them rather than the road.
3. If cars are meeting or passing each other, **step off the road and allow them to pass**.
4. Do not walk on road in groups or abreast. Keep as far over to one side as possible.
5. Willingly obey all traffic patrols and follow instruction brought to your attention.
6. Students that have a change in their routine for the day will need to bring a note from parents or a phone call to the office regarding that change. Please make all arrangements prior to coming to school and not during school time.

BICYCLE SAFETY AND RULES

1. Bicycles may be ridden to school except by Kindergarten students
2. All bikes are to be placed in the space provided
3. Bikes may not be ridden on school grounds
4. Students are not to ride any bike but their own
5. The bicycle area is not fenced, and the school does not assume responsibility for bicycles that may be damaged or stolen
6. Know the serial number of the bicycle and have it on record in your home for identification purposes
7. Bicycles should not be ridden during inclement weather
8. Riders should know and practice acceptable rules
9. Ride on the right side of the street
10. Use hand signals
11. Get off and walk across busy streets
12. **DON’T FORGET YOUR HELMET—BE SURE IT HAS YOUR NAME ON IT.**
13. Park your bike in the bike stands when arriving to school.
**SCHOOL DRILLS**

We can never plan for every emergency. Each emergency will likely possess its own characteristics. For this reason we rely upon the good judgment of staff members in charge of students to make the safe and sane decision.

**YOUR CHILD'S SAFETY**

Rest assured that children riding school buses are under capable supervision of qualified bus drivers. Safety is the foremost concern of the transportation supervisor and bus drivers.

Each day the bus drivers see that every child is delivered safely to his or her designated bus stop. No child is allowed to get off the bus at other than his or her designated stop, unless by permission of school authorities acting upon written parental request.

**PRE-SCHOOL AND KINDERGARTEN CHILDREN WILL BE RETURNED TO THE SCHOOL IF THERE IS NO ONE TO MEET THEM AFTER SCHOOL. THE BUS DRIVER MUST HAVE EYE CONTACT WITH AN ADULT BEFORE YOUR CHILD LEAVES THE BUS!**

**BUS SAFETY**

1. Follow the driver’s directions promptly.
2. Treat other students and equipment with respect. Be seated as quickly as possible and STAY PUT!
3. Stay well away from the bus except when loading or unloading.
4. If you have to cross the road in front of the bus when the driver gives permission and never behind it.
5. Stand up to leave only after the bus stops.
6. Students need to bring a note from a parent so the office can sign the note, which is then given to the bus driver explaining any changes in the regular schedule. Arrangements should be made before coming to school.
7. Students who choose to disregard the rules may lose the privilege of riding the bus.
S.A.C.K.

SUPPORT AND CARING FOR KIDS
The S.A.C.K. organization is the Palouse and Garfield parent organization. It was formed to help support such school functions as concerts, potlucks, picnics, room activities, open house, etc. for all grades K-12. In additions, S.A.C.K. provides those little “extras” that the school might need as well as a scholarship for a deserving senior each year. Each family is asked to support the organization by donating a few dollars and help as needed. A form is sent home every fall for sign up for special activities. Please send back as soon as possible and help support your school.

TELEPHONE USAGE
Students needing to use the phone may get permission from their teachers to use the classroom phone or come to the office. If you are making special arrangements please make those arrangements at home before arriving to school.

INJURIES
If a student is injured and excused from P.E., they will not be allowed to play at recess or any other physical activity. If a student is seen by a doctor for an injury or potential injury the student must have a doctor’s note to be able to return to any activity. Doctor notes come to the office.

LOST AND FOUND
Please, Please, Please!
Label all coats, sweatshirts, mittens, gym shoes, etc., anything that may be taken off and lost. We always have a collection of lost items, so please always check with the office or the teacher/janitor for lost items.

VALUABLE ITEMS
Students should not bring large amounts of money or other valuable items to school. If students wear glasses or watches, they should be careful to keep track of them at all times. Students are responsible for the safe keeping of personal property. Valuables should not be left unattended (even in desks.)
**HARRASSMENT, BULLYING AND INTIMIDATION**

Harassment, bullying, and intimidation will not be tolerated and there will be consequences for such action. Garfield and Palouse School Districts are committed to a safe and civil educational environment for all students, employees, volunteers, and patrons, free from harassment, bullying or intimidation.

“Harassment, bullying, or intimidation means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

1) Physical, emotionally, and/or mentally harms a student or damages the student’s property; or
2) Has the effect of substantially interfering with a student’s education; or
3) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
4) Has the effect of substantially disrupting the orderly operation of the school.

(See the Policy Number 3207 and procedures in the District Policy Manual for the complete policy and procedures.)

**FIELD TRIPS**

Field trips are very special events for our students. We need your help. Because of transportation liability issues, we will not be able to allow siblings on field trips.

**PESTICIDE NOTIFICATION**

Schools must establish a notification system that notifies interested parents or guardians of students and employees at least 48 hours before a pesticide application to a school facility. The area that is sprayed will be posted for at least 24 hours from the time of application. Schools shall make records of all pesticide applications to school facilities, including an annual summary of the records. (See Policy Number 6895 and procedures in the District Policy Manual for the complete policy and procedures).
WITHDRAWAL PROCEDURES
Students withdrawing from school should inform the main office before their last day of attendance. They should bring a statement from their parent or guardian indicating the purpose. Clearance endorsed by their teacher will be required before school records are transferred.

SCHOOL PICTURES
Individual and group pictures are taken in the Fall. Information will be sent home with your student.

CELL PHONES
Cell phones, and music devices not only detract from but also interrupt the educational process of the school. Electronic devices (including cell phones, cameras and digital or other music players) must be stored in their backpack until the end of the school day. Any electronic device that is found outside the student’s backpack during the school day will confiscated by school staff, and will only be returned by the office to the student’s parent or guardian. Under no circumstances may any electronic device be used for any unlawful activity, including inappropriate photography, on school grounds.

SPECIAL SERVICES
Garfield School District provides the following special services: Special Education, Language/Speech and Hearing Services, Physical Therapy, and School Psychological Services. If you have any questions about our services, please contact the school office at 635-1331 and your call will be directed to the Special Education department.

AFFIRMATIVE ACTION/TITLE IX COMPLIANCE OFFICER
Equal educational opportunity and treatment shall be provided all students. No student legally enrolled shall, on the basis of age, handicap, national origin, race, religion, sexual orientation, or gender be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity administered or authorized by the district school board.

Zane Wells/Garfield School District Superintendent
PO Box 398
Garfield, WA 99130
FERPA (FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT)
The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student’s education records. (Policy 3231P)

EQUAL EDUCATION OPPORTUNITIES
Garfield School District # 302 does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Civil Rights Coordinator/Title IX Officer: Zane Wells, zwells@garpal.net
504 Coordinator: Andree Marcus-Rader, amarcus-rader@garpal.net
810 N. 3rd - Box 398 - Garfield, WA 99130 - 509-635-1331

DISCRIMINATION:
You can report discrimination and discriminatory harassment to any school staff member or to the district’s Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district’s nondiscrimination policy and procedure, contact your school or district office or view it online.

SEXUAL HARASSMENT:
Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:
• A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
• The conduct substantially interferes with a student’s educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:
• Pressuring a person for sexual favors
• Unwelcome touching of a sexual nature
• Writing graffiti of a sexual nature
• Distributing sexually explicit texts, e-mails, or pictures
• Making sexual jokes, rumors, or suggestive remarks
• Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district’s Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district’s sexual harassment policy and procedure, contact your school or district office, or view it online.
**COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT**

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child’s principal or with the school district’s Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

**Complaint to the School District**

*Step 1: Write Out Your Complaint*

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

*Step 2: School District Investigates Your Complaint*

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

*Step 3: School District Responds to Your Complaint*

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

**Appeal to the School District**

If you disagree with the school district’s decision, you may appeal to the school district’s board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district’s response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board’s decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

**Complaint to OSPI**

If you do not agree with the school district’s appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint
process that can take place if one of these two conditions has occurred: (1) you have completed the district’s complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us | Fax: 360-664-2967
Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit our website, or contact OSPI’s Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

Other Discrimination Complaint Options
Office for Civil Rights, U.S. Department of Education
206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | OCR Website

Washington State Human Rights Commission
1-800-253-5247 | TTY: 1-800-300-7525 | Human Rights Commission Website

**HOMELESS LIAISON**

Children and youth in many different living situations are considered homeless under federal law: McKinney-Vento Homeless Education Assistance Act.

**GARFIELD HOMELESS LIAISON**

Andrée Marcus-Rader
Superintendent of Garfield Schools
810 N 3rd Street
PO Box 398
Garfield, WA 99130