



# Shorecrest High School Student Handbook 2020-2021

Remote Learning Edition,  
an accompaniment to our in person  
Student Handbook and Student Rights and  
Responsibilities

**Shorecrest is a place where all students are safe to learn without threat of violence, concern for safety, use of degrading or hurtful language, or harassing behavior. We are committed to social justice, nurturing our diverse student and staff community, and working together to create a society free of discrimination, racial injustice, and intolerance.**

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**At Shorecrest, we believe in the SCOTS way of learning...**

	Classroom	Electronics/Technology
Support each other	<ul style="list-style-type: none"> <li>Practice academic honesty</li> <li>Give and receive constructive and respectful feedback</li> </ul>	<ul style="list-style-type: none"> <li>Encourage others to use electronics responsibly</li> </ul>
Challenge ourselves	<ul style="list-style-type: none"> <li>Engage in learning and take academic risks</li> <li>Go beyond the minimum expectations</li> </ul>	<ul style="list-style-type: none"> <li>Use your electronics responsibly and set boundaries for yourself</li> </ul>
Open-minded and genuine	<ul style="list-style-type: none"> <li>Hear/learn/express new ideas</li> <li>Show respect for peer, teacher, and guest ideas</li> </ul>	<ul style="list-style-type: none"> <li>Consider the source</li> <li>Explore multiple viewpoints</li> </ul>
Tenacity	<ul style="list-style-type: none"> <li>Self-advocate and problem solve</li> <li>Be present in your own learning</li> </ul>	<ul style="list-style-type: none"> <li>Set boundaries and take time away from screens when you can, every day</li> </ul>
Show strength & spirit	<ul style="list-style-type: none"> <li>Support class norms</li> <li>Collaborate with others</li> </ul>	<ul style="list-style-type: none"> <li>Positively represent your learning, the class, and the school</li> </ul>

## Remote Learning Bell Schedule

Mon, Tue, Thu, Fri		Wed (Early Release)	
8:50 - 10:20	Per 1	8:50 - 9:25	Per 1
10:30 - 11:05	HH	9:30 - 10:05	Per 2
11:15 - 12:45	Per 2	10:10 - 10:45	Per 3
12:55 - 1:20	Lunch	10:55 - 12:55	Classwork / Homework
1:30 - 3:00	Per 3	12:55 - 1:20	Lunch
3:00 - 3:30	Classwork / Homework	1:20 - 3:30	Homework / Early Release

**Shoreline Public Schools**  
**\*\*FINAL\*\* 2020-2021 SCHOOL CALENDAR**  
*Board Approved 9/23/2019, Einstein & Kellogg Additional Days Added*

2020					2021					Designated Dates	
MON	TUE	WED	THUR	FRI	MON	TUE	WED	THUR	FRI		
JULY					JANUARY					18	
	1	2	3		4	5	6	7	8	Jul 2 Independence Day Holiday	
6	7	8	9	10	11	12	13	14	15	Jul 3 Additional Independence Day Holiday (Certain Shoreline CBAs)	
13	14	15	16	17	18	19	20	21	22	Aug 20 - 21 See SEA MOU Middle School Transition Support; Two mandatory days for Einstein & Kellogg staff	
20	21	22	23	24	25	26	27	28*	29*	Aug 25 A/A Non-Student SEA Staff Work Day	
27	28	29	30	31	FEBRUARY					15	
AUGUST					1	2	3	4	5	Aug 26 A/C Non-Student SEA Staff Work Day	
3	4	5	6	7	8	9	10	11	12	Aug 27 I/A Non-Student SEA Staff Work Day	
10	11	12	13	14	15	16	17	18	19	Aug 28 A/C Non-Student SEA Staff Work Day	
17	18	19	20*	21*	22	23	24	25	26	Aug 31 A/I Non-Student SEA Staff Work Day	
24	25*	26*	27*	28*	MARCH					23	
31*	SEPTEMBER					1*	2*	3*	4*	5*	Sep 1 I/I Non-Student SEA Staff Work Day
	1*	2*	3*	4*	8	9	10	11	12	Sep 2 First day of School Grades 1 through 12	
7	8*	9	10	11	15	16	17	18	19	Sep 2 - 4 WaKIDS Conferences with Kindergarten parents, no school for kindergarten students	
14	15	16	17	18	22	23	24	25	26	Sep 7 Labor Day (federal holiday)	
21	22	23	24	25	APRIL					17	
28	29	30			1	2	3	4	5	Sep 8 First day of School for Kindergarten Students	
OCTOBER					8	9	10	11	12	Sep 16 First Early Release Wednesday - all students released 100 minutes before normal end of school day	
5	6	7	1	2	15	16	17	18	19	Nov 2 - 6 Elementary Half-Day Release for Elementary Parent Conferences; evening conferences scheduled either 4 - 6 Tuesday & Thursday or 4 - 8 Thursday	
12	13	14	15	16	22	23	24	25	26	Nov 4 Half-Day Release for Elementary Students; regular Early Release work day for Staff	
19	20	21	22	23	29	30	31			Nov 6 End of 1st Quarter (secondary)	
26	27	28	29	30	MAY					20	
NOVEMBER					3	4	5	6	7	Nov 11 Veterans Day (federal holiday)	
2*	3*	4*	5*	6*	10	11	12	13	14	Nov 25 Half-Day Release for all students and SEA Certificated Staff	
9	10	11	12	13	17	18	19	20	21	Nov 26 - 27 Thanksgiving Break (federal holiday plus one additional day)	
16	17	18	19	20	24	25	26	27	28	Dec 21 - Jan 1 Winter Break	
23	24	25*	26	27	JUNE					13	
30	1	2	3	4	7*	8	9	10	11	Jan 18 Martin Luther King Jr. Day (federal holiday)	
	7	8	9	10	14	15	16	17	18*	Jan 28 End of 1st Semester (and end of 2nd Quarter-Secondary)	
7	8	9	10	11	21*	22	23	24	25	Jan 29 I/I Non-Student Grading Day; no school for all students	
14	15	16	17	18	28	29	30			Feb 15 President's Day (federal holiday)	
21	22	23	24	25	Total Student Days 180					106	
28	29	30	31		Please note: 1) School make-up days are anticipated to be scheduled in the following order as needed: 1/29, 6/7, 6/21 and the following week						

\* see note on right      schools closed      non-student workday

Reviewed by SEA LMC 3/9/20 for middle school days, 5/11/20 for notes

C Collegial Time  
 P Principal Time  
 D District Time  
 A Administrator Time\*  
 I Individual Time  
 \*TBD

## District Attendance Policy during Remote Learning

A student is absent when they are not participating in planned instruction activities on a remote learning day. Participating can be demonstrated by but not limited to daily logins to learning management systems, daily interactions with staff to acknowledge attendance, evidence of participation in a task or assignment. Participation can be synchronous or asynchronous

**At Shorecrest we know that...**attending class regularly allows you to stay connected to your teacher and your peers and helps you grow in your learning. Teachers will be taking attendance every school day at 3:00pm. To demonstrate attendance on a Remote Learning Day you can:

- Participate in the scheduled Synchronous Zoom Class
- Submit a Daily Check In (Google form) for each class by 3:00 pm on Canvas

If something comes up, and you are unable to do either of these two things, you will be marked absent **but please communicate with your teacher by sending them an email!** If you are engaging with Remote Learning outside of the traditional school day hours, we want to be sure you are counted as present. We want to support you. We are living through a pandemic and everyone wants to see you succeed!

### What to do if you miss class:

- 1) Check Canvas
- 2) Check in with a classmate
- 3) If you still have questions and/or need help, email your teacher!

## School-Wide Late Work Policy

Due dates for assignments are established by your teacher and will be communicated in class and posted on Canvas. If you foresee a problem submitting an assignment by the due date, communicate with your teacher prior to the deadline so that you and your teacher can create a new, appropriate deadline for your circumstance. We'd like to encourage you in growing your self-advocacy skills by communicating with your teacher when you need help or an extension.

There will be due dates and deadlines. If you miss one, and have not communicated with your teacher, know that we still want you to complete the assignment for your own learning and growth. **We do accept Late Work at Shorecrest.** Late Work is accepted for 60% **minimum credit** so long as the work is complete and standards have been met. Final deadlines for turning in late work are established by your teacher and will be communicated in class and posted on Canvas.

## Honesty Policy

**Academic Honesty is...** doing your own work; crediting others's words, pictures, facts, and ideas; helping or teaching others without giving anyone your work to copy; using all written and electronic sources with integrity. We want to support you in YOUR learning and can only do that when we see examples of your work, your thinking. Your teacher will ask you to re-do and re-submit work that does not appear to be your own and you risk receiving a zero (no credit) for the work submitted.

## Shorecrest Believes in a Safe and Supportive Learning Environment

### Our Name and Pronoun Commitment

You have the right to be referred to by the name you are most comfortable with. If the name listed on a roster is not the name you would like to be called, please let your teacher know in class or through email. Additionally, you have the right to be referred to by the pronouns you use. In order to create a safe and trusting environment, you should refer to your classmates by the names and pronouns they are most comfortable with. If you aren't sure, ask!

**If you feel unsafe, are threatened/bullied or harassed, or are concerned about a classmate** please contact our Dean of Students, your Counselor, or any trusted adult at Shorecrest.

You may also make a report using this [Google link](#). Fill out the form if you feel unsafe, are threatened/bullied or harassed, or are concerned about a classmate. You can fill out this form on behalf of another student. You have a right to feel safe at school, even in a remote environment. Please note that no disciplinary action can be taken against an alleged aggressor based solely on anonymous reporting.

## School-Wide Zoom Norms

- Please keep your audio on mute until you want to speak. This will help to limit background noise.
- If you would like to use the chat box, remember that it is public and a record of the chat is kept and archived.
- Set up your Zoom profile picture as a bitmoji, school photo, or favorite selfie so that when your camera is off, your teacher will still see your face.
- Respect the privacy of others by not audio or video recording any Zoom interactions.
- Follow the SCOTS way of learning and being in community.

## Canvas Norms

- Teachers will use MODULES to organize lessons and activities during Remote Learning so that all students and families can find information about assignments in the same location for all teachers, all classes.
- Teachers will embed their Zoom Links in EVENTS and on their Homepage.
- Teachers will use the District provided Canvas Template as their Canvas Homepage.

## Remote Highlander Home

### Highlander Home Expectations

- Highlander Home is part of the instructional day. Attendance is mandatory, students must attend their HH class.
- There is no “movement” in Highlander Home while we are in virtual learning mode.
- Mon/Tues/Thurs is for academic support and building-wide activities are completed on Fun Fridays.

### Purposes of Highlander Home

- Academic Time, Supports, and Empowerment
- Connectedness and Community
- Senior High School & Beyond Plan & Other Senior Support
- School Climate and Culture Activities, Student Government
- Nuts and Bolts of School, Daily and Video Announcements

## Counseling Information

### [Link to Virtual Counseling Office](#)

Counselors	Grade Level/ Last Name	Email Address	Ext.
Jill Brown	9-12/A-Ferd	<a href="mailto:jill.brown@shorelineschools.org">jill.brown@shorelineschools.org</a>	4300
Kim Smith	9-12/Ferg-Hos	<a href="mailto:kimberly.smith@shorelineschools.org">kimberly.smith@shorelineschools.org</a>	4307
Sara McManus	9-12/Hou-Mce + ELL students	<a href="mailto:sara.mcmanus@shorelineschools.org">sara.mcmanus@shorelineschools.org</a>	4283
Jenny Breed	9-12/Mcf-Schm + AVID 10/11	<a href="mailto:jenny.breed@shorelineschools.org">jenny.breed@shorelineschools.org</a>	4318
Wendy Friedman	9-12/Scho-Z + AVID 9/12	<a href="mailto:wendy.friedman@shorelineschools.org">wendy.friedman@shorelineschools.org</a>	4299

## Grading Guidelines

In the 3 by 3 schedule for the 2020-2021 school year, students are earning credit in (0.5) increments per grading period as they have done in the past.

While students are taking fewer classes at any one time, they are still meeting the same instructional hours as before. It is just now over a more concentrated period of time.

### Grading Terms for the 2020-2021 School Year:

End of Semester 1	<b>November 6</b>	(0.5 credits x 3 classes = 1.5 credits)
End of Semester 2	<b>January 28</b>	(0.5 credits x 3 classes = 1.5 credits)
End of Semester 3	<b>April 9</b>	(0.5 credits x 3 classes = 1.5 credits)
End of Semester 4	<b>June 18</b>	(0.5 credits x 3 classes = 1.5 credits)

***Grades will be final, and transcripts will be updated 4 times a year in this model***

### Enrollment & Credit Policies:

Each semester course is equivalent to 75 hours of instruction and is worth one-half (0.5) credit upon successful completion (grade of "D" or better). High school credit is awarded for successful completion of a specified unit of study. In this district, successful completion of a specified unit of study means:

- Earning a passing grade according to the district grading policy; and/or
- Demonstrating proficiency/mastery of content standards as determined by the district; and/or
- Successfully completing an established number of hours of planned instructional activities to be determined by the district (75 hours).

Report cards are issued four times each year, approximately two weeks after the end of each marking period. **Semester grades are posted to the official transcript.** Parents/guardians are encouraged to check their student's progress online via Canvas and may always contact the teacher or a counselor for additional assistance.

Again, at the end of each Semester students will be issued a final grade for the course. **The end of Semester dates are provided above.** Students will continue to make progress towards graduation by earning credit in (0.5) credit increments as they have in the past.

We will be utilizing an A - F grading system and implementing the grade point system used by our state. See below:

The following grade point system is used by public schools in the State of Washington:

A = 4.0	B+ = 3.3	C+ = 2.3	D+ = 1.3	F = 0
A- = 3.7	B = 3.0	C = 2.0	D = 1.0	
	B- = 2.7	C- = 1.7		