

Notification of FERPA Rights

The Family Educational Right and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records, They are:

The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official), a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the Sultan School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

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

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

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

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (Note: FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request).

The district may also release directory information without consent. The Sultan School District identifies and limits such directory information to the following information about a student which the school may possess: name, address, telephone number, date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received and the most recent previous school attended.

This student information is used as the basis for student directories, for information necessary to announce and describe student activities such as athletic events, plays and musicals, for information necessary to publish student awards and graduation lists, and for information to be placed in the public domain by the schools for other school purposes consistent with school district policies and regulations.

FERPA grants parents the right to request that directory information not be released without their prior written consent. If such a request is placed in a student’s record, the student shall be omitted from such publications. To assist those families who have chosen to have unlisted telephone numbers, it is possible to request that only that part of the directory information not be released without prior written consent.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with requirements of FERPA. Contact FERPA at:

Family Policy Compliance Office: U.S. Department of Education
400 Maryland Ave. S.W., Washington DC 20202-4605

Release of Student Records and Information

We will not release student cumulative record information to persons or agencies without your written consent, with the following exceptions: Under federal law, we are authorized to forward student records to schools in another district to which a student has transferred or to colleges or educational institutions to which a student is applying.

Release of Student Information:

According to district Policy 3231, the district may release or disclose the following information about students unless a student’s parent/guardian requests in writing that such information not be released. The school district does not release directory information for commercial purposes.

- Student’s name, address, phone number, and email
- Date and place of birth
- Major field of study
- Participation on officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- The most recent previous educational agency or institution attended by the student.

The district may also release photos of students for public information purposes.

The district publishes student names and photographs when reporting on student activities, to recognize student achievement and for public information purposes, including, but not limited to: District newsletter, this calendar, individual school newsletters, and releases to outside media, including print and broadcast media.

Parents are hereby notified of their right to request that student directory information not be released. Non-publish forms are available at each school.

Helpful Information, Notifications, and Policy Information

Protection of Pupil Rights (PPR) Notice/ Amendment

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. 1232h, requires the district to notify parents and obtain consent or allow parents to opt their child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”): The District will notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas:

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

Anti-Harassment, Anti-Bullying

The Sultan School District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation or bullying. Harassment or bullying of any kind is not acceptable and will not be tolerated. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances that come to the attention of the district, either formally or informally, and does not tolerate retaliation for such reporting. Please report harassment, intimidation & or bullying to your building administrator. Daniel Baller, the District Compliance Officer and can be reached at (360) 793-9801 x 1020 or at daniel.baller@sultan.k12.wa.us.

Title IX Anti-Discrimination Statement & Policy

The Sultan School District does not discriminate on the basis of race, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding non-discrimination may be directed to: Dan Baller, Title IX Affirmative Action, Civil Rights Compliance Officer and Dr. Paul Douglas, ADA, Section 504 Coordinator. Both are located at 514 4th Street, Sultan, WA. Daniel Baller may be contacted by phone at: (360)793-9801 ext. 1020 or daniel.baller@sultan.k12.wa.us and Dr. Paul Douglas may be contacted by phone at (360)793-9801 ext. 1042 or paul.douglas@sultan.k12.wa.us. Sultan School District is a drug and tobacco-free workplace.

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, such as a school-sponsored field trip. 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

How do I report sexual harassment

You can report sexual harassment to any school staff member or to the district's Title IX Officer:

Daniel Baller, (360)793-9800 ext. 1020;

514 4th Street, Sultan, WA 98294.

Step 1: Write Our Your Complaint

Step 2: School District Investigates Your Complaint

Step 3: School District Responds to Your Complaint

Appeal to the School District

If you disagree with the school district’s decision, you may file an appeal within 10 days to the school district’s board of directors.

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). 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 . For more information, visit <https://www.k12.wa.us/policy-funding/equity-and-civil-rights>

For a copy of Sultan School District’s Sexual Harassment policy and procedure, contact your school or the district office. <https://app.eduportal.com/documents/view/394343>.

Student Safety

The Sultan School District is determined to ensure our students remain in safe and comfortable learning environments free from violence, intimidation, threats, harassment, and fear. Maintaining truly safe schools takes the entire community. Bullying, harassment, intimidation, threats, bringing weapons and drugs/alcohol to school all have significant impacts on student success and the ability to maintain a safe school environment. One of the essential keys to maintaining a safe environment is, “see something, say something.” If you see or hear something inappropriate, dangerous, or something that makes you feel unsafe, report the incident to a teacher, counselor, administrator or report an anonymous Safe Schools Alert at (855)-4ALERT1 ext. 1017. The district has developed student discipline policies in accordance with applicable discipline laws and statutes. Consequences for offenses may include suspension, expulsion, and/or criminal charges.

Helpful Information, Notifications, and Policy Information continued..

Student Rights and Responsibilities

Each year, the superintendent will develop handbooks pertaining to student rights, conduct, and discipline, and make the handbooks available to all students, their parents and staff. All students who attend the district's schools will comply with the written policies, rules, and regulations of the schools, will pursue the required course of studies, and will submit to the authority of staff of the schools, subject to discipline, including other forms of discipline as the school officials shall determine. Parents have access to information regarding policies and procedures for students linked from the Board of Director's page on the District website at www.sultanschools.org.

A Parent's Right to Know: Highly Qualified Staff

Under ESSA Legislation, parents have a right to know the qualifications of their student's classroom teachers including; a) whether the teacher has met State qualifications and licensing criteria, b) whether the teacher is teaching under emergency or other provisional status, c) the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher and d) whether the child is provided services by paraprofessionals and, if so, their qualifications. To request this information, please visit the district web site at : www.sultanschools.org or call (360) 793-9800 and ask for Human Resources.

Participation in Athletics

All students participating in athletics are required to have a physical examination and health insurance before participating in Washington Interscholastic Activities Association (WIAA) programs. Optional student health insurance is available through your child's school. Questions? Please call your student's school or Scott Sifferman, Athletic Director at (360) 793-9801 extension 1016.

Student Insurance

The Sultan School District has a very active safety program that is committed to the safety of our students; however, the District is not responsible for student accidents on District property unless the District is found to be negligent. For those families who may not already have health and accident insurance for their students, the Sultan School District makes available Student Accident & Health Insurance, administered by Myers-Stevens & Toohey Co. Information regarding this

insurance coverage is available in your school's main office.

Attendance Policy

Regular school attendance is necessary for mastery of educational programs provided to students of the district. Consistent attendance will help children do well in school, college, and at work. Students, at times, may appropriately be absent from class under the following guidelines: Absences due to illness or health condition, religious observances, school-approved activities, family emergencies, and disciplinary actions.

We promise to track attendance daily, to notice when your student is missing from class, communicate with you to understand why they were absent, and identify barriers and supports available to overcome challenges you may face in helping your student attend school. If your student has three unexcused absences in any month or ten unexcused absences within the school year, we will schedule a conference to identify barriers to attendance and create a plan. If the absences continue, the District shall do one of the following: 1. Enter into an agreement with the student and parent establishing attendance requirements, OR 2. Refer student to a Community Engagement Board (CEB), OR 3. File petition under subsection (1) of RCW 28A.225.030 file a petition with the Juvenile court, alleging a violation of RCW 28A.225.010, the mandatory attendance laws. If your student continues to be truant you may need to go to court.

Tips for families to be successful:

- Set a regular bed time and morning routine.
- Prepare for school the night before, finishing homework and getting a good night's sleep.
- Find out what day school starts and make sure your child has the required immunizations.
- Don't let your student stay home unless they are truly sick.
- Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.

- Keep track of your student's attendance. Missing more than 9 days could put your student at risk of falling behind.
- Talk to your student about the importance of attendance.
- Talk to your students' teachers if you notice sudden changes in behavior. These could be tied to something going on at school.
- Encourage meaningful afterschool activities, including sports and clubs.

McKinney-Vento Homeless Education Act of 1986

The McKinney-Vento Homeless Education Act of 1986 provides support for homeless children and youth to continue their education without interruption or barriers. If your family is homeless, or if you are in a temporary living situation due to economic circumstances, your preschool-aged and school-aged children have certain rights or protections under federal law.

Who Qualifies?

A child or youth is considered homeless and qualifies for services when he or she lacks a nighttime residence that is fixed, regular, and adequate.

This may include the following:

- Sharing housing due to economic hardship, loss of housing, or similar reason.
- Living in motels, campgrounds, trailer parks, or similar locations due to lack of adequate, alternative accommodations.
- Transitional housing and emergency shelters
- Abandoned in hospitals or awaiting foster-care placement
- Cars, train stations, public spaces, abandoned buildings, or other substandard housing.
- Migrant children, runaways, or children whose parents will not permit them to live at home.
- Unaccompanied youth who are not in the physical custody of a parent or guardian.

Local Liaison: Dr. Paul Douglas, Executive Director Special Programs and School Support: (360) 793-9800

State Coordinator for Homeless Education: McKinney-Vento Program Lead: (360)725-6050 or homelessed@k12.wa.us

Teaching and Learning, State Assessments, and Summative Report

Teaching and Learning

The Teaching & Learning office helps increase student achievement and ensure that Sultan School District students leave the district with the knowledge and skills that they will need to live and work in an increasingly complex world. The following link provides connection to OSPI's Student Success - Learning Standards & Instructional Materials. The Standards define what all students need to know and be able to do at each grade level. Washington state learning standards: <https://www.k12.wa.us/student-success/learning-standards-instructional-materials>

English Language Learning

If you need assistance with obtaining information in languages other than English, please contact Michael Merrin, Program Leader at (360) 793-9800 ext. 1043

Title I and Parent Involvement

Title I and Learning Assistance Programs provide supplemental reading and/or math support for selected students and schools. These programs serve specific schools that meet the criteria set by the federal and state governments. Family Engagement is one of our key strategies in Sultan's Strategic Plan. We strive to partner with families through parent involvement activities, open communication, and welcoming schools. We welcome your involvement! For more information visit: <https://www.sultanschools.org/cms/One.aspx?portalId=6753986&pageId=6834753>

Highly Capable Program

Sultan School District offers a Highly Capable Program for students in grades K-12. Students are referred for highly capable services through either review of district data or through observations. Once referred via observation or data, students will proceed to the assessment phase of the identification process. The outcome of the assessment phase will be selection or non-selection of students for program services. For more information visit: <https://www.sultanschools.org/cms/One.aspx?portalId=6753986&pageId=6834811>

Transitional Kindergarten

Transitional Kindergarten is a free, full day early entrance kindergarten for children who are scheduled to enter kindergarten in the upcoming fall. The program focuses on basic academic and social skills to help qualifying students get a jump start towards success in school.

Sultan, Monroe, and Snohomish Join for the Skykomish Valley Indian Education Program

With a focus of coordinating academic support and cultural activities, the program now serves students of Native American/Alaska Native descent, preschool through high school enrolled in any Monroe, Snohomish and Sultan public school district or program. For more information contact the program's Family Liaison-Coordinator, Mars Miller, at (360)804-2535 or millerm@monroe.wednet.edu or visit: <https://www.sultanschools.org/cms/One.aspx?portalId=6753986&pageId=6834779>

State Testing (see page 9)

Washington students take state and federal tests regularly to assess their learning growth as well as the progress of the educational system as a whole. For more information about state testing or specific tests please visit: <https://www.k12.wa.us/student-success/testing/state-testing>. State tests include the following:

- **Smarter Balanced Assessments (SBA):** English language arts (ELA) and math tests for students in grades 3–8 and 10 for federal and state accountability. The high school ELA and math assessments can be used to meet a student's graduation pathway requirement.
- **Washington Comprehensive Assessment of Science (WCAS):** Science test for grades 5, 8, and 11 required for federal and state accountability.
- **Washington - Access to Instruction and Measurement (WA-AIM):** ELA, math, and science alternate assessments for students in grades 3–11 with significant cognitive disabilities documented in their Individualized Education Program (IEP) for federal and state accountability. The high school ELA and math assessments can be used to meet a student's graduation pathway requirement.
- **Washington Kindergarten Inventory of Skills (WaKIDS):** This program helps bring families, teachers, and early learning providers together to support each kindergarten student's learning and transition into public schools.
- **WIDA Screener:** Used to determine initial eligibility for ELD services for English learners in grades K–12.
- **Annual WIDA ACCESS Assessments:** For all students in grades K–12 who qualify for English language development (ELD) services to determine which students remain eligible to continue receiving ELD services.
- **WIDA Alternate ACCESS:** For students in grades K–12 with significant cognitive challenges who qualify for English language development (ELD) services to determine which

students remain eligible to continue receiving ELD services.

- **National Assessment of Educational Progress (NAEP):** NAEP is a national test that measures what students across the country know and can do in 10 subject areas, including mathematics, reading, writing, and science. Federal law requires every state to give the NAEP in reading and math at grades 4 and 8 every two years.
- **OSPI-Developed Assessments (formerly CBAs) and OSPI-Developed Performance Assessments (formerly CBPAs):** The state develops classroom-based assessments for the Arts, Educational Technology, Health and Physical Education, and Social Studies based on the state's learning standards to help guide day-to-day instruction. State curriculum specialists create tasks and questions that model good assessments and provide them to local school districts.
- **State tests (SBA, WCAS, WIDA)** may be taken with or without accessibility features. If a student's IEP documents the need for an accommodation that is not addressed within the guidelines, the student's IEP team may have their school district personnel submit a Non-Standard Accommodation Request form. The state testing timeline (<https://www.k12.wa.us/sites/default/files/public/assessment/statetesting/pubdocs/assessmenttimeline.xlsx>) shows the history of Washington's assessments based on state academic achievement standards.

Washington State Annual Report Card Information

Per OSPI State Superintendent Chris Reykdal, the purpose of the Washington School Report Card is to share information about our K–12 schools. It is important for you—parents, educators, families, community members, and students—to have information to engage with your schools at the local level. The report card can be accessed here or stop by the Sultan School District offices and we can print the information for you: <https://washingtonstatereportcard.ospi.k12.wa.us/>

Home Schooling

Families residing within the Sultan School District who are interested in home schooling their students should contact the district office for necessary forms and procedures.

State Assessments

Use the charts below to determine which assessment your student will take in the 2022-23 school year. This includes the chart for Smarter Balanced Assessment (SBA) and Washington Comprehensive Assessment of Science (WCAS).

Washington Kindergarten Inventory of Developing Skills (WaKIDS)	
Kindergarten & Transitional Kindergarten	Six areas of development and learning 10/31/22

Spring 2023 SBA and WCAS Administration		
My students in:	My student will	Testing Window
Grades 3-8 and	ELA & Math SBA	3/6– 6/9*
Grades 11 & 12	ELA & Math SBA	3/6–6/9
Grades 5, 8 and	WCAS	4/10-6/2*

Washington Access to Instruction & Measurement		
My students in:	My student will take:	Testing
Grades 3-8 and 10	ELA & Math SBA The WA-AIM ELA and Math are required for federal and state accountability for eligible students.	Online: 1/30-5/5, 2023
Grades 5, 8 and 11	WCAS The WA-AIM Science is required for federal and state accountability for eligible students.	Online: 1/30 – 5/5 2023

WIDA Annual		
My students in:	My student will take:	Testing
Grades K-12	Writing, Reading, Listening, and Speaking***	1/30-3/24 2023*

* Paper testing is available only to support large print, braille, and standard print forms for students whose IEP or 504 plan states paper.

***Required for federal and state accountability for EL students who qualify for the State Transitional Bilingual Program.

Smarter Balanced is administered within the last 12 weeks of the school year, but no later than June 9.

REMINDER!

Is your family using PowerSchool? PowerSchool, our student information system, is a useful tool for students and parents alike. With PowerSchool, parents/guardians can access their student's grades, assignments, attendance, and lunch balances directly. Please contact your student's school office if you have any questions or would like to sign up for a parent/guardian PowerSchool account.

High School Programs and Graduation Requirements

Tech Club - TurkPride.TV

Sultan High School Tech Club students broadcast multiple school, district, and community events each year. Each year, TurkPride.TV broadcasts include sporting events, graduation, emergency drills, and community service awards - to name a few of the more than 70 events and 200 hours of programming that served 2,371 live views and 2,833 on-demand views available to our community far and wide through TurkPride.TV.

Students wishing to earn community service hours may run cameras or train to be a student announcer on live tv. Please contact Dave Moon at (360)793-9820 x 1110 for more information about joining the SHS Tech Club, earning community service hours or if you would like to find out about advertising on our live stream tv. Access the district's event streaming by simply typing Turkpride.tv in your browser and enjoy your front row seat!

College in High School

College in High School is a cooperative program between the Sultan School District and EvCC. The program allows high school students the opportunity to earn college credit while taking high school courses on the Sultan High School campus. The classes are taught by high school teachers with the same academic credentials as teachers at the community college. There are no lab or materials fees for classes, but students pay fees per 5 credit class to receive college credit. Students must meet prerequisites or placement test scores that are equivalent to all community college students. For additional information please contact the Sultan High School Counseling Office at 360-793-9861 x 1641 or x 1642.

Running Start

Running start provides an opportunity for high school juniors and seniors to enroll in courses at community colleges. The purpose of the program is to provide academically qualified students an opportunity to take college courses while they are still in high school. Students may enroll simultaneously in high school and

college classes, or solely in college classes. Students receive both high school and college credit for completed classes. For additional information please contact the Sultan High School Counseling Office at 360-793-9861 x 1641 or 1642.

Running Start Requirements:

- Grade Level - you must be a high school junior or senior
- Assess or test - you must assess and place into English 101 (reading and writing)
- Meeting the deadlines - you must submit your test scores and Running Start contract by the designated quarterly deadline

Graduation Requirements

In addition to any local graduation requirements, all students must complete statewide requirements.

High School and Beyond Plan: Students in Sultan High School develop a plan for meeting the high school graduation requirements and for connecting successfully to their next steps in life. A student's plan should include the classes needed in preparation for a 2-year or 4-year college, vocational or technical school, certificate program, military enrollment or the work force.

Credit requirements: Students pass a required number of classes and earn credits in English, Math, Science (including one lab), Social Studies, Health and Fitness, Visual or Performing Arts, Career and Technical Education or Occupational Education and Electives.

For more information speak to your counselor or visit: <https://www.k12.wa.us/student-success/graduation/graduation-requirements>

24-Credit Graduation Requirement Beginning in 2021

The WA State Board of Education revised high school graduation requirements to better prepare students for life after high school – in attaining meaningful employment, attending college and in citizenship.

**Credits are based on current knowledge of state and district graduation requirements and may change based on revisions to state requirements.

Required Subject Areas and Credits

The following credits and subject areas of study shall be required of each candidate for graduation:

Subject	Credits 2023
English	4
Mathematics	3
Social Studies	3
Science	3 (2 lab)
Career & Technical Education or Occupational Education	1
Health and Fitness:	
Fitness	1.5
Health	0.5
Fine, Visual, Performing Arts, and/or Personalized Pathway	1
Electives	4
World Language or Personalized Pathway	3
Totals	24

Sultan School District 2019-2021 Strategic Plan

Mission: Working collaboratively to achieve excellence for all students.	Vision: Sultan School District students will graduate with the tools necessary to prepare themselves for post-graduation life. They will have the capacity to make informed decisions to find the answers to life's challenges and be contributing members of our community.	Goals: Culture, Curriculum, Social-Emotional Learning, Early Learning
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Educational Services Department and Inclement Weather/Emergency Information

Special Education

Special education is specially designed instruction that addresses the unique needs of a student that is eligible to receive special education services. Special education is provided at no cost to parents and includes the related or support services an eligible student needs to access and progress in their educational program.

The district offers a broad range of classroom services for students with disabilities and those needing remedial education in grades P-12. The services include: Structured learning centers, Co-Teaching, pullout individual or small group instruction, as well as specially designed instruction in the regular classroom (Push-in), and Transition programs (18-21 year old special education students). Related services such as occupational therapy, physical therapy, etc. can be provided to eligible students.

Parents and students have rights under special education law. These rights are outlined in a document called Notice of Special Education Procedural Safeguards. School districts are required to give a copy of this document to the students and their families who are receiving special education services.

Birth – Three Child Program

The Sultan School District offers a free program for infants, toddlers and young children through the Child Development Program. Parents and others sometimes have concerns about young children who do not appear to be developing at the same rate as other children their age. Eligible children include those from birth to three years old who may have trouble walking or moving, talking, eating, learning, seeing, hearing or playing. The program focuses on helping families identify concerns and find resources to help their child and family.

The Sultan School District contracts with Snohomish County ITEIP, 3000 Rockefeller, MS 305, Everett WA 98201. The services are provided in your home or in your child's daycare. Our district also participates in Early Support for Infants and Toddlers (ESIT). If you or your doctor is concerned about your infant's or toddler's development contact: Angie Ahn-Lee at: (425) 388-7114 or (425) 388-7347

Child Find

The Educational Services Department is seeking to locate any students, age birth to 21, who have developmental disabilities or handicapping conditions and are not currently being served. Referral may be made by any concerned person and should be made to the Educational Services Department. Screening is free, but appointments are required. Please contact the district office at 360-793-9801 x1040.

Each school district has a duty to locate students residing within the district who might be in need of special education. This responsibility is called "child find." In order to meet its "child find" obligations, your district will have procedures in place to locate, identify, and evaluate students between the ages of 3 and 21 who are suspected of having a disability and may be eligible for special education and related services.

If at any time you believe your student may need additional academic or behavior support, you should contact the counselor at your student's school. The counselor will be able to provide guidance on tiered supports to assist your child. Prior to a referral for an evaluation for specially designed instruction, multiple interventions must be implemented and data collected. To learn more about the referral process and guidelines, please visit our website at www.sultanschools.org. You also may contact the special education office at (360)793-9801.

Inclement Weather and Emergency Delay or Closure Information

We know that our Sky Valley weather can be unpredictable. Please review the information below so that you know what to expect when there is inclement weather, a power outage, or some other emergency before or during the school day. In the event of inclement weather, we will do our best to make decisions regarding schedules on or by 5:30 am. Announcements will be made to staff and students via FlashAlert notifications, robo-emails/texts/calls, posts to the District website (www.sultanschools.org), and social media postings. Please keep in mind that in the event of power outages we may not be able to utilize all communication avenues described above. Signing up for FlashAlert notifications allow parents, students, staff & community members to receive immediate notification regarding emergency announcements and school closures/delays in real time. To sign up, visit: <https://www.flashalert.net/id/SultanSD>. snow routes and flood routes posted by mid-September.

No Announcement:	School is open as usual and starting and ending at the regular time.
School Closed:	All schools are closed. School related programs, activities, and use of school buildings are cancelled.
One Hour Late Start:	Buses and schools start one hour later than the regular time. Schools end at the regular time.
Two Hour Late Start:	Buses and schools start two hours later than the regular time. Schools end at the regular time. There is no morning or afternoon preschool .
No Transportation:	Schools are open, but buses are not able to navigate routes. Parents must transport students. If only specific routes are impacted then those will be identified.
Limited Bus Transportation:	Schools are open but road conditions require emergency routes. Please visit our website at www.sultanschools.org/transportation to find your student's emergency/snow route stops. Parents should take students to and from these stops or directly to and from school in these instances.

Immunizations, Medical, and Counseling Services

Sultan School District Health Services

Three registered nurses oversee the health of students and provide the following services:

- Vision and hearing screening grades K-3, 5 & 7 or health assessments, as requested
- Assessment, first aid, and follow-up for serious illnesses and injuries occurring during school, including 911 services if needed.
- Provide Health Plans for students with medical conditions that affect their school day
- Supervision of medication administration at school

When should you keep your child home? When might your child be sent home?

- Temperature of 100 degrees (F) or more
- Vomiting or diarrhea
- Pink eye (until treated for 24 hours)
- Strep throat (until treated for 24 hours and student feels well enough)
- Scabies (until treated)
- Constant, disruptive cough
- Chicken Pox or other communicable disease
- Head lice in some instances. Please contact your school nurse
- Injury or illness that needs further medical evaluation/treatment
- *All health issues and/or concerns regarding your child are treated confidentially.*

Call the school about your child's health if:

- He or she is absent because of illness or injury
- Your student must take medicine at school
- Your child has one of the following communicable diseases: whooping cough, polio, measles, mumps, rubella, or bacterial meningitis
- Your child has head lice or scabies
- Your child has a medical condition or injury that will or may affect his/her school day
- If you have special health concerns please call: Rachel Stobbe, R.N. (360)793-9830, Deb Shirley, R.N. (360)793-9840, or Lisa Carroll, R.N. (360)793-9850/9860.

Immunizations

The amended School Immunization Law requires that a completed Certificate of Immunization (CIS) form be present at school on or before your child's first day of attendance. The CIS must show proof of full immunization or initiation of a schedule of immunization. Parents electing to exempt their child from immunizations must complete a Certificate of Exemption (COE). If a parent completes a COE and an outbreak of a vaccine preventable disease occurs, the child may be excluded from school for the duration of the outbreak by order of the Public Health Officer. You can download CIS forms available on the district website or get a copy from your child's healthcare provider or health department.

Required Vaccines for 2022-2023:

The following are minimum vaccines required for attendance in the 2022-2023 school year according to the State of Washington ([WAC 246-105-060](#)). Students must get doses at correct timeframes to be in compliance. For information on immunizations, contact your child's doctor, the Snohomish County Health District (425) 339-5220, or your child's school nurse.

On-Site Counseling Services

	Hepatitis B	DTaP/Tdap (Diphtheria, Tetanus, Pertussis)	Polio	MMR (Measles, Mumps, Rubella)	Varicella (Chickenpox)
Kindergarten through 6th Grade	3 doses	5 doses*	4 doses*	2 doses	2 doses OR A healthcare provider verified child had disease
7th Grade through 12th Grade	3 doses	5 doses DTaP* AND 1 dose Tdap,	4 doses*	2 doses	2 doses OR A healthcare provider verified child had disease

* Vaccine Doses may be fewer than listed depending on your child's situation.

Additional Information: Students must get vaccine doses at the correct timeframes to be in compliance with school requirements. Talk to your health care provider or school staff if you have questions about school immunization requirements. There are important vaccines for children that are not required for school entry. Find information on these vaccines at www.immunize.org/cdc/schedules/

The Sultan School District employs and contracts with mental health professionals to address student needs. School counselors, at each of our schools, assist students with a variety of needs to include, academic scheduling, crisis intervention, small group social emotional learning, 504 plans, and informal behavior intervention plans. School counselors are also knowledgeable regarding social services within the Sultan Community and greater Snohomish County. In addition to school counselors, the district has two student support specialists for all grade levels. These specialists were hired by the Sultan School District but funded by the Snohomish Department of Health to address student social emotional needs. The Sultan School District was also awarded a grant from the Snohomish Department of Health to specifically address mental health needs of students; licensed agencies provide personnel to address these needs to students at each of our schools. Last, Sultan High School works with Compass Health to facilitate support for students with behavior or mental health needs. Some of these needs, include supporting students with addiction struggles. Please contact your child's school to reach our counselors or student support specialists.

Annual Facilities Notifications: For more information contact (360)793-9820

Asbestos: All of our facilities have had asbestos abatement.

Pest Management: The Sultan School District uses Integrated Pest Management (IPM) modeled after Environmental Protection Agency recommended guidelines per procedure 6895P. A notice will be posted in the school main office 48 hours prior to the application of any biologic or chemical pesticide.

Water quality testing: The district facilitates water quality testing every year in every district building from drinking fountains and water sources used for cooking. Testing is done by the City of Sultan and the City of Gold Bar.

Community Use of School Facilities

When schools are not in use by students, they are available to the community with specified limitations. If you are interested in using any of the district's facilities please contact the Maintenance Department at (360) 793-9820 for additional information.