

Rigorous

Innovative Learning

Relationship Based

STEM Focused



STUDENT HANDBOOK

2023-2024

Administration

Bob Rogers	Superintendent	bob.rogers@millasd.org
Kaylene Herman	Academic Advisor/Dean of Students	kaylene.herman@millasd.org

Faculty

Ryan Van Duzor	Science Instructor	ryan.vanduzor@millasd.org
Jeffrey Hawkins	Technology Instructor	jeff.hawkins@millasd.org
Dr. Ammar Harb	Math Instructor	ammar.harb@millasd.org
Elizabeth Brooks	English Instructor	elizabeth.brooks@millasd.org
James Harrison	History Instructor	james.harrison@millasd.org
Jessica Hoff	Spanish Instructor	jessica.hoff@millasd.org
Rachel Duffus	Physical Education & Health Instructor	rachel.duffus@millasd.org
Margaret McLarney	Music Instructor	margaret.mclarney@millasd.org
To Be Determined	Art Instructor	

Location

1142 Jessup Road
Cook, Washington 98605
(509) 538-2522

Hours

Office: 7:30 a.m. – 4:00 p.m. Monday – Friday
Classes: 8:15 a.m. – 3:15 p.m. Monday – Friday
8:15 a.m. – 1:20 p.m. Early-release Wednesdays

*See school calendar for scheduled observance of state and federal holidays.
Days and hours are subject to change for weather, safety, or emergencies.
Faculty is excused and office hours may be limited during summer break.*

Website & Social Media

School website:	https://www.pcia.org/
Facebook:	https://www.facebook.com/PacificCrestIA
Instagram:	pacificcrestia

WELCOME

Welcome to Pacific Crest Innovation Academy. This Student Handbook outlines your responsibilities as a member of our school and our community. It is your responsibility to set high expectations for yourself and work hard to achieve excellence. It is our responsibility to encourage you in your efforts and provide you with the positive environment, support and resources you need to succeed.

We ask that faculty, staff, parents and students read this Student Handbook carefully. If you have any questions regarding our program or our expectations, please call our Superintendent, Bob Rogers, or Academic Advisor/Dean of Students, Kaylene Herman.

On behalf of the entire Pacific Crest Innovation Academy team, we wish you the very best in your endeavors during this upcoming school year.

MISSION

The mission of Pacific Crest Innovation Academy is to empower students to discover their passion, define their goals, and graduate as confident, connected, critical thinkers who are college and career ready, with a knowledge base to support adaptive lifelong learning.

HISTORY

In 2015, community residents became aware of an opportunity for non-high school districts to create an in-district high school option for local students. Over the next nine months, a team of volunteers worked together to research, dream, and design a 21st century model high school program. In 2016, these volunteers presented their proposal to the Mill A School Board. The Mill A School District and a neighboring non-high district, Mount Pleasant School District, agreed to join this audacious plan. Together, the districts filed an application to create Pacific Crest Innovation Academy, and in February 2017 they received approval from the State of Washington Office of Superintendent of Public Instruction. Pacific Crest Innovation Academy launched in 2017.

ADMISSION

To be eligible for admission, a student must be under 21 years of age and without a high school degree or diploma. There is no entrance exam; the admission process includes submitting an enrollment form and its required supplemental materials, as well as meeting with the Dean of Students, the student and his/her parent/guardian. The purpose of this meeting is to help the school, student, and parent determine if Pacific Crest Innovation Academy is the best option for the student. Students who reside in Pacific Crest Innovation Academy cooperative districts (Mill A School District, Mount Pleasant School District) have admission priority. Students residing in other school districts in the state of Washington will be admitted based on available resources and facility constraints. Pacific Crest Innovation Academy may decline to enroll a student whose academic performance or disciplinary records indicate the student would not be successful in the Pacific Crest Innovation Academy program. To apply for admission, please complete enrollment forms, available at <https://www.pcia.org/about/apply/>.

PROGRAM

Overview

Pacific Crest Innovation Academy welcomes 9th - 12th grade students interested in a rigorous, innovative learning, relationship-based, STEM-focused environment. With the support of Eastern Washington University, Lower Columbia College, and Columbia Gorge Community College, we have developed a catalog of College in the High School courses that provide students with an opportunity to earn up to two years of college credits concurrently with their high school diploma. View courses and course descriptions on Pacific Crest Innovation Academy's website- <https://www.pcia.org/academics/courses/>

INNOVATIVE LEARNING & LEARNING TEAMS

Pacific Crest Innovation Academy students are empowered, active and accountable participants in their own education. Although graduation requirements include required courses, within these requirements students have freedom to develop and achieve their personal objectives and engage in collaborative, project-based learning. It is

the goal of the PCIA team that with the formative relationship-based support of a faculty mentor and Academic Advisor, students will discover their passions, determine their objectives, and create holistic learning plans with goals that motivate and excite them.

Students will meet with their faculty mentor and Academic Advisor/Dean of Students at least two times per semester to review progress, address challenges, and identify resources to help them achieve their best. Each student has a learning team that includes his/her parent(s), faculty mentor, and the Academic Advisor. The Learning Team provides support, guidance, and encouragement to the student, as well as provides students agency and ownership over their learning, guided by a coherent and rigorous set of educational goals, Pacific Crest Innovation Academy helps students maximize the use of their time, accelerate learning and increase their success in high school and beyond. We encourage students to dream big and challenge them to do their best in each subject without artificial constraints. Together with their learning team, each student creates an academic plan based on their goals, development and competency.

Pacific Crest Innovation Academy strives to offer courses that meet each student's academic goals. If a particular course is not available on-site, the learning team will make an effort to identify alternative learning opportunities, including independent study or online classes.

CLASSES AND CURRICULUM

Pacific Crest Innovation Academy uses curriculum aligned with partner college courses and Washington State standards. As the host district, Mill A School District has entered into interlocal agreements with Eastern Washington University (EWU), Lower Columbia College (LCC) and Columbia Gorge Community College (CGCC), and will work closely with the schools to ensure that its core sophomore, junior and senior courses qualify for College in the High School credit.

High school and College in the High School classes are integrated, enabling every qualifying student an opportunity to earn dual high school and college credit based on achievement. By giving students agency and ownership over their learning, guided by a coherent and rigorous set of educational goals, we help students learn to maximize the use of their time to accelerate learning and increase their success.

Each College in the High School class uses the same course objectives and textbook as the EWU, LCC, or CGCC counterpart. While EWU, LCC and CGCC classes cover the material on a quarter basis, Pacific Crest Innovation Academy classes cover the same material on a semester basis, which provides students with additional time and support to master the material.

Technology classes may include the Microsoft Imagine Academy, in which students can earn Microsoft Certifications that confirm student mastery of the latest technologies and provide a competitive employment advantage. Students may also participate in an international, student-designed robotics program (FTC) that is aligned with state standards. Student teams may partner with regional business engineers for mentorship to support development of technical and interpersonal skills.

COLLEGE IN THE HIGH SCHOOL (CiHS)

Eligibility in College in High School courses is based on grade level and prerequisite grades. Every student will be automatically enrolled in the College in the High School option of eligible classes. A student who does not master the course material at the college level or meet their personal learning goal in a class may be withdrawn from the CiHS portion by the drop or withdrawal deadline set by EWU, LCC, or CGCC with no adverse effect on their high school or college transcript. If a student does not drop or withdraw from the CiHS portion of the class by the EWU, LCC, or CGCC deadline, the grade they earn in the class will be reflected on his/her college transcripts.

Under this model, high school students may earn up to two years of transferable college credit without leaving the Pacific Crest Innovation Academy campus or choosing different classes than they would otherwise enroll in regardless of their individual goals. This innovative course structure offered in a relationship-based learning

environment that provides each student with several hours a week of small group instruction and academic support will give every student an opportunity to accelerate learning, will improve retention rates, and will raise performance expectations, helping students achieve more than they themselves may believe possible.

To offer all students equal educational opportunities, the cost for classes, fees, textbooks and related materials, including CiHS fees, is fully paid by Pacific Crest Innovation Academy. Textbooks and laptops should be treated carefully by students and are the property of Pacific Crest Innovation Academy. Students will be financially responsible for replacement and/or repair of textbooks and/or laptop, etc., not returned or returned damaged.

GRADES

Students receive grade reports at the end of each semester. Semester grades become part of the student's permanent academic record. In each graduating class, the top student based on grade point average will be designated as the valedictorian and the second student based on grade point average will be designated as the salutatorian.

ACADEMIC ELIGIBILITY

Student academic progress will be evaluated every four weeks. Any student whose semester GPA is below a 2.50, and/or is earning a grade of D or F will be placed on either Academic Warning or Academic Probation.

Academic Warning

Academic Warning is a designation for students whose GPA is below a 2.50, and/or is earning a grade of D or F at the end of a four week grading cycle. Students on Academic Warning will be required to meet with the Academic Advisor and the instructor of the class in which s/he is earning a grade of D or F to discuss current challenges and obstacles, and develop an academic plan for successful improvement. Students will also be required to meet with his/her instructor of the class in which s/he is earning a grade of D or F a minimum of one time each week during the four week grading cycle during a time that works for both the instructor and student. At the end of the four week period, the student's grades and GPA will be reviewed for progress by the academic advisor.

If the student earns a D or F and/or earns below a 2.50 GPA at any point during the activity/club season, the student will be placed on a four week probationary period. Participation in the extracurricular activity/club (practice only) will be allowed while the student works to improve the low grade. If the student does not raise the low grade to a C or better by the following grade check, the student will not be allowed to participate in any extracurricular activities (on a week-by-week basis) until all grades are a C or better. If the student raises his/her grade prior to the next grade check, s/he will be allowed to resume full participation in extracurricular activities.

Academic Probation

Academic Probation is a designation for students whose GPA is below a 2.50 and/or is earning a D or F at the end of two consecutive grading period checks, and/or earns a grade of D or F on transcript from the previous semester. A student does not need to be on Academic Warning to be placed on Academic Probation; a student with two or more Ds or Fs will be automatically placed on Academic Probation.

A student on Academic Probation will be required to meet with his/her Learning Team, and will be required to meet with his/her instructor(s) of the class(es) s/he is earning a grade of D or F a minimum of two times each week until the student achieves a grade of a C or better in each of his/her courses, and is earning at least a 2.50 GPA. Students on Academic Probation may not participate in school-related extracurricular clubs and/or activities for a minimum of a 4-week probationary period.

The final decision as to whether a student will be allowed to continue at Pacific Crest Innovation Academy after being placed on Academic Probation for two consecutive semesters will be made on a case-by-case basis by the Dean of Students and Principal/Superintendent.

EXAMS

All students are expected to take, if applicable, mid-terms and final exams in every class in which they are enrolled, at the time and on the date scheduled by the class instructor. Only in cases of serious personal illness or hospitalization, or a death or emergency in the family, may exams be rescheduled.

ATTENDANCE

Students are expected to attend and participate in all classes in which they are enrolled, on every scheduled school day, unless classes are canceled or the student has a serious personal illness or hospitalization or a death or emergency in the family. Absences for any other reason, such as for medical/dental appointments or vacations, should be scheduled outside the school day when possible.

For medical or dental appointments, a parent must submit a written note or email or phone call to the school secretary excusing his/her student from class(es). Students may not write or email or call in their own absence(s) to the school secretary. However, it is expected that if a student will be absent from class, s/he notifies instructors and the Dean of Students via email as soon as reasonably possible. Consistently showing up and attending school is the number one predictor of student success! Several unexcused absences may result in disciplinary action up to and including truancy. If a student is absent for any reason, the parent is expected to call or email the school office (509-538-2522 or loneal@millasd.org) during office hours.

Students are to be in their assigned class during the entire period. Outside of scheduled classroom instruction times, students should be in the Owl's Nest under faculty supervision or in the cafeteria, if it is lunch period.

INTERNSHIPS

Students may intern at a local business or remotely during their junior or senior year. Pacific Crest Innovation Academy and the student may select the business and design a project that aligns with their interests and goals and document and present this learning experience to their peers. At the conclusion of their project they will be evaluated by their intern mentor and their faculty mentor.

TECHNOLOGY

Technology is an important tool in a 21st century classroom. All faculty, staff, students and parents are expected to contribute to a stable and productive computing environment using reasonable and ethical judgment at all times. The term "technology" or "network" includes, but is not limited to: hardware, including computers, iPads, tablets, printers, scanners, internet services, servers, cameras, projectors, interactive boards, network, and all related materials, software, and internet-based programs, including our website, email system, and any other school-owned or school-based internet programs.

Upon return of a completed Equipment Loan Agreement, Pacific Crest Innovation Academy will loan every instructor and student in good standing a laptop computer with access to digital resources and virtual classes. All laptop computers, chargers, and accessories loaned to students ("Loaner Equipment") are the property of Pacific Crest Innovation Academy and are provided exclusively for educational purposes during the current school year.

Specific expectations and requirements are found on the Equipment Loan Agreement form. Failure to comply with the requirements of the Equipment Loan Agreement may result in loss of Loaner Equipment or Technology privileges and/or additional disciplinary action and civil or criminal penalties.

GRADUATION REQUIREMENTS

The chart below shows the state-required minimum number of credits a student needs to receive a high school diploma from Pacific Crest Innovation Academy.

Classes	Credits	Additional Information
English	4	
Mathematics	3	Algebra 1 or Integrated Math 1 Geometry or Integrated Math 2
Science	3	Minimum of 2 lab classes
Social Studies	3	U.S. History & Government Contemporary World History Geography & Problems .5 credits of Civics .5 credits of elective
Arts*	2	Performing or visual arts
Health & Fitness	2	.5 credits of Health 1.5 credits of Fitness
Career & Technical Ed.	1	
Electives	4	
World Language*	<u>2</u>	
Total	24#	

#: Up to 2 credits may be waived based on a student's unusual circumstances.

*: Students may choose to take a Personalized Pathway course that leads to specific post high school or educational outcomes. Up to 1 credit of Art and 2 credits of World Language may be used.

Students are also required to complete a High School & Beyond Plan every year, and Washington State (PNW) History.

STUDENT INFORMATION AND RECORDS

The PCIA student directory is made available to faculty, staff, and students for internal communication convenience. This information is exclusively for school use. It may not be used for political, commercial, or other non-school related purposes. Student photos and names may be used on the Mill A School District and Pacific Crest Innovation Academy websites and social media pages and in printed materials unless a student's parent or guardian notifies us in writing.

Mill A School District and Pacific Crest Innovation Academy maintain student records in compliance with state and federal laws and District policies. Student information and records may be shared with EWU, LCC, and CGCC in connection with our College in the High School classes. EWU, LCC, and CGCC maintain student records and transcripts related to completed College in the High School classes. A student or parent may schedule an appointment with our Superintendent to review the student's permanent academic records. If there is a court order specifying that information or records should not be released to a non-custodial parent, it is the responsibility of the custodial parent to provide us with an official copy.

If a student or parent has a change of home address, email address, or phone number, please give the new information to our school secretary

To request a transcript for a college or university, a student or parent should complete a "Request for Transcript" form available from the Academic Advisor/Dean of Students. Upon receipt, we will mail an official sealed copy of

the student's transcript directly to the institution. Unofficial copies of transcripts will be available to students and parents upon request from the Academic Advisor.

CONDUCT

Respect

Students are expected to demonstrate respect for others while at Pacific Crest Innovation Academy facilities or engaging in Pacific Crest Innovation Academy activities at other locations. Any type of discrimination, violence, harassment, intimidation or bullying is prohibited.

Homework

Academic performance is directly related to the timely completion of quality assignments and dedication of significant time on coursework and preparation outside of class. In order for a PCIA student to be academically successful in most classes he/she will need to study several hours outside the classroom between class sessions. Most students' schedules will include built-in study hall periods. Study hall periods are expected to be used to complete assignments.

Academic Honesty and Integrity

Integrity is important not only to the individual, but also to the building of a just, fair, and trustworthy community. Therefore, all forms of cheating or plagiarism are viewed as unacceptable. A student who chooses to cheat on a test or assignment, submits work that is not their own, or assists a student in cheating will face serious consequences. Consequences for cheating include: loss of credit for the particular assignment, project, or test; notification to the parent by the teacher or administrator; loss of extracurricular eligibility; suspension; or expulsion.

Open Campus

Open Campus during lunch and breaks is a privilege granted to sophomore, junior and senior students in good standing. This privilege may be revoked at any time at the discretion of the Dean of Students and/or Superintendent.

Apparel

- Shirts and pants, shorts or skirts must overlap enough to provide complete coverage of the midriff and back when arms are raised above the head.
- Halter tops, tube tops, one shoulder tops, and off the shoulder tops are not acceptable. Sheer blouses are acceptable if worn over an opaque layer.
- The straps of tank tops may be no less than three inches wide. Necklines must be no lower than two inches from the top of the collarbone (two inches is approximately three fingers).
- Shorts must be within 6 inches of the top of the knee; skirts must be within 2 inches of the top of the knee. Slits in skirts may not extend more than 2 inches from the top of the knee. Opaque tights or leggings must be worn with any skirt that might appear shorter than the dress code allows.
- Biking pants and spandex may be worn at the discretion of the instructor for PE, strength and conditioning, dance, and athletic practice, but are not appropriate for school. Yoga pants are acceptable as long as they are moderate-to-loose fitting and opaque.
- Writing on clothing must be school appropriate and not offensive.
- No boxer shorts, pajama bottoms or pants in the style of pajama bottoms are permitted, unless stated otherwise through a school activity, including Spirit Week.
- Shoes must be worn at all times.
- PLEASE NOTE: Students who do not meet the dress code requirements will be asked to change into school appropriate attire. If the student does not have appropriate attire available, the school will provide clothing for the student for that day.

Cell Phones

Cell phones may be used only before and after school and during breaks and lunch periods. At all other times they should be kept out of sight and turned off or they may be confiscated by faculty, Dean of Students, or Superintendent. The camera function should be used on school property only with permission of the subject of the photo. In case of illness or an emergency, students should contact the Academic Advisor/Dean of Students or school secretary, who will contact parents; likewise parents who need to contact their student in an emergency situation during regular school hours should call the secretary at school office (509-538-2522), who will notify the student.

Weapons

Faculty, students and staff are prohibited from possessing, carrying, exhibiting and displaying weapons, firearms, explosives, mace, pepper spray, knives, pocket knives, or other dangerous objects while on school property or at school-sponsored events. Any device that is used with the intent to harm, threaten, or harass is considered a weapon.

Investigations

Lockers, desks, and personal belongings may be searched at any time by faculty or staff. Lockers, desks, and any other storage areas at the school remain in the possession and control of Mill A School District and Pacific Crest Innovation Academy even though they are made available or assigned for student use.

If DSHS or law enforcement ask to question students during the school day or during periods of extracurricular activities, our Academic Advisor/Dean of Students or Superintendent will be present if they are available and their presence is otherwise permitted. An effort will be made to notify the parent of the situation to the extent permitted by law. Parents are advised that in suspected child abuse cases, school personnel may be excluded from the investigation procedures and may be prohibited from contacting parents.

Transportation

Students should wear safety belts, if available, at all times, remain seated while the vehicle is in motion, keep heads, arms, or hands inside the vehicle, converse in normal tones, and be courteous to the driver, passengers, and passers-by.

Visitors

All parents and volunteers must report to the school office upon entering the school. If a family member needs to see a student, a staff member will get the student from his/her class.

College in the High School

EWU, LCC, and CGCC policies and regulations regarding student performance and classroom behavior apply to College in the High School classes. CiHS student handbooks for each school is located on the PCIA website: <https://www.pcia.org/forms/>

DISCRIMINATION

Mill A School District 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 superintendent is the District Title IX officer, and has (along with Dean of Students) been designated to handle questions and complaints of alleged discrimination:

Bob Rogers, Superintendent: bob.rogers@millasd.org or 509-538-2700

Kaylene Herman, Dean of Students: kaylene.herman@millasd.org or 509-538-2522

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 at the MASD website: <http://www.milla.k12.wa.us/non-discrimination-statement>

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.

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

1-800-233-3247 | TTY: 1-800-300-7525 | [Human Rights Commission Website](#)

STUDENT DISCIPLINARY PROCEDURES

- Our Academic Advisor/Dean of Students, Superintendent or instructor will meet with the student to review requirements and expectations.
- The student will have a conference with our Academic Advisor/Dean of Students. This conference may include our Superintendent, the student's faculty mentor, and/or the student's parents.
- Parents will be notified of serious infractions, consequences, and disciplinary action. Factors such as seriousness, location, and frequency of the violation may alter the steps in the process.
- Disciplinary procedures related to College in the High School classes may be subject to EWU, LCC, and/or CGCC policies and regulations.

NON-DISCRIMINATION AND EQUAL OPPORTUNITIES

Mill A School District, including Mill A School and Pacific Crest Innovation Academy (“MASD”), provides Equal Educational Opportunities and Equal Employment Opportunities. MASD does not discriminate on the basis of race, creed, color, national origin, religion, age, honorably discharged veteran or military status, families with children, sex, marital status, sexual orientation, or non-job related physical, sensory or mental disabilities, or use of a trained guide dog or service animal in any educational programs, courses, activities, or employment. MASD also provides equal access to the Boy Scouts and other designated youth groups. All MASD job offers are contingent on the satisfactory completion of a criminal background check. Please direct any inquiries regarding the application of state and federal laws and regulations, including but not limited to Title IX of the Education Amendments of 1972; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act (ADA) of 1990 and the ADA Amendments Act of 2008; and the Washington Law Against Discrimination RCW 49.60, to: Bob Rogers, Superintendent, 1142 Jessup Road, Cook, WA 98605, 509-538-2700. Superintendent Rogers has been designated by the board as MASD's Compliance Officer. For additional information, please review the related MASD policies, available at the District office during regular office hours.