

Dear Patrons,

Over the past 17 years, Margo Roberts, the Superintendent's Assistant, has been a steady connection between our schools, our community, and our region. Through our Community Newsletter, AAU Basketball, Columbia Boosters and her duties in our District Office, she was not only the competent, kind, and friendly voice that answered our phones, but she has been an invaluable voice for our students, staff, and District. Margo and her husband Mike, will be returning to the community they left 23 years ago to become a member of our Burbank community. They will be moving to the Roberts farm that has been in their family for three generations. She has worked tirelessly from the moment her children entered our school system to make learning better, more enjoyable, and memorable for everyone that walked through the doors of our schools. The traditions she was a part of establishing will long be a part of the legacy she leaves behind.

Joan Dove, who has held the position of Assistant Business Manager/Payroll Officer for 10 years, will fill the position as Administrative Assistant to the Superintendent. Joan will also continue her capable duties as Payroll Officer. In addition, Nakia McCarley will become the Executive Secretary and assume the numerous essential tasks that Margo completed on a daily basis. Nakia and her husband Sam, are past graduates of Columbia High School. In recent years, Nakia has filled in for our Middle School Office Manager and most recently held the position of Special Service Office Manager.

We will dearly miss Margo's professionalism, warmth, and charm. However, as we move forward, we will be in very able hands in the District Office with Joan and Nakia, assisted capably by Russ Whiteaker and Laura Donley in Business Services.

Sincerely,

Lou Gates, Superintendent

Attention ALL Fall Sports Athletes!

All parents of **middle and high school** students planning to participate in fall sports will be required to attend a **mandatory parent and student** meeting on August 8, 2017 at 7:00 PM at Columbia High School. Athletes and parents will meet with coaches and turn in athletic and physical forms during this time. Athletic forms are available on the Columbia School District website at www.csd400.org under the middle or high school sports links. Those not in attendance will be required to meet with their coach prior to being allowed to participate. The first day of football practice is August 16th and volleyball practice will begin on August 21st. Middle school sports practice will begin on August 30th.

Free Preschool Opportunity

ESD 123's Early Childhood Education and Assistance Program (ECEAP) is a "whole child," comprehensive, family-focused preschool program that provides FREE services and support to eligible children and their families. The goal of ECEAP is to help ensure all Washington children enter kindergarten ready to succeed. We are currently enrolling children for the Columbia School District ECEAP class. Please visit <http://www.esd123.org/eceap> or stop by the elementary school office after August 16th for an application. The ECEAP program offers:

- Full-day preschool instruction [September – May]
- Developmental screenings and referrals
- Nutritious meals and snacks
- Health and dental screenings
- Home Visits
- Parent Leadership Opportunities
- Family Events
- Kindergarten Readiness Activities
- Transportation provided in some service areas

Congratulations to Jermaine Broetje and Mario Martinez for placing 10th in the Nation with their American Enterprise Project about the apple industry. They competed at the National FBLA Conference in Anaheim, California this summer.



School Lunch Prices

School lunch prices for the 2017-2018 school year are as follows:

	Breakfast	Lunch	Milk
K—5th	\$1.70	\$2.75	\$.55
6th—12th	\$1.85	\$3.00	\$.55
Adults	\$2.50	\$3.75	\$.55

If you qualify for free or reduced lunch, please submit your forms as soon as possible. Free and reduced lunch forms are available at <http://www.csd400.org/CSD/district/Forms>.

Welcome Back Night 2017

August 28, 2017

5p.m.—7p.m.

The Coyote Boosters are excited to invite staff, students, parents, families and friends to the annual Welcome Back Night on Monday, August 28th from 5:00 p.m. to 7:00 p.m. at the elementary school playground.

There will be free activities including bounce houses, an obstacle course and face painting for the kids to enjoy! While there, you can visit with friends, attend the elementary school open house, participate in ASB student-led tours at the middle and high schools, attend the 6th grade orientation, purchase ASB cards and sports passes, and complete on-line student registration. Dinner and snow cones will be available for purchase.

The Burbank Grange would like to thank all those who came out and supported their breakfast fundraisers last fall and spring. The proceeds are used to fund graduating senior scholarships. Thank you for helping us make enough money to award four scholarships! Congratulations to Teagan Aune, Jasmine Marquez, Taylor Turner and Emigh Wallace.

We would also like to thank those students who came every Sunday and helped out in the kitchen. You are much appreciated. Hope to see you all in November.

Sherry Martin, Burbank Grange Member

Burbank Public Library News

The Burbank Public Library will be wrapping up their Summer Reading Program, "Build a Better World" in August. Turn in a completed reading log by **August 10** and get fair tickets and another free book, plus be entered into a prize drawing.

Upcoming Summer Activities:

- August 9: Pacific Science Center will be here! 10:00 a.m. for children ages 4-8 "Super Structures" and at 11:10 a.m. for children ages 8+ "Wired Up". Please call the Library to preregister.
- August 11: Finale Event "Build a Better Banana Split". Celebrate the fun of reading with a yummy summer time treat!
- Hood Park Movie Night will be held on August 12 at 8:00 p.m.
- August 16: Teen Trivia Evening for teens ages 12-18 at 5:30 p.m. Please call to preregister.
- August 16: The Great American Eclipse Family Event, hosted by the Walla Walla County Fire District #5, will feature Ms. Erin Steinert as speaker. Ms. Steinert is the Planetarium Outreach Specialist from Columbia Basin College. There will be a game for youngsters after her presentation. ALL ATTENDEES will receive special eclipse glasses. Seating is limited.

Freshman Orientation

The incoming class of 2021 is invited to the annual Link Crew Freshman Orientation on Monday, August 28, 2017 from 8:00 a.m. - 12:00 p.m. at the CHS Gymnasium.

The purpose of this orientation is to make the transition from middle school to high school a positive one. Wear comfortable clothes and please don't bring your school supplies...travel light! Busing will be provided; bus schedules are available at <http://www.csd400.org/CSD/district/docs/BusRoutes/BUS.htm>. If you have any questions, please contact the high school office after August 16th at (509) 545-8573.

Important Notes...

- Earlier this summer all children with life threatening conditions and/or children who require medication at school received a letter from the school nurse. State law requires guardians to meet with the school nurse to review these forms **PRIOR** to the student being allowed to attend school.
- All parents are required to update their students information through the online Family Access link, which will open on August 18, 2017. Class schedules will be released **after** completion of the online registration
- Elementary class rosters will be posted on the front door of the Elementary school August 16th.
- The Elementary, Middle, and High school offices will open on August 16th. Office hours are 7:30 a.m. to 3:00 p.m.
- All students must have complete immunizations in order to start school. This includes the chicken pox vaccine. Parents must either provide verification from the doctor the child has chicken pox with the date of illness, a blood test showing serologic proof of immunity to varicella, or a signed Certificate of Exemption form for a medical, religious or personal/philosophical reason for not receiving the vaccination.
- Student athletes must have an athletic physical completed before they are allowed to participate in any school sports.
- Free & Reduced lunch forms and student insurance forms will be mailed out soon. You can also access the Free & Reduced Lunch forms through the online student registration process, as well as on the district website.
- All students who transfer into the Columbia School District must have an approved transfer form on record before their class schedule will be released.
- School supply lists are available at the administration office or can be found online at www.csd400.org.
- During the 2017-2018 school year we will continue the Monday morning one-hour late start schedule for teacher collaboration. School will be dismissed at regular time.

School Board Meeting Schedule



Next Meeting: August 28, 2017

Administration Building Board Room
7:00 p.m.

Future Board Meeting Dates:

September 11 & 25, 2017
October 9 & 23, 2017



1 mile/5k/10k Fun Run/Walk Parade & Open House

Please join Walla Walla Fire District 5 for the 4th Annual Station to Station 1mi/5k/10k Fun Run & Walk on October 7, 2017 at 9:00 AM (check in 7:30 AM).

Entry fee is \$12 and T-shirts are available for \$15. Deadline to order T-shirts is 9/15/17. All proceeds from registrations benefit Smiles for Justin (special education). Registration forms are located at Fire Station 51, all Columbia school offices, and the Burbank Public Library, or register online at www.imathlete.com.

Parade at 11 AM and Open House to follow at Station 51.



CHILD FIND

The Columbia School District offers screenings for all children ages 0-5 to determine their level of development.

These screenings are free of charge and are conducted by Chelsea Taylor, our Early Childhood Interventionist. Screenings will be held on **Tuesday, September 12, 2017**, from 12 pm-3 pm and 5 pm-7 pm. If you would like to schedule an appointment with Mrs. Taylor to discuss your child's development, please contact Grace Helm at 545-8571, ext. 1215.

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755 Maple Street
Burbank, WA 99323

Columbia School District News

August 01, 2017

Volume 16/17 Issue 12



Columbia School District #400
755 Maple Street
Burbank, WA 99323

Administration	(509) 547-2136
Elementary School	(509) 547-9393
Middle School	(509) 545-8571
High School	(509) 545-8573
Transportation	(509) 380-0145

www.csd400.org

Columbia 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 or 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. Columbia High School offers classes in many career and technical education program areas under its open admissions policy. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. Inquiries regarding compliance procedures may be directed to the school district's Title IX Officer, Margo Roberts or Section 504/ADA Coordinator, Zachery Carpenter at Columbia School District, Maple Street, Burbank WA 99323, (509) 547-2136.

Columbia School District #400
 755 Maple Street, Burbank, WA 99323
 Dr. Lou Gates, Superintendent 509-547-2136

17/18 Academic Calendar

August				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September				
M	T	W	TH	F
				1
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11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

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

November				
M	T	W	TH	F
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20	21	22	23	24
27	28	29	30	

December				
M	T	W	TH	F
				1
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18	19	20	21	22
25	26	27	28	29

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

Columbia School District #400 547-2136
CHS (509) 545-8573 CMS (509) 545-8571 CES (509) 547-9393
Early Release Times Elementary 11:10 Middle School 11:15 High School 11:20
Regular Release Times Elementary 2:25 Middle School 2:30 High School 2:35

August (2 days)
 28 Staff Development – Schools Closed (District Per Diem Day)
 29 Staff Development - Schools Closed - (District Per Diem Day)
 30 Students First Day of School K – 12th (Full Day)

September (20 days)
 4 Labor Day - Schools Closed

October (22 days)
 13 State Board of Education Waiver Day* – Schools Closed (All staff in-service)

November (19 days)
 3 End of First Quarter –Early Release (47 days)
 10 Observance of Veteran’s Day - Schools Closed
 15 Elementary School Early Release – Conferences
 16 Elementary & Middle School Closed – Conferences
 17 Elementary & Middle School Closed - Conferences
 22 Thanksgiving –Early Release
 23 & 24 Thanksgiving - Schools Closed

December (15 days)
 21 Winter Break – Early Release
 22-29 Winter Break - Schools Closed

January (20 days)
 1 & 2 Winter Break – Schools Closed
 15 Martin L. King Jr. Day - Schools Closed
 17 & 18 High School Semester Testing – Early Release
 19 End of Second Quarter - Early Release (42 days)

February (19 days)
 19 President’s Day – No School

March (22 days)
 9 State Board of Education Waiver Day* – Schools Closed (All staff in-service)
 23 End of Third Quarter – Early Release (44 days)
 29 Elementary & Middle School Early Release – Conferences
 30 Elementary & Middle School Closed – Conferences

April (16 days)
 2-6 Spring Break – Schools Closed

May (20 days)
 18 Staff Development – Schools Closed (District Per Diem Day) (Student Transition Day & Senior Projects)
 25 Make Up Snow Day or No School
 28 Memorial Day - Schools Closed
 29 CHS Academic Awards Night
 31 Baccalaureate

June (5 days)
 1 High School Commencement
 4 Kindergarten Graduation
 5 & 6 High School Semester Testing – Early Release
 8th Grade Moving-Up Ceremony
 7 Last Day of School - Early Release End of Fourth Quarter (47 days)
 8, 11 & 12 Make Up Snow Day or No School

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

March				
M	T	W	TH	F
			1	2
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12	13	14	15	16
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April				
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30				

May				
M	T	W	TH	F
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28	29	30	31	

June				
M	T	W	TH	F
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25	26	27	28	29

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

School Closed
Early Release
Staff Development Schools Closed
Make up snow day or no school
Teacher Collaboration 1 hour late start
SBE Waiver Day Schools Closed

EOE. Any application and any required policies, procedures, evaluations, plans, and reports relating to special education will be made readily available to parents and other members of the general public through the district's administration office.

Columbia School District No. 400

Annual Legal Notices

Child-Find Notice

The 2004 Individuals with Disabilities Education Act requires all school districts to locate, evaluate and provide services for infants, toddlers, preschoolers and school-age children between the ages of birth and 21, who may have a disability. If you are concerned about your infant, toddler or preschooler's development or if you have a school-age child or adolescent who is having learning or behavioral difficulties, contact the Special Services Secretary at 509-545-8571.

Highly Capable Program

The Columbia School District offers a variety of learning opportunities for students identified as Highly Capable. According to WAC 392-170-042, individual plans are developed to help each qualifying student excel. The District also offers enrichment activities for students in kindergarten through grade 8 and honors/advanced placement classes at the high school level. Please contact the principal at your child's school if you believe he or she may qualify to be part of the districts Highly Capable Program.

Family Educational Rights and Privacy Act

Per school district Policy #3231, the following information may be released by the district unless a student's parents/and or guardian requests in writing that such information may not be released: Student name, address & phone number, date & place of birth, participation in officially recognized activities & sports, weight & height of members of athletic teams, dates of attendance, awards received, photographs & other similar information.

Attendance Law

The law requires that schools track unexcused absences for students and work with parents to develop a plan when a student has two unexcused absences in one month. If a student has five unexcused absences in a month or 10 in a school year, the school district shall file a petition for civil action with the Juvenile Court.

The definition of an excused absence is: illness or health condition; family emergency; religious observance, (when requested by a parent); school-approved activities; some disciplinary actions or short-term suspensions, as required by law; or family-approved activities.

Please call the school office as soon as you know that your child will not be attending school, and please do

everything you can to schedule appointments outside of school hours. If you do not call, your school will try to verify your child's absence by contacting you. If you cannot be contacted, the absence is considered unexcused.

Harassment, Intimidation & Bullying Statement

The Columbia School District is committed to a safe and civil educational environment for all students that is free from harassment, intimidation or bullying. In order to ensure respect and prevent harm, it is a violation of district Policy #3207 for a student to be harassed, intimidated, or bullied by others in the school community, at school sponsored events, or when such actions create a substantial disruption to the educational process.

If your child feels he/she has been harassed or bullied, the incident(s) should be reported immediately to a teacher, counselor, or principal. Children bullied on the bus may report information to the Transportation Director.

The complete text of Policy #3207: Prohibition Against Harassment, Intimidation, and Bullying, and Policy #5011: Sexual Harassment can be obtained online at www.csd400.org.

Sexual Harassment

Columbia School District is committed to providing a positive and productive working and educational environment free from discrimination, including sexual harassment. The Columbia School District prohibits sexual harassment of students, employees and others involved in District activities. Sexual harassment occurs when:

1. Submitting to the harasser's sexual demands is a state or implied condition of obtaining an education or work opportunity or other benefit;
2. Submission to or rejection of sexual demands is a factor in an academic, work or other school-related decision affecting an individual; or
3. Unwelcome sexual or gender-directed conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

Sexual harassment can occur adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male, or female to female.

The District will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment. Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement and/or Child Protective Services (CPS). Persons found to have been subjected to sexual harassment will have appropriate school district services made reasonably available to them and adverse consequences of the harassment shall be reviewed and remedied, as appropriate.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff and contractors. Anyone who engages in sexual harassment on school property or at school activities will have his or her access to school property and activities restricted, as appropriate. Sexual harassment recognition and prevention information is included in staff and student handbooks and is also available online at www.csd400.org.

Non-Discrimination Notice

Columbia 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 or 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. Columbia High School offers classes in many career and technical education program areas under its open admissions policy. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. Inquiries regarding compliance procedures may be directed to the school district's Title IX Officer, Margo Roberts, or Section 504/ADA Coordinator, Zachary Carpenter, at Columbia School District, 755 Maple Street, Burbank, WA 99323, (509) 547-2136.

Individuals who believe they have been discriminated against in any of the District's educational programs, activities, services, etc., can file a discrimination complaint with the building principal or the district's Title IX Officer, Margo Roberts. For additional information on the appeal process please refer to: <http://www.csd400.org/CSD/district/docs/DiscriminationAppealProcedure.pdf> or see Policy #3210/P and Policy #5010/P at: <http://www.csd400.org/CSD/policies.php>.

Columbia School District No. 400

Annual Legal Notices

Individuals with Disabilities Education Act (IDEA)

No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

Free & Reduced Lunch Program

The District provides daily nutritious meals that include a variety of fresh fruits and vegetables. Meals must be paid for in cash; no credit can be extended. You may also pre-pay meals online through your child's Skyward account. Applications for the Free and Reduced Meal Program are available in each school or on the district web site at

www.csd400.org/CSD/district_forms.php. Free and Reduced applications must be completed annually. Families whose applications have not been approved for the current school year by October 15th will revert to full paid meals status and pay for all school meals that their students eat from that day until an application is approved.

Menus are published on school web sites. You are welcome to have lunch with your child in the school cafeteria. Please call the school ahead of time to make arrangements.

Complaint Procedure

Do you have a concern about your student's school? Columbia School District employees will make every effort to work with you to resolve concerns or issues. The first step is to contact the people closest to the situation, such as the teacher and/or the school principal. If you are not satisfied, your next step is to discuss it with someone at the district level, then finally with the school board. District officials and Board members will not act on anonymous complaints. If you are unsure who to contact or have any questions, please contact the district office at 509-547-2136.

Life Threatening Conditions

If your child is diagnosed with a life-threatening condition (LTC), please contact the school nurse to set up a meeting to establish a care plan. This critical plan must be in place before the student can start school each year, and is for your child's safety. The plan helps inform school staff how to properly respond should your child have a medical issue. If a student with an LTC participates in a sport or

extracurricular activity, it is the parent/guardian's responsibility to inform the coach/instructor about the student's health condition and to ensure that all necessary emergency medications, emergency plans and Health Care Plan (HCP) orders are in place. Students with an LTC are required to have an emergency plan in place and medication available at all times.

Student Immunizations

Immunizations are required for all students enrolling in public school. Immunization requirements vary depending on age and grade level. Contact your child's health care provider, school nurse or the Walla Walla County Health Dept. if you have questions regarding your child's immunization status. The State of Washington has provided an exemption option for parents/guardians who have personal, religious or medical objections to immunizations. Contact the school nurse for details.

Pest Management

The Columbia School District will provide a healthy environment for students, staff and members of the community who use school properties. The District will utilize customary and effective practices to control structural, nuisance, and landscape pests. The District will manage pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks. Non-chemical pest management methods will be implemented whenever feasible. When the use of pesticides, including herbicides, is indicated, efforts will be made to schedule the application after school hours. A notice will be posted in the vicinity where the application has occurred.

Asbestos Hazard Emergency Response Act (AHERA) Environmental Protection Agency (EPA) 40 CFR Par 763

The EPA requires Columbia School District to notify the school community that asbestos building materials are present in the middle school building. The District has taken steps to provide for safety of students, staff, and parents related to such materials. Asbestos building materials are safe when they are maintained in a stable condition. The District's asbestos management program consists of surveillance, inspections, response actions,

records, and training for maintenance and custodial staff. The results of inspections and management plans may be found at the middle school and the district office and are available for inspection by any interested party.

Athletic Events

To ensure that Columbia School District fans and visitors can fully enjoy home athletic events—and to ensure everyone's safety—anyone below high school age will only be allowed into high school athletic facilities if accompanied by a responsible adult. Tickets for high school games will only be sold to adults or those with high school identification. Adults must purchase tickets for any youngsters they bring to the games, and those children must sit with those adults during the game.