



PRIDE Prep Middle School

Handbook Additions

2023-2024

Pride Schools does not discriminate in any program or activity 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 guide dog or service animal. They also provide equal access to the Boy Scouts and other designated youth groups.. The following employees have been designated to handle questions and complaints of alleged discrimination:

- **Jesse Dhillon, Section 504/ADA Coordinator for PRIDE Prep Middle School, jessed@prideschools.org**
- **Aimee Cocco, Section 504/ADA Coordinator for Innovation High School, aimee@prideschools.org**
- **Suzette Wilson, Civil Rights Compliance Coordinator, suzette@prideschools.org**
- **Hunter Wert, Title IX Coordinator, hunter@prideschools.org**

District Address: 811 E. Sprague Ave

District Telephone Number: 509.309.7680

Contact Information

General		
Attendance	Phone # 509.309.7687	attendance@prideschools.org
Front Office	Phone # 509.309.7680	info@prideschools.org

PRIDE Prep Administration Team		
Sarah Guertin	Front Office	sarahg@prideschools.org
Michelle Portrey	Special Education Director	michelle@prideschools.org
Suzette Wilson	HR Director & Business Manager	suzette@prideschools.org
Jesse Dhillon	Middle School Counselor	jessied@prideschools.org
Aimee Cocco	High School Counselor	aimee@prideschools.org
Sara Kennedy	Administrator - Both Schools	sarak@prideschools.org
Brian Via	Dean of Students - Both School	brian@prideschools.org

Protocol for questions, concerns, complaints -- Please allow 48 hours for response time. All meetings must be scheduled in advance. Email addresses are listed above.

All communication regarding students begins with the **den/crew leaders**. Email works best for contacting the den/crew leaders as they are with students throughout the day. If you need further assistance after speaking with the den leader:

1. Email the school counselor. Jesse Dhillon for the Middle Schools or Aimee Cocco for the High School
2. If additional assistance is needed please contact:
 - Curriculum Questions – Contact Sara Kennedy
 - Teacher questions or concerns -- Contact Sara Kennedy
 - Student Behavior and Conduct -- Brian Via
 - Attendance and or Events -- Sarah Guertin

DRESS CODE

PRIDE Prep requires uniforms to promote school unity, professionalism, high expectations, and equity and inclusion for all students. All students must come to school every day in the appropriate uniform dress. The PRIDE Prep uniform policy was created to accomplish the following goals:

1. A Message of Unity: Uniforms unite students, staff, and the entire PRIDE team as part of a greater community and provide a visual representation to students that they belong in this team and this community.
2. A Symbol of Professionalism and High Expectations: When a student is in the PRIDE uniform they are messaging to those around them that they hold themselves to a high level of professionalism and expectations.
3. Equity and Inclusion for All Students: Uniforms provide a level of equity at PRIDE diminishing visual differences among students in socioeconomic status and therefore enhances an inclusive and equal community.

PRIDE Prep Uniform – A student is considered “in uniform” if the top layer shirt they are wearing has the PRIDE Prep logo clearly visible and the rest of their outfit conforms with the PRIDE District dress code.

Students arriving at school without an appropriate uniform will be disciplined following our district discipline policy.

STUDENT PROPERTY

At PRIDE Prep, students will be provided with a location to store their belongings. This location is accessible by all other students. Students should keep in mind that their belongings are subject to search by PRIDE Prep staff under reasonable belief of misconduct, and students should adhere to PRIDE Prep’s policies and procedures at all times. Students are responsible for the safekeeping and wellbeing of personal items at all times, and should be cautious of bringing valuable personal items onto school campus. **PRIDE Prep is not responsible for any lost or stolen student property or property damage.** PRIDE Prep students and staff consider respect of personal property to be one of the highest responsibilities, and damage to or theft of personal property is subject to consequence as overseen by PRIDE Prep staff.

LOST AND FOUND

Most lost and found items are stored in the counselor’s office and students can collect their belongings there. Textbooks, wallets, watches, electronics and other items of value which are found should be turned in to the office so they may be returned to the rightful owner. Failure to do so will constitute theft. Periodically, “lost and found” items will be donated to a charity of choice. Please remember to put your name on items that are easily lost.