**Central Elementary**



Student Handbook

2018-19

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**CENTRAL ELEMENTARY MISSION STATEMENT**

Central Elementary School will guide students toward educational excellence by providing a positive and safe learning environment which fosters respect, responsibility, and cooperation among students, their families and the community.

Our Goals

1. Every student should develop an awareness that learning and the desire for knowledge is a lifelong process.
2. The school, community, and parents must work together to provide educational opportunities for the youth of the school district.
3. Every child should learn the essential skills in mathematics, reading, language arts, social studies, and science. Appropriate opportunities will be provided for the learning of these basic skills.
4. Every student should have an opportunity to develop an appreciation for and a basic knowledge of fine arts.
5. Every student should develop good citizenship skills, develop appropriate character traits, learn to be responsible for his/her behavior, and learn to work independently.
6. Every student should be treated with respect and provided with an environment which is free of negative influences and which will encourage recognition and self-worth.
7. All students need a basic education in health, recreation, and physical education.
8. Every student should have an opportunity to learn computer skills.

**SCHOOL ADMINISTRATION**

Dexter RXI Superintendent -------------------------------------------------C.A. Counts

Assistant Superintendent………………………………………………Gavin Miller

Special Services Director-----------------------------------------------------Amy James

**DEXTER R-XI BOARD OF EDUCATION**

The Dexter R-XI School District is governed by a seven-member Board of Education. The current Board of Education members are as follows:

President-------------------------------------------------------------------------Kevin Bishop

Vice-President-------------------------------------------------------------------Jim Reiker

Member---------------------------------------------------------------------------Rick Williams

Member--------------------------------------------------------------------------Yewell Lawrence

Member-------------------------------------------------------------------------- Nancy Mayer

Member--------------------------------------------------------------------------Herman Morse

Member--------------------------------------------------------------------------Ben Worley

CENTRAL ELEMENTARY STAFF

Principal-------------------------------------------------------------------------Angie Duncan

Assistant Principal-------------------------------------------------------------Megan Miller

Counselor-----------------------------------------------------------------------Amber Nea

|  |  |  |
| --- | --- | --- |
| THIRD GRADE | FOURTH GRADE | FIFTH GRADE |
|

|  |
| --- |
| Adam ClarkBrooke DodsonKristina MuznyChristy NicholsCassie TemplemireHeather WaddleKristi Whitehead |

 |

|  |
| --- |
| Candice AverettKristi RinehartKristin SeiterDebbie StogsdillCassie TerryDawn WarrenCasey Williams |

 |

|  |
| --- |
| Jill AllenAlexis LovinsShelby LintzKara LummukkaKristin MillerAmy PixleyRob ScottWhitney Tanksley |

 |

ART Melissa Whitaker

MUSIC Sarah Jones

PHYSICAL EDUCATION Kim Waldner

LIBRARIAN Camie Richard AIDE----Ginny Krapf

NURSE Kim Christian R.N..

KEYBOARDING Rebecca Hester

SPEECH Tara Mouser

SPECIAL SERVICE TEACHERS Kayla Sparkman AIDE-----Tonya Cato

 Kelly Flowers AIDE-----Lana Hindman April DeBerry AIDE----Shelley Fisher-Dille

 AIDE --- Victoria Jacobs Jerrica Clark AIDE-----Christina Smith

 AIDE-----Lisa Holt

 AIDE-----

TITLE I TEACHERS April Aldridge

 Katy Tarbutton AIDE------Barb Long

 Anna Whiteman

LEARNING ENRICHMENT Christin Stone

GENERAL TEACHERS’ AIDE Karen Kiger

SECRETARY Denise Counts

CUSTODIAN Jody Southerland

COOK Cathy Sturgeon

**ENROLLMENT PROCEDURES**

At the time of enrollment, parents of new students should plan to present a complete immunization record, health data, the student’s social security number, and proof of residency.

**STUDENT RECORDS AND FILES**

Permanent records are kept on each child in the office area. This record includes family information, attendance, grades, test scores, health data, and a record of personal and social traits. Parents should report any changes in this information so that we can keep accurate and up-to-date records of your child

**IMMUNIZATIONS**

According to a Missouri law which took effect on August 1, 1994, it is UNLAWFUL for any students to attend school unless he/she has been immunized (as required under the rules and regulations of the Missouri Division of Health) and can provide satisfactory evidence of such immunization.

It is the parent’s responsibility to provide the school with evidence their child has been adequately immunized in order to be in compliance with the law. This includes the dates of the initial series of shots as well as the dates when boosters were administered. As shots are given, parents must bring the records to school to be recorded on their child’s health file in order for the records to be kept up to date and accurate in compliance with the law.

**SICK CHILDREN**

Children who become ill at school are sent to the nurse’s office. If they are too sick to remain at school, parents are called to come and get them. If the parent cannot be reached, we call the emergency number(s) listed on the student’s information sheet. Please be sure that your child’s information sheet is kept up to date and that it is always possible for us to reach someone locally who can act in your place in case of an emergency.

Sometimes a student needs to stay inside or be excused from physical education after returning to school following an illness or injury. We can excuse a student for two or three days based on a note from a parent. Longer periods of time require a note from a doctor.

**DISCIPLINE**

Our goal is to guide each student toward developing desirable character traits that ultimately will allow each child to exercise self-discipline. We strive to see that every child is treated with fairness and has been given an equal opportunity to work and play. We will not, however, permit any child to disrupt school in such a manner that the educational opportunities of other children are affected.

# **Disciplinary Measures**

When students fail to respect the rights of others or to conform to acceptable practices of proper discipline, it becomes necessary to administer certain disciplinary measures. Should the need arise, the following disciplinary measures may be taken:

1. Conference with the teacher, counselor, assistant principal, and/or the principal

2. Parent conference

3. Assignment to a supervised period of detention (morning or lunch)

4. After School Detention (served in the office until 4:00)

5. Saturday School (served in the H.S. cafeteria from 8:00-11:00)

6. Corporal Punishment

7. In-school suspension

8. Out-of school suspension

9. Alternative School Placement

10. Expulsion

**CORPORAL PUNISHMENT**

The Dexter R-XI School Board has authorized the faculty to use corporal punishment (paddling) when needed. It is our belief that other means of corrective action will be used before resorting to paddling. However, we feel that it is essential this options remain a prerogative of the school. Parents will be notified of any corporal punishment. The alternative to corporal punishment is suspension from school for a designated number of days as determined by the problem itself.

**PLAYGROUND RULES**

Safety is of primary concern with the large number of students that we have. Safety is stressed in class and is mentioned continually. Virtually all of our rules are based on safety. The following playground rules have been adopted at Central:

 1. Students should keep their hands and feet to themselves.

 2. Students are not to stand or climb on the swings.

 JUMPING FROM THE SWINGS, DOING BACK FLIPS FROM THE SWINGS, SWINGING ON YOUR STOMACH, AND TWISTING THE SWINGS WHILE THEY ARE IN MOTION ARE NOT ALLOWED. Neither is walking around or between the swings.

 3. Students are not allowed to throw or kick balls against the building.

 4. Students are not to throw objects such as rocks, sticks, snowballs, etc.

1. Baseballs, hard softballs, and any other kinds of hardballs are not allowed. One can purchase a sponge ball with a baseball cover that is acceptable for use on the playground.
2. Guns, knives, BB guns or pistols, fireworks of any kind, ammunition, weapons and handcuffs are not allowed at school.
3. Tackle football or any activity that involves rough play is not permitted.

Football is a passing game only, no punting the football.

1. No one is to sit on top of any playground equipment or DO BACK FLIPS OFF ANY OF THE PLAYGROUND EQUIPMENT.
2. Students are not to go into the tree line surrounding the property.
3. Students are not to go up on the hill behind the building or play on the side of the hill.
4. Students are not to play anywhere near the pond east of the building.
5. Lost balls, Frisbees, etc. should be retrieved only with the permission of the duty teacher. The custodian retrieves ball, Frisbees, etc. from the pond from time to time.
6. Bullying or making threats is not allowed. SEE DISTRICT POLICY.
7. Slide – proper use. Do not walk up or climb on slides. Slide feet first, face forward, in a seated position, one at a time.

 EQUIPMENT PLAYGROUND RULES

 1. Do not play on broken or damaged equipment.

 2. Do not climb on or over safety rails, wall, barriers, roofs, or swing frames.

 3. Do not run or jump off or dive off playground equipment.

 4. Do not walk or climb on top of overhead ladders. Use overhead ladders one

 student at a time.

Again, these rules have been developed for the protection of our students, their property, school personnel, and school property.

**PROHIBITED ITEMS**

1. Toys of any kind, fidgets, small rubber bouncy balls (also known as super balls), dolls, yo-yos, stuffed animals, skateboards, toy weapons of any type.
2. Tablets, radios, electronic games, and expensive toys
3. Cards such as baseball, football, pokemon, etc. are not allowed.
4. Valuable items or sizable amounts of money should not be brought to school.
5. Cell phones may be brought to school, the phone must be turned off from 8:00-3:00. (interruption from cell phone may result in disciplinary action)
6. Gum and candy are not allowed. (candy may be eaten during lunch time)
7. Baseball caps should not be brought to school

**BUS RULES**

Eligible students may utilize the school’s bus transportation system. The importance of proper conduct on the school buses cannot be over-emphasized: the potential for accidents is ever present. The following regulations for pupil safety will serve as a guide:

1. Obey the driver at all times.
2. Students must not at any time extend arms, hands, or head out of the bus window.
3. Students must not try to get off or on the bus while it is in motion.
4. Students may only exit the bus at their assigned bus stop.
5. Any damage to the bus should be reported to the driver. Students will be expected to pay for damage that they do to the bus.
6. No objects are to be thrown on the bus.
7. Eating and drinking are not allowed on the bus.
8. Students must sit while riding the bus. They should not sit on their knees or with a 5leg(s) folded underneath them.
9. Bus aisles are to be kept clear and open.

**BUS MISCONDUCT**

Misconduct on the bus will be reported to the building principal and will result in disciplinary action.

First Offense: Warning, parent notification, assigned seating, bus suspension, loss of free time

Second Offense: Loss of free time, loss of special class, bus suspension, parent notification, after school detention, corporal punishment

Third Offense: Bus suspension, parent notification, after school detention, corporal punishment

Fourth Offense: Parent notification, suspension, permanent suspension of bus riding privileges

**ARRIVAL/DEPARTURE FROM SCHOOL**

Students should not arrive at school before **7:30 a.m**. unless they ride a school bus. Supervisory personnel are limited before that time. We ask parents to please cooperate with us in this respect.

We ask parents, guardians or siblings to use the upper circle drive to drop off and pick up students. The bottom circle is for parking and entering the building only. We ask that you not use the parking lot areas East or West of the building for dropping students off or for picking students up. Bus lines for students waiting for a bus are on the paved area on the East side of the building by the pond. In the event of inclement weather, bus lines are inside. Students should be in the bus line area after school or waiting out front for their ride after school—unless they are with a teacher. Students who walk home after school are expected to leave the school grounds as quickly as possible. Students who walk home should not stop to play on the playground equipment, as no one is there to supervise them. We ask your cooperation in order to maximize the safety of our students and your children.

**RELEASE OF CHILDREN DURING THE SCHOOL DAY**

Children are not permitted to leave the school grounds by themselves during the school day. Parents requesting the release of a child for a dental and doctor appointments or emergencies should come into the office to sign their child out. If someone who is not the parent needs to pick up a student, please notify us by note or by telephone. This is of the utmost importance when someone that you have designated as one NOT to pick up your child suddenly does need to pick them up. WE LOCK ALL THE DOORS DURING SCHOOL HOURS. You must buzz in at the front door before you can enter.

When scheduling appointments please try to use Homeroom time to avoid students missing ELA/Math time.

**Central Elementary Daily Schedule**

|  |  |  |
| --- | --- | --- |
| 3rd Grade | 4th grade | 5th grade |
| Homeroom | Homeroom | Homeroom |
| 8:17 - 10:00 Block 1 (Math / ELA) | 8:17 - 9:30 - Block 3 (HR/Sci/SS/Spec) | 8:17 - 10:30 Homeroom |
| 8:30 - 10:00 Block 1 (Math / ELA) | 8:17 - 9:30 - Block 3 (HR/Sci/SS/Spec) | 8:17 - 10:30 Homeroom |
| 8:30 - 10:00 Block 1 (Math / ELA) | 9:30 - 11:00 - Block 1 (Math/ ELA) | 8:17 - 10:30 Homeroom |
| 10:00-10:30 Home Room | 9:30 - 11:00 - Block 1 (Math/ ELA) | 8:17 - 10:30 Homeroom |
| 10:30 - 10:55 Lunch Recess | 9:30 - 11:00 - Block 1 (Math/ ELA) | 10:30 - 11:55 Block 1 (Math/ELA) |
| 10:55 - 11:20 lunch /11:20 - 11:30 trans. | 11:00 - 11:25 lunch recess | 10:30 - 11:55 Block 1(Math/ELA) |
| 11:30 - 1:00 Block 2 (Math/ELA) | 11:25 - 11:50 lunch / 11:50 - 12:00 trans. | 10:30 - 11:55 Block 1(Math/ELA) |
| 11:30 - 1:00 Block 2 (Math/ELA) | 12:00 - 1:00 Block 3 (HR/Sci/SS/Spec) | 11:55 - 12:30 Lunch |
| 11:30 - 1:00 Block 2 (Math/ ELA) | 12:00 - 1:00 Block 3 (HR/Sci/SS/Spec) | 11:55 - 12:50 Lunch Recess/12:50 - 1:00 trans. |
| 1:00 - 3:00 Homeroom | 1:00 - 2:30 Block 2 (Math / ELA) | 1:00 - 2:30 Block 2(Math/ELA) |
| 1:00 - 3:00 Homeroom | 1:00 - 2:30 Block 2 (Math / ELA) | 1:00 - 2:30 Block 2(Math/ELA) |
| 1:00 - 3:00 Homeroom | 1:00 - 2:30 Block 2 (Math / ELA) | 1:00 - 2:30 Block 2(Math/ELA) |
| 1:00 - 3:00 Homeroom | 2:30 - 3:00 Homeroom  | 2:30 - 3:00 Homeroom |

**ATTENDANCE**

 A student shall not miss more than six (6) days per semester even if the absence is excused pursuant to district policy. It is the responsibility of the parents and student to see that the requirements of the attendance policy are met, and all work missed is completed. When a student misses more than 6 days in a semester, parent contact will be made, as well as a possible juvenile office referral.

Students missing more than 12 days in a school year without extenuating circumstances may be recommended for summer school and/or be subject to retention.

If a student making passing grades misses more than six (6) days per semester grades may not be awarded. Before a final decision is made on denying credit to a student with excessive absences, the student will be afforded an appropriate due process hearing that is in accordance with Board policy and state law.

**Verify Absence**

Please notify the school office to verify student absences the day of the absence. For purposes of school notification, Central Elementary School will accept a parent/guardian phone call, fax, email or letter/note the day the student returns. A student who does not comply with this procedure may receive an unexcused absence. All doctor, dental, and/or counselor notes should be turned into the homeroom teacher the day the student returns. Central Elementary will attempt to notify parents by 10:00 am each day a student is absent.

**PERFECT ATTENDANCE**

Students not missing any school will be recognized for Perfect Attendance.

**MAKEUP WORK AFTER ABSENCES**

When students are absent make up work can be requested. Extenuating circumstances will be considered, generally, the policy with regards to the making up of work is as follows:

1. If a student is absent one day, the makeup work is due the day AFTER he/she returns.
2. If a student is absent more than one day, the student will have a day for each day absent in order to make up the work—up to a maximum of 5 days. For example, a student who is absent 3 days will have 3 days to do the work missed without penalty. In this event, the student should turn in the first day’s work after one day, the second day’s after 2 days, etc.
3. If makeup work is not ready to turn in when the teacher asks for it, 10 points will be deducted from that grade.
4. If makeup work is not ready to turn in when the teachers asks for it then on the following day, a zero score will be given for that assignment.

**REQUEST FOR WORK**

The procedure for receiving daily assignments for students who are ill at home and unable to come to school is as follows:

1. Request, by telephone or note, should be made to the office by 11:00 a.m.
2. The work may be picked up after school on the homework table in the lobby between 3:00 and 6:00 p.m.
3. If you inform a teacher in advance about absences, some work can often be obtained early.

**TARDIES**

Tardies at the beginning of the school day will be considered as absences under the attendance policy. PARENTS MUST SIGN IN TARDY/LATE STUDENTS. When a student exceeds three tardies per quarter they will receive lunch detention. If your child continues to be chronically tardy, after school detention will be assigned and referral made to the juvenile authority.

**SCHOOL CLOSINGS**

Whenever there appears to be doubt as to whether school will be in session because of weather conditions a School Messenger call and/or message will go out to numbers on students’ SIS file as well as, the following radio and television stations are notified:

 KDEX Radio 1590 AM or 102.3 FM

 KFVS-TV Channel 12

 KMAL Channel 2 on the cable

Parents are requested to tune to these sources when in doubt about school being in session. If you do not hear that school in Dexter is closed, then you should assume school will be in session.

**SCHOOL MESSENGER**

School Messenger is an automated phone system program which allows school personnel to send school related information to your phone. Please notify the Central Elementary office of any phone number changes throughout the year.

**REPORTING TO PARENTS**

Students will receive a progress report at mid-quarter. Report cards are given at the end of each quarter to students who do not owe any fines, fees, or lunch balances. This report of student progress includes the student’s attendance, his/her progress in school subjects, and conduct.

At the end of the first quarter, grades are shared with parents during parent/teacher conference. We ask you to make every effort to attend this conference.

School personnel are available to parents at all times to help interpret and report children’s progress. Informal notes, telephone calls, and sending home student work samples are other methods that may be used. If you even suspect that your child is having difficulty at school, please contact the teacher.

Parents can access student information through the SISK12 parent portal. Your e-mail address must be on file to request a password.

**CONFERENCES WITH THE PRINCIPAL**

If at any time after conferring with the teacher you feel a conference with the principal is needed, please call for an appointment. It works better if you talk to the

teacher FIRST. Teachers cannot address a problem if they aren’t aware of it.

**HONOR ROLL**

Doing one’s best is an important goal to establish and reach. The honor roll at Central was established to recognize students who work hard to achieve at a high level. We feel that it is important for students to work hard and learn as much as they can. To make the honor roll, a student must have no grade lower than a “B-” for the quarter.

**DEXTER SCHOOLS GRADING SCALE**

 A 96-100

 A- 90-95

 B+ 87-89

 B 83-86

 B- 80-82

 C+ 77-79

 C 73-76

 C- 70-72

 D+ 67-69

 D 63-66

 D - 60-62

 F BELOW 60

**ACCELERATED READER**

Our students are given the opportunity to participate in the Accelerated Reader program. As most of you already know, this is a program that allows students to take comprehension tests about certain books that they have read. This is accomplished on a

computer. Students accumulate points based on how well they score on the test. In addition, the length of the book and the reading level of the book are factored into the mix.

Accelerated Reader program is intended to help improve reading comprehension and students interest level in reading. So, in spite of the fact goals are emphasized, we hope to keep the focus on improving reading comprehension.

**LIBRARY**

The library is provided as a central resource center for students and teachers. Students visit the library regularly to check out and use the books and materials. Books are checked out for one week at a time and may be rechecked at the end of the week if the student is not finished reading the book.

Any student who has overdue book(s) from the library will not be allowed to check out additional books until those overdue have been returned or paid for. The school librarian can assist parents in these matters. The library is open from 8:00-2:30.

**LOST AND FOUND**

Many personal items are lost by the children and never claimed. Coat, sweaters, and hats will be kept for a short time. To help eliminate confusion and assist with identification, **items should have the student’s name written on them**. Such markings will increase the chances of children being reunited with lost items. Please do not allow your children to bring items of value to school. Central Elementary is not responsible for lost items.

**TELEPHONE MESSAGES, FLOWERS, BALLOONS, ETC.**

We try to deliver all the telephone calls and messages to students and teachers that are received in the office. Sometimes, in spite of our efforts, the connection is not made. We understand that circumstances change during the day resulting in a need to alter plans and arrangements, but we ask that whenever possible you and your child confirm plans before your child leaves for school or call before 2:00 p.m.

IT IS SCHOOL BOARD POLICY THAT STUDENTS ARE NOT ALLOWED TO RECEIVE FLOWERS OR BALLOONS AT SCHOOL.

**SCHOOL PARTIES AND BIRTHDAY CELEBRATION**

We have two parties during the school year: fall party and Valentine’s Day Party. Your child's teacher will inform you of the needs for these parties. Birthday treats may be brought in the last hour of the day. Please contact your child's teacher for prior approval. All treats must be store bought, no homemade items are allowed. Students may NOT distribute birthday invitations to children at school.

Information will be sent out prior to the fall party and Valentine party. Persons attending the party must be listed as a contact for the student in SIS. If you plan on attending please reply to the information sent home. We will ask that you sign in upon arrival then wear the name tag provided with your name and the teacher’s class name you will be attending.

**MEDICATION**

Request for medication to be administered at school is to be referred to the school nurse. This must be accompanied by doctor’s instructions.

NO STUDENT IS ALLOWED TO HAVE MEDICATION IN THEIR POSSESSION FOR SELF-ADMINISTERING—this includes aspirin or Tylenol. The danger of reaction and/or children accidentally taking his own or someone else’s medication by error is the reason for this policy.

**CAFETERIA**

The elementary schools provide a hot lunch program serving Type A lunches that meet Missouri state requirements. Almost all of the students participate in the lunch program. Students are allowed to bring their own lunch. **SODAS ARE NOT ALLOWED** to be brought to school.

Regular lunches $1.80 per day, $9.00 per week

Reduced lunch is $0.40 per day, $2.00 per week

Regular breakfast cost $1.15 per day, $5.75 per week

Reduced breakfast is $0.30 per day, $1.50 per week

Extra milk is $0.40

Meals may be paid for in advance by the week, month, semester, or year.

Payment for lunches should be sent in an envelope with the following information:

1. Student’s name
2. Teacher’s name
3. Amount inside envelope
4. If paying by check, please write the check number on the outside of the envelope

A letter will be sent home at the end of each week to any student owing $7.00 or more.

Dexter Public Schools will maintain a $10 cap on all lunch bills. Lunch balances must be current for students to participate in extra activities.

LUNCH MENUS CAN BE FOUND ON THE CENTRAL ELEMENTARY WEBSITE OR BY SCANNING THE FOLLOWING QR CODE



**DRESS GUIDELINES**

Appropriate dress should be worn by all students. We believe that grooming and dress contribute to good attitudes and conditions that enable students to do their best work. Students are encouraged to take pride in their appearance. The following will serve as some guidelines with regards to what is expected in regard to student dress:

1. Students should not wear clothing that advertises alcoholic beverages or tobacco products, etc.
2. Students should not wear clothing that displays objectionable writing or pictures.
3. Students should not wear see-through clothing.
4. Students should not wear clothing that is too short (does not cover the tummy or buttocks) or that is too tight. Clothing that fits in the fall may not in the spring.
5. Tank tops or jersey’s with straps less than 2 inches wide, or low-cut MUST be worn OVER a tee-shirt or similar garment.
6. Tops with spaghetti straps should not be worn at Central unless they are worn OVER a tee-shirt, etc.
7. Caps or hats are not allowed.

**HEAD LICE**

School personnel shall actively pursue the prevention and control of head lice in the district’s schools by developing a consistent screening and follow-up program for all students.

**HAZING AND BULLYING**

The Dexter R-XI School District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with District Policy. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official. Students and parents reporting bullying will be asked to complete a District Bullying form.

**PROHIBITION AGAINST ILLEGAL DISCRIMINATION AND HARASSMENT**

The Dexter R-XI School District does not discriminate on the basis of race, color, religion, national origin, ancestry, sex disability, age, or any other characteristics protected by law in its programs, activities, or in employment. See District Board Policy.

**ACCEPTABLE USE POLICY FOR COMPUTER FACILITIES**

The Dexter R-XI School District requires students to follow policy when using any school owned computers failure to do so will result in loss of computer privileges and/or disciplinary action.

**DIRECTORY INFORMATION**

The Dexter R-XI School District identifies “Directory Information” as information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed. Board policy will be used for this purpose.

**Central Activities**

Central Elementary Jr. BETA - 4th and 5th grade students who meet Jr. BETA criteria during the 1st quarter will be invited to join Jr. BETA.

A detailed document will be sent home at the beginning of the year outlining the criteria. The criteria will include, on grade level performance,

Songmakers: 5th grade students will have the opportunity to try out for Songmakers. Students must maintain good citizenship to participate in Songmakers. More information will be outlined in the letter sent home at the beginning of the year.

Quarterly Parties: Students must meet the criteria outlined in each letter sent home at the beginning of the quarter to participate in the end of the quarter parties. The criteria will include attendance, discipline, work ethic, and grades and lunch balances being below $10.

Field Trips: Each grade will take an end of the year field trip thanks to our PTO. Students attendance and discipline will be reviewed for eligibility.

**DEXTER PUBLIC SCHOOL CALENDAR**

2018-19

JULY 26 REGISTRATION K-12

AUG. 02-03 NEW TEACHER PROFESSIONAL DEVELOPMENT

AUG. 06-08 TEACHER PROFESSIONAL DEVELOPMENT

AUG. 07 CENTRAL ELEMENTARY PARENT NIGHT (5:30-7:30)

AUG. 09 FIRST DAY OF SCHOOL

SEPT. 03 NO SCHOOL—LABOR DAY

OCT. 12 FIRST QUARTER ENDS

OCT. 18 NO SCHOOL PROFESSIONAL DEVELOPMENT (8:00-11:00) PARENT TEACHER CONFERENCES (1:00-7:00)

OCT. 19-22 NO SCHOOL

NOV. 09 VETERANS DAY PROGRAM @ THE BEC

NOV. 21, 22, 23 NO SCHOOL—THANKSGIVING HOLIDAY

DEC. 19 SECOND QUARTER ENDS

DEC. 20-31 CHRISTMAS BREAK

JAN. 01 NEW YEAR’S DAY

JAN. 02 NO SCHOOL—PROFESSIONAL DEVELOPMENT

JAN. 03 SCHOOL IN SESSION AFTER CHRISTMAS

JAN. 21 NO SCHOOL-DR. MARTIN LUTHER KING

FEB. 15-18 NO SCHOOL—WINTER BREAK/PRESIDENTS DAY

FEB. 19 NO SCHOOL – PROFESSIONAL DEVELOPMENT

MAR. 08 THIRD QUARTER END

MAR. 14-18 SPRING BREAK

APR. 19-22 EASTER BREAK

APR. 23-MAY 3 MAP TESTING WINDOW

MAY 15 LAST DAY OF SCHOOL—1/2 DAY DISMISS 12:00

**MAKEUP DAYS IN ORDER**

1. Jan. 21
2. Feb. 15
3. Feb. 18
4. Feb. 19
5. Mar. 14
6. Mar. 15
7. Mar. 18
8. Apr. 22
9. May 16
10. May 17

**Dexter Public Schools - Central Elementary**

**3rd Grade Supply List**

**2018-19**

1-LARGE ZIP-AROUND BINDERS (Trapper Keeper style)

NO pencil sharpeners

NO mechanical pencils

NO art boxes

1-box of 24 crayons

1-Container of disinfecting wipes

2-large pink erasers

2-glue sticks

2-large boxes of tissue

1-pair of scissors (sharp point)

4-packages of #2 yellow wooden pencils (no decorative pencils)

1-plain, clear, 3-hole punched pencil pouch

2-black dry erase markers

1-highlighter

1- box quart size zip-lock freezer bags (Girls)

1- Large bottle of hand sanitizer (Boys)

2-composition notebook, wide-ruled

4 -pocket folders, 3-hole punched to fit in binder, plain colors, not decorative, no prongs

 Folders: 1 red, 1 blue, 1 green, 1 yellow

**ART**

2- #2 wooden pencils

**PE-**Tennis shoes

**Dexter Public Schools - Central Elementary**

**4th Grade Supply List**

**2018-19**

1 -Zip Around Binder

4 - Solid color, with holes, pocket folders (NO PRONGS)

 Folders: 1 red, 1 blue, 1 green, 1 yellow

1- Box of colored pencils

1- Box of 24 crayons

2- Glue Sticks

1- Elmer’s white glue

2- Red Pen/Pencils (more as needed)

4- Packages #2 Wooden Pencils (more as needed)

1- Highlighter

4- Dry Erase Markers (more as needed)

2- Pink Erasers (Large)

1- Scissors

3- Composition Notebook

1- Package Wide-Lined Loose Leaf Paper

1- Pencil Pouch (No boxes)

2- Large Kleenex

1- Large Container Disinfecting Wipes (Girls Only)

1- Box of Band-Aids (Girls Only)

1- Large Bottle Hand Sanitizer (Boys Only)

1- Box of Quart or Gallon Zip-Loc Bags (Boys Only)

## ART

## 1- Folder with pockets

2- #2 wooden pencils

P.E.

Tennis Shoes

**Dexter Public Schools - Central Elementary**

**5th Grade Supply List**

**2018-19**

# 1 - Binder with zipper closure (Trapper Keeper style)

1 - Zipper pencil pouch (if this is included in your binder, you do

 not need another one)

2 - Heavy-duty folders with prongs and pockets (Art and Music)

4 - Solid color, with holes, pocket folders (NO PRONGS)

 Folders: 1 red, 1 blue, 1 green, 1 yellow

1 - One-subject spiral notebooks (wide rule)

2 - Composition notebook

1 - Pack of loose-leaf paper (wide rule)\*\*

1 - Package of Post-it notes

8 - Glue sticks

1 - Pair of scissors (sharp point)

4 - Packages of pencils- pre-sharpened preferred (12-count)\*\*

2 - Boxes of colored pencils (1 for Art)

1- Package Red pens

2 - Permanent black sharpie

2 - 4-packs Black expo markers\*\*

1 - Highlighter

3 - Large boxes of Kleenex\*\*

Disinfectant wipes\*\*

\*\*These items usually run out before the end of the year. If you are able to send more, it would be appreciated.

**ART**

2- #2 wooden pencils

1 box- 24 Crayola crayons

**PE-**Tennis shoes

**Music**- 1-pocket folder, 3-hole punched to fit in binder

**Central Elementary**

**Student Access / Online Text**

You may go to:https://sites.google.com/a/dexter.k12.mo.us/central/

or scan the following QR code:

Central Elementary Website

You will find links to Textbook websites:

Science Text (Pearson Success net)

3rd grade username = 3rdgradescience - password = Bearcat1\*

4th grade username = 4thgradescience - password = Bearcat1\*

5th grade username = 5thgradescience - password = Bearcat1\*

Math Text (Think Central, Math in Focus

3rd grade username = 3rdgrademath - password = Bearcat1\*

4th grade username = 4thgrademath - password = Bearcat1\*

5th grade username = 5th grademath - password = Bearcat1\*

ELA Text (Connected. Wonders)

3rd grade username = 3rdgradereading - password = Bearcat1\*

4th grade username = 4thgradereading - password = Bearcat1\*

5th grade username = 5thgradereading - password = Bearcat1\*

SIS Parent Portal

Username \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Password\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobymax

Username \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Password \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Planbook.com:

You may access teacher lesson plans by going to

[www.planbook.com](http://www.planbook.com)

Login by clicking:

Student view

enter: teacher’s email

Password: bearcat

APPENDIX A

District Policy Information - up-to-date policy information may be found on the District Website @ [www.dexter.k12.mo.us](http://www.dexter.k12.mo.us)

R 2610 Misconduct and Disciplinary Consequences

The discipline code set out in this regulation is intended to be illustrative but not an exclusive listing of acts of misconduct and the consequences for each. Misconduct which is not specifically listed in this regulation may be deemed to warrant discipline up to and including expulsion following provision of all due process procedures. In addition, the disciplinary consequence listed for each offense may be increased or decreased by the Administration or the Board of Education due to mitigating or aggravating circumstances.

Copies of this regulation or the student handbook which includes the code of student conduct and disciplinary consequences, as well as the District's corporal punishment policy, if any, will be provided to each student at the beginning of each school year. Copies of these documents will also be available for public inspection during normal business hours in the Superintendent's office.

**Alcohol** - Possession of or presence under the influence of alcohol regardless of whether the student is on school premises

First Offense: In-School-Suspension or 1-180 days Out-of-School Suspension.

Subsequent Offenses: 1-180 days Out-of-School Suspension or Expulsion.

**Arson** - Intentionally causing or attempting to cause a fire or explosion Starting of attempting to start a fire or causing or attempting to cause an explosion.

First Offense: Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion. Restitution if appropriate.

Subsequent Offenses: Detention, Corporal punishment, Restitution if appropriate. In-School-Suspension, 1-180 days Out-of-School Suspension or expulsion.

**Assault** - (Refer to Policy and Regulation 2673 - Reporting of Violent Behavior)

**Assault of a Student or Staff Member** - Use of physical force with the intent to do bodily harm.

First Offense: 1st Offense -Principal/Student conference, Detention, Corporal punishment, In-School-Suspension, 1-180 days Out-of-School- Suspension or Expulsion. In-School-Suspension, 1-180 Days Out-of-School Suspension or Expulsion.

Subsequent Offenses: In-School-Suspension, 1-180 Days Out-of-School Suspension or Expulsion.

**Bullying** - Intentional intimidation or infliction of physical, emotional, or mental harm (see Policy 2655).

First Offense: Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension. (10-30 days of OSS)

Subsequent Offenses: 1-180 Days of OSS to expulsion

**Fighting** - Physically striking another in a mutual contact as differentiated from an assault.

First Offense: Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

Subsequent Offenses: In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion,

**Defiance of Authority** - Refusal to obey directions or defiance of staff authority

First Offense: 1st Offense-Conference with Principal + In-School-Suspension

2nd Offense: 3 days In-School-Suspension

3rd Offense: Out-of-School Suspension for 3 days

Subsequent Offenses: 2nd Offense-3 days In-School-Suspension 3rd Offense Out-of-School Suspension for 3 days

**Disruptive Behavior** - Conduct which has the intentional effect of disturbing education or the safe transportation of a student

First Offense: Principal/Student Conference, Detention, Corporal Punishment, In-School-Suspension, or 1-10 days Out-of-School suspension

Subsequent Offenses: Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

**Drugs/Controlled Substance**

Possession or presence under the influence of a controlled substance or substance represented to be a controlled substance while at school, on the school playground, on the school parking lot, a school bus or at a school activity whether on or off of school property.

First Offense: In-School-Suspension or 1-180 days Out-of-School Suspension.

Subsequent Offenses: 1-180 days of Out of School suspension or expulsion

**Sale of a controlled substance or substance represented to be a controlled substance while at school or at any of the locations described above.**

First Offense: 1-180 days of Out of School Suspension or Expulsion

Subsequent Offenses: 1-180 days of Out of School Suspension or Expulsion

**Prescription Medication**

Possession of a prescription medication without a valid prescription for such medication on school premises or on a school bus.

First Offense: 1-180 days Out-of-School Suspension or Expulsion

Subsequent Offenses: 1-180 days Out-of-School Suspension or Expulsion

**Distribution of prescription medication to any individual who does not have a valid prescription for such medication on school premises or on a school bus.**

Frst Offense: 1-180 days Out-of-School Suspension or Expulsion

Subsequent Offenses: 1-180 days Out-of-School Suspension or Expulsion

**Extortion** - Verbal threats or physical conduct designed to obtain money or other valuables

First Offense: Principal/Student conference, Detention, Corporal punishment, In-School-Suspension, 1-10 days

Subsequent Offenses: Out-of-School Suspension. In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

**Firearms and Weapons (Refer to Policy and Regulation 2620 - Firearms and Weapons in School)**

**Possession of a firearm or weapon**

First Offense: 1-180 days Out-of-School Suspension or Expulsion and possible documentation in student record.

Subsequent Offenses: 1 -180 days Out-of-School Suspension or Expulsion, notification of law enforcement authorities and documentation in student's discipline record.

**Harassment** (Refer to Policy 2130 - Harassment)

First Offense: Detention

Second Offense: Detention or In School Suspension

Subsequent Offense: OSS-3 day suspension

Subsequent Offenses: 1-180 days Out-of-School Suspension or Expulsion

**Improper Display of Affection** - Consensual kissing, fondling, or embracing

First Offense: Principal/Student conference, Detention, Corporal

Punishment, In-School Suspension or 1-180 days of OSS

Subsequent Offenses: 1-180 days Out-of-School Suspension. Detention, Corporal Punishment, In School Suspension, 1-180 days Out-of-School Suspension or Expulsion

**Improper Language**

Threatening Language-Use of verbal, physical or written threats to do bodily harm to person or personal property.

First Offense: Principal/Student conference, Corporal punishment, In-School-Suspension, or 1-10 days Out-of-School Suspension

Subsequent Offenses: In-School-Suspension or 1-180 days Out-of-School Suspension or Expulsion and possible documentation in student's discipline record.

**Use of Obscene or Vulgar Language**- Language which depicts sexual acts, human waste, and blasphemous language

First Offense: Principal/Student Conference, Detention, Corporal Punishment, In-School-Suspension, or 1-10 days Out-of-School suspension

Subsequent Offenses: Detention, Corporal punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

**Disruptive or Demeaning Language or Conduct** - Use of hate language to demean other persons due to the race, gender, disability, natural origin, or religious beliefs. This provision also includes conduct, verbal, written, or symbolic speech which materially and substantially disrupts class, school activities, transportation, or school functions.

First Offense: Principal/Student Conference, Detention, Corporal Punishment, In-School-Suspension, or 1-10 days Out-of-School suspension

Subsequent Offenses: Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

**Inappropriate Sexual Conduct (Refer to Policy and Regulation 2130 - Harassment)**

**Physical touching of another student in the area of the breasts, buttocks, or genitals**

First Offense: Principai/Student Conference, Detention, In school Suspension, or 1-180 Days Out of School Suspension

Subsequent Offenses: Detention, in School Suspension, 1-180 Days Out of School Suspension, or Expulsion

**Use of sexually intimidating language, objects, or pictures**

First Offense: Confiscation. Principal/Student Conference, Detention, or in school Suspension.

Subsequent Offenses: Confiscation. Detention, in School Suspension, 1-180 Days Out of School Suspension, or Expulsion

**Indecent Exposure** - Includes display of breasts, buttocks and genitals in a public location

First Offense: Principal/Student Conference, Detention, in school Suspension, or 1-180 Days Out of School Suspension

Subsequent Offenses: Detention, in School Suspension, 1-180 Days Out of School Suspension, or Expulsion

**Theft** - Nonconsensual taking or attempt to take the property of another

First Offense: Return of or restitution for property. Principal/Student conference, Detention, Corporal punishment, In-School-Suspension, 1-180 days Out-of-School Suspension.

Subsequent Offenses: Return of or restitution for property. 1-180 days Out-of-School Suspension or Expulsion.

**Tobacco** - Possession or use of tobacco or tobacco products

First Offense: Confiscation of tobacco product. Principal/Student Conference, Detention, Corporal punishment, in-School Suspension, 1-3 days Out-of-School Suspension.

Subsequent Offenses: Confiscation of tobacco product. In-School-Suspension or 1-10 days Out-of-School Suspension

**Truancy** - Absent or tardy from class or classes without authorization (See also Policy and Regulation 2340 - Truancy and Educational Neglect.)

First Offense: Principal/Student conference, Corporal Punishment, In-School-Suspension, or 1-10 days Out-ofSchool Suspension

Subsequent Offenses: Detention, Corporal Punishment, or 3-10 days of ISS.

**Vandalism** - Intentional damage or attempt to damage property belonging to the staff, students, or the District

First Offense: Restitution. Principal/Student conference, Detention, Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension or Expulsion.

Subsequent Offenses: Restitution. In School Suspension, 1-180 days Out-of-School Suspension or Expulsion.

**PARENT INFORMATION AND NOTICES**

Dear Parents:

Board of Education Policy JO (Student Records) identifies “Directory

Information” as information contained in an education record of a student

that generally would not be considered harmful or an invasion of privacy if

disclosed. The Dexter School District designates the following items as

directory information for students in grades K-12, with two exceptions:

1. Student’s name

2. Parent’s name

3. Address (9-12 th grade only)

4. Telephone number (9-12 th grade only)

5. Date and place of birth

6. Grade level

7. Enrollment status

8. Participation in school-based activities and sports

9. Weight and height of members of athletic teams

10. Dates of attendance

11. Degrees, honors, and awards received

12. Artwork or coursework displayed by the district

13. Most recent previous school attended

14. Photographs, videotapes, digital images, and recorded sound unless

such photographs, videotapes, digital images, and recorded sound

would be considered harmful or an invasion of privacy

Federal law allows school districts to disclose information from student records

if: 1) the information is not considered harmful or an invasion of privacy; 2) the

district has notified parents and eligible students that the information will be

released without parental consent unless the district receives a written objection;

and 3) the parent or eligible student has not notified (in writing) the school that

the information should not be released.

As a parent or eligible student, you have ten (10) school days after this

notice to provide notice in writing to the school district that you choose to

not have this information released. Unless notified to the contrary in

writing within the ten (10) school-day period, the school district may

disclose any of those items designated as “Directory Information”

without the parent or eligible student’s prior written consent

including in print and electronic publications of the school.

2. Directory Information/ FERPA

***Directory Information Release (FERPA)***

In compliance with Federal Law, Private Rights of Parents and Students, Section 99.3, and the Family and Educational Rights and Privacy Act (FERPA), public notice is hereby presented to parents of students attending the Dexter Public Schools that “Directory Information” may be released to the various communication media of the district as deemed necessary by school officials.

“Directory Information” includes the following information relating to a student:

The student name, address, telephone number, date and place of birth, parents names, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, record of attendance, degrees and award received, and most recent previous educational agency of institution attended by the student, and other similar information.

A student’s education record, or an official transcript thereof, shall be forwarded to an educational institution to which student makes application to attend.

If you do not want information of this type released, notify in writing, the principal of the school where your child attends within two (2) weeks of the date of the commencement of any given semester in which the student is enrolled. (20 U.S.C. §1232g, 20 U.S.C. §7908, Policy JO, Procedure JO-AP)

**PARENTS RIGHT TO KNOW ABOUT PROFESSIONAL QUALIFICATIONS**

Dexter School District is required to inform you of certain information that you, according to The No Child Left Behind Act of 2001 (Public Law 107-110), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

* Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
* Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
* Whether your child is provided services by paraprofessionals and, if so, their qualifications.
* What baccalaureate degree major the teacher has and any other graduate certification or degree held by the teacher, and the field of discipline of the certification.

In addition to the information that parents may request, districts must provide to each individual parent-

* Information on the achievement level of the parent’s child in each of the state academic assessments as required under this part; and
* Timely notice that the parent’s child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

***Surveying, Analyzing Or Evaluating Students* Inspection**

Any parent may inspect, upon request, any instructional material used as a part of the educational curriculum and all instructional materials, including teacher's’ manuals, films, tapes or other supplementary material, that will be used in connection with any survey, analysis or evaluation as part of any applicable program. Further, a parent may inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student. The term “instructional material” does not include academic tests or academic assessments.

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose. In the rare case where the district may collect information from students for the purpose of marketing or selling that information, parents may inspect any instrument used before the instrument is administered or distributed to a student, upon request and in accordance with Board policy.

**Consent Required**

In accordance with law, no student, as part of any program wholly or partially funded by the U.S. Department of Education, shall be required to submit to a survey, analysis or evaluation (hereafter referred to as “protected information survey”) that reveals any of the following information without written consent of a parent:

1. Political affiliations or beliefs of the student or the student’s parent.
2. Mental or psychological problems of the student or the student’s family.
3. Sex behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisal of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers.
7. Religious practices, affiliations or beliefs of the student or the student’s parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

**Notice and Opportunity to Opt Out**

In accordance with law, parents will receive prior notice and an opportunity to opt a student out of:

1. Any other protected information survey, as defined above, regardless of the funding source.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.
3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

**Notification of Policy and Privacy**

In accordance with law, parents will be directly notified of this policy at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy.

The district will take measures to protect the identification and privacy of the students participating in a protected information survey, regardless of the source of funding. These measures may include limiting access to the completed surveys and the survey results as allowed by law. All student educational records will be protected in accordance with law and Board policy JO. The provisions of this policy applicable to parents will transfer to a student who is 18 years old or emancipated. (Policy JHDA)

**SAFETY AND SECURITY**

***Appropriate Behavior***

The Dexter School District believes that district events are a vital part of the total educational program and should be used as a means for developing positive social interaction, good sportsmanship and appropriate behavior, in addition to knowledge and skills. Well-organized and well-conducted programs contribute to the morale of the student body and strengthen school-community relations.

To the end, the Board encourages district patrons to exhibit good sportsmanship, citizenship, ethics and integrity at all district events and at all times while on district grounds. The district will work with the Missouri State High School Activities Association (MSHSAA) and other organizations to promote good behavior by the patrons at athletic and other events. The Board will work with parents, alumni associations and local service organizations to keep appropriate behavior a top priority. The superintendent will establish procedures for crowd control at district events consistent with this policy.

***Disruptive Conduct***

If a visitor’s conduct becomes disruptive, threatening or violent, the superintendent, building principal or designee may require the visitor to leave. In extreme situations, the superintendent or designee may inform the visitor that he or she is not welcome back on district property or at district events indefinitely or for a specific period of time. During any period of prohibition, the visitor will not be allowed on district property except to attend a meeting of a public governmental body. The superintendent may make exceptions for parents, guardians or custodians of students enrolled in the district if the person’s presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian, or custodian will be supervised at all times. This paragraph does not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

***Enforcement***

If a visitor prohibited from district property or events under this policy is on district property, district staff will contact law enforcement and/or escort the person from district grounds and inform the person of the district policy prohibiting his or her presence.

The superintendent, building principal or designee may file a report or sign a complaint with law enforcement on behalf of the district. The Board grants the superintendent or designee the authority to consult an attorney for guidance or to seek a court order banning the visitor from district property. A visitor denied access to district property may request to address the Board of the matter in accordance with Board policy. (Policy KK)

***Building and Grounds Security***

All school facilities have been provided and supported through tax dollars. It is the responsibility of the Board of Education, administration, professional and support staff members, and students to see that these facilities are cared for, used properly, and treated with respect. The superintendent, with the counsel of the administrative staff, will establish procedures for the proper use of school facilities to guard against damage or loss of school property by theft, vandalism or misuse. These procedures will include preventive measures, as well as clear steps to follow when school property has been taken or damaged. (Policy ECA)

Access to school buildings and grounds outside regular school hours will be granted only to authorized personnel. When special events or activities are scheduled, the principal may request permission from the superintendent to employ special law enforcement services to give extra help in protecting school property.

No person shall carry a firearm, concealed weapon or any other weapon readily capable of lethal use into any school, onto any school transportation, or onto the premises of any function or activity sponsored or sanctioned by the district, except for authorized law enforcement officials. (Policy JFCJ)

In addition, acts of vandalism will not be tolerated and the Board shall seek legal action against those who participate in willful or malicious abuse, destruction, defacing and/or theft of the property of the Dexter School District No. 63.

***Persons Prohibited on or Near District Property or Transportation***

The district prohibits all persons who have pled guilty or *nolo contendere* to or have been convicted of or found guilty of violating the following provisions from being on or within 500 feet of any school building, district property, district activity or any vehicle used to transport students:

1. Any of the provisions in Chapter 566 of the Missouri Revised Statutes.
2. Incest, ‘568.020, RSMo.
3. Endangering the welfare of a child in the first degree, ‘568.045, RSMo.
4. Use of a child in a sexual performance, ‘568.080, RSMo.
5. Promoting a sexual performance by a child, ‘573.090, RSMo.
6. Sexual exploitation of a minor, ‘573.023, RSMo.
7. Promoting child pornography in the first degree, ‘573.025, RSMo.
8. Furnishing pornographic material to minors, ‘573.040, RSMo.

Despite the prohibition in this section, the superintendent may grant permission for a parent, guardian or custodian of a student to be on district property for the limited purpose of attending meetings with district staff or other events. Permission will be granted sparingly, if ever, and only in situations where the parent, guardian, or custodian will be supervised at all times. If permission is not granted, the parent, guardian or custodian may seek permission from the Board. The superintendent will inform the principal and other relevant district staff of the scope of the permission granted.

***Registered Sex Offenders***

Sex offenders required to be listed on the Missouri Highway Patrol’s sex offender registry, or who have pled guilty, pled *nolo contendere* or been convicted of crimes for which the law currently requires offenders to be listed, regardless of when those crimes were committed, are not allowed on district property or at district activities held on district property except to attend meetings of a public governmental body. The superintendent may also make exceptions for parents, guardians or custodians of students enrolled in the district if the person’s presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian, or custodian will be supervised at all times. This section may not apply to a student entitled by law to be on school grounds for educational services if the student’s presence is necessary to obtain those services. This section does not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

***Safety Concerns***

Your child’s safety at school is a top priority for the district. If you or your child is aware of a situation that jeopardizes the safety of anyone at school, immediately notify a member of the school staff. If you or your child would be uncomfortable bringing this situation to the attention of the school staff, call the Missouri School Violence Hotline at 866-748-7047. Your call will be anonymous.

***Visitors to the Schools***

Parents and patrons of the school district are welcome to visit district schools and attend district events. The Board of Education encourages the participation and input of parents and patrons of the school district. At times, parents and patrons of the school district may desire to visit the school facilities. However, all visitors during the regular school day, including Board members, shall sign or check in at the building office prior to receiving permission from the building administrators to proceed elsewhere in the building, even if the visitor has received advance approval for the visit from the building principal or designee. The district discourages parents or others from using the school as a site for visiting students and may refuse the use of the school for that purpose. To ensure that building safety and an appropriate educational environment are maintained, the following additional procedures are required for visits by parents and patrons, including Board of Education members:

* The building principal or designee retains the right to restrict the time or manner of parent and patron visits to prevent a disruption, annoyance, distraction, hindrance, interruption or intrusion to any class or other school activities including, but not limited to, any instructional process. The building principal or designee may, with or without consultation with the classroom teacher, restrict the time or manner of such visits.
* No visitors should engage in any conduct or activity or allow his or her presence to cause a disturbance, annoyance, distraction, hindrance, interruption or intrusion to any class or other school activities including, but not limited to, any instructional process. The building upon a finding by the building principal or designee that the visitor’s presence causes such an effect.
* Any person or persons who fail to leave the school premises upon the request of the building principal or designee may be reported to the proper legal authorities. The principal or designee may file a report to sign a complaint on behalf of the district.
* Visitors to district property may not possess weapons, including concealed weapons, on district property, on district transportation or at any district function or activity sponsored or sanctioned by the district unless the visitor is an authorized law enforcement official or is otherwise authorized by Board policy.
* The Board and administration will not tolerate any person or persons whose presence disturb classes or school activities or hinder the instructional process. If such person will not leave the school premises upon request, the principal or designee may contact the proper legal authorities.

**SEARCHES**

***Student Search Notice***

School lockers, desks and other district property are provided for the convenience of students and, as such, are subject to periodic inspection without notice. Notice regarding searches including:

* Students have no expectation of privacy in lockers, desks, computers, or other district- provided equipment or areas.
* The district will conduct periodic and unannounced administrative searches of lockers, computers and other district equipment.
* The district uses dogs to indicate the presence of alcohol, drugs, or other prohibited substances on campus, including the parking lot.
* Additional searches of bags, purses, coats, electronic devices, and other personal possessions and cars in accordance with law.

**SPECIAL EDUCATION**

***Special Education Services***

Dexter Public Schools provides a full range of special education services for students meeting the Individuals with Disabilities Education Act (IDEA) requirements and demonstrating a need for special and related services including Early Childhood (pre-school) Special Education and services for students identified with: Learning Disabilities, Speech and Language Impairments, Mental Retardation, Vision and Hearing Impairments, Physical Impairments, Emotional Disorders, and Other Health Impairments.

Additional non-handicapped services are available for students which include Gifted, English as Second Language, counseling, and tutoring.

***Programs for Homeless/Migrant/English Language Learners***

The Board of Education recognizes the need to provide equal educational opportunities for all students in the district. Students who are homeless should not be sufficient reason to separate students from the mainstream school environment. Therefore, the district, in accordance with state and federal law and the Missouri state plan for education of the homeless, will give special attention to ensure that homeless students in the school district have access to a free and appropriate public education. The district shall also seek to identify migratory children in the district, as required by law, and to develop written administrative procedures for ensuring that migrant students receive services for which they are eligible. For English language learners, the district shall take appropriate action to rectify the English language deficiency in order to provide the student equal access to its programs. Identifying students who are English language learners (ELL) and ensuring them equal access to appropriate programs are the first steps to improving their academic achievement levels. (Policy IGBH, IGBCA, IGBCB)

**PARENT COMMUNICATION**

All district patrons can sign up for School Messenger by texting “Y” to 67587 This also allows patrons to receive text messages on their cell phones from any Dexter School to inform them of special situations such as early dismissals, as well as reminders about upcoming school-sponsored events. This site also has links for information concerning:

***Websites***

Both the Dexter Public Schools and the individual schools operate a website available to the public. The district website can be accessed at [www.dexter.k12.mo.us](http://www.dexter.k12.mo.us) The Central Elementary school website can be accessed through links at this website. There are several useful tools for students and parents on the website to assist you in your communication with Dexter Public Schools. In addition, classrooms and grade levels within the building operate sites to assist parents in learning about classroom events. All staff members of the district can be contacted by e-mail and email addresses are available on the website.

***Technology Usage***

No student will be given access to the district’s technology resources until the district receives electronically signed *User Agreements* signed by the student.

Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. Student’s may be suspended or expelled for violating the district’s technology policies and procedures. Any attempted violation of the district’s technology policies and procedures. Any attempted violation of the district’s policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation.

***ASBESTOS NOTIFICATION***

Because of the health risks involved from the inhalation of asbestos fibers, the Environmental Protection Agency requires that each school inform parents of the presence of asbestos in their buildings. It is the Dexter Public School’s intent to manage all remaining asbestos in a condition that is as safe as possible and in compliance with AHERA regulations. A copy of the school’s asbestos management plan is available for public inspection in the superintendent’s office. It will inform you of the location, type and condition of all asbestos present in the building, but also the steps the school must take to make sure that it poses no risks to the health of our students and staff. If you have any questions concerning asbestos in your school, please feel free to contact the superintendent’s office

***NON-DISCRIMINATION NOTICE***

In accordance with the provisions of The Americans With Disabilities Act, Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972 and the Regulations thereunder, and P.L. 93-112; Rehabilitation Act of 1972 and Section 504 thereunder, it shall be the policy of the Dexter School District that no person shall, on the basis of age, sex, race, handicap, national origin, political or religious beliefs, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any education program or activity conducted by the District, including the employment of professional and nonprofessional personnel.

Inquiries by persons concerning protection against discrimination assured them by The American With Disabilities Act, Title VI, Title IX and Section 504 of the Rehabilitation Act, and the Regulations may be directed by letter or telephone to the Director of Special Services, Administrative Office, 1031 Brown Pilot Lane, Dexter, Missouri, 573-614-1000.

Any person may also contact the Office for Civil Rights, U.S. Department of Education-Region VII-Kansas City, 601 East 12th Street, Room 248, Kansas City, Missouri 64106. Voice phone (816) 426-7277, fax (816) 426-3686 TDD (816) 426-7065, regarding the institution’s compliance with the regulations implementing Section 504, Title II, Title VI, Title IX, and the Age Act.

***DISCRIMINATION/GRIEVANCE PROCEDURES***

The Dexter Public School System does not discriminate, either in employment or in its offerings for students, on the basis of race, color, national origin, sex, or handicap as defined in Section 504, P.L. 93-112. The School System is forbidden to practice such discrimination by federal regulations. All complaints regarding discrimination will be resolved in accordance with District Policy AC.

1. Any person or persons who feel that he, she or they have been discriminated against in violation of the Board Policy prohibiting discrimination on the basis of race, color, national origin, sex, or handicap, in violation of P.L. 93-112, P.L. 380, or P.L. 586, shall apply for redress in writing to the school official or teacher next responsible for the activity concerning which the alleged discrimination occurred. The school official or teacher upon receiving such complaint shall forward same, together with a statement of results of his or her investigation of the allegation and any action taken, through administrative channels to the designated coordinating officials.

The Title IX coordinator is Mrs. Amy James, Administrative Office, 1031 Brown Pilot Lane, Dexter , Missouri, 573-614-1000.

The Compliance Officer is Mrs. Amy James, Administrative Office, 1031 Brown Pilot Lane, Dexter , Missouri, 573-614-1000.

The Director for Special Services is Mrs. Amy James, Administrative Office, 1031 Brown Pilot Lane, Dexter , Missouri, 573-614-1000.

1. Any person who does not receive satisfaction in response to the appeal to the “next responsible official” may appeal directly to the designated coordinating official (named above), who shall investigate and recommend appropriate resolution as prescribed by Paragraph 86.8 (a), Title IX Educational Amendments Act of 1972, and/or Paragraph 84.9 Section 504 of the Rehabilitation Act Amendments of 1974. Appeal may be made to the Regional Commissioner of Education, 601 East 12th Street, Kansas City, Missouri 64106.

**STANDARD COMPLAINT RESOLUTION PROCEDURE FOR NO CHILD LEFT BEHIND PROGRAMS**

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: Policy KL, KL-AP. If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is no evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact local district or Department personnel.

**STUDENT COMPLAINTS AND GRIEVANCES**

Alleged acts of unfairness or any decision made by school personnel, except as otherwise provided for under student suspension and expulsion, which students and/or parents or guardians believe to be unjust or in violation of pertinent policies of the Board or individual school rules, may be appealed to the school principal or a designated representative.

* If the problem cannot be resolved at the building level a request can be made to the superintendent or designee.
* If the problem cannot be resolved at the superintendent level a written request can be made to appear before the Board of Education.
* The decision of the Board of Education is final (Policy JFH)

**RELEASE OF DIRECTORY INFORMATION (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the Dexter-XI School 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 records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

1. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask the Dexter-XI School District to amend a record should write the school principal or appropriate school official, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the 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.

1. The right to provide written consent before the school discloses personally identifiable information (PII) from 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 school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

 Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

1. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Dexter-XI School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202

**PARENTS RIGHT TO KNOW ABOUT PROFESSIONAL QUALIFICATIONS**

Dexter School District is required to inform you of certain information that you, according to The No Child Left Behind Act of 2001 (Public Law 107-110), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

* Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
* Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
* Whether your child is provided services by paraprofessionals and, if so, their qualifications.
* What baccalaureate degree major the teacher has and any other graduate certification or degree held by the teacher, and the field of discipline of the certification.

In addition to the information that parents may request, districts must provide to each individual parent-

* Information on the achievement level of the parent’s child in each of the state academic assessments as required under this part; and
* Timely notice that the parent’s child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.



**Stoddard & Bollinger County Schools**

**PUBLIC CHILD FIND NOTICE**

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and

homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The public school districts listed assure that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay. The public school districts listed assure that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program. The public school districts listed assure that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA). The public school districts listed have developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency’s policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency’s assurances that services are provided in compliance with the General Education Provision Act (GEPA).

#### This notice will be provided in native languages as appropriate.

#### 504 PUBLIC NOTICE

The Public School Districts listed, as a recipient of federal financial assistance from the United States Department of Education and operates a public elementary or secondary education program and/or activity, is required to undertake to identify and locate every qualified person residing in the District who is not receiving a public education; and take appropriate steps to notify disabled persons and their parents or guardians of the District’s duty.

These Public School Districts assure that they will provide a free appropriate public education (FAPE) to each qualified disabled person in the District’s jurisdiction regardless of the nature or severity of the person’s disability. For purposes of Section 504 of the Rehabilitation Act of 1973, the provision of an appropriate education is the provision of regular or special and related aids and services that (i) are designed to meet individual educational needs of disabled persons as adequately as the needs of nondisabled persons are met and (ii) are based on adherence to procedures that satisfy the requirements of the 504 federal regulations. These Public School Districts have developed a 504 Procedures Manual for the implementation of federal regulations for Section 504 of the Rehabilitation Act, Subpart D.

These plans may be reviewed at the administrative offices of the following school districts during office hours:

 Advance R-IV 19805 State Hwy C, Advance, MO

 Bell City R-II 25254 Walnut Street, Bell City, MO

 Bernie R-XIII 516 West Main Street, Bernie, MO

 Bloomfield R-XIV 505 Court Street, Bloomfield, MO

Dexter R-XI 1031 Brown Pilot Lane, Dexter, MO

Leopold R-III 100 Main Street, Leopold, MO

Meadow Heights R-II Route 1 Box 2365, Patton, MO

 Puxico R-VIII 481 Bedford Street, Puxico, MO

 Richland R-I 24456 State Hwy 114, Essex, MO

 Woodland R-IV Route 5, Box 3210, Marble Hill, MO

 Zalma R-V HC 02 Box 184, Zalma, MO

This notice will be provided in native languages as appropr