

John V. Evans Handbook 2023-2024

3000 Parke Avenue, Burley, Idaho
Phone: (208) 878-6670

Important Telephone Numbers:

Principal - Matt Seely.....208-878-6670
Secretaries-Nicole Wardle and Pam Swindlehurst.....208-878-6670
John V. Evans Fax Number.....208-878-6675
District Office.....208-878-6600

Address: 3000 Park Avenue, Burley, ID 83318

School Website: <https://www.cassiaschools.org/o/jvee>

District Website: <https://www.cassiaschools.org>

John V. Evans Faculty Members

Office Staff	Principal- Matt Seely School Counselor - Alicia Schlattmann Secretary - Nicole Wardle Secretary – Pam Swindlehurst
Kindergarten	Susan (Kayleen) Oakes Nancy Plotts
1st	Jessi Crosland Christine Gunnell Karen Tharp Camille Williams
2nd	Erin Hansen Erica Herbst Tara McCall Larissa Orr
3rd	Rochelle Barfuss Candice Garrard Erin Ramirez Laura Hobson
4th	Matt Larson Lisa Parish Carolyn Phillips
5th	Danielle Barborka Tricia Barton Charlene Christensen
6th	Ismael Casiano Bonnie Casper Erika Wittman
Newcomers	Erica Kirst K-3 Gail Palomarez 4-6
Special Education	Norrell Johnson K-4 Sharma Anderson 4-6
Specialist Teachers	Library – Evva Koyle Music - Bill Maxwell Computers – Laura Stewart PE – Samantha Kloepfer

School Schedule (Mon - Thurs)

7:35 Cafeteria opens for breakfast
8:05 Bell rings to signal start of school day
8:10 Class begins
3:25 Class Dismissed - End of school day

Kindergarten Schedule

7:55-8:10 Students arrive
8:10-11:15 Morning Session
12:20-3:25 Afternoon Session

Phone and Electronics policy:

Cell phones and any other similar electronic device are to be turned off and stored out of sight during the school day. Students who disregard this rule will have their cell phone confiscated and given to the office; parents will need to pick-up confiscated cell phones from the office.

Safety/Emergencies

School safety is a priority at John V. Evans. Weapons of any kind will be taken away regardless of the intent of the student. Our school will conduct monthly fire drills and periodic lockdown drills to ensure that we are prepared in case of emergency.

As a part of the emergency procedures in place in Cassia County schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with school board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. The parent/guardian will be informed when any of these actions have occurred as soon as possible after any such incident. These policies will be available with other school board policies to all parents electronically via our website or as a hard copy on request.

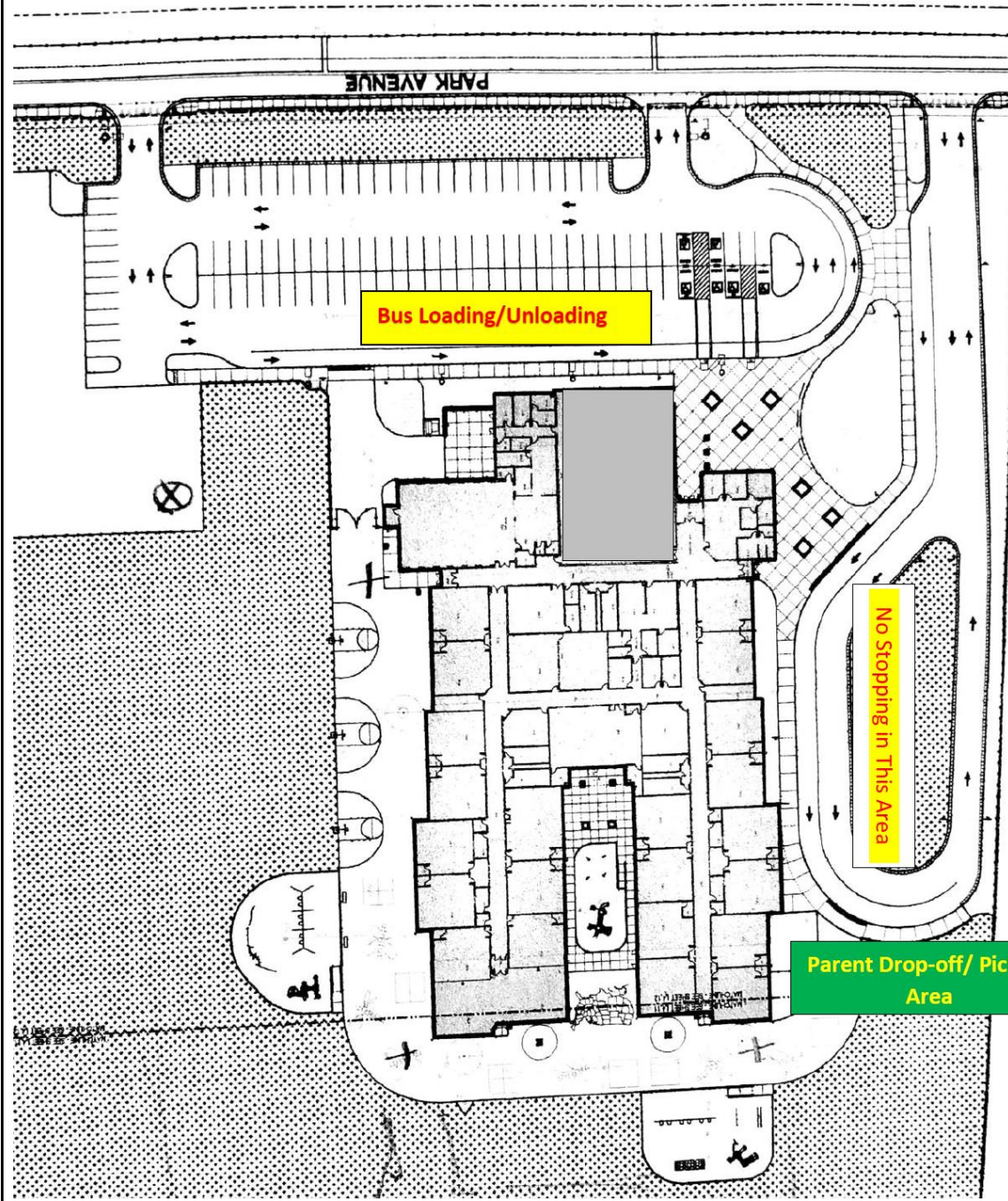
Free/Reduced Lunch Forms

We encourage every family to fill out Free and Reduced Lunch forms even if they don't think they qualify or if they aren't planning on eating school lunch.

Parking Lot and Parent Pick-up

Our main parking lot is for staff, parent, & visitor parking. We also use the west edge of the parking lot for bus loading. For safety reasons, please do not use the front parking lot to drop off or pick up your child - the south parent drop-off/pick-up loop is designed for that purpose. Please see the map below.

JOHN V EVANS MAP



“The Bobcat Way”

We expect all students at John V. Evans Elementary School to act in a way that is safe, respectful, and responsible. Safe, Respectful, Responsible - these are the 3 pillars of our school-wide behavior expectations. When students uphold these expectations, we call that “The Bobcat Way.”

As a staff, we strive to promote “The Bobcat Way” by:

1. Teaching appropriate behavior in all settings
2. Acknowledging and celebrating when students follow “The Bobcat Way”
3. Intervening and re-teaching when behavior expectations are not met.

FOLLOW THE BOBCAT WAY

Classroom

SAFE (SEGURO)

- Keep your feet and hands to yourself
- Use materials appropriately

RESPECTFUL (RESPUTUOSO)

- Encourage/help others
- Respect differences
- Treat others the way you want to be treated

RESPONSIBLE (RESPONSABLE)

- Follow directions
- Follow phone and technology rules
- Follow teacher's classroom rules
- Own your behavior
- Persevere (don't give up)

Hallway

SAFE (SEGURO)

- Eyes forward
- Keep your feet and hands to yourself
- Stop and look at corners
- Walk on the right hand side

RESPECTFUL (RESPUTUOSO)

- Enter the building quietly
- Follow adult directions
- Keep feet, hands, and objects off the walls
- Respect other's personal space

RESPONSIBLE (RESPONSABLE)

- Be quick and quiet
- Enter/Exit the building through designated doors
- Go where you are directed
- Keep our school clean

Playground

SAFE (SEGURO)

- Follow school playground rules
- Keep your feet and hands to yourself
- Leave bark, dirt, rocks, and snow on the ground
- Report safety problems to the person on duty
- Stay in designated areas

RESPECTFUL (RESPUTUOSO)

- Include everyone/take turns
- Show sportsmanship
- Use school appropriate language/behavior

RESPONSIBLE (RESPONSABLE)

- Follow the tattle rules
- Keep our playground clean
- Line up when the bell rings

Restroom

SAFE (SEGURO)

- Keep your feet and hands to yourself
- Only one person in a stall at a time
- Use the restroom designated to your area

RESPECTFUL (RESPUTUOSO)

- Respect other's privacy

RESPONSIBLE (RESPONSABLE)

- Be quick and quiet
- Flush, wash, and turn off water
- Follow teacher's classroom restroom rules
- Keep our restrooms clean

Cafeteria

SAFE (SEGURO)

- Keep your feet and hands to yourself
- Stay seated

RESPECTFUL (RESPUTUOSO)

- Allow others to sit by you
- Be patient in line
- Be thankful for your food/ say please and thank you
- Keep voices quiet
- Use good manners

RESPONSIBLE (RESPONSABLE)

- Clean up your area
- Keep food and drinks in the cafeteria
- Keep our cafeteria clean
- Raise your hand to be excused

Bus/Drop off-Pick up/Walkers

SAFE (SEGURO)

- Follow staff/driver instructions
- Keep your feet and hands to yourself
- Leave bark, dirt, rocks, and snow on the ground
- Get in and out of cars curbside
- Stay on the sidewalk/use crosswalks

RESPECTFUL (RESPUTUOSO)

- Use school appropriate language/behavior

RESPONSIBLE (RESPONSABLE)

- Enter/Exit through designated doors
- Go to and stay in designated areas
- Know bus number and stop

Attendance

By Idaho State Law, students are expected to be in school at least 90% of the days that school is in session. Failure to meet this minimum attendance requirement can result in you or your child being referred to the Cassia County Juvenile Court for failure to cause your child to attend school or for habitual truancy. JVE provides you with various means to keep track of your child's attendance: the Powerschool parent app, quarterly report cards, and you may call the school office at any time. If your child is approaching the point where a truancy charge is being considered by the school, the principal will attempt to contact you to warn you of the impending referral.

Dress Code

The rules of dress for John V. Evans are based on common sense, decency, and modesty. Students will be expected, in the matters of personal attire, conduct, grooming and appearance, to create no potential health or safety hazard, or to attract undue attention from the school operation, or incite classroom disruptions. As a general rule for all students:

Clothing should be clean and in good repair. Shoes are to be worn at all times. Vision should be unobstructed either by hair or articles of attire. Hats and hoods are not to be worn in the building. Extremely tight-fitting clothing, bare midriffs, mini-skirts (more than 4 inches above the center of the knee cap), short shorts (more than 4 inches above the center of the knee cap), tank tops, gang related attire, and suggestive or obscene slogans promoting anything illegal to John V. Evans students are not allowed. Clothing with logos and/or symbols that promote products illegal or inappropriate for John V. Evans' students are prohibited.

Lost and Found

Personal items should be clearly marked to avoid loss or exchange. The office will keep Lost and Found items. Students and/or parents can check this during regular school hours. At the end of each quarter the items left will be donated.

Head Lice Policy

The school will follow district **Policy #563**. Policy Title: Exclusion for Head Lice found at

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1831896/10-Policy_563_Exclusion_for_Head_Lice.pdf

Medication Policy

Please read the following District Policy #561. Policy Title: Administering Medication found at

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1831899/10-Policy_561_Administering_Medication.pdf

Smith's Fundraiser

Smith's provides a percentage of your grocery purchases back to the school when patrons use their *Fresh Value Cards*. **Supporters must enroll annually on-line at smithsfoodanddrug.com**. The money is used to help support students and teachers in their classrooms.

Parent-Teacher Organization

If you are interested in helping out PTO, please call the school to get in contact with our PTO Board. The school and PTO will host fundraisers throughout the school-year. We strive to work with our local community and business as we plan our fund-raising activities.

FERPA Notice regarding Photos & Videos of Your Child

Your child may be photographed and video-recorded in our schools in the classroom, at events such as assemblies, concerts, games, etc. for use by the school, the district, parents/guardians, and the news media.

In the rare circumstance that your child needs identity protection because of a criminal conviction or legal investigations around domestic violence, sexual assault, stalking, etc. or because of involvement in a witness protection program, please contact the school immediately to create a plan with you and your student.