

# Valley Heights

## *News & Notes*



August 2017

### **The Next 50**

This past school year, Valley Heights celebrated its Golden Anniversary. Throughout the year, many activities were held to commemorate this milestone with the culmination being the graduation of the Class of 2017. Valley Heights is now prepared to launch into the next fifty years and, as we do so, believe the next half century holds as much or even more promise for our students as the previous one.

One of our biggest and most exciting endeavors is our second year of full implementation in the MTSS process. The Multi-Tiered Systems of Support has proven to be exactly the right vehicle to lead us into the next fifty years. As with all of our previous school improvement processes, MTSS expects all students to be challenged to achieve high academic, social, and behavioral standards. Simply put, the MTSS process is a set of evidence based practices implemented across the district to meet the needs of all learners. The key to success with MTSS is the fidelity with which we use evidenced-based teaching strategies and techniques. Math takes center stage in this year's MTSS process with Language Arts being refined as needed. In addition, we will refocus our efforts in the Science and Social Studies curricula to ensure our students receive the well-rounded education they deserve. To help get us moving, we will re-establish our Science and Social Studies curriculum committees to review current practices and make recommendations as to how we can improve those practices to ensure student achievement.

Every new school year brings a change in personnel. We are excited to bring five new teachers to help achieve our academic goals. Nicole McKinnon—science in the JR/SR High, Brandy Turner—HS math instructor, Holly Gatson—first grade, and Alyssa Crowther—fourth grade. In addition, the Marshall County Special Education Cooperative places Cale Green and Julia Wilson in our resource rooms. Cale will be assigned to the JR/SR High and Julia in the Waterville building.

Something else we are very excited about is our new and improved website. The new Valley Heights website, which was launched July 14th, is designed to enhance parental engagement through the use of any device. The mobile application for iPhone or Android allows users to gain immediate access to information, events, sports scores, cafeteria menus, emergency notifications, and other pertinent information. This new technology replaces the SchoolReach calls and texts used over the past several years. Instant access to the most up to date school news is our goal with the new website and app.

We are excited for the new school year and as always, want all patrons including parents, students, staff, and the community to be proud of the educational product we bring to our students. Valley Heights has a proud tradition and our goal continues to be better at what we do on a daily basis.

### **Board Office**

121 E. Commercial  
Street  
PO Box 89  
Waterville, KS 66548  
(785) 363-2398

### **Valley Heights JR/SR High**

2274 6th Road  
Blue Rapids, KS 66411  
(785) 363-2508

### **Valley Heights Elementary (K-2)**

307 E. Lincoln Street  
Waterville, KS 66548  
(785) 363-2530

### **Valley Heights Elementary (3-6)**

508 Chestnut Street  
Blue Rapids, KS 66411  
(785) 363-7693

[www.valleyheights.org](http://www.valleyheights.org)

*~ John Bergkamp*  
Superintendent of Schools

# Valley Heights Junior/Senior High School

The 2017-2018 school year is quickly approaching, and I am very excited to continue as part of the USD 498 and Mustang family. It is going to be a great school year filled with many great educational and extracurricular activities for our students.

Valley Heights would also like to welcome a new math teacher, Brandy Turner, to the Mustang family. Mrs. Turner has lived in the Blue Rapids community for several years, following a teaching stint in Wichita. She will also serve as the freshman class representative. Valley Heights would also like to welcome a new science teacher, Nicole McKinnon. Ms. McKinnon is a recent graduate from Kansas State University. Finally, we have a new special education teacher, Cale Green. Mr. Green is a recent graduate from Bethany College and will also assist with the Junior High track team. As for a new coach, the Junior High volleyball team has added Coach Sarah Toerber. Please welcome these new staff members to the Valley Heights community.

We also have several position changes within the district. Mrs. Kim Critchfield is a special education para that has transferred to the JH/HS level. Mrs. Kim Oatney will be a KAYS representative. Mrs. Megan Martin will be a junior class representative. Mrs. Jenny Yungeberg will be the head coach for the junior high volleyball team. Ms. Gee will add coaching high school volleyball and basketball to her duties.

The Valley Heights JR/SR High will continue to improve our educational opportunities through the MTSS process. The focus the last two years through the MTSS process has been reading. Reading will continue to be a focus, but math and social emotional learning will also be highlighted.

Showing up for school has a huge impact on a student's academic success starting in kindergarten and continuing through high school. Even as children grow older and more independent, families play a key role in making sure students get to school safely every day and understand why attendance is so important for success in school and on the job. Do you know ways to make school attendance a priority?

- ◆ Talk about the importance of showing up to school everyday, make that the expectation.
- ◆ Help your child maintain daily routines, such as finishing homework and getting a good night's sleep.
- ◆ Try not to schedule dental and medical appointments during the school day.
- ◆ Don't let your child stay home unless truly sick. ([www.attendanceworks.org](http://www.attendanceworks.org))

~ Chad Kenworthy  
JR/SR High School Principal

# Valley Heights Elementary

What a great start to a new school year!

The start of the 2017-2018 school year will be one that everyone will always remember. Why will this year be remembered for a lifetime? That's right, it is due to the Solar Eclipse.

Since school will have started on August 16, students will have time to learn about the Eclipse. Elementary teachers will have lessons that will explain this seldom seen solar event. Maps will be made tracking the route of the eclipse. Students will watch videos and read about how the solar system works and what causes an eclipse. Several teachers are having students prepare a Journal that they will record activities and lessons prior to the eclipse. During the eclipse students will record what they observed during and after the eclipse. What a super way to learn about an event and also have a written record that can be reviewed years later.

The entire school will observe the eclipse starting about 12:45 pm. Parents also will have the opportunity to join their child in experiencing this event.

The eclipse will have come and gone by time most will have read this article. However, without a doubt, the memories of the August 21, 2017 eclipse will be remembered by our students for a lifetime.

~ *Robert Green*  
Elementary Principal

# Back-to-School Information

## School Breakfast & Lunch

Breakfast is served from 7:35-8:00 am. Meals costs are as follows:

**Breakfast:**

- Students: \$1.90
- Adults: \$2.60

**Lunch:**

- Elementary: \$2.65
- Junior High/High School: \$2.85
- Adults: \$3.70

**Milk:**

- K-12: \$.50

Free and Reduced meal applications are available in all school buildings. Reduced rates are \$.30 for breakfast and \$.40 for lunch.

## Textbook Fees

Textbook fees are payable at enrollment or special arrangements need to be made at that time.

**K-6:** \$35.00

**Junior High/Senior High:** \$85

There is a \$100 cap per family.

## Student Immunizations

All immunizations must be up to date before a student can attend school. Further, state law requires a physical assessment be done on children up to the age of 9 years old before they enroll in a Kansas school for the first time. The assessment must have been done within the past 12 months, prior to school starting.

# Upcoming Events

**August 29**

Volleyball @ valley Heights

**31**

JH Football/Volleyball @ Hanover

**September 1**

HS Football @ Valley Heights

Dear Parent/Guardian:

Children need healthy meals to learn. Valley Heights Schools offers healthy meals every school day. Your children may qualify for free meals or for reduced price meals.

| Meal Charges         | Elementary |               | Middle or JR High |               | High School |               |
|----------------------|------------|---------------|-------------------|---------------|-------------|---------------|
|                      | Full Price | Reduced Price | Full Price        | Reduced Price | Full Price  | Reduced Price |
| X Lunch              | 2.65       | 0.40          | 2.85              | 0.40          | 2.85        | 0.40          |
| X Breakfast          | 1.90       | 0.30          | 1.90              | 0.30          | 1.90        | 0.30          |
| X After School Snack | 0          | 0             |                   |               |             |               |

An application for free or reduced price meal benefits and a set of detailed instructions is included with this letter or available online at [www.valleyheights.org](http://www.valleyheights.org). Contact Dinah Umscheid, 785-363-2398 with questions or to request an application be sent. Below are some common questions and answers to help you with the application process.

**1. WHO CAN GET FREE OR REDUCED PRICE MEALS?**

- ♦ All children in households receiving benefits from Food Assistance (FA), the Food Distribution Program on Indian Reservations (FDPIR) or Temporary Assistance for Families (TAF) are eligible for free meals.
- ♦ Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- ♦ Children participating in their school's Head Start/Even Start program are eligible for free meals.
- ♦ Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- ♦ Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

**FEDERAL ELIGIBILITY INCOME CHART For School Year 2017-2018**

| Household size                 | Yearly       | Monthly    | Weekly     |
|--------------------------------|--------------|------------|------------|
| 1                              | 22,311       | 1,860      | 430        |
| 2                              | 30,044       | 2,504      | 578        |
| 3                              | 37,777       | 3,149      | 727        |
| 4                              | 45,510       | 3,793      | 876        |
| 5                              | 53,243       | 4,437      | 1,024      |
| 6                              | 60,976       | 5,082      | 1,173      |
| 7                              | 68,709       | 5,726      | 1,322      |
| 8                              | 76,442       | 6,371      | 1,471      |
| <b>Each additional person:</b> | <b>7,733</b> | <b>645</b> | <b>149</b> |

**2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?**

Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail John Bergkamp, Superintendent, 785-363-2398 or [jbergkamp@valleyheights.org](mailto:jbergkamp@valleyheights.org).

**3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?**

No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Dinah Umscheid, PO Box 89, 121 East Commercial, Waterville, KS 66548, [dumscheid@valleyheights.org](mailto:dumscheid@valleyheights.org).

**4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?**

No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Dinah Umscheid, PO Box 89, 121 East Commercial, Waterville, KS 66548, [dumscheid@valleyheights.org](mailto:dumscheid@valleyheights.org) immediately.

5. CAN I APPLY ONLINE?

Not Available , Yes  You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit <website> to begin or TO learn more about the online application process. Contact <Determining Official's name, address, phone number, e-mail> if you have any questions about the online application.

6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?

Yes. Your child's application is only good for that school year and for the first few days of this school year, through October 2, 2017. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.

7. I GET WIC. CAN MY CHILDREN GET FREE MEALS?

Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.

8. WILL THE INFORMATION I GIVE BE CHECKED?

Yes. We may also ask you to send written proof of the household income you report.

9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER?

Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.

10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?

You should talk to school officials. You also may ask for a hearing by calling or writing to: John Bergkamp, Superintendent 785-363-2398 or jbergkamp@valleyheights.org.

11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?

Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.

12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME?

List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT?

Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY?

Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY?

List any additional household members on a separate piece of paper, and attach it to your application. Contact Dinah Umscheid, PO Box 89, 121 East Commercial, Waterville, KS 66548, dumscheid@valleyheights.org to receive a second application.

16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?

To find out how to apply for Food Assistance (FA) or other assistance benefits, contact your local assistance office or call 1-888-369-4777.

If you have other questions or need help, call 785-363-2398.

John Bergkamp, Superintendent

# Immunization Requirements for the 2017 - 2018 School Year

K.A.R. 28-1-20 defines immunizations required for any individual who attends school or a childcare program operated by a school. Below are the requirements for the indicated school year. Please carefully review the requirements. The usual number of doses required are listed; however there are exceptional circumstances that could alter the number of doses a child needs. If you have questions about your child's immunization status, contact your child's primary care provider or local health department.

**Proof of receiving the required immunizations must be provided to the school prior to the student attending the first day of school.**



## Early Childhood Program Operated by a School Ages 4 Years and Under

| Vaccine                                  | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 4 doses     |
| IPV (polio)                              | 3 doses     |
| MMR (measles, mumps, rubella)            | 1 dose      |
| Varicella (chickenpox)                   | 1 dose*     |
| Hepatitis A                              | 2 doses     |
| Hepatitis B                              | 3 doses     |
| Hib (haemophilus influenza type B)       | 4 doses**   |
| Pneum (pneumococcal conjugate)           | 4 doses**   |

### Additional ACIP Recommended Vaccines Not Required for Early Childhood Programs

- **Rotavirus:** Three doses recommended for infants less than 8 months of age.
- **Influenza (flu) Vaccines:** Annual vaccination is recommended for all those 6 months of age and older.

## Grades 7 - 12

| Vaccine                               | Requirement |
|---------------------------------------|-------------|
| Tdap (Tetanus, diphtheria, pertussis) | 1 dose~     |
| IPV (polio)                           | 4 doses *** |
| MMR (measles, mumps, rubella)         | 2 doses     |
| Varicella (chickenpox)                | 2 doses*    |
| Hepatitis B                           | 3 doses     |

### Additional ACIP Recommended Vaccines Not Required for School Entry

- **HPV (Human Papillomavirus) Vaccine:** Two doses are recommended at age 11 years.  
*HPV is a cancer prevention vaccine!*
- **Meningococcal - MCV4 (Meningitis) vaccine:** One dose is recommended at 11 years of age with a booster dose at 16 years of age
- **Influenza (flu) Vaccines:** Annual vaccination is recommended for all those 6 months of age and older.

## Kindergarten - Grade 6

| Vaccine                                  | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 5 doses     |
| IPV (polio)                              | 4 doses *** |
| MMR (measles, mumps, rubella)            | 2 doses     |
| Varicella (chickenpox)                   | 2 doses*    |
| Hepatitis B                              | 3 doses     |

### Additional ACIP Recommended Vaccines Not Required for School Entry

- **Influenza (flu):** Annual vaccination recommended for all those 6 months of age and older.



## Notes

\* Varicella (chickenpox) vaccine is not required if child has had chickenpox disease and disease is documented by a physician signature. Without a physician signature, vaccine is required even if you believe your child has had chickenpox disease.

\*\* Total doses needed are dependent on vaccine type and the age doses were administered.

\*\*\* All students in grades K - 6, all new students and students currently completing the polio series must have 6 months between the last 2 doses of polio vaccine, and one dose must be after the 4th birthday.

~ All students in grades 7 - 12 are required to have one dose of Tdap regardless of the interval since the last dose of DTaP or Td.

# Classroom Supply Lists

## Preschool/Kinder-Prep

|                                 |                                 |   |
|---------------------------------|---------------------------------|---|
| 1 full-size backpack            | 2 Elmer's liquid white glue     | 1 box baby wipes (girls)                  |
| 16-count Crayola crayons        | 1 box Crayola Watercolors       | 2 large Elmer's glue sticks               |
| 1 box gallon Ziploc bags (boys) | 1 box quart Ziploc bags (girls) | 1 container of antibacterial wipes (boys) |

## Kindergarten

|                                |                                      |                                       |
|--------------------------------|--------------------------------------|---------------------------------------|
| 2 24-pk Crayola crayons        | Full-size backpack (no wheels)       | 2 large Elmer's glue sticks           |
| 1 large box Kleenex            | Baby/Clorox wipes (optional)         | 1 2-pocket folders w/o fasteners      |
| Watercolor paints              | Plastic supply box                   | Kid-sized scissors                    |
| Gallon storage bags (optional) | 1 2-pocket folder w/ fasteners/brads | 1 single-subject notebook (wide-rule) |

## 1<sup>st</sup> Grade

|                             |                           |                                   |                         |
|-----------------------------|---------------------------|-----------------------------------|-------------------------|
| 2 24-pk Crayola crayons     | 4 large glue sticks       | 2 Highlighters                    | Skinny Washable Markers |
| Kid-size scissors           | 12 #2 yellow pencils      | 2 large pink erasers              | Earbuds/Headphones      |
| 1 Wide-rule spiral notebook | 2 dry erase markers       | 1 box sandwich zipper bags (boys) |                         |
| 2 2-pocket folders          | Backpack (no wheels)      | 1 pkg. baby wipes (girls)         |                         |
| 4 boxes Kleenex             | Hand sanitizer (optional) | 1 bottle of glue                  |                         |
| Prang watercolors           | 1 Sterile shoe box        | Washable Crayola markers          |                         |

## 2<sup>nd</sup> Grade

|                             |                    |                         |                                |
|-----------------------------|--------------------|-------------------------|--------------------------------|
| 1 glue stick                | 1 large eraser     | 2 24-pk Crayola crayons | 12 #2 yellow pencils           |
| 1 <b>Yellow</b> highlighter | 8 washable markers | 1 pocket folder         | 2 spiral notebooks (wide-rule) |
| Kid scissors                | Full-size backpack | 2 boxes Kleenex         | 1 Sterilite shoebox            |

**Boys:** 1 pkg. baby wipes and 1 box sandwich-size Ziplock bags

**Girls:** Clorox wipes and 1 box gallon Ziplock bags

## 3<sup>rd</sup> Grade

|                                  |                     |                               |                                      |
|----------------------------------|---------------------|-------------------------------|--------------------------------------|
| Scissors                         | 2 highlighters      | Crayons (24 pack)             | 2 big erasers                        |
| 2 boxes Kleenex                  | Clorox Wipes (boys) | Colored pencils               | Elmer's liquid glue                  |
| Box of markers                   | 2 large glue sticks | 2 dry erase markers           | 24 #2 yellow pencils (no decorative) |
| 1 wide-rule composition notebook |                     | Liquid hand sanitizer (girls) |                                      |

## 4<sup>th</sup> Grade

|                                |                     |                                |                               |                 |
|--------------------------------|---------------------|--------------------------------|-------------------------------|-----------------|
| School scissors                | 2 glue sticks       | Colored Pencils                | Erasers                       | 2 boxes Kleenex |
| 24-pk crayons                  | Highlighters        | Looseleaf paper (wide-line)    | 12 #2 pencils (no mechanical) |                 |
| Antibacterial wipes            | Elmer's glue bottle | Markers                        | Spiral notebook               |                 |
| 2 composition notebooks        |                     | 2 dry erase markers            | Hand sanitizer(optional)      |                 |
| Quart size Ziploc bags (girls) |                     | Gallon size Ziploc bags (boys) | Pencil box/case               |                 |

## 5<sup>th</sup> Grade

|                                       |                                    |                   |                        |
|---------------------------------------|------------------------------------|-------------------|------------------------|
| School scissors                       | 5 one-subject spiral notebooks     | Box of 24 crayons | 2 boxes Kleenex*       |
| Eraser                                | 12 mechanical pencils              | 3 glue sticks     | Pencil box             |
| Lysol wipes (girls)*                  | 1 large glue bottle                | Colored pencils   | Headphones             |
| 3 2-pocket folders (red, green, blue) | 2 pkgs. wide-lined looseleaf paper |                   | Hand sanitizer (boys)* |

*\*To be shared with other students*

## 6<sup>th</sup> Grade

|                  |                                   |                 |  |
|------------------|-----------------------------------|-----------------|--|
| School scissors  | Pencil box                        | Eraser          | 5 one-subject notebooks                |
| Lysol Wipes*     | 24 count crayons                  | Crayola markers | 2 glue sticks                          |
| 2 boxes Kleenex* | 12 mechanical pencils             | Colored pencils | 3 2-pocket folders (red, yellow, blue) |
| Hand sanitizer*  | 2 pkg. wide-lined notebook paper* |                 |  |

*\*To be shared with other students*

# Bad Weather/School Messenger

Ice, blizzards, heavy snowfall, and other conditions that make it unsafe to transport students, or hold classes, can occur with very little warning in our area. The first priority in bad weather situations is the safety of our students. It is easy to make mistakes when trying to "second guess" Kansas weather. If we do err in our decisions this winter, it is our hope that we make our mistakes on the side of student safety.

One procedure schools in Kansas use is starting school one or two hours late in the morning. This gives school personnel the opportunity to better assess weather conditions in daylight hours as well as to allow township maintenance more time to clear rural roads. Valley Heights has used this practice in the past and will again, if it is in the best interest of student safety. On the days that we do not hold classes, or dismiss early, we will have no athletic practices, contests, or other activities after dismissal time.

The decision to cancel school or alter the school day is the primary responsibility of the superintendent. In making a weather-related decision regarding school hours, Superintendent Bergkamp will contact neighboring school administrators. Together they will decide on a plan as it regards school closure or early dismissal or late start. Although not all districts will decide to follow the same plan for a specified day, discussions between all parties is very helpful.

If school is to be closed during a regular school day, or if the decision is made to cancel school for the next day, an automated message will be sent to all households of our district patrons, either via email, phone call or text. The method preferred to be used for notification is the one provided by patrons to school building offices during enrollment or subsequent requests by offices. The message will state what is happening, why, and when. In case of early dismissal or cancellation, the following radio and TV stations will also be notified:

**KNDY Radio, Marysville—AM 1570/FM 95.5**

**KCLY Radio, Clay Center—FM 100.9**

**Channel 13 WIBW TV**

**Channel 27 KSNT TV**

**Channel 49 KTKA TV**

USD 498 is a member of Radio/TV station WIBW's "Storm Call". If a severe thunderstorm warning is issued by the National Weather Service for our area, several staff members are notified by email and phone of the warning. Also included is notification of lightning strikes in our area. A lightning warning goes out and continues until there has been no detection of lightning for 15 minutes at which time an "all clear" is issued.

# Announcements

## Valley Heights Bricks

As a part of the Valley Heights 40th Anniversary Celebration in 2006, commemorative personalized bricks were sold. These bricks, or pavers as they are referred to, are installed in the area just east of the walkway leading into the High School. You can have your personalized brick added to the walkway. Bricks are sold for \$30 each or 4 bricks for \$100. These can be engraved with names, year of graduation, or any message of your choice, limited to an established number of letters and spaces per brick. If you would like an order form, or more information, contact the District Office at 363-2398 or stop in and pick up a form.

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## Media & Technology Production Class Looking for Projects

The Media/Tech Production class at Valley Heights High School, taught by Susan Winters, is available for projects which might involve creating documents, brochures and pamphlets; setting up spreadsheets; designing basic web pages; and doing PowerPoint presentations of all types.

If you are not sure that your project fits this scope, please call Mrs. Winters at 363-2508 or e-mail her at [swinters@valleyheights.org](mailto:swinters@valleyheights.org) to find out more. All types of projects are welcome and most are done with a minimal fee.

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## Senior Citizen Passes

Lifetime Senior Citizen passes are available at the USD 498 Central Office. These passes are for patrons residing in the Valley Heights school district and who are 65 years of age or older. The pass will permit free attendance to all **home** school events including sports, music, drama, etc., with the exception of tournaments or Kansas State High School Activities Association (KSHSAA) sponsored events and events that are held for money-making purposes. Stop by the Superintendent's office in Waterville to pick up your pass. Passes need not be renewed unless they are lost or destroyed.

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## Use of Alcohol and Tobacco

It is USD 498 Board policy that the use of all tobacco products, electronic cigarettes, and alcohol in any school buildings, in school owned vehicles, and on any school property is prohibited. Smoking, or the use of any tobacco product, including electronic cigarettes, is not allowed in or around the athletic complex at Valley Heights JR/SR High School or in or around the Blue Rapids Gymnasium during school sponsored events or competitions.

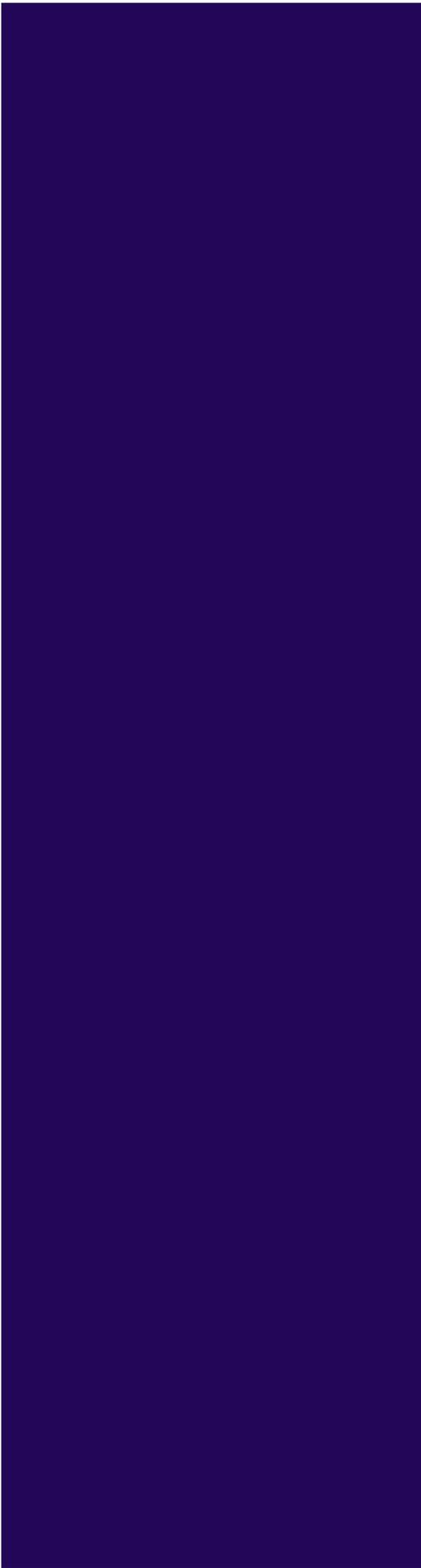
# KSHSAA Rule 52

If you attend any sporting events at USD 498 Valley Heights, please be reminded of KSHSAA Rule 52. USD 498 has adopted and is in support of the general guidelines of this sportsmanship policy. This rule will be enforced by supervising administration relative to good sportsmanship and citizenship at all school activities where Valley Heights is a participant. The rule and its interpretations shall apply to all those in attendance at a Valley Heights activity.

The philosophy of this rule is as follows: Activities are an important aspect of the total education process. They provide an arena for participants to grow, excel, understand, and value the concepts of sportsmanship and teamwork. They are an opportunity for coaches and school staff to teach and model sportsmanship, to build school pride, and to increase student/community involvement; this ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of sportsmanship for our youth as respected representatives of society. *Sportsmanship is good citizenship in action.*

Rule 52 goes on to say:

- All actions are to be for, not against; positive, not negative or disrespectful.
- Be courteous to all—participants, coaches, officials, staff, and fans.
- Know the rules, abide by, and respect the officials' decisions.
- Win with character and lose with dignity.
- Display appreciation for good performance regardless of the team.
- Exercise self-control and reflect positively upon yourself, team, and school.
- Permit only positive sportsmanlike behavior to reflect on your school or its activities.



**Bullying Prevention and  
Potential School Violence  
Hotline:**

**(877) 626-8203**

**or**

**Call the  
Marshall County  
Sheriff's Office  
(785) 562-3141**



# Use of School Facilities

The Board of Education encourages the use of school buildings and school grounds by community groups. Use of any school facility or school grounds shall not interfere with the daily school/student routine or any school sponsored activity. Fees and/or rental charges will cover the costs of wages of school personnel involved. Non-profit groups will only be charged the actual overtime rate of pay for custodians, cooks, and any staff utilized for an activity. All other groups and organizations will be charged the actual overtime rate of pay for custodians, cooks, and any staff utilized for an activity plus the building fee as stated below.

Following is a fee schedule for the various facilities:

**Kitchens:** \$25 plus actual cost of cook on duty

**Blue Rapids Gym:** \$5 per hour

**Waterville Multi-Purpose Room:** \$5 per hour

**Single Classroom (any facility):** \$5 per hour

**High School Gym or Commons:** \$5 per hour

Adult team basketball games are not to be held in the high school gym. An exception will be made for use of this gym for a fundraising/benefit game supervised by school personnel. Such basketball games will be permitted in the Blue Rapids gym.

Arrangements to reserve a facility, which must be done in advance, should be made through the Valley Heights JR/SR High School office.

# School Entry Physicals/Self-Administration of Medications

## School Entry Physicals

Any new student, under the age of 9 years, including preschool and/or Kinder-Prep, who is attending a Kansas public school for the first time, need a school entry physical completed by a Kansas physician. This physical must have been done within the last 12 months. Documentation of this physical must be provided to the school within 90 days after the August commencement of the school year.

## Self-Administration of Medications

The self-administration of medications is allowed for eligible students in grades K-12. "Medications" in this instance refers **only** to a medicine used for the treatment of asthma, including but not limited to an inhaled bronchodilator or auto-injectable epinephrine. There are requirements which a student must meet. They are:

- ♦ A written statement from the student's health care provider (physician, advanced registered nurse practitioner or a licensed physician's assistant) stating the name and purpose of the medication.
- ♦ The prescribed dosage.
- ♦ The time the medication is to be regularly administered.
- ♦ Any additional special circumstances under which the medication is to be administered.
- ♦ The length of time for which the medication is prescribed.
- ♦ The student shall also demonstrate to the health care provider and the school nurse the skill level necessary to use the medication and any device that is necessary to use the medication and any device that is necessary to administer the medication as prescribed.

The health care provider shall prepare a written treatment plan for managing the student's asthma and for medication use by the student during school hours. The parents/guardian shall **annually** complete and submit to the school any written documentation required, including the treatment plan prepared by the student's health care provider.

All teachers responsible for the student's supervision shall be notified that permission to carry medications and self-administer has been granted. The school district shall provide written notification to the parents that the school district shall not be liable for damage, injury or death resulting directly or indirectly from the self-administration of medication. The parents shall sign this statement, acknowledging by their signature that they will indemnify and hold such school district harmless.

These additional requirements are also necessary:

- ♦ The school district shall require that any back-up medication provided by the student's parents/guardian be kept at the student's school in a location to which the student has immediate access if there is an asthma emergency.
- ♦ The school district shall require that all necessary and pertinent information be kept on file at the school in a location easily accessible if there is an asthma emergency.
- ♦ Eligible students shall be allowed to possess and use approved medications at any place where the student is subject to the jurisdiction or supervision of the school district.
- ♦ The board may adopt policy or handbook language spelling out under what circumstances the student's authorization for self-administration may be revoked.

A **Permission for Self-Administration of Medication** form is available in each building's office. Also available in each office is a **Permission for Medication** form which parents need to complete and sign, allowing a school secretary or other employee to administer prescribed medications to students. These medications are not allowed in the student's possession but are stored in the school office.

# Annual Notice of Privacy Rights

This notice informs parents and eligible students (18 or older) of their rights concerning access to educational records, limitations on disclosure of record information, the opportunity to challenge the content of educational records, and provisions for filing a complaint with H.E.W. These rights are spelled out in Public Law 98-380 as amended by Public Law 93-568, and in regulation published by the Dept. of H.E.W. in the June 17, 1976 Federal Register.

The law and regulations published in the Dept. of H.E.W. require educational institutions to:

- ◆ Provide parents and eligible students the opportunity to inspect educational records by contacting the school principal;
- ◆ Provide parents opportunities for a hearing to challenge the content of the student's education record when they believe it contains information that is inaccurate, misleading or in violation of the student's right to privacy. (Grades are not subject to challenge)

Schools will limit disclosure of information from the student's records to those who have the consent of the parent or eligible student, to officials specifically permitted within the law, such as local school officials, those of other schools in which the students seeks to enroll, and under certain conditions and for specific purposes, local, state and federal officials.

Parents of dependent students will have access to the educational record. This agency will assume that the student is dependent on their parent(s)—claim as a tax exemption—until we are otherwise notified.

This agency will publish directory information, collective, or individually, unless a parent/eligible student, within ten days after this notice, informs the privacy officer, in writing, that any or all of the categories listed below should not be released without prior written consent. Directory Information: name, address, telephone listing, date and place of birth, major field of study, dates of attendance, participation in officially recognized activities, sports (weights/heights of athletic team members), degree, awards received, and most recent previous educational institution attended.

Copies of district policy and implementation procedures are available upon request from the superintendent.

Parents or eligible students may file a complaint with the H.E.W. if they believe their rights, under this law, have been violated and efforts to resolve the situation through MCPS appeal channels have not proved satisfactory. Complaints should be addressed to F.E.R.P.A., H.E.W., Room 514E, 200 Independence Avenue SW, Washington, D.C. 20201.

# Drug Free Schools (JDDA)

Maintaining drug free schools is important in establishing an appropriate learning environment for the district's students. The unlawful possession, use, sale or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity is prohibited. This policy is required by the 1989 amendments to the Drug Free Schools and Communities Act, P.L.102-226, 103 St.1928.

## **Student Conduct:**

As a condition of continued enrollment in the district, students shall abide by the terms of this policy. Students shall not unlawfully manufacture, distribute, possess or use illicit drugs, controlled substances or alcoholic beverages on school district property, or at any school activity. Any student violating the terms of this policy shall be reported to the appropriate law enforcement officials, and will be subject to any one or more of the following sanctions:

First Offense: A first time violator shall be subject to the following sanctions:

- a. A punishment up to and including long-term suspension;
- b. Suspension from all student activities for a period of not less than one month;

Second Offense: A second time violator shall be subject to the following sanctions:

- a. A punishment up to and including long-term suspension;
- b. Suspension from all student activities for a period of not less than one semester or four months;
- c. A student placed on long-term suspension under this policy may be re-admitted on a Probationary status if the student agrees to complete a drug and alcohol rehab program. (Names of acceptable programs are on file with the board clerk.)

Third and Subsequent Offense: A student who violates the terms of this policy for the third time, and any subsequent violation, shall be subject to the following sanctions:

- a. A punishment up to and including expulsion from school for the remainder of the school year;
- b. Suspension from participation and attendance at all school activities for the year;
- c. A student who is expelled from school under the terms of this policy may be re-admitted during the term of the expulsion only if the student has completed a drug and alcohol education and rehab program at an acceptable program.

Students who are suspended or expelled under the terms of this policy will be afforded the due process rights contained in board policies and K.S.A. 72-8901, et seq. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline. Drug and alcohol counseling and rehabilitation programs are available for district students. If the student agrees to enter and complete a drug education or rehab program, the cost of such program shall be borne by the student and his or her parents.

A list of available programs, along with names and addresses of contact persons for the program is on file with the board clerk. Parents and students should contact the directors of the program to determine the cost and length of the program (cf. JCDA and JDD). A copy of this policy will be provided to all students and the parents of all students. Parents of all students shall be notified that compliance with this policy is mandatory.

## Weapons (JCDBB)

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon at school, on school property or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive devise, or any facsimile of a weapon.

### Definition of Weapons and Destructive Devices

As used in this policy, the term "weapon" and/or destructive devise shall include, but not be limited to:

- ◆ Any item being used as a weapon or destructive device;
- ◆ Any facsimile of a weapon;
- ◆ Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- ◆ The frame or receiver of any weapon described in the preceding example;
- ◆ Any firearm muffler or firearm silencer;
- ◆ Any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine or similar device;
- ◆ Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than 1/2 inch in diameter; any combination of parts either designed or intended for use in converting any device into a destructive device intended for use in converting any device into an destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled;
- ◆ Any bludgeon, sand club, metal knuckles or throwing stars;
- ◆ Any knife, commonly referred to as a switchblade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward downward, or centrifugal thrust or movement.
- ◆ Any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun.

### Penalties for Possession

Possession of a firearm or other weapon shall result in expulsion from school for a period of one calendar year, except that the superintendent may recommend that this expulsion requirement be modified on a case-by-case basis (see JDC). Possession of a facsimile of a weapon may result in suspension or expulsion. Expulsion hearings for possession of a weapon shall be conducted by the superintendent or superintendent's designee.

Students violating this policy shall be reported to the appropriate law enforcement agency(ies) and if a juvenile, to DCF or the Commissioner of Juvenile Justice.

# Complaints (JCE)

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## Complaints Regarding Discrimination

The district is committed to maintaining a working and learning environment free from discrimination, insult, intimidation, or harassment due to race, color, religion, sex, age, national origin, or disability.

Any incident of discrimination, including acts of harassment, shall promptly be reported for investigation and corrective action by the building principal or district compliance coordinator. Any student or employee who engages in discriminatory conduct shall be subject to disciplinary action, up to and including termination from employment or expulsion from school.

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment of, in the district's programs and activities, is prohibited. The principal, Chad Kenworthy, 2274 6th Road, Blue Rapids, KS 66411 at 785 363-2508, has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of discrimination or harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the report shall be made to the district compliance coordinator. Any student complaint of discrimination shall be resolved under the district's discrimination complaint procedures. (See KN)

## Complaints Regarding School Rules

Any student may file a complaint with the principal concerning a school rule or regulation as it applies to the student. The complaint shall be in writing, filed within 20 days following the application of the rule or regulation, and must specify the basis for the complaint. The principal shall investigate the complaint and inform the student of the resolution within 10 days after the complaint is filed.

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# Sexual Harassment (JGEC)

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination on the basis of sex, including sexual harassment. Sexual harassment shall not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

Sexual harassment is unlawful discrimination on the basis of sex under Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and the Kansas Acts Against Discrimination. All forms of sexual harassment are prohibited at school, on school property, and at all school-sponsored activities, programs or events. Sexual harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds.

It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to sexually harass any student, employee, or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

Sexual harassment is unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a member of the school staff to a student or when made by any student to another student when: (1) submission to such conduct is made, explicitly or implicitly, a term or condition of the individual's education; (2) submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or (3) such conduct has the purpose or effect of interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive academic environment.

Sexual harassment may result from verbal or physical conduct or written or graphic material. Sexual harassment may include, but is not limited to: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person with sexual or demeaning implication; unwelcome touching; or suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning a student's grades, participation in extra-curricular activities, etc.

The district encourages all victims of sexual harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of sexual harassment and take prompt corrective action to end the harassment.

Any student who believes he or she has been subjected to sexual harassment should discuss the problem with the principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of sexual harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal.

# Sexual Harassment (JGEC)

If the building principal is the alleged harasser, the complaint shall be reported to the district compliance coordinator. The building principal or district compliance coordinator shall discuss the complaint with the student to determine if it can be resolved. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a formal complaint under the district's discrimination complaint procedure. (See KN)

Complaints received will be investigated to determine whether, under the totality of the circumstances, the alleged behavior constitutes sexual harassment under the definition outlined above. Unacceptable student conduct may or may not constitute sexual harassment, depending on the nature of the conduct and its severity, pervasiveness and persistence. Behaviors which are unacceptable but do not constitute harassment may provide grounds for discipline under the code of student conduct.

An employee who witnesses an act of sexual harassment shall report the incident to the building principal. Employees who fail to report complaints or incidents of sexual harassment to appropriate school officials may face disciplinary action. School administrators who fail to investigate and take appropriate corrective action in response to complaints of sexual harassment may also face disciplinary action.

When a complaint contains evidence of criminal activity or child abuse, the building coordinator or district coordinator shall report such conduct to the appropriate law enforcement or DCF authorities. (See GAAD)

To the extent possible, confidentiality will be maintained throughout the investigation of a complaint. The desire for confidentiality must be balanced with the district's obligation to conduct a thorough investigation, to take appropriate corrective action or to provide due process to the accused.

The filing of a complaint or otherwise reporting sexual harassment shall not reflect upon the individual's status nor will it affect grades. Any act of retaliation against any person who has filed a complaint or testified, assisted, or participated in an investigation of a sexual harassment complaint is prohibited. Any person who retaliates is subject to immediate disciplinary action, up to and including expulsion for a student or termination of employment for an employee.

False or malicious complaints of sexual harassment may result in corrective or disciplinary action against the complainant.

*Approved 9/14/98*

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# Racial & Disability Harassment (JGEC)

The Board of Education is committed to providing a positive and productive learning and working environment free from discrimination, including harassment, on the basis of race, color or national origin or disability. Discrimination or harassment on the basis of race, color or national origin ("racial harassment") or on the basis of disability ("disability harassment") shall not be tolerated in the district. Racial or disability harassment of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

Racial harassment is unlawful discrimination on the basis of race, color or national origin under Titles VI and VII Civil Rights Act of 1964, and the Kansas Acts Against Discrimination. Disability harassment is unlawful discrimination on the basis of disability under Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act. All forms of racial or disability harassment are prohibited at school, on school property, and at all school sponsored activities, programs or events. Racial or disability harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds.

It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to racially harass any student, employee, or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

Racial Harassment is racially motivated conduct which:

1. Affords a student different treatment, solely on the basis of race, color or national origin, or disability in a manner which interferes with or limits the ability of the student to participate in or benefit from the services, activities or programs of the school;
2. Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of creating a hostile academic environment; or
3. Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of interfering with a student's academic performance or ability to participate in or benefit from the services, activities or programs of the school. Racial or disability harassment may result from verbal or physical conduct or written graphic material.

The district encourages all victims of racial or disability harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of racial or disability harassment and take prompt corrective action to end the harassment.

Any student who believes he or she has been subject to racial or disability harassment or has witnessed an act of alleged racial or disability harassment, should discuss the alleged harassment with the building principal, another administrator, the guidance counselor, or another certified staff member.

Any school employee who receives a complaint of racial or disability harassment from a student shall inform the student of the employee's obligation to report the complaint

# Racial & Disability Harassment (JGEC)

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and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the complaint shall be reported to the district compliance coordinator. The building principal shall discuss the complaint with the student to determine if it can be resolved. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a formal complaint under the district's discrimination complaint procedure (See KN).

Complaints received will be investigated to determine whether, under the totality of the circumstances, the alleged behavior constitutes racial or disability harassment under the definition outlined above. Unacceptable student conduct may or may not constitute racial or disability harassment, depending on the nature of the conduct and its severity, pervasiveness and persistence. Behaviors which are unacceptable but do not constitute harassment may provide grounds for discipline under the code of student conduct. The discipline of a student for violation of any provision of the code of student conduct may be enhanced if the conduct is racially or disability motivated.

An employee who witnesses an act of racial or disability harassment shall report the incident to the building principal. Employees who fail to report complaints or incidents of racial or disability harassment to appropriate school officials may face disciplinary action. School administrators who fail to investigate and take appropriate corrective action in response to complaints of racial or disability harassment may also face disciplinary action.

When a complaint contains evidence of criminal activity or child abuse, the compliance coordinator shall report such conduct to the appropriate law enforcement or DCF authorities. (See GAAD)

To the extent possible, confidentiality will be maintained throughout the investigation of a complaint. The desire for confidentiality must be balanced with the district's obligation to conduct a thorough investigation, to take appropriate corrective action or to provide due process to the accused.

The filing of a complaint or otherwise reporting racial or disability harassment shall not reflect upon the student's status or grades. Any act of retaliation against any person who has filed a complaint or testified, assisted, or participated in an investigation of a racial or disability harassment complaint is prohibited. Any person who retaliates is subject to immediate disciplinary action, up to and including expulsion for a student or termination of employment for an employee.

False or malicious complaints of racial or disability harassment may result in corrective or disciplinary action against the complainant.

A summary of this policy and related materials shall be posted in each district facility. The policy shall also be published in student, parent and employee handbooks as directed by the district compliance coordinator. Notification of the policy shall be included in the school newsletter or published in the local newspaper annually.

Approved: 9/14/98

7/18/13

# USD 498 Mission Board of Education

*USD 498 Board of Education's mission is to provide an education system that will develop the highest level of achievement for all students, educators, and patrons by managing district policies and efficient use of resources.*

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## WE ARE LISTENING!

If you have questions, concerns, comments, or suggestions, please send them to:

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