

Meramec Valley R-III School District

Student Handbook 2020-2021

Doris Hoffman Early Learning Center

228 S. Indian Pride Drive
Pacific, MO 63069
(636) 271-1464
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Meramec Valley R-III School Board

Matt Trower - President
Sean Brinker - Vice President
Dianna Meyer –MSBA Delegate
Louis Vondera – MSBA Delegate Alternate
Mary Clasby-Agee - Member
Tim Richardson – Member
Dave Strong - Member
Stephanie Schomber-Secretary
Al Kirchhofer-Treasurer

Central Office Personnel

Dr. Jonathan Mulford - Superintendent
Dr. Carrie Schwierjohn - Assistant Superintendent of Curriculum & Instruction
Mr. Tom Sauvage - Assistant Superintendent of Personnel & Student Services
Al Kirchhofer - Chief Financial Officer

District Mission Statement

“Together We Make a Difference in Doing What’s Best for Kids”

School Vision

“To Develop Young Minds”

School Mission

“Working collaboratively as a community, we educate the whole child to become a life-long learner. We provide quality experiences to build relationships, promote life skills and foster creativity.”

Building Contact information

Phone: 636-271-1464

Fax: 636-271-1456

Facebook: @earlylearningmvr3

<https://www.facebook.com/earlylearningmvr3>

Twitter: @MVR3ELC @DistrictMVR3

Dear Parents and Caregivers,

Welcome to Meramec Valley Early Learning. We are looking forward to working with your student and with your family.

Small children are naturally curious and eager to learn. Our goal is to develop those natural curiosities into foundations for life-long learning. We provide a safe, nurturing atmosphere where your child, through guided explorations, imagination, and self-discovery, can grow intellectually, emotionally, socially, and physically.

Research shows that children who attend quality preschool programs have better language development, demonstrate secure attachments to adults and other children, and perform better academically in school.

The Doris Hoffman Early Learning Center offers parents the opportunity to enroll their children in an environment that is rich in developmentally appropriate learning experiences. We invite you to visit our facility or call the office for more information. Meramec Valley Early Learning is operated and located in a public school and is exempt from licensure. The Center follows the Meramec Valley R-III School District calendar. The Doris Hoffman Early Learning Center Programs include:

- Tuition-Based services for children ages 3-5 with extended care available
- Early Childhood Special Education for children ages 3-5 (students must qualify to attend)
- Parents as Teachers Program for families with children from birth-age 5

The staff has planned developmentally appropriate activities for your child to enjoy and grow. We are anxious to begin a new year of self-discovery and exploration in a safe, child-centered environment. With families as partners, we feel your child will develop as an individual.

We encourage you to visit our programs often and promise to work closely with you to provide the best care possible for your child.

Sincerely,

Meramec Valley Early Learning Staff

Doris Hoffman Early Learning Staff

Doris Hoffman Early Learning Center Staff					
Stephanie	Bechard	ELC Principal, PAT Supervisor	Mindy	Adair	Staff Assistant/Paraprofessional
Tina	Pittman	ELC Director	Kellie	Coswert	Staff Assistant/Paraprofessional
Sharon	Barker	Secretary	Gina	Diefenbach	Staff Assistant/Paraprofessional
Sherri	Thomas	Secretary	Natalie	Harris	Staff Assistant/Paraprofessional
Jessica	Graham	Nurse	Kourtney	Hess	Staff Assistant/Paraprofessional
Stepheni	Smiley	ECSE Process Coordinator	Abbi	Horn	Staff Assistant/Paraprofessional
Patty	Byous	Early Learning Teacher	Lynn	Jones	Staff Assistant/Paraprofessional
Michaela	Brehe	ECSE Teacher	Joan	Knight	Staff Assistant/Paraprofessional
Dianna	Carter	Early Learning Teacher	Frankie	Lindemann	Staff Assistant/Paraprofessional
Anne	Cribben	ECSE Physical Therapist	Kelsey	Lund	Staff Assistant/Paraprofessional
Dawn	Dean	ECSE Teacher	Brooke	Martin	Staff Assistant/Paraprofessional
Janell	DeClue	Early Learning Teacher	Jennifer	Meyers	Staff Assistant/Paraprofessional
Jessi	Grant	Deaf Hard of Hearing Teacher	Amanda	Riley	Staff Assistant/Paraprofessional
LeAnn	Hans	ECSE Speech/Language Pathologist	Eyvonne	Steinert	Staff Assistant/Paraprofessional
Katrina	Hrastich	Early Learning Teacher at Nike Elem	Laura	Stewart	Staff Assistant/Paraprofessional
Stacy	Kloeppe	ECSE Occupational Therapist	Kelsey	VanderPas	Staff Assistant/Paraprofessional
Kelly	Knehans	ECSE Teacher			
Robin	Mach	ECSE Teacher			
Miranda	Matchell	Early Learning Teacher			
Katie	McDonald	ECSE Teacher			
		ECSE Teacher			
Jenny	Nahm	ECSE Teacher	Lisa	Markley	Head Cook
Poppy	Parker	ECSE Speech/Language Pathologist	Paula	Murray	Cook
Michelle	Peters	Early Learning Teacher	Johnna	Perkins	Custodian
Madaline	Snyder	ECSE Speech/Language Pathologist	Rhonda	Kimmel	Custodian
Renee	Stevener	Early Learning Teacher	Bob	Lancaster	Custodian
Parents As Teachers Staff					
		Gretchen	Robinson	Secretary	
		Diane	McKinney	PAT Parent Educator	
		Jenny	Floyd	PAT Parent Educator	
		Julie	McMillen	PAT Parent Educator	

General Information

The following information applies to all Meramec Valley Early Learning Programs and includes references to School Board Policy.

Articles Not Allowed at School

Please be sure to check your child's backpack daily for items that may not be appropriate for school.

Toys of any type (unless designated by the teacher)

Food or drinks (unless designated by the teacher)

Water pistols or any type of shooting toy

Sports equipment

Chewing gum

Valuable items (headphones, cell phones, electronic games, etc.)

Live animals

Masks and jewelry

ITEMS THAT ARE A THREAT TO SCHOOL SAFETY WILL NOT BE ALLOWED AT SCHOOL

These include but are not limited to:

Drugs, guns, assault weapons, fireworks, knives and toy guns

Book Orders

Information about book orders will come home from your child's teacher at the beginning of the school year. Please make all checks payable to Doris Hoffman Early Learning Center or use the online code provided by your child's teacher.

Changes in Student Information

Please notify the office of any changes in student information and fill out a new enrollment form.

1. New address
2. New phone numbers (home/work/cell)
3. Change in parent's employment
4. Changes in individuals allowed to pick-up the child
5. Other changes you consider pertinent to your child's success at school

Clothing

We recommend that children wear play clothes and shoes that are practical, comfortable, and washable. They should wear closed-toe shoes with non-slippery soles and socks. To assist children in self-help skills, we recommend dressing them in clothing they can zip, snap and unbutton by themselves. Overalls and bodysuits are not recommended for school. It is important that clothes fit properly. We recommend that preschoolers dress in age-appropriate styles that fit, not giving into fads that older children may find appealing (i.e. baggy pants, over sized shoes, etc.). ***Please make sure that all your child's personal items are marked with his/her name.*** This includes coats, sweaters, gloves, hats, etc. Often, children have the same or similar coats and are easily confused.

Custody/Special Family Situations

The Meramec Valley School District recognizes the challenges associated with varying family dynamics related to separation, divorce, and/or ongoing custody issues. In addition, we recognize that many parents may feel the need to limit and/or prohibit a spouse or an ex-spouse's ability to participate in their child's

education. Families are free to provide parenting plans and preferences to the preschool; however, the preschool cannot be expected, and is under no obligation to enforce parenting plans that are not specifically ordered by a court indicating that parental rights have been terminated. The Meramec Valley School District cannot deny a parent access to his or her child.

Discipline Procedures

Positive reinforcement and natural consequences are used to help children learn self-discipline. We plan to maintain a school environment where the social cultures and behavioral supports that are needed to be an effective learning environment are in place for all students. The staff encourages respect, safety, and responsibility. These and other character traits are woven throughout our curriculum.

The staff uses phrases like “I am very happy because... I am very glad because...” We encourage the children to use these phrases with each other. The staff uses a problem-solving process for understanding behavior, arranging our interactions and resolving challenging behavior. Working together we can understand why the behavior is occurring and address it by teaching, preventing and responding to the behavior.

Families can create positive environments by providing frequent positive feedback for behaviors they want to see. The recommended ratio of positive to negative interactions is at least 4 to 1. Just like your child’s academic skills, our teachers are continually assessing your child’s social, emotional, and behavioral skills. We use this information to better guide our teaching practices.

A sample preschool discipline procedure is to remind the child of appropriate behavior first. If further discipline were necessary, the child would receive a thinking time, which is a short time out. **If the behavior continues after a thinking time and/or time out, the child would then make a visit to the principal who will decide if further discipline is needed or a call to the parents is necessary. In the event you are requested to pick up your child early, it is expected that you or someone you have designated arrives within one hour of our call.**

Enrollment

Enrollment takes place throughout the school year as space becomes available. The district enrollment form, birth certificate, proof of residency and immunization record **MUST BE ON FILE BEFORE YOUR CHILD’S FIRST DAY.** Parents are also expected to complete any additional forms and pay any fees that apply. Please make sure that the forms are filled out completely and remember to provide the secretary with updated information at all times. All forms, including *Medication Permission Forms* are available in the office.

Entrance to the building

A security system is in place for you and your child’s safety. Please buzz in at the main entrance and report to the main office. Please do not allow other unknown visitors to enter with you. All visitors must be buzzed in by the office.

Fundraisers

Two fundraisers will be held each year. Proceeds will be used to enhance the early childhood programs.

Outdoor Play

Providing the temperature guidelines are met, we go outside each day. Health sources strongly

recommend that children go outside daily, except during extremely cold weather, as this helps prevent upper respiratory infections. We use the guidelines recommended by St. Louis Children's Hospital Resource Center to determine whether outdoor play is appropriate for the current weather conditions. The recommended guideline are as follows:

- Below 10 degrees (regardless of wind chill)-children will remain indoors.
- Between 10 and 32 degrees – outdoor play will be limited to 15-20 minutes.
- Between 32 and 90 degrees – there will be no restrictions on time.
- Between 90 and 100 degrees – children can stay outside with plenty of water.
- Above 100 degrees (heat index included) – children will remain indoors.
- Active precipitation will also be a factor.

Be sure to dress and provide appropriate outerwear; loose fitting layers along with winter coat. Mittens/gloves and a hat should also be worn. The weather could be warm in the morning but drastically change by noon to a very cold temperature on any given day. All students will participate in outdoor play unless a written doctor's note is provided.

Event Guidelines

Your child's teacher may contact you to participate in upcoming seasonal events. Your contribution and your presence are welcome and needed. **Parents must have a criminal background check if attending class activities (refer to board policy ICC and GBEC).** Teachers may request money or snack donations prior to the event. Missouri Eat Smart Guidelines are available on the website. Due to the class size, we ask that you do not bring younger children with you to the activities. Event times will vary, and parents will be notified via emails, newsletters, and flyers of school events.

School Pictures

Each year a photographer takes school pictures. Parents will be notified prior to the date that the pictures will be taken. A makeup or retake day will be scheduled. Parents will also be notified of this date. All students will have their picture taken for the school records in the fall. Only those who pay for their pictures at the time they are taken will receive a set to take home.

School Cancellations/Inclement Weather

In the event bad weather forces school cancellations, notice will be given on radio stations KLPW, KSLQ, and WIL. Channel 2, Channel 4 and Channel 5 will also have the information after 6:00 a.m. Also check the school district's website for information, www.mvr3.k12.mo.us. Please do not call the administration office for school closing information. Officials will be trying to get the information out to the news media and other administrators. Incoming calls will delay getting out the information. Students and parents should listen to the listed stations and not call school personnel.

School Communication Notification System

In the case of inclement weather or other emergency situations, an announcement of changes will be made through our communication notification system (voice call/text/mobile app/social media/website live feed) and media will be notified. Our Communication Notification System allows school administrators to keep parents updated quickly and efficiently with personalized messages that help parents stay actively involved in their child's education. Meramec Valley R-III School District utilizes this tool to enhance ongoing communication with parents. Parents can use the free mobile app to get rapid notifications and access a variety of school-related information.

*Download the FREE MVR-III School District mobile app to streamline school communication on the go. Select settings to choose the school(s) you want to follow. Notifications will be sent to those that sign up under settings.



MVR-III Two Hour Inclement Weather Delayed Start Information

When the decision is made for a 2 hour delayed start, the following schedule will be used and bus routes will run 2 hours later than the regularly scheduled time.

2 Hour Delayed Start for Students

Pacific High School	Start Time	9:30 a.m.
Riverbend	Start Time	9:30 a.m.
Pacific Intermediate	Start Time	9:30 a.m.
Elementary Schools	Start Time	10:35 a.m.

(Coleman, Nike, Truman, Robertsville, and Zitzman)

Doris Hoffman Early Learning Center **Morning** ECSE Program AM Classes Canceled
 Doris Hoffman Early Learning Center **Afternoon** ECSE Program Regular Scheduled Time

Tuition Based Programs

Pacific Intermediate School Age Child Care Program	Opening At	8:00 a.m.
Elementary School Age Child Care Programs	Opening At	8:00 a.m.
Doris Hoffman Early Learning Center Tuition Program	Opening At	8:00 a.m.

***Dismissal will be at its normal regular scheduled times**

Please have a definite plan in case school is dismissed early or cancelled and make sure your child is aware of the arrangements. The office and teacher will need a note from parents concerning any change from the student's normal transportation.

Staffing

We are proud of our staff. Our educators and classroom paraprofessionals have various degrees in Early Childhood Education/Special Education, Child Development Associate Credentials, or other experience in early childhood education. Staff is also required to complete various hours of continuing education each year. Staff have training in areas such as CPR, first aid, safety, developmentally appropriate practices and technology. This training enables the entire staff to provide a nurturing, yet challenging environment for children.

Board of Education Policies

Absences

Refer to Policy JED, JED-AP(1)

Student attendance is vital to their success in our program. Attendance is expected daily for each session students are scheduled to attend. If your child will be absent, please be sure to contact the office as soon as possible to let us know of the absence. Because of the limited number of spaces in our program, students who do not maintain regular attendance or have excessive unverified absences may be dismissed from the program.

Bullying

Refer to Policy JFCF

In order to promote a safe learning environment for all students, the Meramec Valley R-III School District prohibits all forms of bullying. All other members of the school community, including students, parents/guardians, volunteers and visitors, are encouraged to report any act that may be a violation of this policy. The district also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students.

Bus Information for Eligible Students

Refer to Policy EEA, EEA-AP(1), JFCC & JFCC-AP(1)

Meramec Valley R-III School District offers transportation services to eligible pupils in the district. It is not only the transportation department's responsibility to make each trip a safe and trouble-free trip, but it is also the student's responsibility, with help from parents, to learn the riding rules and obey them to continue to use this service.

Students should observe the following regulations:

1. Follow bus rules and the district discipline policy.
2. Be courteous and follow appropriate bus behavior guidelines.
3. Avoid distracting the bus driver.
4. Do not eat or drink on the bus.
5. Keep the bus clean.
6. Respect and cooperate with the driver.
7. Stay in your assigned seat.
8. Keep head, hands, feet and objects inside the bus.
9. Large items may not be allowed on the bus.
10. Be on time.
11. Never stand on the road while waiting for a bus.
12. Never touch any part of the outside of the bus while idle or in motion.
13. Profane language, fighting, or throwing objects, smoking/use of tobacco is prohibited.

14. Immediately report any damages to the bus driver.
15. Compensation for damages will be made by individuals responsible.
16. Students suspended from their regular route shall not ride any other bus.
(Note: Students must be in attendance to fulfill a suspension.)

Riding the bus is a privilege. When student conduct violates bus rules and poses a safety hazard, the privilege to district transportation may be denied. Meramec Valley R-III School District buses will transport students to and from their assigned stop only. Prior approval for any bus changes must be obtained from the building principal. For safety purposes food, drinks, glass, large items, balloons, live animals and floral arrangements are not allowed on the bus.

Any student who does not abide by the bus rules shall be reported to the building principal for disciplinary action, in accordance with the Bus Driver's Discipline Plan. Removal from the bus as disciplinary action is subject to appeal to the Assistant Superintendent and to the Board of Education. Questions that arise concerning bus problems are to be directed to the MVR-III Transportation Department at **636-271-1470**.

Directory Information

Refer to Policy EHBB & JO

The Meramec Valley R-III School District recognizes students for their achievements and honors throughout the school year. MVR-III students, their parents, or other patrons of the Meramec Valley R-III School District may be photographed and/or digitally recorded while participating in school district-sponsored events and published in the local news media. All images, student names, grade level, school attended, sports participation, honors and awards received may be published for the purpose of district publicity or information sharing. Parents may notify the office in writing within the first ten days of a student's enrollment for the current school year if they do not want directory information about a student(s) released in any manner during the school year.

District Expectations

Refer to policy AD

The Meramec Valley R-III School District recognizes the need for a concerted effort from students, parents, and school personnel to provide the best educational experience for the children of our district. The responsibility for school discipline cannot be vested in one segment of the community alone. Each group performs a necessary role in providing resources important to establishing a positive school climate, and each group should be aware of the responsibilities and rights that are part of establishing and maintaining a fair and consistent discipline code.

District Strategic Plan

Refer to Policy AD

The following targets are identified for the Meramec Valley R-III School District. Additional specific strategies/action steps to support established goals and objectives will be outlined in the District Strategic plan, which is linked below.

[District Strategic Plan](#)

Target 1 – Improve Student Achievement - All MVR-III students will graduate college and/or career ready.

Target 2 – Enhance Professional Growth - MVR-III will recruit, attract, develop, and retain highly qualified staff yearly.

Target 3 – Differentiate and Expand Resources and Services for Students - All MVR-III students will learn in an environment that is collaborative, engaging, inclusive, innovative, and conducive to learning.

Target 4 – Increase Parent and Community Involvement - MVR-III parents, students, and community members will actively participate in school events to support student learning.

Target 5 – Maintain Effective Governance Practices - MVR-III will be governed to provide fiscal resources and leadership that benefit students, staff, and parents.

District Food Protocol

Refer to Policy ADF

The U.S. Department of Agriculture (USDA), recently passed new regulations implementing the Healthy Hunger-Free Kids Act. One of the major changes required by the rules effective June 30, 2017 is that school districts must have standards for all foods and beverages provided during the school day.

The Meramec Valley R-III School District adopts this district-wide protocol to contribute to the health and academic achievement of all students. Beginning with the 2017-2018 school year, these healthier food guidelines will be followed at all Meramec Valley R-III schools:

- **Celebrate in healthy ways.**
 - Schools and parents are encouraged to be creative in celebrating without food.
 - Birthday celebrations at school WILL NOT include food.
 - All foods served and offered during the school day at other celebrations MUST be chosen from “District List of Healthier Snacks and Beverages Allowed”. Here is the link to that list:
 - <https://mvr3.socs.net/vimages/shared/vnews/stories/591dd1688c429/District%20Food%20Protocol.pdf>
 - *Per Policy JHCF – Prepackaged items used in concessions, fundraisers and classroom activities must include a list of ingredients on the package. The food service director will create an ingredient list for all foods provided by the district as part of the district’s nutrition program, including food provided during the school day and in before- and after-school programs. This list will be available upon request.*
- **Encourage school-sponsored fund-raising groups to choose non-food items to sell.**
 - Organizations planning food related fundraisers must work with their building administrator to determine if their fundraiser is allowed during the school day. All foods and beverages SOLD to students for consumption during the school day must meet the USDA’s Smart Snack in School nutrition standards. *Per US Department of Agriculture (USDA) guidelines the school day is considered one minute after midnight until 30 minutes after dismissal.*
- **Provide a school environment that fosters healthy eating.**
 - Staff models good habits and healthy behavior.
 - Use student rewards that support health.
- **Avoid the use of food in the curriculum whenever possible.**

- An exception would be classes where food is an integral part of instruction, i.e. FACS classes. Teachers of those classes will work with their building nurse to avoid food allergy issues in students with food allergies.

Field Trips

Refer to Policy IICA, IICA-AP(1) & GBEC

Field trips are intended to expand/enhance classroom learning and bring real-life experience and meaning to the curriculum. These trips are a privilege, and all school rules apply. You will be notified of field trips by your child's teacher. Parent participation is encouraged to make these field trips a success. Properly supervised and planned educational field trips are an important part of the instructional program. Student permission slips must be signed and returned by the due date or your child will not be able to attend the field trip. Due to liability issues, younger siblings may not attend field trips.

Parents must have a criminal background check if attending field trips refer to policy GBEC.

Forms are available online.

Health Services

Refer to Policy JHC & the District Health Plan

Communicable disease: To prevent the spread of illness, students are not to share food or drinks at school. Students are expected to maintain good hygiene habits, regular bathing and frequent hand washing to help prevent disease. Persons with communicable diseases will be excluded from school according to state guidelines.

Going home "sick": Students who become sick, or are injured during the school day, should report to the school nurse. The nurse will assess the student's problem and contact a parent/guardian if the student requires further medical assistance or needs to go home. Providing transportation and adult supervision is the responsibility of the parent/guardian.

Food Allergies Policy JHCF & JHCF-AP(1): Some schools have students attending who have severe and even life-threatening food allergies. Eating these foods, even in trace amounts, may cause a severe reaction that can lead to death. School staff have been trained to recognize such a reaction and to administer medication in an emergency. Certain parts of our school building may be designated as "allergy aware" areas, and certain foods may be restricted in those areas. Please know that those restrictions are for the safety of students, and you are expected to comply with those food restrictions. Specific questions regarding allergies in each building may be directed to your building principal or building nurse.

Head Lice: Head lice infestations can be a problem in the school population. Head lice are not life threatening, do not carry disease, and are simply considered a nuisance issue. Transmission occurs by direct contact with the head of another infested individual. Head lice are often diagnosed in schools, but transmission usually occurs at home or in the community. A number of head lice cases in a school can take a significant amount of time away from the educational program. To protect our classroom time, we are adopting the following policy: Students with head lice infestation will be excluded from school only to the minimum extent necessary for treatment.

Immunizations Policy JHCB: The school district maintains an immunization record on each student in our school. All students must be in compliance with state immunization guidelines to attend classes. Students whose immunizations are not up-to-date will not be allowed to come to school.

Pursuant to Missouri State Statute (210.003.7), you have the right to request notice of whether there are children currently enrolled in or attending our facility for whom an immunization exemption has been filed.

Special Health Conditions: If a child has a special problem concerning his/her health (e.g. frequent urination, hearing problems, allergies, asthma conditions, etc.), a parent or guardian should provide a note from a physician defining diagnosis and care instructions. School personnel must know about these problems if they are to take the best possible care of children while they are under their supervision. Parents can apply for Medicaid and/or other related services online or contact the school nurse.

Students and Medication Policy JHCD: Our school does not furnish medicine of any kind. If a student needs medicine at school, a parent/guardian must bring it to the school nurse in the original container. The parent/guardian must sign a permission form for the nurse to give the medicine. Students are not allowed to carry or self-administer medicine of any kind. Students are not to carry medicine outside of these guidelines. School staff will not administer the first dose of any medication. School personnel will only dispense non-prescription medication to a student in school unless acting under the direct order of a licensed physician and with the written permission of the parent or guardian. The medication must be in its original container. Ideally, all medication should be given at home. Parents/guardians or other responsible adults may be able to change the time schedules so that medication can be given before and after school hours. Some students are able to attend school because of the effectiveness of medication in the treatment of chronic disabilities and illnesses.

Notice of Non-Discrimination

Refer to Policy AC

Meramec Valley R-III School District does not discriminate on the basis of race, color, national origin, sex, age, or disability in the admission, access to, treatment, and employment in its programs and activities.

As per Board of Education policy adopted on June 18, 2008, applicants for admission and employment, students, parents of students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Meramec Valley R-III School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission, access to, treatment, and employment in its programs and activities.

Any person having inquiries concerning Meramec Valley R-III School District's compliance with nondiscrimination laws is directed to contact The Assistant Superintendent of Personnel, 126 North Payne, Pacific, MO 63069, (636-271-1400). These non-discrimination laws include Title II of the Americans with Disabilities Act, the Age Discrimination Act, Title VI of the Civil Rights Act, Title IX of the Education Amendments, Section 504 of the Rehabilitation Act. The Assistant Superintendent is the person who has been designated to coordinate the District's efforts to comply with Title II of the Americans with Disabilities Act, the Age Discrimination Act, Title VI of the Civil Rights Act, Title IX of the Education Amendments, and Section 504 of the Rehabilitation Act.

Any person may also contact the Assistant Secretary for Civil Rights, U.S. Department of Education, regarding the District's compliance with Title II of the Americans with Disabilities Act, the Age Discrimination Act, Title VI of the Civil Rights Act, Title IX of the Education Amendments, and Section 504 of the Rehabilitation Act. **Refer to Meramec Valley School District Board Policy.** Any student who believes he/she has been discriminated against, denied a benefit or excluded from participation in any district education program or activity on the basis of sex, race, color, national origin, age or handicap in violation of Title VI, Title IX or Section 504, may file a written complaint with the Assistant Superintendent of Schools at 636-271-1400.

Parent Involvement

Refer to Policy IGBC

Parents are an integral part of their child's education. The staff welcomes your communication and involvement. Teachers are available for phone calls 30 minutes before and after the school day. Teachers can also be reached by email (first initial, last name followed by @mvr3.k12.mo.us). You may also leave a message for them with the secretaries in the office.

Parenting activities will be provided periodically during the year. Families are encouraged to attend these activities. There will be opportunities for parents to attend field trips as well.

Parent's Right to Know

Refer to Policy GBL

In accordance with federal law, the district shall release to parents, upon request, information regarding the professional qualifications and degrees of teachers and the qualifications of paraprofessionals who are employed by a school receiving Title I funds and who provide instruction to their child at that school.

Refer to Policy CHCA

In the event of a discrepancy between handbooks and other written district materials, Board policies and administrative procedures will take precedence.

Public Complaints Policy

Refer to Policy KL

The Board of Education recognizes that situations may arise in which parents and other citizens have concerns or complaints about school personnel. Such concerns are best handled through direct communications with the appropriate staff member and/or the immediate supervisor of the staff members. Parents wishing to file formal complaints may do so through appropriate channels. Staff members will be notified of formal complaints filed against them.

APPEALS PROCESS

Matters of concern should first be discussed with the building administrator. Additional concerns may be directed to the Assistant Superintendent of Student Services and Personnel. Board Policy KLA may also be referenced.

MVR-III School District

Guide for Addressing Concerns

Classroom Concern

Contact Teacher

If Not Resolved



Contact School Principal

If Not Resolved



Contact Superintendent's Office

636-271-1400

School Concern

Contact School Principal

If Not Resolved



Contact Superintendent's Office

If Not Resolved



Contact Board of Education

636-271-1400

District Concern

Contact Superintendent's Office

If Not Resolved



Contact Superintendent

If Not Resolved



Contact Board of Education

636-271-1400

**TOGETHER WE MAKE A DIFFERENCE IN
DOING WHAT'S BEST FOR KIDS.**



Public Information Program

Refer to Policy KB & KB-AP(1)

Open communication with the district's students, parents, patrons and the public in general is essential for the school district to operate effectively. The district will abide by the Missouri Sunshine Law when making records available to the public.

Return Check Collection Procedures

Refer to Policy DI

Without further notice, all checks returned by NSF will be electronically debited for redeposit for the face value of the check plus a returned processing fee as allowed by state law. When payment is made by check, you enter into a contractual agreement that obligates and holds you responsible for any and all penalties, costs and incidental damages allowable under law, but not limited to, return check charges, state surcharges, interest, collection costs, legal expenses and attorney fees. Expenses may also be debited by way of paper draft from your checking account. Should you opt to not accept this agreement, you may do so by calling 866-524-3339. As a result of refusal, your checks will no longer be accepted. The district will then accept only cash, cashier checks or money orders.

Student Registration

BOE Policy IGBA-1, IGBA-1-AP(1), IGBA-1-AP(2), IGBA-1-AP(3), IGBA-1-AP(4), IGBA-1-AP(5), IGBA-1-AP(6) & JEC

Students registering to attend school in the Meramec Valley R-III School District will need a birth certificate (original state document), immunization records and proof of residency. A request for current IEP (if applicable) and previous grades or transcripts should be completed during the application process. These documents may be sent from a school previously attended when a request is completed. Updated information sheets are required.

BOE Policy IGBH, IGBCA & IGBCB

The MVR-III District is obligated to identify and provide education and assistance to students who are homeless, migrant and/or are learning English as a second language.

Technology

BOE Policies EHB, EHB-AP(1), EHBA, & EHBB

The World Wide Web provides an opportunity for Meramec Valley R-III School District to share information about its schools, programs, and resources with visitors to the district's web site. In addition, the web site can serve as a source of reference for students, parents, employees and community members. The district's site, thus, becomes a powerful communication and education tool. As such, information published on it should:

1. Reflect the board policy of Meramec Valley R-III School District including Technology Acceptable Use Policy and copyright policies.
2. Comply with state, federal and international laws regarding telecommunications, intellectual property rights, and copyright.
3. Relate to educational programs and information, school-sponsored sports and activities, and educational resources.
4. Provide accurate details about the District and its programs.
5. Protect the privacy of students and staff.
6. Exhibit correct grammar, spelling, and mechanics.

Technology-Acceptable Usage Policy

Computer Networks and Internet Access

Meramec Valley R-III School District provides students and staff the access to computers for educational purposes. The computers may be stand-alone or part of an instructional or administrative computer network which may include Internet access. All users must share the responsibility for assuring that our computers and networks are used in effective, efficient, ethical, and lawful manners. The use of such equipment is a privilege and users must agree to comply with the guidelines contained herein.

Use of computer networks and Internet access may be revoked for abusive conduct. Such conduct would include, but not be limited to the following:

- Altering or damaging computers, computer peripherals, computer networks, software, or electronic resources.
- Gaining unauthorized access to electronic resources, software, or networks.
- Using or attempting to use an account and/or files owned by another user.
- Divulging any password to another individual.
- Academic dishonesty
- Violating software license agreements.
- Vandalizing the data of another user through deliberate use of computer viruses or other means.
- Using or accessing vulgar, obscene, or inappropriate language or images.
- Invading the privacy of others.
- Posting anonymous messages.
- Placing or receiving unlawful information on or through the computer network or stand-alone.
- Divulging personal information including address, phone number, etc.
- Harassing another individual.
- Using computer networks and/or Internet access for commercial purposes.
- Downloading files without prior approval of the technology office.
- Installing software without prior approval of the district technology office.
- Accessing and using e-mail software and/or web-based e-mail, chat rooms, and/or other forms of direct electronic communication to send, receive, or retrieve messages except as part of a project directly supervised by a teacher.
- Revocation of computer privileges and/or other consequences will be determined by the severity of the offense. The student code of conduct as listed in student handbooks will apply.

Visitor Policy

BOE Policy KK & KK AP(1)

Meramec Valley R-III School staff invites parents, grandparents, and those interested in education to visit our schools. We are proud of our educational system and are available to answer questions concerning any aspect of it. For the protection of the students, as well as security in the school, however, it is required that any person entering the building during the school day stop at the school office, sign in to receive a visitor's pass before going to another part of the building. Any person found in the building without a visitor's pass obtained at the school office and appropriately displayed will be considered in violation of city and/or state laws referring to loitering and trespassing.

Volunteers

BOE Policy IICC & IICC-AP(1)

Meramec Valley R-III School District volunteers help in many ways: by working directly with children, reading with students, assisting with computers, performing clerical tasks for teachers, assisting in the library, as well as other tasks. Parent involvement is key to student success. All school volunteers that follow a regular schedule or work individually with students must complete a background and fingerprint check. These checks ensure safety and security of our students, which is our top priority. The volunteer will be responsible for obtaining and completing all necessary paperwork. Volunteers such as tutors, parent readers, office workers, library workers, classroom helpers, field trip chaperones, etc. are required to complete background/fingerprint checks.

Tuition Based Programs

The Meramec Valley School District offers tuition-based child care for children ages 3-5. Before and after care is provided for an additional fee.

Tuition-Based Classes

If you would like your child to attend one of our tuition-based classes, please contact the office for the appropriate enrollment forms. A non-refundable registration fee (listed below) is required at the time of registration. If space is not available at the time of registration, completion of the enrollment forms places your child on a wait list. You will be notified as soon as space becomes available and the registration fee is due to secure your child's placement. The preschool/daycare program is a five-day, full-time program.

Summer Registration Fee - \$25.00

Fall Registration Fee - \$50.00

Tuition and Payment Procedures

Tuition costs are set by the Meramec Valley Board of Education and are subject to change. Tuition-based programs are offered for children 3 through 5 years' old that are completely potty-trained. Breakfast, lunch and an afternoon snack are included in full day tuition. There is a discount of \$3.00 per day for additional children.

Tuition Rates

Daycare with Full Day Preschool (8 am-4 pm) - \$31.00 per day

Preschool Only (8:30 am -11:30 am) - \$19.00 per day

Extended Half Day – \$25.00 per day. This program is available for families whose children qualify for district services.

Tuition is due on the first day of attendance each week.

- Make all checks payable to DHELIC.
- All cash payments will be applied to student accounts; therefore, change will not be given.
- Tuition payments should be dropped into the tuition payment box located on the wall behind the reception area. Cash payments should be placed in a sealed envelope with the child's name on the front. **A \$25 late fee will be added to tuition weekly for all late payments. If late fees occur more than twice, your child will be dismissed or suspended from the center. If services are suspended, a re-enrollment fee will apply, and the child may be placed on the center's waiting list before he/she can be reinstated. Children will not be permitted to start a new session until the current account is up-to-date. Tuition will be credited on the days that the district is closed all day due to inclement weather.**
- Payments will be posted to your account. You will receive a weekly invoice via email.

Arrival and Departure Procedures – Tuition Based Program

Arrival Procedures

Children enrolled in the daycare/preschool program may arrive any time after 8:00 a.m. Children enrolled in the half day preschool program should not arrive before 8:30 a.m.

When you arrive at school:

- **You must announce your arrival via intercom/monitor and wait for a staff member to let you in. DO NOT allow others to enter as you leave.**
- **Escort your child into the building**
- **Always tell the teacher or staff assistant you are leaving thereby placing the child in his/her care**
- **Say good-bye to your child and encourage him/her to have a good day**
- **The use of cell phones is strongly discouraged inside the building as they interfere with child/parent time**

Departure Procedures

Children will be released only to their parents/guardian unless other arrangements have been made in advance. Anyone authorized to pick up your child must be listed on the child's enrollment form. If it is necessary for another authorized adult to pick up your child, please inform the office staff in writing that morning or call the office during the day. **Any new pick-up person, authorized or not, will be asked to show identification before a child is released to him/her and should be listed on the enrollment form.** We cannot deny a parent access to his/her child unless we have a copy of a current court order stating so. Children will not be released to older brothers or sisters under the age of 16. We will not release a child to a parent if we believe the parent is under the influence of drugs or alcohol, and we reserve the right to notify the police of the situation.

When departing for the day:

- **You must announce your arrival via intercom/monitor and wait for a staff member to let you in.**
- **Make sure you have spoken to the teacher or staff assistant before taking your child.**
- **Collect your child's belongings.**
- **Children are expected to follow behavior procedures even when parents are in the building.**
- **The use of cell phones is strongly discouraged inside the building as they interfere with the child's opportunity to share his/her day with parents.**

RegWerks Online Registration

As a convenience to parents, Meramec Valley R-3 now provides an easy way to register and pay for the tuition-based programs. You may pay with Discover, VISA or MasterCard credit or debit cards online 24/7. Please visit www.mvr3.k12.mo.us and click on Web Store for more information.

Family Services Division Information

This information is for those families who have applied for tuition assistance through the Family Services Division (FSD). FSD requires that families assume the responsibility to contact FSD and fill out the appropriate paperwork with them. The Early Learning Program requires a copy of the authorization form which must contain the following information to begin our program:

- Child's name
- Authorization dates
- Number of days authorized per week and if approved for full, half or a portion of the day
- If applicable, sliding fee amount
- If applicable, special needs marked on form

Families are financially responsible for the balance not paid for by the Family Services Division. You will be invoiced for the balance each month.

Discharge Procedures

Sometimes it becomes necessary to cancel an individual child's enrollment for reasons in the best interest of the child or other children enrolled at the Center. Some of those reasons may include one or more of the following:

- **The program cannot provide services for some children with certain behavioral/disciplinary issues.**
- **The child is unable to adjust to the center routine after a trial period of four weeks.**
- **The required forms are not complete or kept current.**
- **Parent Handbook policies are not followed.**
- **The child is a threat to himself or others.**
- **Parent conduct disturbs the peace and order of the school or threatens the safety of children, parents and staff.**
- **Tuition payments are past due.**

Meals and Snacks

Nutritious snacks are provided. Students in full day programs will be offered breakfast and lunch which is included in their tuition. Children are not allowed to eat outside food within the preschool. Children are encouraged to taste all foods, but are not forced to eat anything they do not want.

Vacation/Sick Days/Closed Days

The Tuition Based program provides each family with five days of tuition-free vacation/sick days each year. The year begins August 1 and ends July 31. Please note that vacation days may not be carried over from year to year. **Parents must inform the office if they would like to use a vacation/sick day.**

The Tuition based program follows the Meramec Valley R3 School District Calendar. However, we are open regular hours on district early release days.

Before and After Care – School Age Child Care (SACC)

The Meramec Valley R-III School District provides a before and after school program for students and families at all elementary sites, the Doris Hoffman Early Learning Center and Pacific Intermediate. Hours of operation are:

Before care session - 6 am until start of school

After care session – End of school day until 6 pm.

Late Pick Up Fees

Meramec Valley understands that delays can occur at any time. **The center closes at 6:00 p.m.** If you are delayed, please contact the office and let them know the estimated time you will be picking up your child. Please note that this arrangement is for emergency situations only.

On the first occasion of late pick-up, you will be given a written reminder of the school policy; no fees will be applied. On any subsequent occasion, **you will be charged \$10.00 for each 15 minutes past the closing hour.** This late fee will be added to your balance. Any family violating this policy four times within six months will be placed on probation. For the next six months, the family will be required to pick-up the child 30 minutes prior to closing.

Registration for SACC (Before and After Care)

Registration will be taken on a first-come, first-serve basis due to staffing and space limitations. All forms and fees must be completed before the application process is completed. Procedures for registering for the SACC programs are as follows:

- Read, sign, and return the SACC Handbook Parent Acknowledgment
- Complete the registration form (one per child)
- Pay the per session registration fee online
- File current immunization records at the home school
- All fees are non-refundable
- Fees are subject to change yearly

Tuition Rates for Doris Hoffman Early Learning Center

\$4.50 for both morning and afternoon session

\$3.00 per morning or afternoon session

- One session is equal to one morning or one afternoon.
- Two session weekly minimum
- Families are responsible for weekly tuition for all sessions each child is enrolled in regardless of attendance.
- Students with irregular schedules must provide schedules one week in advance of attendance. Accounts will be charged according to schedules submitted.

Non-Tuition/Early Childhood Special Education (ECSE)

The Meramec Valley School District also provides an early childhood program for children ages 3-5 who meet eligibility criteria. Eligibility is determined by a review of results from the developmental screenings conducted by Meramec Valley PAT and/or referral from the First Steps Program. Two half day sessions are offered at: 8:10AM-11:05AM and 12:40PM-3:40PM. Services for students eligible under ECSE are determined by the Individualized Education Plan (IEP) team.

Requirements for ECSE/Non-Tuition Programs

1. **Backpacks** – Children should bring a school size backpack to school each day. Students will have projects and notes that are very important and need to be transported to and from school. **Please check your child's backpack each day.** Folders are sent home on Thursdays. Other pertinent information may be sent home daily via your child's backpack.
2. **Extra Clothing** – Children need to have an extra set of clothes at school (shirt, pants, socks and underwear). Please send a weather appropriate change of clothing. Please mark your child's name on all pieces and put them in a Ziploc bag. If your child has an accident and does not have extra clothes or diapers, you may be contacted to pick up your child. If your child wears diapers or pull ups, you are required to supply them.
3. **Snacks** –Students will have a snack time each day. Teachers will send home a monthly sign up list for parents to donate snacks for the class. Each family is required to provide snacks for the class. If your child has any allergies, please include this information on his/her enrollment form. All snacks must comply with the district food protocol. *Per Policy JHCF – Prepackaged items used in concessions, fundraisers and classroom activities must include a list of ingredients on the package. The food service director will create an ingredient list for all foods provided by the district as part of the district's nutrition program, including food provided during the school day and in before- and after-school programs. This list will be available upon request.*
4. **Supplies**-Teachers will send home a supply list for students. Please remember as the year progresses, supplies may need to be replenished.

Student Schedule and Transportation

Transportation to and from school will be provided to a designated location which will determine which session the child will attend. Please have your child ready before the bus is scheduled to arrive. A parent or responsible adult **MUST** be present when the child is picked up and dropped off. If a responsible adult is not waiting for the child at drop-off, the bus drivers will **NOT** let the child off the bus. The student will be returned to the building and the parent will be responsible for picking up the child at school.

Parents choosing to transport students should arrive no earlier than 8:10AM for the morning session and 12:40PM for the afternoon session. Pick up time is promptly at 11:05AM for the morning session and 3:40 PM for the afternoon session. Parents who bring students after the starting time for each session must sign the child in at the main office. Parents who need to pick up students prior to the ending time for each session should come to the main office and sign out their child. **Please do not expect your child to share this information. A parent must call or write a note.**

Parent Pick Up/Drop Off: Parents who bring their children must drop off at the south entrance. This is strictly for buses. Please share this information with anyone who will drop off or pick up your child.

Student Performance Evaluation

Student performance will be available to parents quarterly. Parent/Teacher conferences will be scheduled for ECSE students at the end of the first and third quarters. Teachers will review academic summaries with each family during those conferences held in October and March. Conferences are a means of informing parents/guardians of the student's progress in each developmental area. Please feel free to contact your child's teacher at any time for any questions, concerns or information.

Parents as Teachers Program

Parents as Teachers (PAT) is a nationally honored program offered to all families in the Meramec Valley R-III School District. It is a free, voluntary parent and child early education service. Parents with children from birth to age five are eligible. The program includes developmental screenings, home visits, group meetings, play groups, and a referral network.

The early years of life are critical for optimal development and provide the foundation for success in school, in life and parents are their children's first and most influential teachers.

Working under the guidance of the Department of Elementary and Secondary Education (DESE), the Early Childhood Development Act (ECDA), Parents as Teachers National Office and the Meramec Valley R-III School District, PAT services all district residents from birth to age 5.

Mission

It is the mission of the Parents as Teachers Program to provide the information, support and encouragement parents need to help their children develop optimally during the crucial early years of life.

Core Values

The work of Parents as Teachers is grounded in these basic beliefs:

- Parents are their children's first and most influential teachers.
- The early years of a child's life are critical for optimal development and provide the foundation for success in school and life.
- Established and emerging research should be the foundation of parent education and family support, curricula, training, materials and services.
- All young children and their families deserve the same opportunities to succeed, regardless of any demographic, geographic or economic considerations.
- An understanding and appreciation of the history and traditions of diverse cultures is essential in serving families.

Community Resources/Helpful Information for Parents

Parents as Teachers (PAT): 636-271-1464 For children ages birth to 5 years old. PAT provides developmental screenings, home visits and resources to families who reside within the Meramec Valley School District boundaries. This program also offers good educational tips, support and materials for parents to work with their child at home.

First Steps: 636-584-7279 For children ages birth to 3 years old. They will schedule an evaluation to determine strengths and weaknesses and to schedule all therapy services needed for children who may have developmental delays. This organization will also help transition to special education services for preschool.

Developmental Services (Rolla Regional Center 1-800-828-7604) This organization will also schedule an evaluation. Once approved, this organization will assist with some, if not all payment for autism programs/training for parents as well as assist with other community related services the child will need now and as an adult.

Agape House (636-271-5315) Services offered at the Agape House include food, clothing, furniture, household items, personal hygiene items, school supplies and monetary assistance in emergency situations.

Easter Seals for Autism (St. Louis 314-394-7100). This organization will schedule an evaluation to assess the high/low level of autism on the spectrum. After the evaluation, parent training will be scheduled. This can be done during a three-week intense course or at a much slower pace.

Exceptional Equestrians (636)390-2141

YMCA-Four Rivers in Washington MO (636)239-5704

Autism Speaks (888)288-4762

Autism Society of America (800)328-8476

Gray Summit Head Start (636)751-8280

Robertsville Head Start (636)789-2686 Ext.1752

A parent library with child development resources is available in the office.

Community Resources and Helpful Phone Numbers

Crisis Hotline	1-888-644-5886
Department of Social Services	1-866-271-7580
Violence Hotline	1-866-748-7047
Franklin Co. Health Department	1-636-583-7300
Poison Control	1-800-222-1222

District Calendar



2020-2021 School Calendar Meramec Valley R-III Schools For more info visit www.mvr3.k12.mo.us

JULY 2020						
S	M	T	W	T	F	S
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AUGUST 2020						
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SEPTEMBER 2020						
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NOVEMBER 2020						
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DECEMBER 2020						
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Aug. 11-13	New Teacher Professional Development
Aug. 17-20	All Teacher Professional Development
Aug. 24	Classes Begin
Sept. 7	Labor Day (No School)
Sept. 9	Late Start - Buses will run 30 minutes later than normal
Sept. 23	Late Start - Buses will run 30 minutes later than normal
Sept. 23	Mid-Quarter Parent/Teacher Conferences (4-7 pm)
Oct. 14	Late Start - Buses will run 30 minutes later than normal
Oct. 16	End of First Quarter (39 Days)
Oct. 28	Late Start - Buses will run 30 minutes later than normal
Nov. 2	No School/Professional Development Day
Nov. 11	Late Start - Buses will run 30 minutes later than normal
Nov. 18	Mid-Quarter Parent/Teacher Conferences (4-7 pm)
Nov. 23-27	Thanksgiving Break (No School)
Dec. 9	Late Start - Buses will run 30 minutes later than normal
Dec. 22	End of Second Quarter/First Semester (Early Dismissal - 41 days)
Dec. 23-Jan. 5	Winter Break (No School)
Jan. 6	School Resumes
Jan. 13	Late Start - Buses will run 30 minutes later than normal
Jan. 15	Professional Development (No School)
Jan. 18	Dr. Martin Luther King Jr. Holiday (No School)
Jan. 27	Late Start - Buses will run 30 minutes later than normal
Feb. 10	Late Start - Buses will run 30 minutes later than normal
Feb. 10	Mid-Quarter Parent/Teacher Conferences (4-7 pm)
Feb. 12	No School/Professional Development
Feb. 15	President's Day Holiday (No School)
Feb. 24	Late Start - Buses will run 30 minutes later than normal
Mar. 10	Late Start - Buses will run 30 minutes later than normal
Mar. 12	End of Third Quarter (44 days)
Mar. 22-26	Spring Break (No School)
Apr. 2-5	Easter Break (No School)
Apr. 14	Late Start - Buses will run 30 minutes later than normal
Apr. 21	Mid-Quarter Parent/Teacher Conferences (4-7 pm)
Apr. 23	No School/Professional Development Day
Apr. 28	Late Start - Buses will run 30 minutes later than normal
May 12	Late Start - Buses will run 30 minutes later than normal
May 23	PHS Graduation
May 26	Last Day of Fourth Quarter/School Year (Early Dismissal - 45 days)
May 27	Teacher Work Day

JANUARY 2021						
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FEBRUARY 2021						
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APRIL 2021						
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MAY 2021						
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JUNE 2021						
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	First Semester		Second Semester	
August	6	January	16	
September	21	February	18	
October	22	March	18	
November	15	April	19	
December	16	May	18	
Total 1st Semester	80	Total 2nd Semester	89	

*This calendar includes sixty (60) increment weather hours.

Waiver

PARENT PERMISSION & WAIVER OF LIABILITY FOR STUDENT PARTICIPATION AT Meramec Valley School District

I acknowledge that federal & state government officials have declared that there currently exists a public health crisis in our country related to the Coronavirus Disease 2019 (“COVID-19”).

I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child is showing any symptoms of COVID-19 (including but not limited to fever, dry cough, fatigue, shortness of breath, chills, or muscle pains). Additionally, I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child has been in contact with any individual diagnosed with COVID-19 or any individual currently waiting for test results confirming the possibility of a COVID-19 diagnosis. I agree that in such situations, my child will be unable to participate in the program or activity until: (i) 14 calendar days after the symptoms first appeared and my child is no longer showing any symptoms; or (ii) a healthcare provider has confirmed in writing that my child has tested negative for COVID-19 or that my child’s symptoms were not due to COVID-19.

I understand that the Meramec Valley R-III School District cannot prevent the possible transmission or contraction of COVID-19 for my child.

The undersigned agrees to release, discharge, hold harmless and indemnify the Meramec Valley R-III School District, its agents, employees, officers, Board of Education members, insurers and others acting on the District’s behalf (the “Releasees”), of and from any and all claims, demands, causes of action and/or legal liabilities for injuries to or death of my child occurring during, or resulting from, participation in the above-mentioned program or activity and related in any way to COVID-19, even if the cause, damages or injuries are alleged to be the fault of or alleged to be caused by the negligence or carelessness of the Releasees.

Parent Acknowledgement Page

2020-2021 School Year

Dear Parents,

Attached is the Early Learning Handbook. Please review with your child, sign the bottom portion and return to your child’s teacher. I hope you’ll find the information to be helpful. Please keep the handbook at home for your use. Feel free to call with any questions or concerns you have. Working together, we can provide your child with a structured, safe learning environment. **Together we make a difference in doing what’s best for kids!**

Sincerely,

Stephanie Bechard, Principal

Tina Pittman, Director

Policy Acknowledgement Page

- Field Trip Procedures; Policy IICA & IICA-AP(1)
- Photo Release/Directory Information Policy EHBB-AF(1) & JO
- District Expectations; Policy AD
- School/Bus Safety Procedures; EEA, JFCC
- Student Attendance Policy; Policy JED, JED-AP(1)
- Student Technology Usage Agreement; Policy EHB, EHBA, EHBB
- Waiver, page 29

Student’s name: _____

Date: _____

Parent(s)/Guardian(s) signature:

Your signature indicates you have read and understand the information contained within this student handbook.