

2022-23

Lindy Ross Elementary

Parent Handbook

Home of the BOBCATS

43 West 2nd South
P. O. Box 237
Dubois, Idaho
83423

Telephone: 208-374-5215

Fax: 208-374-5234

MISSION STATEMENT

At Clark Co. School District #161, our mission through the combined efforts of our staff, parents, students, and community members is to promote **BOBCAT PRIDE** in all that we do today and in the future.

| | |
|--|--|
| P: Positive Attitude | participating actively with a friendly demeanor |
| R: Respectful & Responsible | treating people how you would like to be treated & following all rules |
| I: Integrity | being honest & upright at all times |
| D: Determination | accomplishing your goals, not giving up, and demonstrating commitment |
| E: Everyone is Safe | everyone supports the achievement and well-being of others |

Our Vision: Educating, Motivating, and Empowering a Community of Learners.

Welcome! We would like to welcome you to Lindy Ross Elementary! We hope you will find this year to be a memorable and exciting learning experience. This parent information is a reference to help you learn and feel comfortable with how Lindy Ross Elementary school operates. It is important for parents to read and to help their students understand the contents of this handbook.

Faculty and Staff

| Administrator | Position | Email address |
|------------------|-------------------------------------|--|
| Sara Winters | <i>Principal</i> | winterss@ccsd161.org |
| Teacher | Position | Email address |
| Jolene Johnson | <i>Preschool and Kindergarten</i> | johnsonj@ccsd161.org |
| Ginger Ward | <i>Grade 1</i> | wardg@ccsd161.org |
| Tyson Schwartz | <i>Grade 2</i> | schwartzt@ccsd161.org |
| Karlyn Heeder | <i>Grade 3</i> | heederk@ccsd161.org |
| Sheena Hawker | <i>Grade 4</i> | hawkers@ccsd161.org |
| Rusty Stewart | <i>Grade 5</i> | stewartr@ccsd161.org |
| Michelle Stewart | <i>Music</i> | stewartm@ccsd161.org |
| Malinda Ricks | <i>Special Ed.</i> | ricksmalinda@ccsd161.org |
| DeeAnne Taylor | <i>Counselor/Test Administrator</i> | taylord@ccsd161.org |

| Paraprofessionals | Position | Email address |
|-------------------|-------------------------------|--|
| Angela Hanson | Title I/SpecEd | hansona@ccsd161.org |
| Aly Rodriguez | Teachers' aide | |
| Support Staff | Position | Email address |
| Dan Hager | Maintenance Supervisor | hagerd@ccsd161.org |
| Patty Christenson | Food Service Director | christensonp@ccsd161.org |
| Jan May | Secretary, Attendance Officer | mayj@ccsd161.org |
| Robin Robinette | Food Service | |
| Connie Barg | Bus Driver | |
| Margarita Garcia | Custodian | |

BELL SCHEDULE: First bell 7:55
Tardy bell 8:00
Lunch 11:45
End of day 3:50

GRADES

Quarter grades are a combination of daily grades, quizzes and tests, and other assignments/criteria. They are an indication of how a student is progressing during the school year. However, a student's semester grade shall be an accumulation and combination of all grades throughout each semester.

PARENT/STUDENT/TEACHER CONFERENCES

Parent-Student-Teacher conferences are conducted twice a year in November and March. All parents are encouraged to attend (with their student) and visit with each of their student's teachers. Teachers will be available to answer any questions or concerns.

ADDRESS & PHONE NUMBER CHANGES


Please notify the school if there is a change in your address, phone number, or person to contact in case of emergency. This information is **very important** in case of illness or injury.

POSITIVE STUDENT BEHAVIOR SUPPORTS

The goal of an acknowledgment system is to increase the number of positive interactions that all school staff have with students. At Lindy Ross, we use Bobcat Bucks to acknowledge students for appropriate behavior. Through this program we hand out a Bobcat Buck to any student who goes above and beyond following the school rules. The students write their name on their earned Bobcat Buck and place it in their grade level basket in the office. Each morning a bobcat buck is selected from a basket and the student is recognized and rewarded. At the end of each month we draw out

several names from the Bobcat Buck baskets to earn prizes.

FIRE SAFETY DRILLS will be conducted on a monthly basis to prepare occupants for quick response.

|  | <i>At All Times</i> | <i>Classroom</i> | <i>Cafeteria</i> | <i>Bathrooms</i> | <i>Hallways</i> |
|---|---|---|---|--|--|
| Respectful, Ready & Responsible | <ul style="list-style-type: none"> Follow directions. Keep noise levels at an acceptable volume. Clean up after yourselves and others if necessary. Be considerate of your and others personal space. | <ul style="list-style-type: none"> Raise your hand. Politely state your opinion. Take turns speaking and listening. Complete assignments on time. Stay on task | <ul style="list-style-type: none"> Exhibit good table manners. Remember to say please and thank you. Clean your area Throw away trash | <ul style="list-style-type: none"> Give others privacy and be respectful Do your business & leave. Flush the toilet. Wash hands. Throw away trash | <ul style="list-style-type: none"> Use your own Locker Walk quietly Only go where you are supposed to go Quiet voices |
| Everyone's Safe | <ul style="list-style-type: none"> Keep your hands & feet to yourself. Be where you are supposed to be. Report any and all problems. | <ul style="list-style-type: none"> Protect others physical and emotional well being. Use kind words Walk | <ul style="list-style-type: none"> Wait in line for your turn. Walk Sit in assigned area and stay seated Listen to all adults | <ul style="list-style-type: none"> Keep feet on the floor-no climbing Keep hands, feet and objects to yourself. Keep water off floor | <ul style="list-style-type: none"> Walk on the right when halls are crowded. Keep hands and feet to self Respect others personal space and property |

STUDENT INCIDENT REPORTS and DISCIPLINE

An incident report is a way to communicate and document behaviors with parents, teachers, students, and administration. When a student does not follow the expectations, he/she may receive a Student Incident Report (SIR). This form is aligned with the District Discipline Code and divides infractions into MINORS and MAJORS. Our goal is to teach children expected behaviors, so that all children can learn & work in a school that is safe, fun, free from distraction, and allows all students to reach their maximum learning potential.

When a student violates behavior expectations, SIRs are used to refer major incidents or chronic disruptions to the administration. (Board Policy 3340-3340P)

The following could be consequences given:

- Reset Time (given a break, sensory accommodations, chance to calm down before reflecting)
- Conference with student (problem-solving, mediated student conversations)
- Instruction (Teach correct behavior, re-teach, behavior plan)
- Parent contact and/or conference
- Restitution (Apology, community service)
- Loss of privilege(s)
- ISS (In-School Suspension) or OSS (Out of School Suspension)

ATTENDANCE POLICY

Regular attendance is essential to success in school. Time missed cannot be made up and the interactive learning of that day cannot be recreated. Students should not attend school when

their health or the health of others may be jeopardized. Students have the responsibility to check with the teacher for work missed and to set up a time that work is to be completed. Students who walk or provide their own transportation to school are asked not to arrive before 7:35 a.m. If a student must arrive prior to 7:35 a.m., please contact the Principal or teacher so that supervision arrangements can be made. If early pickup is necessary students are required to be picked up by parent/guardian and they must be checked out in the office. Parental notes and phone calls are needed to excuse an absence from school.

- Excused Absences—the following absences shall be excused: personal illness, family emergencies, school sponsored activities, and absences pre-arranged by parents with notice to school.
- If the absence is due to illness, a doctor's note should be given to the office.
- Tardiness is against school policy. Three (3) tardies equal one (1) absence.

CAFETERIA/LUNCH GUIDELINES (PRIDE)

Students are expected to continue following the PRIDE Student Code of Conduct on the way to and from the cafeteria. This year our district will be offering free breakfast and lunch to ALL students K-12. Applications for free and reduced breakfast/lunch still need to be completed to continue this program (Provision 2) for our district. Applications may be obtained from either the kitchen or the office.

MEAL PRICES: ALL Students K-12 FREE

Adult/Second Breakfast \$2.45 Adult Lunch \$4.35

CELL PHONES & ELECTRONICS

Cellular phones, electronic devices, etc. are to be used only before class, lunch-time, and after-school hours. Electronics (phones, iPods, etc.) are **NOT** allowed to be used during class time, with the exception of the teacher's permission. (*Board Policy 3260*) Cell phones are not allowed in restrooms at any time (before, during or after school). All students using their own technology devices for school purposes must complete a permission form signed by parents & student (*Board Policy 3260F*)

HEADSETS/IPODS/RADIOS

Headsets/radios/iPods are not permitted to be used at school during school hours unless specified in an IEP (Individualized Education Plan), behavior plan or with teacher permission.

DRESSCODE & PERSONAL APPEARANCE

When attending classes or participating in school related activities, students will **NOT** be allowed to wear the following:

Clothing that advertises alcoholic beverages, tobacco, drugs, or weapons; or displays obscene, immoral, or indecent pictures, slogans or statements. Underwear as outerwear, clothing that reveals the midriff (when arms are raised no bare skin is exposed), clothing that reveals underwear, clothing that promotes gang activity or any criminal activity, shorts and skirts that shorter than three inches from the top of the knee, hats worn when faculty or staff has asked a student to remove them.

1st violation: Warning & change of attire required (return home to change or use school-issued clothing). 2nd violation: SIR & change of attire required (return home to change or use school issued clothing). 3rd violation: SIR (major) and conference with parents. (*Board Policy 3255*)

HARASSMENT/BULLYING/HAZING

Lindy Ross Elementary shall maintain and ensure an environment free of harassment, bullying and/or intimidation. Harassment, bullying and hazing are not acceptable behaviors and will not be tolerated. These behaviors are punishable by law. Anyone who believes that he/she is being or has witnessed another person being subjected to harassment, bullying or hazing should report this behavior to their teacher or the Principal. There will be an immediate investigation and appropriate measures will be taken. (*Board Policy 3295, 3295F, 3295P*)

HEALTH and WELLNESS POLICY for ILLNESS/INJURY

If a student is injured or becomes ill (fever, vomiting, rash, or too ill to be at school), efforts will be made to notify the parents. If parents cannot be reached, then the emergency contacts will be notified. In the event of serious illness or injury, the Clark County EMS may be notified to assess the student's condition. Every effort will be made to contact the parent and emergency contacts. It is the parent's responsibility to pay for the medical services including transportation to the emergency room. If your student has a chronic or acute condition, please notify the school.

MEDICATIONS (Prescription & Over-the-Counter)

Any student taking medication (during school hours) needs to have the medication stored & dispensed in the office. A signed written release needs to be on file with the school administration office. (*Board Policy 3510-3510 F2*)

LOCKERS/Hallway Hooks

The District provides a student locker (grades 2-5) or hooks in the hallway (Grades PK, K, 1st). It is the student's responsibility to be kept clean. Personal belongings including all backpacks should be kept in lockers/on hallway hooks. The locker assigned to a student remains the property of the Clark County School District.

INTERNET and TECHNOLOGY AGREEMENT

Students are granted access to the Internet automatically. If a parent does not want their child to access the Internet, they can opt out by contacting the office. Internet access is a privilege and abuse will result in disciplinary action. At the time of registration each year, students and parents are required to discuss the technology policy and to sign the agreement form. An example is displayed below.

The Internet/computer is to be used as a research and learning tool only. Using the Internet/computer for any other reason is deemed a violation of this policy.

Students may not use the Internet without being supervised by an adult staff member.

Students must listen to and follow the directions of the adult in charge at all times.

Students must gain teacher permission to print more than two pages of material.

Students must not download any games or programs of any kind on school equipment.

When using the internet, students will not look for anything objectionable or inappropriate.

Students are never allowed to use chat rooms at school at any time.

TEXTBOOKS AND LIBRARY BOOKS

Library books and textbooks are valuable and expensive. Library books are to be checked out and returned each week to allow for circulation. Assessments will be made for damaged or lost books. Students are responsible for the care and return of books. Assessments for damaged or lost books and textbooks must be paid before another book is issued. (*Board Policy 3440*)

TRANSPORTATION (BUS)

Busing Zones will determine if the children at your residence are eligible to ride a bus to and from school. Buses should stop only at designated locations approved by school authorities and students must get off at their assigned stop only. Students participating in school activities must use the mode of transportation provided by the District. (School Board policy 8120)

VISITORS and PARENTS

Visitors and parents are required to check in at the office upon entering and exiting the building for safety reasons and in case of an emergency (sign in on the log book & wear a visitor's pass). (Board Policy 4140)

COMMUNICATIONS

It is the intent to keep students and parents informed of events and activities at school. Information coming home may be from classroom teachers or the office. The district & most teachers use "REMIND" texts to communicate with parents or through email. Events can also be found on the school website, the marquee by the city building, newsletters, & the Clark County Bobcats Facebook page. Each teacher welcomes phone calls before or after school. You can also leave a message at the office or via email (see above or the website for teacher emails: www.clarkcountyschools161.org.) Appointments are highly encouraged for face-to-face meetings due to the importance of scheduling adequate time to discuss your child. Please avoid "dropping in" during school hours.

EQUAL EDUCATION OPPORTUNITIES

The right of the students to be admitted to school and to participate in curricular, extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's gender, race, national origin, ancestry, religion, creed, or parental status, sexual orientation or physical, mental, emotional or learning disability.