

PIONEER ELEMENTARY SCHOOL

Success Begins at Pioneer!!

Address: 624 Pioneer Rd.
Phone: 208-414-3131
Fax: 208-414-3198
Bus Barn: 208-414-0148
www.weiserschools.org

STUDENT/PARENT HANDBOOK

Please keep this handbook for future reference

FROM THE PRINCIPAL'S DESK

On behalf of the Pioneer Staff, I would like to welcome you to Pioneer School for another school year. For those of you who are new to Pioneer School, we are proud of our school and pleased to have you as part of the school community. Our mission is to promote **High Achievement and Responsible Citizenship**. Our vision is **to be the highest achieving rural school district in Idaho**. Our staff is well prepared and excited about meeting our goals, as well as meeting the individual needs of each of our students. We are blessed with a wonderful community, outstanding parents and students, and a tremendous staff. To make your child's experience at Pioneer School a positive one, we hope you will join us as a team to meet the challenges of the coming year. Please take the time to review our handbook so that you will be familiar with our policies and procedures.

Dr. Sarah Hatfield, Principal

ARRIVAL AND DEPARTURE

School begins at **8:40 AM** and ends at **3:05 PM**.

Arrival

- Playground supervision begins at **8:00 am**. Please **do not allow your child to arrive before 8:00 AM** if walking or being dropped off – there WILL NOT be any supervision.
- Doors open at 8:00 AM for breakfast.
- Backpack bell rings at 8:20 am – students may go to their classroom.
- Late students **must** check into the office before going to class.

Departure

- ***Parents must establish a way for their children to go home each day, and your child's teacher must know how they are to get home every day.** If there is a change in plans YOU MUST SEND A NOTE OR CALL THE SCHOOL. If not, your child **WILL BE** sent home their designated way. Messages called to the office will be delivered to teachers by 2:45 PM. **Calls must be received by 2:30 p.m. to ensure time to get the message to your child.**
- Students being picked up **must be picked up at 3:05 PM.**
- **No student may leave school during the school day unless they are signed out in the office.** Please make sure your child knows how they are to get home each day, and that they should not leave with anyone they do not know.

For the safety of our students, **PLEASE DO NOT drive into the visitor parking area in front of the office when picking up or dropping off children before or after school.**

BELL SCHEDULE

AM BELLS

| | |
|----------|--|
| 8:00 am | Playground supervision/breakfast |
| 8:20 am | Backpack Bell |
| 8:40 am | School Begins |
| 10:10 am | K & 3 rd AM Recess |
| 10:25 am | End of K & 3 rd AM Recess |
| 10:30 am | 1 st & 2 nd AM Recess |
| 10:45 am | End of 1 st & 2 nd AM Recess |

PM BELLS

| | |
|---------|--|
| 1:10 pm | KG PM Recess |
| 1:25 pm | End of KG PM Recess |
| 1:30 pm | 1 st & 2 nd PM Recess |
| 1:45 pm | End of 1 st & 2 nd PM Recess |
| 1:45 pm | 3 rd PM Recess |
| 2:00 pm | End of 3 rd PM Recess |
| 3:05 pm | Dismiss pick-ups & early bus |
| 3:10 pm | Late Bus/Walkers dismissed |

LUNCH SCHEDULE

| | | | |
|--------------|------------------|-------------|------------------|
| Kindergarten | 11:25 – 12:05 pm | First Grade | 11:50 – 12:30 pm |
| Second Grade | 11:40 – 12:20 pm | Third Grade | 12:05 – 12:45 pm |

ATTENDANCE

Good attendance and punctuality are extremely important for students and are important lifelong traits. Although we realize there are times when it is important for a child to miss school, a child should be in school every day that they are physically able. The Weiser School District requires that students be in school a minimum of 90% of the time. Therefore, a student may not miss more than 9 days of school in either semester. Kindergarten students may not miss more than 4.5 days per semester. Please refer to the **District Attendance Policy (attached)** for specific policy details.

Steps to follow in case of absences:

1. Please call the office by 8:45 a.m. on any day your child will be absent.
2. To the extent reasonable, make up work will be sent home with children once they return to school. Please remember that teachers need time to prepare work for children who miss school, so if you know your child will miss school please notify the teacher at least a day in advance. It is not necessary to request homework until the third day a student is absent.

BICYCLES, SCOOTERS, SKATES

Bikes, scooters and skates are not to be ridden during the school day. Skate shoes must be replaced with regular shoes while the student is at school. The school is not responsible for the loss of or damage to these items.

BULLYING

We are committed to providing a positive and productive learning and working environment for students and staff. Bullying, harassment, intimidation, or menacing by students, staff, or third parties is strictly prohibited and shall not be tolerated in the district. If you have a concern, please report your concern to your child's teacher or to the school principal immediately. Students whose conduct is found to be in violation of expected behavioral norms will be subject to appropriate discipline, up to and including potential school expulsion and/or referral to appropriate law enforcement officials. (Please see the district website for the district policy.)

BUS TRANSPORTATION AND BEHAVIOR:

Riding a bus is a new experience for many of our students. If your child rides a bus, it is important that you teach them how to ride the bus safely and where their exact bus stop is located. Buses do not generally stop in front of student's houses. You must contact the bus supervisor if you have any questions regarding what bus your child will ride, or where their bus stop will be. Understand that changing buses and bus stops is confusing and frightening for many of our young riders and should be avoided whenever possible.

It is the priority of the bus driver to transport children in a safe manner. Students causing disruptions or who violate bus rules are subject to the following transportation policy:

- Verbal warning by the driver to change behavior. If no change occurs:
- Step 1: Driver will document incident and warning.
- Step 2: Driver documents incident and warning and contacts parent (in writing or by phone)
- Step 3: Driver documents incident, principal is contacted, parent is contacted, student receives up to a 3 day bus suspension
- Step 4: Driver documents incident, principal is contacted, parent is contacted, student receives up to a 5 day bus suspension
- Step 5: Driver documents incident, principal is contacted, parent is contacted, student receives up to a 30 day bus suspension
- After step 5: Student loses bus privileges for the remainder of the school year.
- Based on the severity of the infraction, the bus supervisor or principal may move a student to any step in the policy.

Riding a bus is a privilege that may be removed at any time if a child is not able to ride a bus safely and according to the transportation rules. If you have questions, please contact the bus supervisor at 208-414-0148.

CITIZENSHIP

One of the most important things we are trying to do for your child is prepare them to be a good citizen. Through our actions we teach others how we want to be treated. The best way to be a successful citizen, a valued friend, and a good student is by:

1. Following rules and directions.
2. Participating in the daily lessons and completing the assigned work.
3. Respecting and caring for materials, supplies and the school facility.
4. Being polite, courteous and showing respect to fellow students and staff members.

Accordingly, we promote the *Six Pillars of Character*:

- Caring: concern for others, kindness, compassion, gratitude, forgiveness
- Citizenship: making a better place, cooperation, respect, following rules or laws
- Fairness: justice, taking turns, openness
- Respect: golden rule, acceptance, courtesy, manners, consideration, peaceful interactions
- Responsibility: accountability, self-control, pursuit of excellence
- Trustworthiness: integrity, honest, reliability, loyalty, doing the right thing

COMPUTERS AND TECHNOLOGY

Computers, iPads, and other technology are available and used by students at school. Students work in the school's computer lab two times a week, and computers, iPads, Chromebooks and other technology are available to students in the library and in their classrooms. Students are expected to use common sense and use technology appropriately, including taking care to handle devices properly, use computers to visit only websites directed by their teacher, keep personal information secure, and more. Please refer to the District Technology Use Policy attached. Students who mistreat or use technology inappropriately will lose privileges and/or be held accountable for damages.

CONFERENCES AND MEETINGS

Parent-Teacher Conferences are held formally in the fall and in the spring. If you need to meet with your child's teacher or with the principal to discuss a concern, please contact them to schedule an appropriate meeting time. School staff is always happy to meet with parents, and scheduling a time in advance ensures that all parties are able to fully address any concerns.

DISCIPLINE PLAN

While it is necessary to have rules and consequences for choosing not to follow rules, Pioneer School prefers to stress positive actions and positive rewards. A system of positive rewards will be developed each year. Each classroom teacher will develop a discipline plan for his/her classroom. We will stress a positive discipline program with more emphasis on the positive actions rather than the negative. Please ask your child's teacher about their specific management plan. Basic school rules include:

- BE SAFE. BE RESPECTFUL. BE RESPONSIBLE (*The OWL WAY!*)
- Follow all directions immediately.
- Treat others and the school property with respect.
- Walk politely to the right side of the hallway.
- Use appropriate inside voices when inside the building.
- Do your BEST at ALL times.

Positive student behavior will be recognized within individual classrooms, through written notes, on morning announcements, during school assemblies, or through other reasonable means.

Consequences for inappropriate behavior may include, but are not limited to:

- Verbal or written warnings
- Meetings between the student and the teacher
- Loss of privileges (such as preferred class time or recess time)
- Parent contact
- Classroom timeout or school detention
- In school or out of school suspension

STUDENT DRESS CODE

It is the position of the Weiser School District that the appropriate and acceptable appearance of students is essential to a positive learning environment. Students are expected to dress in a manner that is suitable for school and appropriate for the weather. Students are expected to take pride in their dress, grooming, and general appearance. In all areas of the school, students must dress modestly and in good taste. Parents are expected to take responsibility for their children's attire. Inappropriate attire includes, but is not limited to:

- A. Hats, hoods, bandannas, or other head gear in the building.
- B. Clothing with logos, words, or pictures that are vulgar, disrespectful, sexually suggestive, or profane; or that advocate violence, prejudice or tobacco, alcohol, or other drug use.
- C. Tube, midriff, tank tops, half shirts, cutouts. (**Tops must have at least 3 inches of material covering the shoulder, show no cleavage, and must be full length covering the midriff.**)
- D. Mini skirts, track or other short shorts. (**Heelines are to be no higher than 6 inches from the center of the knee—or must have material beyond extended fingers while standing straight.**)
- E. Spandex-type shorts or tights (without dress, shorts or other cover), pajamas, boxers, slippers.
- F. **Clothing that may be gang related.** Gang related attire includes, but is not limited to: hats, bandannas, or articles of clothing with writing, markings, or symbols of gang affiliation. Flying "colors" or wearing a single color of gang affiliation. Sagging pants, extra long belts or other paraphernalia. Building administrators will follow recommended guidelines as set by local, state and federal law enforcement. Please refer to the District Dress Code included in this packet.

EMERGENCY SCHOOL DISMISSAL

If school were dismissed early would your child know what to do? Sometimes things happen that cannot be foreseen – extreme weather, a water line breaks or the furnace fails. Please ensure your child knows what to do if you are not home in such an instance.

PARENT PORTAL

Parent Portal provides parents access to their child's educational records through the district's student database. Available records include report cards, attendance information, parent contact information and more. Parent Portal can be accessed through the district website at www.weiserschools.org (click on the Parent/Student tab and then click Parent Portal). Parents will need an e-mail address and will need to establish a username and password in order to access the site.

FIELD TRIP SIGN OUT

For safety purposes, children should travel with their class and use school transportation when they are off the school campus or on a field trip. If conditions arise and you need to take your child home with you while their class is away from school on a field trip, you must sign them out at the office PRIOR to the trip. As per district policy, children must travel with their class and may ONLY be released to their parents when away from school.

FIRE DRILLS

Idaho code requires monthly fire drills. Please regularly review evacuation procedures with your child.

FORBIDDEN OBJECTS

Students should leave personal property not used for school purposes at home, and should carefully consider whether to bring personal toys to school for use on the playground. Pioneer School is not responsible for personal items that are lost, damaged, or stolen. Forbidden objects include, but are not limited to:

1. Weapons (real or toy), knives, and other dangerous objects.
2. Electronic items (like cell phones, radios, CD players, tablets) and valuable items.
3. Matches, lighters or anything that is potentially flammable or explosive.
4. Toys that can cause injury to others (such as hard balls or bats, objects that are dangerous when thrown, swung, or propelled, etc.)

Please use common sense when considering items your child wishes to bring to school. Consequences for bringing forbidden objects to school range from confiscation of the item up to school suspension and/or referral to law enforcement.

HEALTH CONCERNS

- **Staying inside:** If your child needs to stay inside due to illness they must have a note from home. If they need to stay inside for more than three days, please provide the school with a note from your child's doctor stating the number of days they need to stay in.
- **Medication:** All medication, including over the counter medication such as cough drops, must be brought to the school and picked up by an adult. A Medication Permission Slip must be filled out and kept in the office, and must include written, dated, and signed directions regarding the medicine's dosage and frequency. Medication is kept in the office, and must be kept in the original prescription container from the pharmacist.
- **ACCIDENTS:** Even with the best safety rules and policies, accidents occur from time to time. The Weiser School District does not carry insurance to automatically cover injuries to students should they occur. Parents are encouraged to obtain private insurance to cover their children. Insurance can be purchased through the school, call for details.

HOMEWORK

Working with children on homework provides an essential opportunity for parents to stay in tune with school curriculum and monitor how well their child is progressing academically. Research indicates that elementary students benefit greatly by reading for 20 minutes a night with an adult. Pioneer students have 20 minutes of reading homework nightly (5 days/week), as well as a short math homework lesson (4 days a week with a 10-15 minute limit). Please be sure to read with your child, help with and check their math assignment, and sign completed homework nightly. Students who are not able to complete reading homework may attend Breakfast Club (when available) and read with an adult before school 8:00 am to 8:35 am), or read with an adult during their am recess. **Please refer to the HOMEWORK attachment or see our website for detailed homework instructions and guidelines.**

IDAHO CORE STANDARDS:

Students in Idaho use learning standards adopted by the State of Idaho. Idaho Core Standards (known to some as the Common Core State Standard) can be found on the Idaho State Department of Education's website at www.sde.idaho.gov.

INCLEMENT WEATHER

Students should always be dressed appropriately for the weather and dressed to play outside. During **extremely** cold or wet weather, students will be allowed to stay inside during recess. Please be sure to write your child's name on his/her jacket in the event it becomes lost.

LOCKDOWNS:

In the interest of child safety, Pioneer School will conduct periodic building lockdown drills. During a building lockdown, all students and personnel are taught to quickly and quietly seek shelter and safety. Please help your child learn to stay calm during lockdown exercises by discussing with them the protocols they learn and practice before, and immediately following, a lockdown exercise. For more information, please contact your child's teacher.

PARENT CONTACT INFORMATION:

Please make sure that parent and family contact information including phone numbers, addresses, and emergency contacts are always up to date so that the office can reach someone in the event of an emergency. Contact the school office to make contact information changes. Updates can be made in the Parent Portal. To access the Parent Portal you must click on the red tab "Parents/Students, then click on Parent Portal.

PTO – PARENT TEACHER ASSOCIATION

We are fortunate to have very supportive parents in our school community. We have a PTO that helps to support school and program needs through raising funds and helping with school activities. If you would like to participate, please inquire about the organization at the Pioneer Office. Visit PTO on Facebook at Weiser Pioneer PTO.

PARKING AND CHILD LOADING

Parking and child drop-off and pick-up areas have limitations due to space constraints – we apologize. However, in the interest of child safety, please observe the following procedures:

- Please use the loading lane along Pioneer Road when dropping off or picking up your child before or after school. **The visitor parking area** in front of the school office and the staff parking area along the back of the gym are not **intended for child loading and unloading**. Visitor parking is always permitted for those displaying handicapped parking permits. (The alley access off of 6th Street **is not intended for public use**.) If you visit Pioneer for any reason during school hours, you are welcome to use the visitor parking area in front of the office.
- Please **do not stop in the driving lane** to load or unload your child. There is parking on both sides of the lane.
- The drop-off lane is intended for quick student loading and unloading. **Please do not leave your vehicle unattended to walk your child into the building in the morning**. If you plan to walk your child into the building in the morning, please park on Pioneer Road itself.
- Drive slowly and with caution around the school as children are unpredictable around traffic.
- Marked handicapped parking spaces are reserved for vehicles with proper permits. Be sure not to park in areas marked as “No Parking”.

Please share these procedures with anyone who will be visiting Pioneer School. Your understanding and cooperation are vital to the safety of our children and for the consideration of others.

All students will exit through the First grade doors. Parents who want to park and walk up will wait along the sidewalk parallel to Pioneer Rd. Those who remain in cars will drive through the typical way. Students will line up behind the cones in the parking lot, and be dismissed by a teacher.

PARTIES

Parties will be held in the classrooms at Halloween, Christmas and Valentine’s Day. If you wish, you may make arrangements with your child’s teacher to celebrate their birthday. Parties are usually held after the last recess of the school day. No punch, juice, milk or other drinks, except water, are allowed on classroom carpets. (Please be mindful of students who may have food allergies.)

PIONEER SCHOOL PROGRAMS:

Pioneer students have access to and participate in a variety of school programs, which include:

- Success For All Reading – 90 minutes per day reading program where students are placed and instructed at their reading level.
- Eureka Math
- Writing – using the WriteSteps writing program as a guide
- Special Education
- Counseling – Counselor programs in the classroom
- Computers
- Library and Accelerated Reader
- Music
- Physical Education – (be sure your child is dressed appropriately on PE days)
- Extended Day Programs (before and after school programs)
- Weiser’s BEST Program (21st Century Learning Community)
- English Language Acquisition – programs to assist ELL (English Language Learners) students acquire English
- English Bilingual tutors and staff

SCHOOL AUTOMATED CALLING – IN TOUCH

Pioneer School and the Weiser School District use a unique parent contact system called InTouch Parent Notification. InTouch allows the school to send prerecorded phone messages simultaneously to large populations. We use the system occasionally to make announcements, give reminders, notify you of important activities or dates, or contact you with information in case of an emergency. It is important that your phone number is kept up to date at all times.

SCHOOL LUNCH PROGRAM

All students at Pioneer are eligible to receive a no cost breakfast at school between 8:00 am and 8:35 am. (**If eating breakfast, please be sure your child arrives to school prior to 8:20 a.m. so that they have time to eat and still make it to class by 8:38 am.**) Lunch is available for all students – please check with the School Lunch Program for current meal prices or for Free and Reduced Lunch Applications. Students will not be allowed to carry a balance of greater than 5 days on their account without parents making specific arrangements with the Lunch Program. Balances may be paid directly to the Lunch Program, through a Bill Pay Account, or through accounts at myschoolbucks.com. Please contact the Weiser School Lunch Program at 208-414-0723 for questions or detailed district policy.

This year Pioneer students in kindergarten through third grade will enjoy participating in the Fresh Fruit and Vegetable Program, which will give them access to trial samples of fresh fruits and vegetables during recess most mornings.

SCHOOL SUPPLIES

A *suggested* supply list is provided to students at each grade level, and can be found on the district website. Some student supplies may run out (pencils/paper....) during the year. If you need help obtaining supplies for your child, please contact your child's teacher, the school office, or the school counselor.

SCHOOL VISITATION

- For our children's safety, all visitors and volunteers at Pioneer School during school hours **MUST** sign in at the office and receive a **VISITOR'S PASS** before entering the school halls, classrooms or playground.
- If you would like to visit or volunteer in your child's classroom, please check with the teacher to set up a time.
- If you pick up your child after school please wait outside or by the office for the teacher to dismiss the students. You may then go to the classroom if you need to visit with the teacher.
- If you would like to eat lunch with your child, notify your child's teacher or the office by 9:00 AM so that you may be included in the lunch count.
- We discourage visitations by students who are not enrolled at Pioneer School, as these visits generally cause a disruption to the educational program. These visitors are welcome during the lunch hour.

SPANISH SPEAKERS / TRANSLATIONS

We are fortunate to have staff members to assist Spanish speaking parents. However, our bilingual staff are helping in classrooms and working with children during the school day. **If you need to speak with Spanish speaking staff, please call or visit during the following times:**

8:15 am - 8:45 am

11:30 am – 12:30 pm

3:05 pm – 3:35 pm

SPECIAL EDUCATION:

Pioneer School provides special education support and services for students who qualify. Program services for those who qualify include:

- Preschool for children ages 3-5 – Certified Teacher
- Specialized instruction for children kindergarten through third grade – Certified Special Education Teacher
- Speech Therapy – Certified Speech Pathologist

If you have concerns regarding how your child is progressing or concerns that your child might need special education services, please contact your child's teacher. You may also refer your child to our Family Support/Solutions team for intervention and/or possible referral to special education.

STUDENT NAMES RELEASED TO THE MEDIA:

On occasion student's names and/or pictures may be released to the media, posted around school, or posted on our website for recognition. Examples include photos of students participating in activities at school, or the names of students receiving rewards or recognition for their efforts. If you have any objections to your child's name or picture being released, **please notify your child's teacher and the school office in writing**.

TESTING:

Students at all grade levels will be assessed regularly using local and state assessments in order to continually monitor the effectiveness of curriculum, instruction, and academic progress. Student progress will be measured and evaluated quarterly in reading in order to determine the best placement for students in reading classes. All students will take a statewide reading screener called the Idaho Reading Indicator (or IRI) as required by law, in the fall and spring. Third grade students participate in the Idaho Standards Achievement Test, (or ISAT). The ISAT is required by law to be administered to all third grade students in the spring. Assessment is part of our school program and therefore we do not have "opt out" provisions for enrolled students.

VOLUNTEERS:

We welcome parent and guardian volunteers in our classrooms. If you are interested in volunteering, **please contact your child's teacher in advance** so that they can be prepared to get you involved. Unexpected volunteers and visitors can create a disruption to the learning environment. If you volunteer at Pioneer, please remember that information regarding students in the classroom is **confidential** and must be treated in a confidential manner by all classroom volunteers. All classroom volunteers must sign a confidentially agreement (obtain in the office) once annually prior to volunteering. Some teachers may allow younger siblings to accompany a parent volunteer. However, siblings who cause a disruption or who create a safety concern within the learning environment should not accompany volunteers at school.

WEB PAGE

Please visit the Weiser School District Website at www.weiserschools.org and click on the Pioneer School link for additional information regarding Pioneer School and Pioneer programs. You can also find us on Facebook by searching for Pioneer Elementary.

Attendance Policy – Weiser School District

- A. Students enrolled in the Weiser School District are required to be in school ninety percent (90%) of the time that school is in session. Each school shall keep accurate attendance records.
- B. Excluded from the calculations for determining student attendance rates are extraordinary absences. Absences for district approved curricular, extra-curricular, or athletic events shall be classified as school activities and will not be included in calculating student attendance rates. Other extraordinary absences may include: illnesses, funerals, doctor and/or dentist appointments, or other emergencies where documentation verifying the unavoidable nature of the absence is provided.
- C. Examples of absences not included as extraordinary absences may include, but are not limited to: hunting trips, shopping trips, work, senior skips, absences of family convenience, or other non-sanctioned activities.
- D. When a student reaches a total number of absences that exceeds 10% of the days school and/or individual classes are in session in a semester, the student and the parents or guardians will be notified that the student may be classified an habitual truant and may lose credit in any classes in which the student has exceeded the number of allowable absences.
- E. According to Idaho Code 33-206 (1)(a), an habitual truant is any public school pupil who, in the judgment of the board of trustees has repeatedly violated the attendance regulations established by the board. Students that are declared habitual truants will not receive credit for classes wherein they have exceeded the attendance policy. “A child who is declared an habitual truant by the board of trustees shall come under the purview of the juvenile corrections act if he or she is within the age of compulsory attendance at the time of the violations” (Idaho Code 33-206 (2)).
- F. Each school will provide written notification to the parents of students who are in violation of the 90% attendance policy. Parents of high school students who have been declared habitual truants will be given an opportunity to meet with a Credit Review Committee at the high school if they feel the accounting for absences is incorrect or to present documentation that absences used in the attendance calculations are extraordinary and should not be included in the attendance calculations. The Credit Review Committee will be formed by the principal to address any such appeals from parents or legal guardians at a time established by the principal, but no later than 10 days after the initial notification is sent to parents.

SECTION 500: STUDENT PERSONNEL Weiser School District 802

POLICY TITLE: Attendance Policy NO. 501.1

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ATTENDANCE POLICY #501.1 PAGE 2/2

G. The Credit Review Committee, at their discretion and with the approval of the principal, may establish rules and conditions for reinstatement of denied credits in classes that a student was passing, but who violated the 90% attendance policy and was declared an habitual truant in, dependent on that student meeting the attendance conditions for reinstatement set by the committee for the subsequent term of school following the semester in which credit is denied. The Credit Review Committee and the principal will ensure that all such conditions are uniformly applied to all students with similar attendance issues. The Credit Review Committee will NOT reinstate credits or establish conditions for reinstatement of credits for any courses in which a student who violated the 90% attendance policy received a failing or incomplete grade, regardless of their attendance in any subsequent term.

H. The principal of each building will present any declarations of habitual truancy and/or credit denial to the Board of Trustees for approval at the next regular board meeting following written notice being submitted to the parent or legal guardian.

I. An absence which has not been cleared by the school, parent, or legal guardian will be considered a truancy. A truancy may be for an entire day or a single period. A student who leaves school grounds without checking out through the office is considered truant.

J. Truancies are serious disciplinary infractions and may lead to expulsion from school. In cases of truancy, no credit will be given for the day(s) missed and students will not be allowed to make up assignments or exams for credit. If a student is truant 3 times in a school year, the student may be suspended and may be referred to the local Board of Trustees for an expulsion hearing. Any student declared to be an habitual truant by the board of trustees shall be expelled from the Weiser School District for the remainder of the current term and the subsequent term if the 3rd truancy occurs within 10 calendar days of the end of the semester. Any student expelled for truancies shall come under the purview of the Juvenile Corrections Act if he or she is within the age of compulsory attendance (Idaho Code 33-206 (2)).

K. Tardies: Being on time is a desirable lifelong trait for the students of Weiser schools. Each building will establish a tardy policy and follow their own building procedures to motivate students to attend class on time. In grades 6-12 students will be considered tardy if they attend class after class begins and before the first fifteen (15) minutes of the period. If a student arrives to class after the first fifteen (15) minutes, he/she will be considered absent and the absence will be included in that student's attendance calculations.

ADOPTED:
06-09-2009
Revised
10-12-2015

Charging policy for the Weiser School Lunch Program: Policy No 701.5

1. Students in the Weiser School District with a negative account balance with the school lunch program will have notices mailed to their parents/guardians twice a month.
2. All students with negative account balances will have that information attached to their report card and/or class schedule and be distributed to their parents/guardians during Parent-Teacher Conferences in the fall and spring.
3. Beginning December, 2015 a new procedure will be implemented in addition to those steps mentioned above:
 - a. When a student has accumulated ten dollars (\$10) in lunch charges, the Weiser School Lunch Program will notify the parent/guardian. The notification will be made by mail at the next scheduled mailing, and/or by phone call, and/or in person. A record that notification was made shall be maintained at the Weiser School District School Lunch Program office. Such notification will include the last date the student will be eligible to participate in the school lunch program, but no less than five days from the date the notification is mailed, phone call made, or personal visit is conducted.
 - b. If a parent/guardian fails to respond to the Weiser School Lunch Program notification and/or fails to make arrangements with the Weiser School Lunch Program to pay the balance due, and after the grace period established in the notification expires, the student will no longer be eligible to participate in the school lunch program and it will be the responsibility of the parent/guardian to provide a lunch for their child.
 - c. Nothing in this policy excludes or prevents students from participating in the district's breakfast program or any other snack program run by the district.
 - d. Parents/guardians are encouraged to contact the Weiser School Lunch Program and complete a Free and Reduced Lunch Application and/or set up a payment plan with the Weiser School Lunch Program for any unpaid balances. The Weiser School Lunch Program office is willing to work with parents/guardians on developing reasonable payment plans for students with outstanding balances and is willing to assist parents/guardians in completing the Free and Reduced Lunch Application.
 - e. If a parent/guardian makes arrangements to pay an outstanding balance and subsequently defaults on the payment plan, the student will be immediately ineligible to participate in the school lunch program without further notice until the entire balance due is paid in full.

Note(s):

Please contact the Weiser School Lunch Program if you have any questions regarding this policy or any of the procedures to be followed. Weiser School Lunch Program, 925 Pioneer Rd., phone: 414-0723

ADOPTED:

11/12/2012

AMENDED:

2014, 2015

Weiser School District Dress Policy

Students are expected to dress in a manner that is suitable for school and appropriate for the weather as well as to take pride in their dress, neatness, and general appearance. It is the policy of the school district to insist upon appropriate grooming and dress.

Wearing clothing that is immodest, detracts or disrupts the educational environment, or may jeopardize the safety of the individual or others is considered inappropriate. This includes but is not limited to:

- ❖ Tube, midriff, tank tops, half shirts, cut outs. (Tops must have at least 3 inches covering the shoulder, show no cleavage and must be full length covering the midriff.)
- ❖ Hats, hoods, bandannas or other head gear worn in the building.
- ❖ Mini-skirts, track or other short shorts. (Hemlines are to be no higher than 6 inches from center of knee or must have material beyond the extended fingers when standing straight.)
- ❖ Clothing with logos, words or pictures that are vulgar, disrespectful, sexually suggestive, profane, or that advocate violence, prejudice, or tobacco, alcohol, or other drug use.
- ❖ Clothing that may be gang related. Gang related attire includes but is not limited to: hats, bandannas, or articles of clothing with writing, markings, or symbols of gang affiliation. Flying “colors” or wearing a single color of gang affiliation. Sagging pants, extra long belts or other paraphernalia.
- ❖ Spandex-type shorts or tights. (without dress, shorts or other cover), pajamas boxers, slippers.

Consequences for Dress Code Violations:

Building administrators may use their discretion to determine inappropriate dress and to administer appropriate consequences based on building level policy. Violations may be considered minor, serious, or severe depending on the nature of the violation. Consequences can range from a change of clothes to off-campus suspension.

Model Notification of Rights under FERPA for Elementary and Secondary Schools

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

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

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

Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

[NOTE: In addition, a school may want to include its directory information public notice, as required by § 99.37 of the regulations, with its annual notification of rights under FERPA.]

Head Lice – WSD Policy 504.9

Pediculosis, also known as head lice, is a common condition found in school-age children. Pediculosis is highly contagious and easily spread from direct or indirect contact with the infested person and/or infested personal items.

A. School Procedures:

1. Students in grades K–5 will be screened at the beginning of the school year, and may be rescreened periodically throughout the year. Students in grades 6-12 will be screened as necessary. Any new student may be examined upon request for entry to school. Screenings will be conducted by a school employee trained in head lice screening procedures.
2. When a case of head lice is found, all the students in the same classroom (K-5) may be examined. The parent/guardian of the infected student will be notified of the condition, and if the child has siblings attending other district schools the schools will be notified.

B. Protocols for handling an infestation:

1. When a child is determined to have lice or nits:
 - a. If live lice are found or observed, the parent/guardian will be notified and the student will be excluded from school until the student is nit and lice free.
 - b. If no live lice are observed, but a child has nits, the parent/guardian will be notified of the condition.
 - i. If fewer than ten (10) nits are observed by the screener the student will be allowed to remain in school for the remainder of the day. When the parent/guardian is contacted due to the presence of nits, they will be informed about the district policy and will be given information regarding treatment, and an opportunity to view the nits found during the school screening.
 - ii. If more than ten (10) nits are observed by the screener the child will be excluded from school until the student is nit and lice free. The parent/guardian will be provided the district policy regarding nits and/or live lice and information regarding the treatment, and an opportunity to view the nits or lice found during the school screening.
 - c. Once excluded from school for having lice or nits, the student must be reexamined before readmission to school, and a parent or designee for the parent must accompany the student and be present for the readmission screening. The student will only be readmitted if he/she is determined to be nit and lice free. A student who is reexamined and determined to have nits or any live lice will continue to be excluded from school.
 - d. If the student returns to school the same day as diagnosis and treatment, the student must wear a different set of clothing (including a different coat).
 - e. Any child who is found to have lice or nits will be screened again seven to ten (7 - 10) days after the condition is discovered, or after having been readmitted to school.

C. Administrative Handling:

1. When the parent/guardian is contacted due to an infestation they will be provided the district policy regarding students having lice, information regarding treatment, and an opportunity to view nits or lice from the student.
2. Each infestation will be recorded by the school identifying the student's name, date the infestation was discovered, date student returned to school after treatment, and 7 day rescreening results.
3. Once a student is determined to have lice, nits, or both, the student must return to school lice and nit free within 2 school days (defined as the remainder of the current school day plus one more school day) from the time of the original determination.
 - a. Within those first two school days, if the student misses any school due to the presence of nits or live lice, the absences will be recorded as medical absences, extraordinary absences approved by the school (recorded as medical-lice absences).
 - b. Each additional day that a student misses school due to a head lice related condition (during the remainder of that academic year) will be recorded as an unexcused lice absence. (Refer to WSD Attendance Policy 501.1 for student attendance requirements.)

ADOPTED: 2002 **AMENDED:** 2011, 2015

Homework

Pioneer School – Policy and Expectations

Rationale:

- Research indicates that children who read for 20 minutes per night with an adult improve their reading skills at a much higher rate than children who do not. The intent of homework is to allow students an opportunity to practice the concepts that they learn in class, and for parents to stay informed as to what their children are learning and how well they are learning the grade level concepts.

Reading:

- Students in 1st-3rd grade are expected to complete **20 minutes of reading homework 5 nights a week** (Monday – Thursday and once over the weekend). (Kindergarten students – refer to the monthly kindergarten activity calendar.)
- Reading teachers will notify parents what reading homework may consist of as it may be different for students at different grade levels. Reading homework may consist of, but is not limited to – practicing the class story, practicing letters and sounds, reading a story of interest, discussing story elements, playing literacy games, and more.
- Parents should sign their child’s reading slip each night.

Math:

- Students in 1st-3rd grade are expected to complete **math homework 4 nights a week** (Monday – Thursday). Homework problems will focus on the problem types, sets, and strategies that students worked on in class during the day. Elementary students study math each day and will focus on developing foundational math concepts, computational skills, and overall problem solving strategies and skills. General guidelines for homework are as follows:
 1. Students are expected to spend the following time working on math homework:
 - a. Kindergarten = as directed in the monthly homework and activity calendar
 - b. 1st grade = 10 minutes nightly
 - c. 2nd grade = 10 minutes nightly
 - d. 3rd grade = 15 minutes nightly
 2. Students should start on problem #1 and work through the problems in order. Some students may have problems circled by their teacher. Those students should work on the circled problems first and then move to the other problems.
 3. Students should work on math homework for the time required by each grade level and therefore MAY NOT complete all of the problems each night.
 4. Parents should check their child’s math homework each night and help them as needed. Parents should also initial or sign the homework page nightly. If there is a problem that a child cannot figure out, write “not sure” next to the problem. If the child does not complete the homework in the allotted time, initial the last problem attempted and write down the time spent on homework (i.e.: JL 10 min).
 5. Students who want an extra challenge may work beyond the required time, but additional practice time IS NOT REQUIRED and students ARE NOT REQUIRED to complete all of the problems in the homework set each night!

Note:

- Some teachers may send optional math homework practice home with students over the weekend. It is not required, and students will receive extra recognition if they choose to complete the work.
- Students will be expected to continue reading over long breaks (such as Christmas break and spring break). The general expectation is that students read for 20 minutes a minimum of three times over long breaks.

Weiser School District
TECHNOLOGY CONSENT AND WAIVER

Weiser School District is pleased to provide its students, staff and faculty with a variety of technology resources that can be used to help us reach our goal of being the Highest Achieving School District in the State of Idaho. Use of these resources is a privilege and is subject to a variety of terms and conditions that can be referenced, in detail, in **District Policy 704: Computer and Internet Use Policy**.

We acknowledge that the District does not have control over the information that is on the internet; however, we will install, maintain and use a content filter in order to limit exposure to websites that may contain material that is illegal, defamatory, inaccurate or potentially offensive.

Communication

- I will use language that is pertinent and appropriate when submitting academic work, participating in online forums and working collaboratively. I will be thoughtful and mindful about the language I use when posting online or sending messages to someone else. I will be mindful of how my words are interpreted by others. I will not use profanity or any language that is offensive to anyone.

Privacy

- I will be aware of privacy settings on websites to which I subscribe. I understand that anything I do online or electronically is not private and can be monitored. I will not share any personal information about myself, family or faculty.
- The privacy of students and the appropriate use of confidential student information is a priority in the Weiser School District. Parents and guardians can be assured that the Family Educational Rights and Privacy Act (FERPA), the Idaho Student Data Accessibility, Transparency and Accountability Act of 2014 and all other relevant policies will be followed with regard to the use of personal information.
- All students in the Weiser School District will have access to a Google Educational Account. This account will be established by using each student's State issued unique identification number (EDUID) in conjunction with their first and last name. Students will have limited access to Google applications for educational purposes. Access will be determined at the building level, by the building administrator, through the Google Apps Control Panel.

Honesty and Safety

- I will not engage in behavior that puts myself or others at risk. I will represent myself honestly while online. This includes accessing the network using an account other than my own. I will seek help if I feel unsafe, bullied, witness unkind behavior or inadvertently gain access to inappropriate content.

Learning

- I will have a positive attitude and be willing to explore different technologies. I will evaluate the validity of information presented online and understand that not everything online is true. I agree to document and properly cite all information acquired through online sources including but not limited to images, videos and music.

Respect for Self, Others and School Property

- I will not upload or publish personal information, private communications or photos of other people without permission. I will respond thoughtfully to the opinions, ideas and values of others. I will not send or share mean or inappropriate emails or texts.
- I will take care of all equipment on campus. I will use the computers on campus for school related purposes only.
- I will take financial responsibility for the loss of or damage to technology if it is through my own negligence.

I have read the Weiser School District Technology Consent and Waiver and that if I violate this policy, I could be subject to disciplinary action and or possible legal consequences. I also understand that the best way to ensure my safety and that of others is through responsible use of technology.

Student Name _____ Signature _____ date _____

Parent/Guardian Name _____ Signature _____

date _____

Title-I

Title-I Program at Pioneer:

Title-I is a federal program which provides funding to schools to support the education of economically disadvantaged students. With approximately 60 % of enrolled students qualifying for free or reduced lunch, Pioneer School qualifies as a School wide Title-I School, meaning that the federal funds may be used to support ANY child in the school in need of assistance. Title-I funds are used at Pioneer to hire additional staff to work with children, as well as support academic programs such as SFA, staff training, and school supplies for children. Accordingly:

- We invite you to participate in your child's school experience. Please ask your teacher how you can be involved.
- You may request the professional qualifications of your child's teacher at any time.
- Teachers and Aides at Pioneer School meet the criteria under NCLB (No Child Left Behind) as being highly qualified. We will notify you if your child is taught for greater than four weeks by someone who does not meet the criteria for highly qualified under NCLB.
- We welcome your suggestions on how we can enhance our educational programs or your child's experience at school.

Parent Involvement:

Parents are the primary teachers of their children, and having involved and supportive parents are critical to their success. The research is clear - children whose parents are involved in their education do better in school than those who are not. We hope that you will take an active part in your child's education beyond the nightly homework. Parent volunteers are welcome, and are a vital element of our program. If you would like to volunteer in your child's classroom, please contact your child's teacher in advance so that he/she is prepared for you to help. (Unannounced drop-ins can cause a disruption to the educational environment and process, so we appreciate your understanding and cooperation.) Opportunities for you to be involved in your child's education include:

- Orientation Day
- Fulfilling the parent requirements outlined in the School Compact
- Parent-Teacher Conferences
- Nightly homework
 - Reading with your child 20 minutes a night
 - Helping with and checking nightly math homework
- Parent and Family Nights at school
- Volunteering at school or in your child's classroom
- Reading monthly school newsletters and other correspondences sent home
- Know how your child is performing on State Assessments (IRI, ISAT 2.0) and school and class assessments
- Be familiar with all aspects of the Pioneer School Handbook

Title-I Goals:

1. Students at all grades will meet or exceed the state performance target on the IRI (Idaho Reading Indicator) as set by the state.
2. Pioneer School will meet Federal AYP (Annual Yearly Progress), as determined by the state on the ISAT 2.0.
3. We will continue to close the achievement gap between our at risk subgroups (Economically Disadvantaged students, Hispanic Students, LEP (Limited English Proficient) Students).

Your participation:

Some money (1.5% of the district's Title-I allocation) maybe set aside for family involvement activities. We use the money to support activities such as *Bingo For Books* Family Night. Please let us know if:

- You have suggestions on how we might spend family involvement funds.
- If you have suggestions for our Title-I program.
- If you would like to participate on the Title-I planning team.
- If you have suggestions for changes to our School Compacts.
- If you would like to participate on a parent advisory committee.

Pioneer Elementary School

Title-I School-Home Compact

It is the Mission of the Weiser School District to promote *High Achievement and Responsible Citizenship* among **ALL** students. We understand that it takes cooperation, communication, commitment, and teamwork between EVERYONE in the learning community in order to achieve this mission.

Teacher/School

I understand the importance of my influence on the overall development and education of your child. I/(We) understand that my/(our) effort and attitude will impact our success. I will:

1. Provide high quality and challenging curriculum and learning opportunities for all children.
2. Promote a positive relationship with every child and every family.
3. Provide regular communication with our families (including school and child progress).
4. Promote a safe and supportive overall school environment.

Student

I understand that my education is important and that I must accept responsibility for my actions and for my learning. I will:

1. Be cooperative and give my best effort at all times.
2. Complete all assigned work to the best of my ability.
3. Accept responsibility for my effort and behavior.
4. Be Safe! Be Respectful! Be Responsible! (See "The Owl Way – Behavior Expectations").

Parent

I understand that I am the greatest influence in my child's life and that I must be an active participant and work positively with the school. I understand that my effort and attitude will influence my child, and I will:

1. Promote a positive relationship with everyone in the school community.
2. Make sure that my child is to school on time and in school whenever possible.
3. Help my child with and support homework expectations.
4. Support school expectations and promote student safety, positive behavior, and responsible citizenship.

Teacher: _____ Date: _____

Student: _____ Date: _____

Parent: _____ Date: _____

FOR INFORMATION ONLY