

# **PIONEER ELEMENTARY SCHOOL** **MISSION STATEMENT**

Pioneer Elementary's mission is to provide each student with high levels of learning in a culture of collaboration and respect between students, faculty, staff, and parents. We will achieve and gain a sense of purpose through hard work, love, play, and high expectations in a safe and positive learning environment.

Students at Pioneer Elementary are  
**'PAWSITIVELY AWESOME!'**

They **P**roblem Solve, **A**lways Care, **W**ork Hard, & **S**how Respect

## **PRESTON SCHOOL DISTRICT MISSION STATEMENT**

Preston School District, in partnership with families and the community, will:

- Instill in all students the desire to be life-long learners through activities which promote responsible, productive, and healthy citizens.
- Provide students with an enriching educational environment where sound instructional and technological practices are maintained and students are given a wide variety of learning opportunities.
- Provide educational environments where students are safe and respected.
- Maintain high expectations for professionalism among all Preston School District employees.
- Increase achievement in core academic areas.
- Appreciate and recognize the unique aspects of all individuals.

## **SCHOOL HOURS**

<b>7:40 AM</b>	<b>Building opens for students</b> <b>Breakfast served</b>
<b>7:55 AM</b>	<b>1<sup>st</sup> Bell</b>
<b>8:00 AM</b>	<b>School Begins – <u>Students are expected to be in classrooms ready to learn</u></b>
<b>3:40 PM</b>	<b>Dismissal Bell – Students leave school for the day</b>
<b>3:53 PM</b>	<b>Bus Departure</b>

## GENERAL INFORMATION

Please notify your student's school immediately if you have a change of mailing address, email address or telephone number for home, work, or mobile.

## ACCIDENTS AND ILLNESS

Children may leave home feeling great but become ill during the day. We will contact you if your child becomes ill. We make every effort to contact parents or guardians in case of illness or serious accident. If we cannot reach you, we will notify one of your listed contact persons. In extreme emergencies we will take steps that we feel are necessary, including calling 911 for transporting to emergency medical services. Please keep us informed of any changes in the emergency numbers and alternative ways to contact you.

## ATTENDANCE (Preston School District Policy)

Please encourage good attendance and be sure your child gets to school on time every day. Consistent attendance leads to greater student achievement and self-esteem.

**Our School Board has established an attendance policy that states that students are required to be in attendance at least 90% of the time that school is in session. This means a student should NOT MISS MORE THAN 7 DAYS of school per semester.** If a child misses more than 14 days promotion to the next grade could be jeopardized, or you could be referred to court officials. The school will notify you of excessive absences and each child who misses over this set amount will be evaluated on a case-by-case basis to determine what actions may be taken to improve attendance and the best placement for the coming year.

If your child is absent, please call the school by 9:00 a.m. Such notification from home serves safety purposes by informing the school the child will not be in attendance and helping the school better understand the cause of the absence. If your child has visited a doctor, sharing a note from the doctor with the school will also help us understand the reason for an absence. Know that calling into the school to "excuse" an absence does not negate the absence; the student is still marked and counted as absent.

If it is determined to close school due to inclement weather, notifications will take place. Parents can access Preston School District webpage ([www.prestonidahoschools.org](http://www.prestonidahoschools.org)) for the most current school closure protocol. Also, follow our Facebook page for important information.

## BIRTH CERTIFICATE

All new students, whether beginning kindergarten or entering from another school district, must present a certified copy of their birth certificate to school personnel within 30 days of enrollment.

## **BIRTHDAYS AND OTHER CELEBRATIONS**

Birthdays are special days and we want to be able to celebrate these with our students. However, there are some safety precautions to observe: **Please do not bring/send flowers or balloons to students. We have several students with severe allergies and need to avoid these.** Edible treats brought to the school for birthdays or other celebrations must be store bought.

## **BULLYING/FIGHTING/HARASSMENT**

Bullying, fighting, and harassment/intimidation are not allowed. Bullying is defined as intentional, repeated, hurtful acts, words, or other behaviors such as name calling, threatening, and/or shunning committed by one or more children against another. Bullying may be physical, verbal, or emotional in nature. Fighting includes threatening to fight as well as hitting, kicking, pinching, or biting. Harassment includes conduct, whether verbal, written, graphic or physical, relating to a student's race, national origin, color, disability, or sex that is severe, pervasive, or persistent.

The parents of any student found guilty of such behaviors will be notified and the student could be referred to the principal to determine the appropriate intervention strategy that should be implemented to address the behavior. Repeated offenses shall be handled pursuant to the District's disciplinary procedures.

## **CHECKING CHILDREN IN AND OUT OF SCHOOL**

When checking a child into school after school has already begun, an adult needs to sign in at the office where the child will be given a slip to take to the teacher. For school safety purposes, we ask that parents not go down the hallways to personally take their child to class.

If a parent wants to check their child out of school during the day, parents are required to sign their child out from the office. The office staff will escort your child from their room to the office or call to your child's room and have them sent to the office. For safety reasons children will not be sent outside to wait for parents. If special arrangements need to be made to pick up a student (such as using a neighbor or other designated adult) please call the office or send a note explaining these arrangements and include a phone number where you can be reached for verification. Just like when checking a child in to school, we ask that parents not go down the hallways to personally pick up their child from class.

When picking a child up after school, the school asks that those picking them up wait in their cars or outside on the sidewalk or grass. Pioneer staff will escort students outside where they can connect with those picking them up.

## **DISTRIBUTION OF PERSONAL INVITATIONS**

Due to student privacy and safety considerations, we're not able to distribute personal invitations through the school.

## **DRESS CODE (Preston School District Policy)**

It is the policy of this school district that students shall dress in a manner which is appropriate for an effective educational environment. While recognizing the importance of allowing students to express their individuality through their attire, the school is responsible for ensuring that student dress is conducive to a positive and respectful environment for all students. All students are, therefore, required to dress in a manner that promotes a safe and healthy school environment, and is not disruptive of the educational climate and process.

What a child wears to school influences his/her behavior and attitude. For this reason, the Pioneer has adopted the following student dress code:

- Clothing shall be modest, clean, and in good repair.
- Clothing or appearance which, in the judgment of the administration, draws undue attention and/or is disruptive to the educational process will not be allowed.
- Clothing shall conceal undergarments at all times.
- Spaghetti strap tops are not recommended. When the air conditioning comes on students dressed in spaghetti strap tops get cold and have trouble focusing on their work.
- Safe footwear is required. Flip-flops, shoes without backs, or open-toed shoes are not safe for the playground or PE and are therefore discouraged. On the day students have their PE Rotation, they will need proper shoes (white sole shoes in the gym) for that class.
- Shoes with wheels or cleats are not allowed.
- No hats are to be worn inside.
- No bandannas are allowed.
- Shirts, jackets, backpacks, or other articles containing inappropriate logos or slogans are prohibited.

Adherence to these dress and grooming standards as well as all other district dress standards as presently stated will be the responsibility of the student and his/her parents or guardian. District policy will be followed for noncompliance. Students in violation of the dress code will be asked to change as needed to be in compliance. If a student does not have appropriate clothing, parents will be notified and requested to help bring students into compliance.

Other appropriate dress may be worn on special days as approved by the principal. These may include such things as 'hat day', 'hair day', etc.

## **ELECTRONIC DEVICES**

At Pioneer Elementary, during the school day, **students are prohibited from using cell phones and/or other personal electronic devices at all times.** Phones are available in the classroom and the office; however, students are only allowed to call home after consultation with their teacher.

GPS watches may be worn as locating devices; however, they may not be used to call or play games during school hours. If a need arises for a student to contact a parent or family member, school phones are available for student use.

If a student is found to be using a GPS watch, cell phone, or any other personal electronic device during school hours, it will be confiscated from the student. Parents may pick up the device from the office at the end of the day. After the second offense, students will be prohibited from wearing and/or bringing the device to school.

## **EMERGENCY PROCEDURES**

Pioneer Elementary uses the four Idaho Standard Command Responses Protocols for Schools:  
EVACUATION – REVERSE EVACUATION – HALL CHECK – LOCKDOWN

Students and staff will practice what to do in these situations as well as what to do for a Fire or an Earthquake.

In the event of an area, school, or community emergency our policy is to retain the students as long as the building and conditions are safe. Should there be a major disaster, all teachers and staff members will remain at the school to care for the students until a safe release time.

In all things, Situational Awareness is emphasized. Everyone needs to be mindful of what's going on around them to help make the best decisions at that time. Staff members have been informed to assess emergency situations and use the MOVE – SECURE – DEFEND options-based protocol to decide what is best to do at any given moment and then take action to keep students and staff safe. Depending on the situation, staff may choose to

- MOVE away from danger and relocate students to a place of safety.
- SECURE the room/area quickly and completely to prevent entry and contact with the threat.
- DEFEND students and self aggressively.

Pioneer Elementary encourages everyone to follow the “SEE – TELL – NOW” protocol, that is “If you see something out of place, tell someone right now! “This action allows authorities to deal with suspicious behavior early before it escalates into a problem.

## **FEDERAL MCKINNEY-VENTO HOMELESS ASSISTANCE ACT**

Children who lack fixed, regular, and adequate housing have certain educational rights. Visit with the elementary principal or contact the Preston School District Homeless Education Liaison at (208) 852-0283 to find out more.

## **FERPA**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school will correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- 1) School officials with legitimate educational interest;
- 2) Other schools to which a student is transferring;
- 3) Specified officials for audit or evaluation purposes;
- 4) Appropriate parties in connection with financial aid to a student;
- 5) Organizations conducting certain studies for or on behalf of the school;
- 6) Accrediting organizations;
- 7) To comply with a judicial order or lawfully issued subpoena;
- 8) Appropriate officials in cases of health and safety emergencies; and
- 9) State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

## **FIELD TRIPS**

Parents are asked to complete field trip permission information on the student enrollment form. When you complete the form indicating that permission is granted, your child may go on all field trips scheduled during the year. Details of the field trip are sent home before each field trip occurs. The school offers cafeteria prepared sack lunches for field trips. The price of these prepared lunches will be deducted from your child's lunch account.

## **HARRASSEMENT/INTIMIDATION (Preston School District Policy)**

No student or minor present on school property or at school activities shall intentionally commit, or conspire to commit, an act of harassment, intimidation or bullying against another students. Such behaviors foster a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims, create conditions that negatively affect learning, and undermine the ability of students to achieve their full potential.

It is the policy of this district to maintain a safe school environment for all students while on school grounds, riding the school bus, and attending district-sponsored activities, events, or functions on school premises or at other locations. Harassment, intimidation, and bullying are disruptive to a safe school environment and will not be tolerated.

Harassment includes conduct whether verbal, written, graphic or physical relating to student's race, national origin, color, disability, or sex that is sufficiently severe, pervasive, or persistent. No student should be subjected to any unasked or unwelcome demeaning conduct.

## **HEALTH AND WELLNESS SERVICES:**

We want to ensure that your child's health and well-being are a top priority while they are at school. As part of our commitment to providing a safe and supportive environment, we offer a range of health services to all students. These services include both preventive care and emergency assistance.

### **1. Preventive Health and Wellness Services:**

- Vision and Hearing Screening: Regular screenings are conducted to identify any potential vision or hearing issues early on.
- General First Aid: Our trained staff can administer basic first aid for minor injuries and illnesses.
- Lice Checks: Periodic checks are performed to detect and manage head lice infestations.
- Temperature Checks: We monitor students' temperatures when needed.

### **2. Medication Administration: **MEDICATIONS** (Preston School District Policy)**

- Students requiring medications during the school day need to make arrangements with their doctor and with the school. A doctor's form is available from our school secretary that will help with this accommodation. This form is to be signed by the doctor and the parent. Parents are to bring the medication to the school office in the original container containing the child's name and all directions. Please do not send any medication to school with your child. Students requiring the use of inhalers are, with the form from the

doctor, able to bring and keep an inhaler with them. Please make your child's teachers aware of this need.

- **If your child requires medication during school hours, our staff can administer it according to the prescribed instructions. Please contact the school to get further directions.**

### 3. Emergency Care:

- In case of accidents or sudden health emergencies, our school team is prepared to provide immediate assistance.
- We have protocols in place for handling emergencies and contacting parents or guardians promptly.

### 4. Chronic Disease Management:

- For students with chronic health conditions (e.g., asthma, diabetes, allergies), our school team works closely with families to manage their conditions effectively.
- We encourage open communication with parents to ensure a comprehensive understanding of each student's health needs.

### 5. Parental Rights and Access to Records:

- Parental Consent: While we opt-out method of parental consent for health and wellness services, this does not waive your right to access your child's educational and associated health records.
- Notification: You will be informed about any health monitoring or status updates related to your child.

Please feel free to reach out to our school administrator if you have any questions or need further information. We appreciate your partnership in keeping our students healthy and ready to learn.

## IMMUNIZATIONS

All students enrolled in a public school must have completed immunizations, as per state requirements, on file before admission to school. A child may be exempt by a doctor's statement or by a signature of a parent for personal or religious beliefs.

### Immunizations (Preston School District Policy)

All children entering Preschool and Kindergarten will be required to have a minimum of:

5 doses of DTP

4 doses of Polio

2 doses of MMR

3 doses of Hepatitis B

2 doses of Varicella

2 doses of Hepatitis A

or to have a valid medical, religious or personal exemption form on file.

Please remember an exemption is not valid if the parent has forgotten their child's

immunization record. State law requires a parent, custodian, or guardian of any child who is to attend any public, private, or parochial school in Idaho to provide proof of required immunizations before attendance. Children who are not in compliance must be excluded.

## **INSURANCE**

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process all children go through. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child become injured. The school district does not provide medical insurance to pay for expenses when students are injured at school. The district makes student medical insurance available for families for their individual purchase. Information outlining the coverage and premiums are available at the school office or under “student insurance” on the district website <http://www.prestonidahoschools.org>. Additionally, for those without health insurance, a low-cost or no-cost coverage might be available based on income guidelines. Contact the Idaho Department. of Health and Welfare at 2-1-1 for more info.

## **LATE START**

The district may choose to delay the start of school by 2 hours in case of bad weather or other emergencies. In this case, you will be notified through text and email of the late start. School will start at 10:00 a.m. Breakfast will not be served and students will miss first recess. The rest of the day will be as regularly scheduled.

## **MEDICATIONS** (Preston School District Policy)

### **Medication Administration Guidelines**

Students who require medication during the school day must coordinate with their doctor and the school nurse. A doctor's authorization form is available from the office and must be signed by the doctor, parents, and school nurse. A new authorization form is required at the beginning of each school year.

Parents must bring prescription medications to the school office in their original container, clearly labeled with the child's name and dosage instructions. A completed medication administration form must also be provided.

For safety reasons, please do not send any medication to school with your child.

Students who require inhalers, emergency epinephrine pens, diabetic medications, or supplies must have an emergency action plan. These plans are available from the district nurse and require signatures from the doctor, parent, and district nurse.

If a student needs assistance with over-the-counter medications, a medication administration form must be completed and signed by the parent and district nurse, including all necessary details.

Office staff responsible for administering medications will receive proper medication administration training. Our priority is to ensure safe, competent, accurate, and careful medication administration for all students.

## **NOTICE OF NON-DISCRIMINATION**

The Preston School District does not discriminate on the basis of race, color, religion, national origin, sex, ancestry, disability, age, or any other characteristic protected by law, in its programs and activities. Further, in accordance with federal law, the district provides equal access to its facilities to the Boy Scouts and other designated youth groups. The superintendent has been designated to handle inquiries regarding the non-discrimination policies.

Preston School District  
105 E, 2nd S.  
Preston, ID 83263  
Phone Number: (208) 852-0283

## **NOTIFICATION OF VIDEO SURVEILLANCE**

To promote the safety of students, employees, and visitors, as well as the security of our facilities and equipment, Pioneer Elementary may conduct video surveillance of any portion of its premises at any time; the only exception being private areas of restrooms, and dressing rooms. Video cameras will be positioned in appropriate places within and around Pioneer and used in order to help promote the safety and security of people and property. Questions about video surveillance in the workplace should be directed to school administration.

## **OFF TO A GOOD START**

Your child should be well rested (9-10 hours of sleep) and have nourishing well-balanced meals and healthy snacks. It is important that your child receive a healthy breakfast before beginning school each day. Breakfast is available each morning as school begins. Your child's clothing should be simple, safe, sturdy, and easy for your child to manipulate without help. (Coats and boots should be easy to get on and off.) Outdoor clothing should be labeled with your child's name placed on the inside. (We do not recommend putting your child's name where it may be seen and used by strangers to give false assurances to your child). Choose appropriate clothing for the weather and prepare for possible changes in the weather. Frequently check the lost and found area for any missing coats, gloves, hats, lunch boxes, etc.

## **PARENT-TEACHER CONFERENCES**

Parent-Teacher Conferences will be held each school year. These conferences give parents an opportunity to interact with teachers and discuss any concerns or questions about their child's education. We feel these conferences are very beneficial and help to assure student progress.

We encourage your attendance. To prepare for conferences you may want to do the following:

1. Decide what questions you need to ask and write them down.
2. Ask your child if there is anything he/she would like you to discuss with the teacher.

Any time you have concerns or problems, please feel free to contact the teacher to set up a time when you may meet to discuss your concerns.

## **PETS AT SCHOOL**

Please keep family pets at home unless prior approval has been given by the teacher. If pets are part of a student's show-and-tell presentation, the parent will need to accompany that pet and take it home immediately following the activity. Also, please explain to children the importance of leaving animals home so there aren't stray animals on campus. If you have pets, please keep them in the house or fenced yard during periods when children walk to and from school.

## **POSITIVE BEHAVIOR INTERVENTION SUPPORTS (PBIS)**

PBIS is a discipline model that focuses on tiered intervention and schoolwide target behaviors with consistent expectations and consequences. In this model, data informs target behavior selection and is analyzed to revise interventions. PBIS improves social, emotional, and academic outcomes for all students. Students develop and learn social, emotional, and behavioral competence, supporting their academic engagement. Educators develop a positive, predictable, and safe environment that promotes strong interpersonal relationships with students through teaching, modeling, and encouragement.

## **PTO**

The Parent Teacher Organization (PTO) provides many services to the school and students. We are grateful for all they do. From time to time, you will see notes from the PTO asking for help with their projects. Please be generous with your time because these activities directly benefit our students. Parent participation and involvement is welcomed and invited. The PTO is always seeking volunteers.

## **READING**

Learning to read will be given the priority status necessary to enable all students to become successful and fluent readers. "Succeeding in Reading" and creating the foundation for becoming lifelong readers is our major focus. Parents listening to and reading to children every day is a strong determining factor in creating a lifelong reader.

## **RECESS/PLAYGROUND**

Outside playground activity is an important part of the day. It allows students a period of physical exercise before continuing with academics. Children should come to school dressed for the weather of the day so they can safely and comfortably enjoy recesses and play before school. Recess supervisors are outside each recess. All students are expected to go outside for recess. Under severe weather conditions (temperature, wind chill, rain, snow, etc.) administration might determine to shorten or cancel recess. Children with special health conditions (asthma, etc.) may need special accommodations during colder weather or times of inversion with high particulate matter in the air or times of high pollen. If for some rare reason your child should not go outside for recess, please send a doctor's note with your child each day he/she is to stay inside the building.

The following are required for all students to have a safe and fun outdoor activity period:

1. Students are to exhibit appropriate and respectful conduct.
2. Fighting, which includes hitting, kicking, pinching, biting, is not allowed.
3. Students are to stay in sight of playground supervisor.
4. A child is NOT permitted to leave school playground.
5. Students must stay off and away from fences.
6. Students should try to help Pioneer Elementary grounds stay clean and attractive.
7. Any type of rough play is not permitted.
8. There is to be no throwing of wood chips, sticks, stones, ice, mud, snow, etc. (If it is on the ground, leave it on the ground.)
9. Proper use of playground equipment must be followed.
10. Cones set around a certain area mark it as restricted and must be avoided.

## **SAFE AND DRUG-FREE CAMPUS**

The Pioneer School is a drug-free and safe campus. Drugs or drug paraphernalia of any kind are not allowed on campus, nor are firearms, knives or other dangerous instruments. Any student exposing or threatening others with dangerous weapons (such as knives or guns of any sort) shall be subject to immediate suspension and possible expulsion from school, and legal action will be taken. Any person on campus with a dangerous weapon will be referred to local law enforcement.

## **SAFE BUSSING POLICY**

Students can ride a bus to school, home from school, or to a set daycare. If arrangements need to be made to ride a different bus, the district requires a note to be given to the school in advance of the requested change. Please make those arrangements early in the day. If changes must happen, contact the school before 3:00 p.m. so we can let the student know. For safety reasons, students cannot be pulled off buses once they board at 3:45. When picking a child up after school, the school asks that those picking them up wait in their cars or outside on the sidewalk or grass. Pioneer staff will escort students outside where they can connect with those picking them up.

## **SCHOOL LUNCH**

A nutritious breakfast and lunch are available to all Pioneer students each school day. Studies show that students do better in school when they have a healthy breakfast and lunch. The meals served at Pioneer meet or exceed the specific nutritional guidelines as set forth by the federal government. Students are given several options they may choose from daily, along with vegetables, milk, and fruit.

Free and reduced lunch will be available this year for those who qualify. Free and reduced lunch applications are available at the District Office, Pioneer Office, or the cafeteria. Every family is

encouraged to fill out a free or reduced application. The information on each application is confidential. If you have any questions, please call the school lunch supervisor, Candy Longhurst, (208) 852-0280.

Student Lunch Prices:

Breakfast: \$3.00	Reduced: \$.30	Free for those who qualify
Lunch: \$3.70	Reduced: \$.40	Free for those who qualify

Adult Breakfast: \$4.00      Adult Lunch: \$5.30

### **SCHOOL – PARENT – STUDENT COMPACT**

The school understands the importance of the school experience to every student and their role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of their ability:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet Pioneer’s challenging academic standards.
- Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
  - Parent-teacher conferences, bi-annually, during which this compact shall be discussed as the compact relates to the individual child’s achievement.
  - Frequent reports to parents on their children’s progress.
- Reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- Treat each child with dignity and respect.
- Strive to address the individual needs of the student.
- Acknowledge that parents are vital to the success of child and school.
- Provide a safe, positive and healthy learning environment.
- Assure every student access to quality learning experiences.
- Assure that the school staff communicates clear expectations for performance to both students and parents.

The parent understands that participation in his/her student's education will help his/her achievement and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of his/her ability:

- Supporting their child’s learning.
- Participating, as appropriate, in decisions relating to the education of their child.
- Create a home atmosphere that supports learning.
- Send the student to school on time, well-fed, and well-rested on a regular basis.

- Attend school functions and conferences.
- Show respect for all members of the school community and school property.
- Review all school communications and respond promptly.

The student realizes education is important. He/she is the one responsible for his/her own success. Therefore, he/she agrees to carry out the following responsibilities to the best of his/her ability:

- Get to school on time every day.
- Have a positive attitude toward school.
- Be responsible for completing homework on time.
- Be cooperative by carrying out the teacher's instructions and ask for help when needed.
- Do daily work that is neat and reflects the student's best effort.
- Be respectful to all school members and to school property.

## **SEARCH AND SEIZURE GUIDELINES (Preston School District Policy)**

In the interest of maintaining a safe and drug-free school, school officials may conduct random or "blanket" searches of student lockers, student belongings, desks, and the school parking lot. School officials will conduct the searches in a random and systematic manner that is minimally intrusive, and it is not required that reasonable suspicion exist.

At any time when the student is on school property or at a school-sponsored event, school officials may search the student's person or possessions (backpack, purse, etc.) if the school official has reasonable suspicion to believe that the student is in possession of illegal or contraband materials or is otherwise secreting evidence of a crime or violation of district policy.

## **SICK CHILD GUIDELINES**

What signs should I watch for to see if my sick child should stay home from activities?

Ask yourself these questions:

\* Does your child feel well enough to comfortably participate in the activities? A sick child who is lethargic, whiny, irritable, almost continuously crying, and/or requires constant attention would probably be happier resting at home.

\* Did the doctor diagnose a contagious illness that should keep your sick child at home?

Illnesses such as pink eye, scabies, head lice, impetigo, strep infection, whooping cough, and Chickenpox are highly contagious. In this case, your child should remain home and separate from other children until the risk of passing on the illness has passed.

\* It is important that parents enact the Golden Rule (do unto others as you would have them do unto you) in that if you wouldn't want your child playing with a sick child that exhibits certain illnesses, then the same holds true for them as well.

## **STUDENT, PARENT, SCHOOL – RIGHTS AND RESPONSIBILITIES**

Education is a collaborative process which involves the student, their teachers, their parents, and school administration. For students to excel, all parties must complete their part of the process and work together.

The Title 1 section at the end of the handbook contains a parent / school / student compact. This compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve to the best of their ability. All parties are expected to sign the compact.

## **STUDENTS**

### **Students have the RIGHT to:**

1. Learn in a positive safe environment.
2. Be protected from physical and verbal abuse by other students and staff members.
3. Share their feelings – except when it infringes on the rights of other people.
4. Expect reasonable requests by teachers and administrators.
5. Be informed about class requirements.
6. Expect others to be honest in both academic and school-related affairs.
7. Expect to be safely transported to and from school.
8. Be informed about safety procedures.
9. Participate in school functions.
10. Attend scheduled classes.

### **Students have the RESPONSIBILITY to:**

1. Know their full name.
2. Know parents' names.
3. Dress appropriately.
4. Know and follow the school rules.
5. Try their best, regardless of social, emotional, or physical capacity.
6. Do homework as assigned.
7. Be on their best behavior at all times.
8. Bring a book bag every day to keep papers and books together.
9. Keep track of their belongings. (Parents – please put name on child's belongings – particularly coats, jackets, etc.)
10. Give to and discuss with parents/guardians all notices and information received from the school.
11. Know their bus driver and stall number in order to get on and off the bus without being helped by brothers, sisters or friends.
12. Know their address and telephone number.

## **PARENTS**

### **Parents (Guardians) have the RIGHT to:**

1. Expect a classroom atmosphere that permits a meaningful learning place.
2. Expect that students will not be exposed to verbal or physical abuse.

3. Be informed of behavior on the part of their child which is jeopardizing their fellow student's right to learn.
4. Be informed of any disciplinary action taken and the right to informally appeal such action.
5. Assume the school staff will meet with them to discuss pertinent problems.
6. Expect every precaution will be taken for complete confidentiality regarding their child.
7. Expect that the disruptive actions of a few will not interfere with the educational process.

**Parents (Guardians) have the RESPONSIBILITY to:**

1. Know and understand that state code requires every parent to properly train, educate, discipline, and control their child.
2. Make sure their child is in attendance, on time, and call the office by 9:00 AM when their child is absent.
3. Support homework completion.
4. Not drop off their child at school before 7:40 AM
5. Stay informed about my child's education and communicate with the school by promptly reading and responding to all notices from the school or the school district.
6. Be available, at a mutually agreed upon time, to confer and conference, in a constructive way, with school personnel concerning their child.
7. Direct their concerns regarding the education of their child to the professional most directly involved. Handle concerns at the lowest level first.
8. Be financially responsible for any damages to personal or school property caused by their child.
9. Respect teachers as professionals. Conflicts should be dealt with individually and not on a public platform.
10. Serve, to the extent possible, on school teams and/or volunteer in the classrooms if needed.

## **TEACHERS**

**Teachers have the RIGHT to:**

1. Expect students to maintain an accepted standard of behavior in the classroom.
2. Expect cooperation from the administration and parents in establishing and maintaining a school atmosphere conducive to learning.
3. Expect that students will complete assigned work to the best of their ability.
4. Expect that parents will make sure students attend school and not be tardy.
5. Expect that parents will be courteous in conversations and treat them as professionals.

**Teachers have the RESPONSIBILITY to:**

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the students to achieve.
2. Maintain a classroom atmosphere which is emotionally safe for students.
3. Treat students and parents (guardians) with respect.
4. Communicate frequently with parents (guardians). Hold parent-teacher conferences bi-annually to discuss the progress and achievement of each student.

5. Reprimand or discipline students in an appropriate manner and make written referrals to administration when appropriate.
6. Maintain confidentiality in all matters relating to students.
7. Enforce the rules and regulations of the district and school.
8. Keep accurate attendance records.
9. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities.

## **ADMINISTRATORS**

### **An Administrator has the RIGHT to:**

1. Make professional interpretations of stated rules and regulations.
2. Expect to be treated with respect by students, parents, teachers, and citizens.
3. Suspend, recommend for expulsion, or refer to school resource officer those students involved in cases of flagrant and/or continuing misconduct.

### **An Administrator has the RESPONSIBILITY to:**

1. Maintain an atmosphere which is conducive to educational development and growth.
2. Ensure all school employees maintain rigorous academic standards and observe district and school regulations.
3. Maintain a reasonable standard of behavior throughout the school facility.
4. Execute school board policy and administrative rules and regulations.
5. Treat students, parents, teachers, and citizens with the respect due to them as individuals and with sensitivity to their differences in ethnic and social background.
6. Inform parents of serious student misconduct and disciplinary actions.
7. Maintain confidentiality in all matters relating to student records.

## **SKATEBOARDS, WHEELIE SHOES, SCOOTERS, SKATES, ETC.**

The Preston School District has a policy which prohibits skateboards, scooters, skates, or any similar conveyance from the school district property. Shoes with wheels are also not allowed.

## **SPECIAL SERVICES**

Special education and related services will be provided for students with learning and educational difficulties who have been determined eligible for an Individual Education Plan (IEP) or 504 plan. See your special education case manager, counselor, or the district special services director regarding any question you have with your specific plan.

Through the IEP process, adapted courses or alternate courses are available to special education students who require such modification of their course work, as determined by the student's IEP Team. For further clarification please contact your student's case manager or the district special services director.

## **TITLE I**

Pioneer Elementary School's Title I Program and assistance is offered to all students. Title I services help students be successful in school and demonstrate proficient or advanced levels of achievement. The school recognizes that in order for students to demonstrate academic success, the school needs to advocate for the involvement of parents and families in their children's education. The school desires to foster relationships between home, school, and the community which will enhance the education of students. Jointly we will review and update a parent involvement policy and parent compact, which outlines how the school staff, parents, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve high standards. The compact will provide a space for all parties to sign and date the document. Parents are invited to attend the annual Title I meeting held in the early fall to learn more about the program and services as well as share suggestions to make the school a better place. Other formal school meetings will be held in which parents can contribute ideas to make the school a better place. Look on FaceBook and search for Pioneer Elementary in Preston or go to the FaceBook site (<https://www.facebook.com/Pioneer-Elementary-114452548908964>) or go to the Pioneer webpage ([www.prestonidahoschools.org](http://www.prestonidahoschools.org)) for dates and times of those meetings that will help build dynamic home school partnerships. Parents are also welcome to contact school administration at any time to offer suggestions and insights. We believe that family involvement fosters positive attitudes, promotes good behavior, and encourages student achievement. As a result of this partnership, we feel the educational success of our students will be increased.

Additionally, parents of a student attending a school receiving federal program funds may request the professional qualifications (college major, degree and license) of their child's classroom teacher. If that information is desired, parents should contact the school office to obtain it.

## **TITLE IX**

Title IX states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Preston School District prohibits discrimination based on sex, including discrimination in the form of sexual harassment and discrimination based on sexual orientation or gender identity, against any individual participating in any education program or activity of the district. This prohibition on discrimination applies to students, employees, and applicants for employment. Reports of sex discrimination or sexual harassment should be made to the Title IX Coordinator or the Superintendent for the investigation and resolution of such complaints. Brady Garner, Assistant Superintendent, is the Preston School District #201 Coordinator for Title IX Educational Amendment of 1972.

Inquiries regarding compliance with this nondiscriminatory policy may be directed to:

**Brady Garner, Title IX Coordinator** 525 South 4th East Preston, Idaho 83263

(208)-852-2233 [brady.garner@psd201.org](mailto:brady.garner@psd201.org)

**Gary Thomas, Superintendent** 105 East 2nd South Preston, Idaho 83263

(208)-852-0283 [gary.thomas@psd201.org](mailto:gary.thomas@psd201.org)

**Dir. of Office for Civil Rights** Department of Education Washington, D.C

## **TOYS**

Toys are distracting to students and are not to be brought to school unless prior arrangements have been made with the classroom teacher. These may include but are not limited to, fidget spinners, stuffed animals, Pokémon cards, etc. Please do not allow your child to bring toys to school.

## **WEAPONS (Preston School District Policy)**

Pioneer is committed to providing a safe environment for all students and staff. This commitment includes the prohibition of any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members or could be used to disrupt the educational process. Following Idaho Code, Pioneer is a Gun Free Zone.

## **VISITORS AND VOLUNTEERS**

All school visitors/volunteers must report to the office before proceeding to any classrooms. After signing in at the office, a school badge will be issued allowing entry into classrooms. The school encourages parent involvement. Please consider opportunities to volunteer in classrooms. Your child's teacher may occasionally need help for one-on-one tutoring, small group work, or field trips. We appreciate and welcome those who volunteer. You may want to arrange regular times each week. We encourage you to work with your child's teacher to make the best educational environment.