

To: School Board Members

From: Cheri Wysong

Re: Summer Activities at Washington School

1. Schedules and class lists for the 2018-2019 school year have been completed
2. Registration will be at the High School on Wednesday, August 1, Registration times are 8:00 a.m. - 8:00 p.m.
3. Custodians are in the process of cleaning classrooms: emptying the rooms, cleaning lights, woodwork, walls, windows, furniture, scrubbing and waxing floors, touching up paint, and setting the rooms back up for next school year.
4. Dorothy is busy finishing up year-end activities, cleaning out files, shredding, sorting and preparing for registration.
5. Handbooks were reviewed by committees which included teachers and parents in addition to administration. I need approval for the Washington School Handbook for the 2018 - 2019 school year. Suggestions were made and are detailed below.

Handbook Updates: Washington Elementary 2018-2019

- p. 2 Updated Calendar (Board Policy 6:20)
- p. 3 Updated Table of contents
- p. PTO (Board Policy 8:90) Booster Clubs
- p. 6 Prohibited Student Conduct (Board Policy 7:190)
 - 10. Added 'trading' to that language
- p. 8 Removal from Classroom (Board Policy 5:230)
- p. 9 Bullying and Cyber Bullying (Board Policy 7:20)
 - Suspension Procedures (Board Policy 7:200)
 - Expulsion Procedures (Board Policy 7:210)
 - Bus discipline and Student Behavior (Board Policy 7:220)
- p. 10 Student Attire (Board Policy 7:160)
- p. 11 Washington School Grading System (Board Policy 6:280)
 - Social Promotion (Board Policy 6:280)
- p. 13 Administration of Medication (Board Policy 7:270)
 - School Immunization and Health Examinations (Board Policy 7:100)
- p. 14 Attendance Policy (Board Policy 7:70)
 - * adjusted to reflect language suggested by the RAP office of the ROE. These changes will also align all the schools in the district.

- p. 15 *Truancy (Board Policy 7:70)
Visitors (Board Policy 8:30 and 4:175)
- p. 16 Student Records (Board Policy 7:340)
- p. 16 Chaperones: added language to explain the 'lottery process' and student safety concerns.
- p. 17 Title IX Sec. 504 Coordinator (Board Policy 7:10)
Refusing to do Class Assignments (Board Policy 6:290)
Schoolwide Title I Program (Board Policy 6:170)
- p. 18 Pesticide Guidelines (Board Policy 4:160)
Waiver of Fees (Board Policy 4:140)
- p. 19 Homeless Information (Board Policy 6:140)
- p. 20 Internet Use and Policy (Board Policy 6:235)
*Residence (Board Policy 7:60)
*Release During School Hours (Board Policy 7:90)

Note: * denotes new addition to the handbook to clarify and to reflect board policy

Have a Great Summer!!