

North Iowa Elementary

Student Handbook 18-19



Welcome to North Iowa Elementary!

It is my pleasure to welcome your family to North Iowa Elementary. The staff and I are excited to have the opportunity to be a part of your child's life. We are dedicated to your child's academic, social, physical, and emotional development, and we look forward to working with you.

This handbook has been designed to serve as a guide for North Iowa Elementary students and families. The policies and procedures in this handbook are designed to allow for a positive and safe school environment and maximize student learning.

Have a great school year!

Educationally yours,
Jill Schutjer, Elementary Principal

North Iowa Elementary Instructors

Preschool	Elizabeth Bohl
Kindergarten Prep	Joanne Trio
Kindergarten	Gwen Donahue & Maureen Meis
1st Grade	Loree Huntington & Shelly Kardoes
2nd Grade	Ashley Berkland & Matt Harriman
3rd Grade	Brook Beal & Samantha Lampman
4th Grade	Heidi Engelbarts & Mary Giesking
Special Education	Janet Jutting & Lisa Oldenkamp
P.E.	Rox Steffensen
Art	Steve Bergeson
Vocal Music	Jerry Holbrook
Reading Recovery/Title 1	Dee Hobbs
Media Specialist	Arin Anderson
Counselor	Kim Price
Talented & Gifted	Sue Peake
Nurse	Debra Aukes

Support Staff

Elementary Secretary	Sheryl Davids
Board Secretary	Gwen Mathahs
Technology Integrationist	Kim Ostermann
Paraprofessionals	Heather Bengston, Kim Eichenberger, Renae Hager, Dawn Jensvold, Mary Lou Jordan, Kimberly Ostermann, Sophia Rodriguez, Sandy Smith, Zada Valvick

Student Attendance

Students are expected to be in class, and families are expected to make attendance a top priority. Only through attendance and class participation do students achieve the benefit of the educational program. Participating in class discussions, developing an appreciation for the views and abilities of other students, and forming the habit of regular attendance are legitimate class objectives. Learning lost due to an absence can never be replaced. Regular attendance and being well prepared for class helps students in school as well as prepares for adulthood.

All absences are to be reported to the school office. The school office may be reached by calling 641-562-2525. If the head of household has not called regarding the absence, the student must bring a note signed by the head of household within 2 school days of the absence.

Excused Absences

- Medical/Dental appointments (we highly encourage you to make these appointments outside of school hours).
- Death in family
- Illness (absences exceeding three days may require a physician statement)
- Serious family emergency
- School sponsored activities
- Extended family vacations will count as one day unexcused regardless of the total number of missed days. School contact needs to be made PRIOR to the vacation. Example, if a student is gone on a 7 day family vacation, it will count as one day unexcused and the other six will be excused.

Unexcused Absences (anything not listed as excused above)

- Oversleeping
- Arriving to school 30 minutes after the start of school or checking out more than 30 minutes before the end of the day without an acceptable reasons
- Personal grooming appointments (hair, nails, tanning, etc)
- Shopping/errands
- Needed at home/babysitting
- Car trouble
- Missing the bus/ride
- Needing sleep or rest

North Iowa administration reserves the right to use various strategies to improve overall student attendance if it becomes a concern. Strategies designed to improve attendance may be, but are not limited to, the use of attendance contracts, verification or notes required for each absence such as a doctor's note, meetings with parents or guardians (head of household), special transportation requirements, recommendation to alternative services, amended student schedules, suspension of students driving privileges, and/or referral to the county attorney for mediation.

1. Excessive absenteeism is any absence beyond the school limit (18) allowable absences per school year. Any absence by a student over 10% of the contact days will be considered excessive and in violation of the student attendance policy. The student may be subject to discipline under this policy.
2. The following provides guidelines will be followed when students have excessive absences:

- a. When a student has accumulated 5 unexcused absences, the head of household will be contacted via telephone, regular mail, or email regarding the student's attendance.
- b. When a student has accumulated 10 unexcused absences, the head of household will be notified via telephone, regular mail, or email regarding their student's absence record and an attendance meeting will be held with teacher(s) and administration. At this time, interventions/actions may be implemented and documented. Potential interventions may include but are not limited to: making up class time before or after school, required summer school, attendance contract, or involving local law enforcement. It is important to note, any additional absences will require a written doctor's note for illness or building administrator's prior approval.
- c. When a student has accumulated 18 unexcused absences, interventions have failed and it is assumed the attendance issue is not resolved. The building administrator will notify the County Attorney and/or the Department of Human Services. The head of household will receive a copy of the notification letter. Likely in this event, an attendance hearing will be conducted under the direction of the County Attorney's office. It is the head of the household's responsibility to see that children attend school regularly and it is the school's responsibility to notify public officials if those requirements are not being met.
- d. A retention meeting will be held with the building administrator, classroom teachers, school counselor, and school nurse during the last week of April for all students who have accumulated 18 absences in a school year. A decision will be made whether to retain the student in their current grade and/or required summer school.

***A copy of all attendance letters shall be placed in the student's cumulative academic record.

Tardiness/Leaving Early

A tardy is defined as arriving to school after the first attendance bell. If a child arrives after 9:00 a.m., he/she will be counted absent for a half day. If a child leaves before 3:00 p.m., he/she will be counted absent for a half day.

Suspensions and Expulsions

When a suspension or expulsion causes a student's absence, such absence will be treated as an administrative absence rather than a voluntary student absence and will not be included under this regulation. Students will be given the opportunity to make-up all missed work due to a suspension.

Immunizations

Iowa Law requires each student have on file BEFORE THE FIRST DAY OF SCHOOL a record of immunizations. The record must include the month, date, and year of each immunization. The record must also reflect the clinic name and address where the immunization was administered. The school nurse may be contacted for further information.

Illness or Accident at School

In case a student is ill or has a serious accident at school, the parent/guardian will be notified by school personnel. Illnesses or injuries occurring at home should be evaluated by the child's physician. Any emergency information given to us should be as complete as possible. This information will be completed by the parents each year at registration.

No student is sent home until prior arrangements have been made. In case the parents cannot be

contacted, the school will attempt to locate the relative or neighbor listed with the emergency information. If no one can be reached, the school will contact the clinic or physician of the parent's choice (indicated in emergency information sheet).

A medical release is required to allow students to return to physical activity and/or athletics. If a child needs to be excused from physical activity or athletics for more than one day, a medical excuse is required.

Medication

The following medication policy applies to the North Iowa Elementary School:

- If it becomes necessary for your child to be medicated at school, a form must be signed, giving school personnel permission to administer the medication, along with any necessary instructions. A physician's signature is necessary for long-term medication administration.
- Send or bring the prescribed medication to the nurse's office in the original container (plastic bags as containers will not be accepted) labeled with:
 - Child's name
 - Name of medication
 - Dosage to be given
 - Time it is to be given
 - Name of prescribing physician
- Restricted medications, like Concerta or Ritalin, must be delivered by an adult, not sent with the student.
- "Over the counter" medication, sent from home (Tylenol and like medications, cough syrups, cough drops, etc.) will be administered by the school personnel, at the discretion of the school nurse. Over the counter medication must be in the original container and specific directions sent with medication to school.
- All medications need to be brought to the nurse's office. Any medication brought in a "baggie or envelope" will NOT be given.
- School personnel can give "over the counter" medication only if there is a parent signature stating that this child may receive this medication on file. The nurse may contact parents with any questions about administration of medication.

The Board assumes no responsibility for medical treatment of students. If a student must take any type of medication during the school day (prescription or non-prescription), written authorization and instructions must be provided by the parent/legal guardian of the student. The school shall not be responsible for monitoring the usage of medication by a child during school hours when the student carries and self-administers his/her own medication.

Homework

Reading and math should be practiced every night. Homework/practice expectations will vary by grade level and individual student needs. All assigned practice/homework is expected to be completed. We ask parents to be active participants and assist with practice/homework. Parents may wish to contact teachers with questions and/or concerns with school work.

Meals at School

Breakfast is available every morning for all children who wish to participate. Breakfast is served from 7:40-8:20 at a cost of \$1.45 per meal.

The hot lunch program is available for all children who wish to participate. An elementary lunch costs \$2.30.

Parents may pay into their student's account as much as they wish. When the account gets below \$15.00 an email/note will be sent home. If a negative balance of \$10.00 or more is accumulated, the student's menu will be altered.

Kindergarten

The state law provides that "no child shall be admitted to school for Kindergarten or Kindergarten-Prep unless he/she is five years of age on or before September 15th of the current school year.

Dress

- A. Mark all jackets, hats, shoes, and boots with a permanent label so your child can always identify his/her belongings.
- B. The following items are necessary for outside recess during cold and/or wet weather:
 - a. Coat
 - b. Gloves or mittens
 - c. Hat
 - d. Snow boots
 - e. Snow pants
- C. All students are required to wear boots at recess when conditions are wet, muddy, and/or cold.
- D. Please do not allow your student to wear shorts unless daytime temperatures are forecast to be over 70 degrees.
- E. Students are not allowed to sandals without a heel strap.
- F. Gym shoes are required for physical education classes, inside recess, and other gym activities. Gym shoes are to be worn only in the gym.

Care of School Property

The child is responsible for reasonable care of school property (including but not limited to textbooks, free reading books, technology, etc.). School property that is damaged, lost, or destroyed will be paid for by the parents of the child responsible

Parties

- A. Parties are a part of the regular school program and these activities may be held during the school day. Provisions have been made for a sufficient number of parties to provide interest without taking too much time from the teaching day.
- B. Individual birthday treats may be given at school. Please make arrangements with your child's teacher when planning for birthday treats.
- C. To avoid disappointment and hurt feelings, invitations to private children's parties should not be issued at school unless all boys and girls in the class are invited.

Arriving to and leaving school

Students should not arrive at school before 7:40. Students are restricted to the Commons and Lobby area before 8:00. Supervision is not provided on the playground before 8:00 a.m.

Because we are concerned about the safety of your child, no student is allowed to leave school grounds during school hours unless he/she is signed out of the office by a parent.

Students should leave school promptly when school is dismissed.

Parents are encouraged to urge children to

1. Walk on the sidewalks.
2. Cross streets at intersection crosswalks.
3. Refuse to ride with strangers.
4. Board cars from the side of the sidewalk rather than the traffic side of the car.

Students are allowed to ride their bicycles to school. Bicycles will be parked in bike racks. Bikes are not permitted at recess. Parents are reminded, they are primarily responsible for their children when they give permission for students to ride bicycles to and from school.

Recess and playground

Students can have up to three recesses a day 8:00-8:20, a noon recess, and an afternoon recess.

The playground is supervised by staff members during all recesses. The playground is not supervised after 3:30 p.m.

Games/activities that are prohibited at recess because they could cause injury are

1. Tackle football
2. Crack the Whip or King of the Hill
3. Roller skating, skateboards, rollerblading
4. Games using metal or wood bats
5. Games using hard softballs or baseballs
6. Any other activities the supervisor may decide is dangerous to students

Drills

Our school is interested in providing a safe environment for your child's education.

Evacuation drills - Building level plans are posted in each room in the event that the entire building needs to be evacuated. If the evacuation plan is used, families will be notified over by text alert, on KIOW (Forest City) and KBEW (Blue Earth).

Disaster drills - Disaster drills approved by the local department of Civil Defense are held at regular intervals. Tornado drills and bus evacuation drills will be conducted each semester.

Fire drills - Fire drills are held according to the regulations suggested by the State Department of Public Safety.

School Closings

When adverse conditions make it necessary to close school the following radio stations will be informed: KIOW (Forest City) 107.3 FM; KGLA (Algona) 92.7 FM/1600 AM; KGLO (Mason City) 1300 AM; and KBEW (Blue Earth) 1560 AM. Announcements will also be sent via our email/text alert system and on our NICS website (red banner). A variety of television stations will also be contacted.

When school is dismissed for safety reasons or because of bad weather, ACTIVITIES ARE ALSO CANCELED. This means that there will be no practices, meetings, games, or performances of any type and students will clear the building.

School Bus Conduct Policy

Safety is the primary concern for every child that rides a North Iowa Community School bus. Therefore, every precaution will be taken to see that children arrive at their destination, safely. This can only be accomplished if we have the cooperation of both students and parents. Driving a bus is a difficult and responsible task. The attention of the driver must be on the driving responsibilities, at all times, and any deviation from this task could endanger the safety of all passengers.

It is absolutely necessary that students assume responsibility for their behavior, and any infraction of procedures necessary for the safe transportation of students be reported immediately to the appropriate supervisor/principal. The following guidelines will be used to ensure the safe and efficient operation of our buses.

Regulations Governing Pupils Riding the Bus

- Students are under the authority of the bus driver.
- Students shall be on time.
- Students shall remain seated while the bus is in motion.
- Students will not swear while riding the bus.
- Students will not take property from another bus rider.
- Students will talk in a normal voice and not shout at other students, or the driver.
- After entering the bus, students will be moved to their seats and remain in those seats until leaving the bus.
- Students will not destroy property belonging to another student, nor shall the student deface or destroy school property while on the bus.
- Students will keep their feet on the floor, not on the seats.
- Students will not threaten or strike another student while on the bus.
- Students will keep hands and arms inside the bus and will not throw items out of the bus windows.
- Students will not throw or spit items while on the bus.
- If an elementary student is to leave school by means other than his/her regular arrangement, a note or phone call to the school from the parents will be necessary.
- The following list of behaviors shall not be permitted on the North Iowa Coalition School buses. This list shall include but is not limited to the following: hitting, spitting, profanity, out of seat, throwing objects, obstructing aisles, making loud noises, hanging out of windows, assault, fighting, vandalism, insubordination, possession of a weapon, possession or use of tobacco and possession or use of alcohol and/or any other controlled substance.
- If the infraction/behavior is a violation of the law, the proper authorities shall be notified and all riding privileges for the student shall be suspended for a period not to exceed the remainder of the school year. If the infraction results in property damage, restitution must be paid or a plan for restitution must be agreed upon before riding privileges are reinstated.

Consequences for Infractions

- First Offense: Driver conferences with the student, identifies the infraction, and gives a verbal and/or written warning.
- Second Offense: Driver conference with the student, identifies the infraction, and writes the behavior referral with copies given to the parent (s) and the appropriate administrator. The appropriate administrator contacts the parents (s), by letter or phone.
- Third Offense: Driver conferences with the student, identify the infraction, and write the behavior referral with copies to the parent (s) and the appropriate administrator. The appropriate administrator contacts the parent(s), reviews the incident, and may suspend the student's riding privileges for a period not to exceed 5 days.
- Fourth Offense: Driver conferences with the student, identify the infraction, and write the behavior referral with copies to the appropriate administrator. The administrator may suspend the

student for up to 15 days with proper due process/procedures, hearing and review by the board of education, administration, student, parents, and legal authorities if necessary.

- Any succeeding violations shall result in suspension of all riding privileges for a period not to exceed the remainder of the school year.
- If a student performs an act that obviously jeopardizes the safe operation of the bus and endangers the safety of others on the route, the administrator may suspend the student from riding the bus the next morning. The administrator must notify the parent (s) of this action that day. A written report shall also be filled out and filed properly. Riding privileges can not be reinstated until a conference is held with the driver, parent(s), student and appropriate administrator.

Toys at School and on the Bus

No toys should be on the bus or brought to school. Toys can cause distractions to bus drivers and teachers. Toys can be lost, broken, or stolen. If toys are brought to school, the teacher/ bus driver will ask the student to put the item in his/her bag. The school is not responsible for items brought to school or on the bus.

Weapons

Guns, knives, and other weapons are not permitted at school. Having a weapon at school could result in an automatic out-of-school suspension as mandated by federal law. Toy weapons are also prohibited.

Family Night

Wednesday is designated as Family Night. The school will, to the best of our ability, not schedule functions, concerts, or meetings on Wednesday nights.

Parental Involvement

Parental involvement is an important component in a student's success in school. The board encourages parents to become involved in their child's education to ensure the child's academic success.

The Board will implement a technological student access component allowing parents to access student grades, class lesson plans, attendance, hot lunch accounts, and access to e-mail to and from classroom teachers and building administrators. This will include an electronic pay component for parent convenience. (Board Policy 505.8)

Parent Teacher Conferences

Parent-teacher conferences are scheduled in Kindergarten Prep through grade 4 at the end of the 1st and 3rd quarter. Parents will be contacted with concerns about their child's progress as needed. Parents are encouraged to confer regularly with their child's teacher. Parents can email teachers, call before or after school, or schedule a meeting with the teacher.

Visitation

We maintain an open door policy for adult visitation. We suggest that in general one-half of the school day should be sufficient for the parent to get a fair representation of the day. We ask your cooperation in working with the classroom teacher and administration to find the best observation time. We also suggest you not visit during the first two weeks of school or the last two weeks. We feel this does not give a fair representation of school work due to learning routines at the beginning of the year and testing at the end of the year. Preschool children unaccompanied by an adult are not permitted to visit school.

We occasionally have requests to allow visitation by school age children. Please contact the teacher or principal at least two days before to make visitation arrangements. We recommend the visit be no longer than half a day.

Child Custody

If you have a court order that limits the rights of one parent in matters such as custody or visitation, please bring a copy to the office. Unless the court order is on file with us, we must provide equal rights to both parents.

We will gladly send report cards, newsletters and other notices desired to non-custodial parents if the address is given. Please make sure we have on file what needs to sent and where to send it.

North Iowa Elementary PBIS

We expect all North Iowa Elementary students to: Be Safe, Be Responsible, and Be Respectful. We call these expectations The Bison Way. Students are expected to follow The Bison Way at all times within the school. The expectations are specifically explained in our PBIS Matrix. For it to be successful, students must be taught appropriate behavior in all school settings. At the beginning of each school year, and as needed during the year, we teach our expectations to students. The Bison Way posters are located throughout the school and the busses to remind students of the The Bison Way expectations. These posters list expectations for our three focus areas - Be Safe, Be Responsible, and Be Respectful.

<u>Bison Expectations</u>	Hallways	Cafeteria (Commons)	Restroom	Locker Rooms	Classroom & Media Center	Bus
<u>Be Safe</u>	-Walk -Stay to the right -Keep hallways clear -Keep hands, feet, and objects to yourself	-Walk -Wait patiently -Stay seated -Dismiss as instructed -Keep hands, feet, and objects to yourself	-Keep hands, feet, and objects to yourself -Tell an adult of any concerns	-Practice good hygiene -Keep hands, feet, and objects to yourself -Tell an adult of any concerns	-Keep classroom clean -Keep all chair legs on the floor -Sign in and out; pass required -Keep backpacks in lockers -Keep hands, feet, and objects to yourself	-Stay seated -Get on and off the bus carefully -Keep the aisle clear -Keep hands, feet, and objects to yourself
<u>Be Responsible</u>	- Use your assigned locker appropriately -Keep area clean - Plan ahead and move promptly	-Clean up all food and trash -Use trays and utensils appropriately -Wash tables	-Flush, wash, leave -Throw away paper towels or trash -Follow electronic device policy	-Flush and wash -Throw away paper towels or trash -Follow electronic device policy	-Be prepared to learn -Arrive on time -Follow class procedures -Use technology appropriately	-Pick up after yourself -Report damage or problems to the driver -Be on time for departure
<u>Be Respectful</u>	-Use appropriate volume and language -Respect others' belongings	-Use good table manners -Show courtesy and include others -Use appropriate volume	-Honor the privacy of yourself and others -Use appropriate language and volume	-Honor the privacy of yourself and others -Use appropriate language and volume -Respect others' belongings	-Speak at appropriate levels -Listen while others are speaking -Be a positive learner	-Listen to the bus driver -Use appropriate language and volume -Show courtesy

Student Records

The North Iowa Community School District adheres to the following standards in the management of education records:

- Students' parents/guardians and eligible students (those age 18 and over) have the right to inspect and review a student's educational records.
- The North Iowa Community School District will limit the disclosure of information contained in a student's educational records except under the following circumstances:
 - By the prior written consent of the student's parent/guardian or the eligible student.
 - As directory information that the parent or guardian or eligible student has not prohibited from disclosure.
 - Under certain limited circumstances permitted by FERPA.
- The student's parent or eligible student has the right to seek to correct parts of the student's educational record which he/she believes to be inaccurate, misleading, or in violation of student's rights. This includes the right to a hearing to present evidences that the record should be changed if the district decides not to alter it according to the parent or guardian or eligible student's request.

Student Records Access

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

The right to inspect and review the student's education records within 45 days of the day the district 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.

1. Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
2. The right to consent of disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent (school officials with legitimate educational interests, health/medical personnel, law enforcement, AEA employees, etc.).
3. The right to inform the school district that the parent does not want directory information, as defined below, to be released. Any parent or eligible student not wanting this information released to the public must make their objection know to the building principal or her/his designee by the end of the second day of school each year.
4. To file a complaint regarding student record access may be filed with **Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC, 20202-4605** (Board Policy 506.1 and 506.1E9)

Special Education

The board recognizes some students have different educational needs than other students. The board shall provide a free appropriate public education program and related services to students identified in need of special education. The special education services will be provided from birth until the appropriate education is completed, age twenty-one or to maximum age allowable in accordance with the law. Students requiring special education shall attend general education classes, participate in extracurricular activities and receive services in a general education setting to the maximum extent appropriate to the needs of each individual student. The appropriate education for each student shall be written in the student's Individualized Education Program (IEP).

Special education students shall be required to meet the requirements stated in board policy or in their IEPs for graduation. (Board Policy 603.3)

Parent's Rights in Special Education:

Parents of a child who is receiving special education have the right to

1. inspect and review the child's education records;
2. ask for an explanation of any item in the records;
3. have copies made at a reasonable cost;
4. be informed of locations of records being collected by the district or the AEA;
5. ask for the amendment of any record if considered inaccurate, misleading, or violating privacy rights;
6. request a hearing if the district or the AEA does not voluntarily amend records about which there are concerns;
7. give or withhold consent to disclose your child's records;
8. be told whom information has been disclosed;
9. be informed before information in your child's file is to be destroyed.

EOE/AA

The North Iowa Community Schools shall not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its educational programs, activities, operations, or employment opportunities. (Ref. Title VI of the 1964 Civil Rights Act and Title IX of the 1972 Educational Amendment).

Inquiries regarding compliance with Title VI or Title IX may be directed in writing to Cory Myer, Superintendent of Schools, North Iowa Community Schools, 111 Third Avenue NW, Buffalo Center, Iowa 50424.

Multicultural, Non-Sexist Policy

It is the policy of NIMS not to discriminate on the basis of gender, race, national origin, creed, age, marital status, or physical disability in its educational programs, activities, or employment policies as required by Title VI of the 1964 Civil Rights Act, Title IX of the Educational Amendment, and the Federal Rehabilitation Act of 1973.

It is also the policy of this district that the curriculum content and instructional materials utilized reflect the culture and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women as well as men in this society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and eliminate bias on the basis of gender, race, ethnicity, and/or religion. Respect and appreciation for the cultural diversity found in our country and an awareness of the rights and duties, and responsibilities of each individual as a member of a multicultural, nonsexist society.

Inquiries regarding compliance of Title VI and Title IX may be directed to the superintendent, North Iowa Community Schools, Buffalo Center, IA 50424. Phone (515) 562-2525.

Non-Discrimination Policy

It is the policy of the North Iowa Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity, and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact the district's Equity Coordinator: Cory Myer, Superintendent, 111 3rd Ave NW, Buffalo Center, Iowa, 641-562-2525, myer@northiowa.org.

504 Rehabilitation Act/Policy

Section 504 of the Rehabilitation Act requires all schools to identify students, employees, and parents who may fall under this ruling. If an individual is deemed to be eligible under guidelines of this legislation, he or she may be allowed certain accommodations in this school to ensure equal opportunity in education, employment, or valid involvement with this educational agency. Exceptions to and waivers for all school policies may be considered and granted based on the individual's meeting 504/IDEA standards or criteria.

Asbestos Management Notification

A certified management planner has developed an asbestos management plan for the school district facilities which includes: notification letters, training of employees, a set of procedures designed to minimize the disturbance of asbestos-containing materials, and plans for regular surveillance of the materials. A copy of the management plan is available for inspection in the district business office.