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Welcome to Germantown Elementary School

Our phone is 618-523-4253 and our fax is 618-523-7879.
The school website can also be reached at www.germantownbulldogs.org

This handbook may be amended at anytime. The Board Policy Handbook is the final authority and is available for review by parents and may contain other policies pertinent to the operation of the school.

MISSION STATEMENT

To educate all children to the best of their abilities through the cooperation of school, home and community.

PURPOSE

Germantown S.D. #60 exists for the purpose of educating all the children within its assigned boundaries. To be effective and successful in this effort, ample and consistent communication between school and family is necessary.

PHILOSOPHY CORE VALUES

The School District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership shall empower all students to develop a strong self-esteem and to become responsible learners and decision-makers. The School District is committed to developing and using a visionary and innovative curriculum empowered by its knowledgeable and dedicated staff. The expectation for all who are a part of the Germantown Elementary experience is respect for others.

ENGAGED LEARNING

Germantown School District seeks opportunities to continually develop curriculum which is challenging to students and utilizes the rich technology environment in our school. Engaged learning approaches involve students in challenging work through group study, choices in topics, creation of special projects and **writing** portfolios, and on-line research. The design of engaged learning activities for students is to focus on mastery of basic skills of reading, writing, communicating, mathematics, science, social studies, physical education & health and the arts by increasing the richness of learning experiences for our children.

BOARD OF EDUCATION

The Board of Education of School District #60 is directed by law to serve a two-fold service as elected officials of the State of Illinois and local representatives of taxpayers within the district.

Kathleen Fauke, President
2009-2013

Denise Haake, Vice-President
2007-2011

Marla Langenhorst
2007-2011

Mark Freund
2007-2011

Jeff Lampe
2007-2011

Charlene Hemker
2009-2013

Darin Johnson
2009-2013

The regular business meeting of the Board of Education is held on the second Wednesday of each month at Germantown Grade School. The meetings are open to the public and patrons of our school are cordially invited.

GERMANTOWN ELEMENTARY SCHOOL STAFF

Administration

Mrs. Robin Becker, Superintendent
Mrs. Cindy Zurliene, Principal/Tech/Teacher

Teachers

Mr. Gerard Albers
Ms. Lindsay Dye
Mrs. Leslie Eversgerd
Mr. Scott Gabler
Mrs. Pat Henrichs
Mrs. Rebecca Hitpas
Mrs. Pam Kreke
Mrs. Margie Koopmann
Ms. Susan Liening
Mrs. Kaci Lueking
Mrs. Cheri Markwell
Mrs. Lynn McSparin
Mr. Anthony Parr
Mr. Chad Rakers
Mrs. Karla Scheer
Mrs. Kristin Shubert
Ms. Kaci Snyder
Mrs. Jane Strieker
Mrs. Lynn Timmermann
Mrs. Michelle Varel
Mrs. Bridget Wuebbles

Bookkeeper/BOE Secretary

Mrs. Linda Barth

Treasurer

Ms. Darlene Beer

School Secretary

Mrs. Michelle Finan

Athletic Director

Mr. Scott Gabler
Mrs. Cindy Zurliene, Asst. A.D.

Social Worker

Mrs. Jennifer Johnson

Aides

Mrs. Marleen Albers
Mrs. Betty Budde
Mrs. Ruth Eversgerd
Ms. Peggy Guthrie
Mrs. Lisa Rathmann

Cooks

Ms. Barb Wempe - Head Cook
Mrs. Barb Varel

Maintenance Supervisor

Mr. Carl Diesen

Custodial Staff

Ms. Barb Wempe
Mr. Justin Arentsen

Bus Maintenance Supervisor

Mr. Denis Lakenburg

Bus Drivers

Mr. Gerard Albers
Mr. Kenny Brauer
Mr. Myron Johnson
Mr. Keith Knobloch
Mr. William Rathmann
Mr. Frank Schroeder
Mrs. Ruth Sterkis
Mrs. Bertha Wessling

Section I – Enrollment Information

Enrollment

A child may be enrolled in Kindergarten if he/she is five on or before September 1; first grade if he/she is six on or before September 1. State school law requires that parents/legal guardians prove a child's age by presenting an original birth certificate **by the first day of school. If no birth certificate is turned in, a child will be refused admittance to school until such a time as it is received.**

School Term

Illinois State School Law requires a minimum school calendar of 185 days including teachers meetings and snow days approved by the Regional Superintendent of Schools in order to qualify for state school aid. A legal school day, which may be counted toward state school aid, is a minimum of five clock hours in class except for the first and last days of the term, which may be shorter.

Registration Fee

A registration fee of \$25 will be required for each student and is due at registration.

Book Rent

Book rental is \$50.00 and is due at registration. If one cannot pay all at once, arrangements should be made with the Superintendent for installment payments. Checks should be made payable to GERMANTOWN ELEMENTARY SCHOOL DISTRICT #60. When the teachers issue textbooks, their condition is noted. When these books are returned to the teacher, excessive wear, abuse, and careless handling are again noted, and the pupil will then pay the balance of the book's cost if it cannot be reissued. If a text or workbook is lost, the student will be issued another and charged for the cost of the replacement.

Activity Fees

All activity fees are required to be paid prior to the first practice. The fees are as follows:

5th grade Boys/Girls Basketball and Volleyball \$20.00
6th-8th Boys/Girls Basketball and Volleyball \$40.00
Track \$20.00
Chorus \$20.00
Band \$40.00
Cheerleading \$40.00

Immunization and Health Examination Requirements

A medical examination signed by the family physician that is not more than five months old and immunizations should be presented on registration day by all pre-school, kindergarten, sixth grade, and transfer students. (Students enrolling from another state are required by law to have a new physical examination. These must be signed and dated by a physician in Illinois.) Dental exams are now required by law for students entering Kindergarten, 2nd and 6th grades. A vision exam is now required by law for all Kindergarteners and any student new to the District.

If a student does not comply by the first day of school with the requirements on health examinations and immunizations, the student will be excluded from school. The time absent from school will be considered an unexcused absence. When proofs of compliance regarding health examination and/or immunizations are presented to the school office, the student will be readmitted.

Students who intend to participate in athletics and cheerleading are required to undergo annual health examinations prior to participation. Medical examination forms may be obtained from the school office at any time **or on the school's website**.

Student Insurance

Student insurance is provided by the school district for every student. In the event of an accident, insurance claims should be submitted directly to the insurance carrier. Information is available at the office.

Vision/Hearing/Speech Testing

Vision testing is done annually at school for all students in first grade, special needs students and any new student, **typically in the fall**. Hearing and speech testing is **also done annually** for Kindergarten, first through third grades, special needs students and all new students. The school will also have any other child tested by written request of the parent/legal guardian **prior to the testing date**.

Lunch Program

Germantown Elementary School District #60 will follow policy guidelines set forth by the U.S. Department of Agriculture to provide Traditional Meal Pattern lunches which include milk, one serving of meat/meat alternate, two or more servings of vegetable/fruit, and one serving of grains/breads. The District also offers an ala carte option for **6-8** for an extra fee. A copy of the menu for the following week will be sent home each Friday. Monthly menus are posted on the website. Additionally, students in grades K-4 have a milk/juice break prior to first recess. **Salad is also available 2 days a week**.

Free and reduced price lunch information is available for students who qualify. Information concerning cost and payment procedures for lunch program is available at registration or the school office. Students requiring a replacement lunch card will be charged \$1.00.

School Closings

We will send out a message through our telephone messaging program informing parents of school closings. Information on **the closing** of school due to bad weather is given only on the following radio and TV stations: KMOX 1120 AM and WILY 1210 AM; WCXO 96.7 FM and WRXX 95.3 FM; Channel 4 (KMOX TV) and Channel 5 (KSDK TV). We are included under the general listing of "Clinton County Schools". Please do not call school staff regarding school closings. It is a countywide decision and will be announced via the media listed above. The same will apply in the event that it would be necessary to close school early. All parents/legal guardians and students should have an emergency plan in the event of an unexpected school closing during the day.

Bus Evacuation, Fire and Disaster Drills

Bus evacuation, fire and disaster drills are the responsibility of the Superintendent or Principal of the school. After preliminary walk-through exercises, a minimum of three drills are held during the school year. A student should know the proper safety exits on the bus or from any location in the building.

Section II – Attendance and Records

School Day/Hours of Operation

The school buses begin their runs at about 6:45 a.m. The school building **will not be open** to students before 7:30 a.m., when the first bus arrives at school. Regular classes begin at 8:30 a.m. Students not present at 8:30 a.m. are considered tardy. Classes are dismissed at 3:05 p.m. A schedule of bus routes is made available at registration. Students who begin classes at 8:30 a.m. should not arrive before 8:20 a.m.

Attendance

Illinois State Law requires parents/legal guardians to have school age children in school in regular attendance. The student's progress in school requires regular attendance as each day's activities are planned on the previous day's discoveries and experiences. Also, state aid is calculated on the average daily attendance. Therefore, the student should be in regular attendance while in good health. If his/her health or his/her classmates' health would be endangered, the student should be at home and possibly under a doctor's care. If a communicable disease has caused absences, then a doctor's written statement should accompany the student's return to school.

Parents/legal guardians should call school office before 8:30 a.m. giving the student's name, grade and cause of absence. Voice mail for the school secretary is available before and after office hours. Upon the student's return to school, a written note from the parents/legal guardians should be brought to the office explaining the reason for the absence. The school will make an effort to telephone and notify parents/legal guardians that their children are absent from school if the reason for the absence is unknown to school officials. The school will make notification to parents/legal guardians within two hours of the beginning of the school day. Notification should be made to the office prior to early dismissal of your child.

If a student is tardy, or returns for the afternoon, he/she should report to the office with a written excuse, signed by a parent/legal guardian, stating the reason for the tardiness or absence. If a student must leave school early for any reason, a written excuse, signed by the parent/legal guardian, stating the reason, should be presented to the office. **Parents/Legal Guardians must sign students in and out.**

Students who are absent and return during the school day must be present the last 150 minutes of instructional time (by 12:30p.m.) to be eligible to participate in any extra-curricular activities. Exceptions to this rule are school related activities, doctor or dentist appointments (with note), funerals (parent note), and other reasons approved by the Superintendent or designee.

Attendance Policy

Absences: Students missing ten (10) days without valid excuse will be considered eligible for truancy interventions made available through the Regional Office of Education.

Prearranged Absences: Parents are responsible for notifying the school of student absence related to family matters. Students are responsible for the completion of schoolwork missed with the approval of the teacher. *Pre-arranged absence forms* are available at the office and must be completed and submitted prior to the absence.

Excused Absences: Students will be granted excused absences only if a parent/legal guardian calls the school prior to 8:30 a.m. and informs the school that his/her child will be absent. In the event it is impossible for the parent/legal guardian to call prior to 8:30 a.m., an official note provided on the next day of attendance, signed by the parent/legal guardian is expected if the absence is to be considered excused.

Acceptable Reasons for Excused Absences: 1) personal illness, 2) death in the family, 3) serious family illness, 4) serious home emergencies (needed-at-home notes will not be honored). Excuses for any other reasons must be approved by the Superintendent or Principal. Students should be fever free for 24 hours prior to returning to school.

Unexcused Absences: These absences are defined as any absence not cleared in the aforementioned manner and will be counted as skipping. The school district may use the resources of the ROE for chronically unexcused absences.

Homework: Homework, in some cases, cannot be given ahead. Students will be given the number of day's equal to absent days to make up all homework and tests given during an excused absence.

Transfers

If a student is moving to another school, parents should notify the school at least two days before the student leaves the school. Parents/legal guardians are asked to come to the school office to sign a slip giving permission to release the records to the next school, and also to receive the state Student Transfer Form that is required before admittance into any other Illinois school.

Student Records

The building Superintendent or Principal shall be the custodian of all student records. Student records shall be retained in accordance with the rules and regulations of the Illinois Local Records Commission. A parent/legal guardian or their designated representative shall have the right to copy and to inspect a student's permanent and temporary record. A student shall have the right to copy and inspect the temporary record. Either the school or the parent/legal guardian may request, at his/her own expense, the presence of a qualified professional to assist in the interpretation of a temporary record.

Requests for inspection shall be granted with a reasonable length of time but in no case less than 15 days. A charge may be incurred for the copies. Confidential letters of recommendation shall not be subject to review.

No student record shall be released to any person other than the parent/legal guardian of the student except as provided by law. Any person who receives a student record for the purpose of research, statistical reporting or planning as provided by law shall sign an affidavit agreeing to comply with all applicable statutes and rules pertaining to student records. The record custodian shall maintain a record of each release of student record information.

Parents/legal guardians shall have the right to challenge the accuracy, relevance or propriety of any student record except grades in accordance with the rules and regulations of the State Board of Education and shall have the right to insert a statement of reasonable length setting forth their position on any disputed information.

Information such as name, address, gender, grade level, date and place of birth, telephone number, parents/legal guardian's names and address, period of attendance, height and weight of athletic team members, may be deemed directory information. This information is subject to release to the general public unless a parent/legal guardian requests otherwise.

Student Records/Retention

All records of the school district shall be retained and shall be subject to disposition in accordance with the rules and regulations of the Illinois Local Records Commission.

Student **permanent records** shall consist of student's name, birth date, address, grades and grade level, parents'/legal guardians' names and addresses, attendance records, accident reports, health records, record release form and such other entries as the State Board of Education may require or authorize. Permanent Records shall be retained for a period not less than 60 years after a student has transferred, graduated or otherwise permanently withdrawn from the school.

Student **temporary records** shall consist of all information contained in a student record but not contained in the permanent record. This includes family background information, intelligence test scores, aptitude test scores, psychological and personality test results, teacher evaluations and other information of clear relevance to the education of the student subject to the regulations of the State Board of Education. In addition, the temporary records shall include information of serious disciplinary infractions, infractions involving drugs, weapons, or bodily harm to another that resulted in expulsion, suspension or the imposition of punishment or sanction. Student temporary records shall be maintained for not less than five years after the student has transferred, graduated, or otherwise withdrawn from

school. However, student records shall not include records of law enforcement officers working at the school.

All records required for substantiation of State Aid claims shall be retained for at least three years.

Student Records/Destruction

Permanent school student records may be destroyed after 60 years and Temporary School Student Records may be destroyed after 5 years in accordance with the Local Records Act and the School Student Records Act. Before any School Student Record is destroyed, the parent/legal guardian, or student after the student reaches 18 years of age, shall be given prior notice in accordance with the rules and regulations of the Illinois State Board of Education.

Student Records/Non-Custodial Parent Access

In the absence of a court order to the contrary, upon the request of either parent, reports of student academic progress or other records including ordinary notices of school activities and events shall be provided to both parents. Custodial parents are responsible for providing the school's Superintendent or Principal a copy of any court order restricting the access of a non-custodial parent to a student's school records. Custodial parents shall be responsible for providing written notification of any restriction of non-custodial parent's physical access to children.

School officials will not be responsible for resolving any disputes between parents as to access for children and any such dispute will be referred to law enforcement officials for resolution. Custodial parents must look to the courts and law enforcement agencies for the enforcement of restrictions on physical access.

Section III- School Rules

Bullying

The board is committed to providing a positive and productive learning and working environment. Forms of bullying include, but are not limited to the following: physical, verbal, emotional, and sexual (this may also include cyber bullying). Students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including expulsion. Counseling services may also be recommended. Staff and third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or board. Individuals may also be referred to law enforcement officials.

Definition of Bullying – Any intentional gesture or any intentional written, verbal or physical act or threat that is sufficiently severe, persistent or pervasive that creates an intimidating, threatening, or abusive educational environment for a student or staff member that a reasonable person, under the circumstances, knows or should know will have the effect of:

1. Harming student or staff member, whether physically or mentally;
2. Damaging a student's or staff member's property;

3. Placing a student or staff member in reasonable fear or harm to the student or staff member's property.

The major goal of this policy is to ensure that everybody enjoys our school equally, feels safe and secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion and nationality. We encourage any and all incidents of bullying to be reported immediately to a staff member or administrator. **If a child feels threatened either they or a parent should do one of the following:**

1. **Speak with a teacher/administrator.**
2. **Submit a written concern to the FYI box located in various areas throughout the school.**
3. **Contact a Care Team Member**

Below is a brief synopsis of situations where school officials want individuals to bring forth information identifying a threat or situation of concern to the Superintendent or Principal. Once identified, the Superintendent or Principal will determine whether a threat exists and whether to engage in further investigation. Any situation or student of concern should be brought forward. Threat assessment is a valuable component of a comprehensive approach to preventing targeted school violence. The identification of threats is everyone's responsibility: our students, parents, staff and community members.

What is a Threat?

A threat is an expression of intent to harm someone that may be spoken, written or expressed in some other way, such as through gestures. Threats may be direct (I'm going to beat you up or I'm going to blow this place up!) or indirect (Come and watch what I am going to do to him/her.) A threat can be vague (I'm going to hurt him) or implied (You better watch out). Any possession of a weapon or mention of one is a possible threat. Sometimes students make threats that are in fun or may be "just kidding" but sometimes a threat is very serious and/or criminal. When you are in doubt as to whether the statement is kidding or serious, the responsible thing to do is to report it.

What can staff and parents do?

Educate students about what a threat is, encourage students not to make threats in the first place, and reiterate that seeking help to prevent someone from getting hurt or hurting another is inappropriate.

Cyber-Bullying

Cyber-bullying is defined as bullying via the use of the Internet, interactive and digital technologies (such as computers, PDA's, etc) and/or mobile telephones. The use of any school computer or electronic device for the purpose of cyber-bullying is strictly prohibited. Cellular telephones, cameras or any electronic devices used to harass or bully students or harass school personnel will result in disciplinary action. Cyber-bullying using home-based or off-campus devices that result in any disruption to the school and/or a true threat will constitute grounds for investigation as to whether or not the use violates applicable law or school rules. Should misuse be determined, the student may receive disciplinary consequences appropriate for the frequency and severity of the violation.

Dress Code

Clothing should be appropriate for the time of year and for the situation. The dress and grooming of students attending Germantown Elementary School are the responsibilities of the students and of their

parents/legal guardians. Modesty, moderation, cleanliness, neatness and appropriateness should serve as a guideline for making choices regarding dress and appearance. Inappropriate clothing disrupts the educational process and will not be acceptable. In order to promote a clear understanding of the school's expectations regarding dress and appearance, the following guidelines are provided:

1. Shorts may be worn by students during hot weather from March 15th through November 15th. When shorts are allowed, they must be within the following guidelines:
 - a. Shorts must be to the length of the fingertips when measured standing with the arms hanging at their sides.
 - b. Spandex or biker's shorts are not permitted, nor any shorts that are considered to be too tight fitting by the Superintendent or Principal.
 - c. No slits or cuts in areas of the upper leg or above will be allowed in the shorts or pants.
2. Shirts without collars are allowed, however they must meet the following guidelines:
 - a. The shirts must have a sleeve.
 - b. No low-cut shirts or blouses will be allowed.
 - c. Midriffs and backs are to be covered when sitting or standing. Halter tops, tank tops, crop tops, spaghetti straps etc. are not allowed.
 - d. Body suits are not recommended above grade 4.
 - e. No fishnet style or see-through shirts or blouses will be allowed.
3. No clothing will be allowed with immoral, offensive, or suggestive prints or wording. This includes clothing that advertises tobacco, alcohol or drugs, or contains profanity, has ethnic or sexual connotations. Sagging pants that expose underwear are prohibited.
4. Pants **with large rips or holes, or with rips or holes above the knees, will not be permitted.**
5. Shoes should have a non-marking sole. They should also be appropriate for participation in the PE program. No open-toed shoes are allowed. Crocs are not allowed for outdoor PE. An additional pair of tennis shoes is required to be kept at school for use in the GYM ONLY during periods of inclement weather.
6. Students arriving at school wearing clothing that does not meet the above guidelines as judged by the Superintendent or Principal, will be asked to do one of the following:
 - a. If the clothing violation is not deemed extremely serious, the Superintendent or Principal will send a letter home with the student and ask that it not be worn again.
 - b. If the clothing violation is in the opinion of the Superintendent or Principal, a serious violation, or if this is the second violation, the student will be asked to put on their p.e. uniform or be sent home for a different set of clothes.

Electronic Devices

Cell phones are permitted on school property as a parent/student communication device only. All cell phones should be placed in the "OFF MODE" and stored in lockers/backpack during the course of a regular school day. Inappropriate use of cell phones is subject to disciplinary action. Cell phones are permitted before/after school only. **Students caught breaking these guidelines will forfeit their phone to the office and must have a caregiver pick it up. Offenses will be given a step.**

Pornography – Possession, distribution, and/or the attempt to obtain pornography is prohibited. Any student found in violation of this policy shall be subject to the Superintendent or Principal's disciplinary penalties for misconduct.

Students are encouraged not to bring electronic devices such as **hand-held devices** to school. The school district is not responsible for such items if they are lost or broken.

School Rules

General Rule - Students should:

1. Respect the authority of all staff at all times.
2. Keep hands and feet to yourself.
3. Respect the property of others.
4. Chewing gum at school is prohibited.
5. Choose proper language – no vulgar or profane language is allowed.
6. Remain on the school grounds at all times until released to an adult who's signed off at the office.
7. Illegal substances on school premises is prohibited – no tobacco, alcohol or drugs.
8. Use good manners and observe fair play.
9. Remain quiet during emergency drills, passing in hallways and loading buses.
10. Walk in the building at all times, save running for PE and recess.
11. Silence should be observed in the halls during class time to respect others having class.
12. Report immediately any occurrence of guns, knives, explosives or dangerous items brought to school by anyone.
13. Avoid bringing personal items to school. The school is not responsible for personal items that are lost, stolen or broken.
14. No soda or sugary drinks brought into school either before or after school. **No soda at lunch.**

Cheating

Cheating, including plagiarizing is prohibited. Students found cheating or helping another student cheat will be given a zero on that assignment. A detention/step will be assigned.

Cafeteria Rules – Students should:

1. Obey the cafeteria supervisors.
2. Talk in a conversational tone without yelling.
3. Clean your place at the table after eating.
4. Stay seated until dismissed.
5. Eat food only from your lunch – no swapping food.
6. Exit the cafeteria quietly on the way to the playground or gym.

Classroom Rules – Students should:

1. Follow the rules posted in classrooms.
2. Follow instructions.
3. Be on time to class and have the necessary books and materials.
4. Respect the person and property of others.
5. Submit schoolwork on time.
6. Be honest.

Junior High Discipline

Each student in 5th-8th grade will receive 8 Bulldog tickets at the beginning of each quarter. Students will have to forfeit a ticket to a staff member for infractions such as:

1. Not prepared for class.
2. Improper behavior in classroom/playground.
3. Not following directions.
4. No signed test.
5. No homework **or band instrument**.
6. No P.E. uniform. (grades 6-8).

Reasons for giving up tickets include, BUT are not limited to the six listed above.

Steps can also be issued to a student for severe discipline issues that include, BUT are not limited to:

1. Not respecting people or property.
2. Cheating, plagiarism or lying.
3. Inappropriate language.
4. Bullying.

When all 8 tickets have been forfeited, a student receives a step for any ensuing infractions.

Steps that are issued have the following consequences:

Step 1: Student meeting with Superintendent or Principal, and phone call home.

Step 2: Student meeting with Superintendent or Principal, phone call home, and after school detention on the next detention night.

Step 3: Phone call home and meeting with Superintendent or Principal, parent, and student.

Step 4: Student and parent meeting with the administrator and all day in-school suspension.

Step 5: Further disciplinary action as deemed necessary.

Students must not have received a step in order to qualify for the end of the quarter reward. Because receiving a step is a serious offense, any student that has received a step, even though they still have tickets remaining, will not be eligible for the quarterly reward. **ALL TICKETS MUST REMAIN IN THE STUDENTS' BINDERS. The school reserves the right to issue detentions for severe infractions regardless of the step number.**

Playground Rules – Students Should

1. Students should go out to the playground in an orderly manner at the beginning of recess.
2. Follow the directions of the playground supervisor the first time given.
3. Pass quietly through the halls after entering the building following recess.
4. Play in the areas assigned to their class.
5. Respect Church property – stay away from the rectory, off the fence and away from shrubs.
6. Report injuries immediately to the playground supervisor.
7. Never throw hard objects, rocks, snow, ice or any item found on the playground.
8. Inappropriate dress may result in a disciplinary consequence.

Bus Rules – Students Should

1. Follow the instructions of the driver the first time given.
2. Be on time at the designated school bus stop; help keep the bus on schedule.
3. Wait off the road at all times while waiting for the bus.
4. Stand still until the bus comes to a complete stop – board with caution.
5. May be seated in assigned seats.
6. Respect the rights of others.
7. Be seated at all times the bus is in motion.
8. Keep arms and heads on the inside of the bus; do not throw anything inside or outside the bus.
9. Never bring bottles, food or illegal items onto the bus.
10. Report any damage to the bus immediately. Students and their parents are responsible for damage done on the bus.
11. Ride the bus on assigned routes – have permission of the Superintendent/Principal to ride any other route.
12. Be absolutely quiet when approaching a railroad crossing.
13. Keep the aisles clear.
14. **Report bullying. It can result in disciplinary action.**

Field Trips – Students should:

1. Stay with the group and chaperone assigned by the teacher.
2. Obey rules and seat assignments.
3. Follow the driver's instructions, maintain low noise and observe the safety rules.
4. Treat chaperones with respect and comply with their requests.

Field Trips – Chaperones should:

1. Maintain contact with all students in your assigned group.
2. Sit throughout the bus to maintain safety and order. Your job is to monitor behavior at all times.
3. Report students not following rules to the teacher in charge.
4. See that the students under your charge are obeying the rules. These rules should be enforced consistently.
5. Alcoholic beverage consumption and smoking are not allowed.
6. Parents/legal guardians must sign a Pre-Arranged Absence Form to take their child home from a field trip. The form can be obtained from the office. Students are required to ride the bus to the field trip.

Section IV - Discipline Program

Authority to Maintain Discipline

Chapter 105, 1998 Illinois School Code, Section 24-24 empowers the Germantown Elementary District #60 Board of Education to establish reasonable rules for maintenance of student discipline. Section 24-24, states as follows:

Teachers and any other person, certified or non-certified shall maintain discipline in the schools, including school grounds, which are owned or leased by the board and used for school purposes and activities. In all matters relating to the discipline in and conduct of the schools and the school children, they stand in the relation of parents and guardians to the pupils. This relationship shall extend to all activities connected with the school program and may be exercised at any time for the safety and supervision of the pupils in the absence of their parents or guardians. Nothing in this Section affects the power of the board to establish rules with respect to discipline. The board may make and enforce reasonable rules of conduct and sportsmanship for athletic and extracurricular school activities. Teachers will inform parents and students of the rules for their classrooms at the beginning of the school year.

Definitions, Rules, and Regulations for the Detention, Suspension and Expulsion of Students

Students make choices about their behavior. Our school encourages good choices and following the rules established to promote these choices and positive behavior. Students who make good choices have full privileges for participation in academic and extracurricular activities. The school discipline system is set forth to inform students and parents of the consequences for making choices which do not conform to expectations. The goal of this system is to reinforce good decision-making and challenge poor choices. The expectation that students will learn to make good choices is clear, and the focus is to correct behavior that is unacceptable.

General Warning:

Students are given warnings in class or during activities by teachers, aides, secretaries, cooks, drivers, custodians and adults employed by the school. Students are expected to show respect to adults and follow directions. In most cases, the warning will correct unacceptable behavior.

Referral to the Superintendent or Principal:

Students who do not correct behavior when warnings are given, or have severe misbehavior are sent to the Superintendent or Principal. The Superintendent or Principal will call parents when the behavior warrants such notification. The mutual understanding of parents, teachers and the Superintendent or Principal is necessary to provide students with clear expectations of choices and behavior that is acceptable at school and home. The Superintendent or Principal will assign necessary punishment to correct the behavior.

Loss of Free Time:

The Superintendent or Principal may require students to stay in at recess to correct minor problems. Students will make a written statement of the problem and what their responses will be to make good choices in the future.

After School Detention:

Students who do not correct behavior when warnings are given, or severely break rules will be assigned detention. The student stays after school from 3:05 - 4:00 **on the next scheduled detention night** as assigned. Parents/legal guardians will be made aware of students attending detention and provide for their transportation home prior to any detention being served. Once a student serves three detentions in

the same quarter, the fourth infraction will result in a day of in-school suspension. Rules are clearly posted in each class. Detentions shall take precedence over all other student activities.

In-School Suspension:

Students who fail to serve assigned detention, or severely break rules may be assigned to in-school suspension. Students who serve in-school suspensions are reported to the Board President.

Behavior Management Plans

Behavior Management Plans will be developed for those students, whom the school feels other means of disciplinary methods have not been effective. This plan will be developed jointly with classroom teacher(s), Superintendent or Principal, student advocate, parents/legal guardians, and student.

Out of School Suspension

An out of school suspension is an exclusion of a student from school and denial of educational services to which the student would otherwise be entitled for a period not to exceed ten (10) school days. Suspension of a student is considered to be a culmination of attempts to correct gross misconduct. However, this is not meant to preclude the possibility of a sudden show of reprehensible behavior that might be sufficient to justify suspension.

Suspension shall be executed in compliance with the Illinois School Code, Sec. 10-22.6 and with applicable rules and regulations of the Illinois State Board of Education and the Board of Education of Germantown Elementary School District #60.

The following shall occur if a student is suspended:

1. Parents are notified and asked to come to school to understand the nature of the situation.
2. His/her homework shall be handled as if he/she were absent and shall be due upon his/her return.
3. While on suspension, the student is not to be in the proximity of the school.
4. If the student is found around school during a suspension, further disciplinary action will be taken.
5. Police are notified based on the severity and nature of the offense.
6. Any student earning a suspension will be removed from all extra-curricular activities and practice for the duration of the suspension.

Detainment/Suspension Authority

The Superintendent or Principal of the school district has the responsibility to detain or suspend a student for gross disobedience or misconduct except in cases where behavior results from a handicapping condition as determined by a multidisciplinary team.

Due Process Procedures/Suspension

1. Except as set forth in subparagraph (2) below, prior to the imposition of suspension, the following procedures shall be observed.
 - a. The suspending school official shall give the student oral or written notice of the charges and the evidence to support the charges.
 - b. If the student denies the charges, an opportunity shall be given to the student to present an explanation in a conference with the suspending school official.
 - c. The suspending school official shall make a decision and then inform the student, if the suspension is to be imposed.

2. Students whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be immediately removed from school. In such the requirements of notice and hearing will follow as soon as possible, not to exceed three (3) school days.
3. Immediately upon imposition of suspension, the student and his/her parent/guardian or the student shall receive written notice of the following:
 - a. The reasons for the suspension, including a copy of the specific rules and regulations allegedly violated by the student.
 - b. The beginning date and total number of days of the suspension.
 - c. The right to review the suspension as set forth below. A request for a review hearing shall be submitted in writing within ten (10) school days after receipt of the suspension notice. The review hearing shall take place within ten (10) school days of the receipt of the request or on a date that is mutually convenient to the parties involved.

Expulsion Authority

The Board of Education may expel students for gross disobedience or misconduct. Such expulsion shall take place only after a review hearing by the board of education or the board has taken action upon findings submitted by a hearing officer appointed by the board.

Due Process Procedures/Expulsions

1. The student and parent/guardian of the student shall be notified by registered mail or certified mail of the following:
 - a. The reasons for the expulsion, including a copy of the specific rules and regulations allegedly violated.
 - b. The time, place, and date of the hearing.
 - c. The review hearing procedures set forth below.
2. The hearing shall be held at a time and date that is mutually convenient to the parties involved.

Review Hearing Procedures

1. The hearing shall be held in executive session at the request of the parent(s)/legal guardian(s), or school Superintendent or Principal.
2. The student shall be afforded the following:
 - a. The right to be represented by council (at the expense of the student or parent/guardian).
 - b. The right to present evidence and witnesses.
3. A written decision shall be issued to the student and the parent(s)/guardian(s) within ten (10) school days after a review hearing conducted by the board of education. It shall contain a statement of facts and the basis for the decision.
4. In the written decision, the parents/legal guardians and the student shall be notified that an appeal of the decision lies with the Regional Office of Education and then with the State Superintendent of Education as outlined in Illinois Statutes, Chapter 105, Sections 5/2-38 and as further outlined in Procedures adopted by the State Board of Education or the General Assembly.
5. If the board of education finds in a hearing on the suspension of a student that the suspension was unjustified or unreasonable, the following procedures will be followed:
 - a. The student's record shall be expunged of all notations or remarks in regard to the

- suspension.
- b. The student's absence(s) shall be recorded as excused.
- c. All educational opportunities and services missed by the student shall be afforded.

Expulsion

An expulsion is an exclusion of a student from school and a denial of educational services to which the student would otherwise be entitled, for a period of more than ten (10) school days. A student shall be expelled from school only by action of the Board of Education with all necessary requirements of the Illinois School Code, sec. 10-22.6 and the applicable rules and regulations of the Illinois State Board of Education and the Board of Education of Germantown Elementary School District #60.

Gross Disobedience and Misconduct

1. Behavior, which is injurious to person or property.
2. Behavior, which substantially and materially disrupts the educational process or school discipline.
3. Repeated minor incidents of misbehavior, which other disciplinary measures have failed to deter.
4. Gross disrespect to include, but not limited to:
 - a. Use of vile or profane language
 - b. Damage or defacing school property or the property of others
 - c. Leaving school grounds for any reason without a note from parents or approval from Superintendent or Principal
 - d. Possession of drugs, alcoholic beverages, tobacco or matches on school premises
 - e. Tampering with or use of other's bicycles or automobiles
 - f. The transportation and possession of weapons as defined in the district's policy

NOTE: The above rules apply at school, on field trips, summer school, evening school activities, clubs using school facilities, and on buses going to/from school or school activities.

Students with Disabilities:

Suspensions and expulsions of students with disabilities shall be handled in accordance with the Reauthorized (IDEA) Individuals with Disabilities Act of 2006 as interpreted by the Kaskaskia Special Education Cooperative and the Illinois State Board of Education.

Student/Property Searches

School premises are public property. Students, who use any school facilities including lockers, classrooms, hallways, locker rooms, etc., are subject to the school district's right to ensure cleanliness, safety, lawful use and absence of drugs, alcohol, tobacco, weapons, stolen and/or other prohibited materials in such areas. Student lockers, backpacks, and storage areas are not private from school officials and law enforcement agencies may search without notice. Searches may be conducted in any manner deemed appropriate by school officials. Searches may include dogs trained to smell contraband and controlled substances. Vehicles parked on school parking areas shall be subject to authorized searches.

Section V – Grading Guidelines

Report Cards will be sent home in: October, January, March, and the last day of school.

Report cards are used to indicate the student's progress in school academically, behaviorally, and socially.

Most teachers employ a variety of methods of parent/legal guardian notifications in addition to report cards: mid-quarter progress reports, parent/legal guardian signature on tests/assignment books, etc.

Continual communication between parents/legal guardians and teachers is essential throughout the student's school experience. **Germantown School District adheres to an open door policy. Any parent/legal guardian may and should request a conference at any time they feel it necessary.**

Fall Parent Teacher Conferences are scheduled for October.

High Honor Roll and Honor Roll

The Germantown School Board and faculty in an effort to strengthen all academic subjects have initiated an Honor Roll program for all students in the 6th, 7th, and 8th grades for each academic quarter. Honor Roll is calculated based on GPA in the core subjects. Those subjects include: Math, Science, Social Studies, Language Arts and Literature.

For a student to be placed on the High Honor Roll the student must have a grade point average of 3.76 to 4.0 on all academic work in the core subjects.

For a student to be placed on the Honor Roll the student must have a grade point average of 3.5- 3.75 on all academic work and no grade lower than a B- in the core subjects.

99 -100 = A+	91 - 92 = B +	83 - 84 = C+	74 - 75 = D+	0 - 67 = F
95 - 98 = A	87 - 90 = B	78 - 82 = C	70 - 73 = D	
93 - 94 = A-	85 - 86 = B-	76 - 77 = C-	68 - 69 = D-	

Each letter grade equates to a point value when calculating GPA. (i.e. A+=12, A=11, A-=10).

Academic Honors

Student academic excellence is recognized each quarter as grade cards are sent home to parents. Teachers are responsible for all awards, certificates and recognition for academic and behavior honors. The school lists all students in grade 6-8 for Honor Roll and High Honor Roll each grade period.

Student Retention Policy

In grades K, 1, 2, and 3, any student whose yearly grade average is failing in either reading or math, shall be considered for retention. In grades 4-8, any student who has received a failing grade in two or more subjects for two or more quarters during a school year shall be considered for retention. In evaluation of a student for retention, due consideration shall be given to the following: previous retention, current and past academic performance, effort and attitude, intellectual ability, age, physical size, social development, and certified physical, mental, or emotional disabilities. A parent's/legal guardian's input shall also be sought and given consideration. In any event, a student will not be "socially promoted" (promoted solely for reasons other than academic performance).

Promotion or retention of a student shall be made jointly by the teachers who are actively involved in that student's instruction and the Superintendent or Principal.

Eighth graders must also pass a test on the Federal & State Constitution and other related topics.

Section VI - Programs

Physical Education

All students are required by law to take an active part in physical education program. P.E. uniforms are required for grades 6-8. Uniforms are available for purchase at registration. Proper shoes should be worn for participation in P.E. In case of inclement weather, all students should have a pair of tennis shoes available at school to be worn in the GYM ONLY. No aerosol cans may be brought to school. **Sweatpants may be worn over p.e. shorts.**

The Advanced Learner Program

Based upon several selection criteria, including but not limited to, IQ testing, Achievement testing, Teacher Rating Scales and utilizing the Iowa Acceleration Scales a student may be grade level and/or subject matter accelerated. All children in every grade are eligible for grouped instruction to facilitate their learning at their performance level. This grouping allows for the district to teach students at their performance level and facilitates an Algebra program in the JHS. **More specific information regarding the Advanced Learner Program is available in the office upon request.**

Testing Program

Standardized achievement tests are given to all students yearly. Grades K-8 take the Iowa Test of Basic Skills (ITBS) in October. **Standardized test scores *are one and only one*** indicator of a student's ability and achievement. They are to be considered as a part of the total picture with teacher-made tests, daily lessons and classroom observations.

The Illinois Standards Achievement Test (ISAT) is administered in March. Testing includes Grades 3 through 8 for Reading and Mathematics, and 4 and 7 Science.

CARE Team

The CARE team consists of designated teachers who assist students with academic, social, or behavioral needs on a referral basis. All members are trained through the Student Assistance Program of the State of Illinois. The members of the CARE team include: Susan Liening, Pam Kreke, Pat Henrichs, Becky Hitpas, Tony Parr, Chad Rakers, **Karla Scheer and Leslie Eversgerd**. Their classroom doors are marked with the yellow CARE team symbol.

Response to Intervention (RtI)

Germantown SD 60 provides a core curriculum to meet the needs of all students enrolled. All students

are monitored three times per year for progress and those children who are struggling with academic success in the core curriculum areas are provided research based interventions to meet their needs. Students who fail to make adequate progress may be referred for special education services.

Reading Program

All children are grouped for reading instruction. An **RTI teacher** is employed by the district to provide remedial reading instruction to selected students whose reading performance is **not meeting expectations**. Students who are excelling in reading are placed in an advanced learning class for additional reading enrichment.

An after school reading program will be available for all students in grades 1-8, two days per week. Specific information will be sent home with the students.

Homework Headquarters

The district provides after school instruction to those students needing additional time and/or assistance in completing their homework.

Section VII – Student Activities Information

Student Activities

Students' grades will be checked every two weeks. They shall maintain a 76% or higher average **with a minimum of 4 grades in each** subject area with no failing grades from any class in order to be eligible to participate in extra-curricular activities. A student not meeting the above requirements will be initially ineligible for a period of two weeks. Notification will be given in the form of a letter mailed to the parent/legal guardian. After the initial two-week period, the student's academic progress will be re-evaluated. If the student still has not met the above requirement for eligibility, an additional two-week suspension from all extra-curricular activities will take place. A third period of ineligibility will result in suspension for the remainder of the season.

*Subject areas included in the determination of extra-curricular eligibility will be only those which are offered for more than one consecutive grading period.

**Extra-curricular activities are those that require practice outside of the school day and have no direct relationship to the student's grades.

Student Council: Students in grades 6-8 are eligible to petition for membership on the Student Council. Teacher approval is required for membership in Student Council.

Band: Students may begin band in grade 4 and continue until graduation. Band is offered as a credit course and meets daily during the regular school day. The band performs in area parades and in special school music presentations. Each band student will be required to pay a \$40 fee per year to participate.

Chorus: Students may begin chorus in grade 6 and continue until graduation. Each chorus student will be required to pay a \$20 fee per year to participate.

Scholar Bowl Team: Students in grades 7-8 are eligible to apply for membership on the school Scholar Bowl team. Scholar Bowl is an academic quiz competition and plays matches with area schools.

Math Team: Students in grades 7 and 8 are selected for membership in the math team. Activities include math challenges and competition with area schools.

Cafeteria Workers: Students in grades 5-8 are encouraged to help serve lunch. They are expected to be courteous, helpful, and follow health and sanitation guidelines. Parents/guardians must **explain why their child cannot serve**. Cafeteria workers are responsible for making up missed work. They are prohibited from changing the work schedule unless approved by the classroom teacher(s) the change will affect.

Cheerleaders: Students from grades 7-8 are eligible; if there are insufficient numbers of 7-8 graders, 6th graders may be invited to participate. The school will provide the uniform and the pom-poms. The students are required to purchase shoes, socks, bodysuit, and tights. Participants must complete a yearly physical exam and adhere to the rules in the athletic handbook. Each Cheerleader will be required to pay a \$40 fee per year to participate.

Athletic Teams: The Boys'/Girls' Basketball and Girls' Volleyball are offered to students in grades 5-8, Boys'/Girls' Track is offered to Grades 6-8. Participants must complete a yearly physical exam and adhere to the rules in the athletic handbook. Students in 5th grade will be required to pay a \$20 fee per year to participate. 6-8 grade students will be required to pay a \$40 fee per year to participate. **Due to its brief season, the track fee is \$20.**

School Events

We encourage the students and parents/legal guardians to support school events, whether academic, athletic, musical or dramatic. However, students below the fifth grade should not be present at any extracurricular activities without an adult. It is also expected that **all students shall remain seated during the events.**

Students who are absent during the school day for sickness should not be in attendance at activities in the evening. Please refer to Section II under 'Attendance' for guidelines.

Section VIII – Medical Information

First Aid

The school will take care of minor cuts and scratches. Parents/guardians will be called for any other medical concerns.

Dispensing of Medicine

Germantown Elementary School will not dispense medication to students unless the parent/legal guardian has completed the "Dispensing of Medication" form and filed it with the School Office. Only those medications that are necessary to maintain the student in school and/or must be given during

school hours shall be administered and shall be kept in the school office or in acute cases with the teacher. An ADULT must bring all medicines to school. The same form must also be on file for students with conditions requiring the use of epi-pens (or similar situations)

Emergency Treatment

If in our opinion the injury or illness is serious, the school will first attempt to contact the parents/legal guardians. If they are not available, the school will attempt to contact the doctor listed on the Emergency Medical Procedure Card. (Emergency medical attention will be obtained for all injuries.) These cards are updated annually. It is of the utmost importance that the information on these cards is complete (phone numbers, etc.) and then signed by **both parents/legal guardians**. Emergency Medical Card information is confidential material. Parents of student athletes are given the choice of providing a copy of their child's medical information to coaches and sponsors.

Lice

Every child in Pre-K through 3rd grade will have their head checked for lice on an **as needed** basis. Any child in grades 4-8 will be checked upon request. In the event of lice being found on a child, the child will be sent home immediately. This child will not be able to return to school until the lice has been treated and contained. Upon returning to school, the child will be checked again for evidence of treatment and the elimination of live head lice. This child will also be checked after one week and again after two weeks. If lice are found on a student, every parent in the classroom will be notified via a note to be brought home to inform the parents that head lice has been found in that classroom and parents should take precautions. If parent volunteers are coming into the classroom and lice have been found that day, parent volunteers will be notified before entering the classroom. The school will clean the classroom that has been infected with lice thoroughly after the students leave for the day. Each desk will be wiped down and the room will be sprayed.

Health Tips

A child who is hungry has difficulty concentrating on his/her work. A good breakfast is essential for a child's health and success in school. Children need a good night's sleep in order to be alert for effective learning in school. Children should be dressed warm enough so that they can go out for recess if weather permits. If your child wakes up with a fever, **DO NOT** send them to school. Children should be fever free for 24 hours before returning to school.

Section IX - Volunteers

Parent-Teacher Association

The Parent-Teacher Association was formed to encourage cooperation between school and home. The meetings serve as a forum for the exchange of ideas and information. Through the organization, parents offer assistance to the school in a variety of programs.

This organization is a vital link of communication between parents, community and school. The school strongly urges parental participation to help realize its own purpose and mission statement.

The president shall preside at all meetings of the association and shall act as the official representative of the organization, and shall inform the Superintendent or Principal of all activities. He/she shall also appoint any assistant or committee necessary to promote activities of the organization.

Parent/Grandparent/Community Volunteers

Parents/grandparents/community members who wish to volunteer to help at school are welcome. The teacher makes such decisions based on need and appropriateness. Volunteers have been used in a variety of ways: helping at special occasions, supervising lunchroom, making cards, activities, games, and reading with students, etc. Volunteers are subject to a background check at the discretion and expense of the district.

Athletic Boosters

The school district has an organization of parents who support the athletic programs of the district with various fundraising activities. All parents are encouraged to hold a membership.

Section X – Safety Adherence

Asbestos Notice/Materials Safety Data Sheet

A management plan in accordance with the Asbestos Hazard Emergency Response Act (AHERA) is on file in the school office along with all appropriate Materials Safety Data Sheets.

Sexual Harassment

The practice of sexual harassment is contrary to law and the policy of the school district. Students who believe themselves to be subjected to sexual harassment may file a complaint with any employee of the district who will refer the complaint to the Superintendent or Principal for investigation.

Audio Taping/Videotaping/Photographing

For quality assurance, safety observation, and educational purposes, audio taping, videotaping and photographing may be conducted during class time or school activities. Any parent/legal guardian who objects to this must contact the school office in writing by the first day of school or upon enrollment. All visitors to our school may be recorded by our security cameras.

Internet Usage

Germantown Elementary Students are provided the opportunity to use the Internet for instructional purposes at school. Before a student is allowed to use the Internet; he/she must have an acceptable use form on file signed by their parents/legal guardians. Signed forms must be submitted yearly and on file prior to student use of school computers. Students are not permitted to make changes of any kind to the computers.

NO USE OF STUDENT PERSONAL EMAIL IS PERMITTED. All students and their parents will be required to sign an agreement stating that they are aware of the policy that the use of email is strictly

prohibited at school. If a violation of this rule occurs, appropriate disciplinary action will be taken. This includes but is not limited to personal email, chat rooms, and all Instant Messaging programs.

Students must be granted permission by their classroom teacher to play Internet games. Internet games are not to be downloaded by students on school computers. If a violation of this rule occurs, appropriate disciplinary action will be taken.

Web Page

Germantown School District maintains a web page at germantownbulldogs.org. At the beginning of the school year, a form will be sent home requesting parent/legal guardian permission for student work and/or pictures to be posted on the web throughout the school year. Please visit our website at www.germantownbulldogs.org.

Section XI – Federal Mandates

Federally Funded Programs – Stevens Amendment Requirements

The Germantown School District #60 has received federal grants. Title V funds are used for library materials. Any questions concerning these grants may be addressed to Superintendent or Principal at 618-523-4253.

Title IX

The school provides equal educational opportunities regardless of race, religion or sex. Procedures have been established to correct bonafide inequities.

Section 504

Section 504 of the Rehabilitation Act of 1973, as amended 29 U.S.C., Section 794, protects disabled persons from discrimination based on their disabled status. It is the intent of Germantown School District to ensure that students who are disabled within the definition of Section 504 are identified, evaluated and provided with appropriate educational services. The coordinator for Section 504 is the Superintendent or Principal.

**Germantown Elementary School Calendar
2010-2011**

18-Aug	Institute Day - No Student Attendance
18-Aug	Open House 6:00-8:00p.m.
19-Aug	First Attendance Day - Dismissal at 10:15
1-Sep	School Picture Day
3-Sep	School Improvement Planning Activities - 11:40 Dismissal
3-Sep	Grandparents Day Activities, 8:30
6-Sep	Labor Day - No School
17-Sep	Mid-term First Quarter
22-Sep	Mid-term Progress Report
8-Oct	School Improvement Planning Activities - 11:40 Dismissal
11-Oct	Columbus Day - No School
10/18-10/22 Oct	ITBS Grades K-8
22-Oct	End of First Quarter
27-Oct	Report Card Day
28-Oct	Parent/Teacher Conferences in Evening
29-Oct	Parent/Teacher Conferences Morning
11-Nov	Veteran's Day - No School
12-Nov	Teacher's Institute-No Student Attendance
24-Nov	Mid-term Second Quarter
24-Nov	Early Dismissal (1:40) for Thanksgiving
25-26 Nov	Thanksgiving Vacation-No Student Attendance
1-Dec	Mid-term Progress Report
7-Dec	Winter Program (Band/Chorus), 7:00
14-Dec	Christmas Program (K-5), 2:00, 7:00
22-Dec	Early Dismissal (1:40) for Winter Break
23-Dec	Christmas Break
3-Jan	School Resumes
10-Jan	County Music Festival
14-Jan	School Improvement Planning Activities - 11:40 Dismissal
14-Jan	EXPLORE Testing (Grade 8)
14-Jan	End of Second Quarter
17-Jan	Martin Luther King, Jr. Holiday - No School
19-Jan	Report Card Day
17-Feb	Mid Term Third Quarter
18-Feb	Institute Day - No Student Attendance
21-Feb	President's Day - No School
23-Feb	Mid Term Progress Report
2/28-3/11 Mar	ISAT's
4-Mar	School Improvement Planning Activities - 11:40 Dismissal
7-Mar	Pulaski Day - No School
25-Mar	End of Third Quarter
30-Mar	Report Card Day
20-Apr	Mid-term Fourth Quarter
20-Apr	Early Dismissal (1:40) for Spring Break
21-25 Apr	Spring Break-No School
26-Apr	School Resumes
27-Apr	Mid-term Progress Report
6-May	School Improvement Planning Activities - 11:40 Dismissal
20-May	End of Fourth Quarter (If no emergency days)
20-May	Report Card Day (if no emergency days)
20-May	Last Day (if no emergency days used)
27-May	Last Day (if all emergency days used)

