

Stone Elementary Student / Parent Handbook

Stone Elementary

10808 South 23000 West

Stone, ID 83252

[208-497-2644](tel:208-497-2644)

Staff:

Sara Richardson – Teacher

Shannon Worrel – Para

Irma Hill – Para

Tami Velasco – Head Cook

----- – Cook

Dr. Rich Moore – Principal

Welcome to Stone Elementary School

Stone Elementary school is a small rural school located in the farmlands of Southern Idaho. It is supported by the Oneida School District. It serves a small student body of K – 3 students. Due to its small size, students receive individualized educational assistance. This is accomplished through our teaching staff and access to one on one technology access. Due to the individualized support, the students have experienced a high degree of academic success. Stone Elementary has a strong Positive Behavior Support philosophy. When at the school one will feel the positive, close knit culture. The school serves families from the communities of Stone and Holbrook. The school also serves as the community center. Seniors of the community gather on Tuesdays and Wednesday s to enjoy lunch, share stories, and play games together.

Dear Parents,

Welcome to Stone Elementary School, home of the Bobcats. We provide rich educational programs for a small number of k – 3 students. Teachers, support staff, and parents work cooperatively to provide students with exceptional instructional experiences in a safe, positive environment. The talents of each student and staff member alike are fostered so that learning is maximized. In addition to the regular classroom instruction, students spend time on technology specific to their educational need. We invite you to use this handbook to learn more about our school policies and procedures. Remember, the door at Stone Elementary is always open. Feel free to contact us with your needs or concerns. Open communication helps us make school a positive, successful experience for your student.

School PBIS Motto:

B - Be your

O – own

B – boss,

C – care about others,

A – act respectfully,

T - take responsibility, be

S – Safe

School Goals:

Be Kind

Be Prepared

Be Responsible

Be Safe

Attendance:

Regular and punctual attendance is necessary for students to achieve maximum benefit from the school program. By having students stay home only when absolutely necessary, parents can help their youngsters develop good attendance patterns.

Illness:

Please call the school to let us know if your child will be absent. If you would like the teacher to collect homework, please notify at the beginning of the day so it might be ready to be picked up at the end of the day.

Tardiness:

Regular tardiness has a negative impact on learning. It also causes a disruption of class time. Please help your child be responsible by helping him or her get to school on time.

Excused Absences:

Stone Elementary School accepts the following as excused absences: illness, medical or dental appointments, bereavement and unforeseen emergencies. Any other absence must be checked with the school before the absence.

Extended Absences (Family Vacations):

Parents wishing to remove their students from school for family reasons should inform the teacher in advance so that academic accommodations can be made.

Leaving School:

Parents planning to take children out of school during the day must come to the school and let the teacher know you are taking them out of school. No person can check them out of school unless a phone call from the parent granting prior permission to have them leave with that person.

Pupil Progress:

Parents can expect to have a midterm and an end of term report. Parent teacher conferences will be held twice a year. Parents may call or email the teacher to receive information on academic or behavioral status at any time.

General School Rules:

1. Be respectful of others at all times.
2. Follow directions of all staff members.
3. Follow school game and equipment rules.
4. Take hats off in the building.
5. Observe the no gum chewing at school.
6. Do not enter any classroom unless there is a teacher or an adult present.
7. Leave personal items, toys, stereos, electronic games, and ipods at home. (Cell phones are allowed as long as they are stored in the students backpack, and are turned off or muted; they are only allowed to be used in emergency situations while at school.)

Playground Rules:

1. All students are to remain on the grounds unless given permission to leave by the teacher. (i.e., retrieving a ball).
2. Fighting and bad language are never options to problem-solving.
3. Skateboards, bikes, skates, rollerblades, heellies, etc. are not allowed without prior approval.
4. Activities of any kind shall be no-contact.

Bus Conduct Rules:

1. Sit facing forward, with feet on/toward the floor and out of the aisle.
2. Keep hands, feet, and other items to yourself.
3. Talk quietly on the bus, using appropriate language and gestures.
4. Unsafe items such as skateboards, glass containers, and balloons are not allowed on the bus; the driver's decision will be final, in the case of questionable items.
5. Eating, drinking and chewing gum is not permitted on the bus.
6. Littering, soiling/staining, writing on, poking, drawing, or damaging the bus in any way is not permitted.

7. Safety and consideration of others are required at all times, and especially while boarding and departing the school bus.
8. Visible or audible electronics and/or toys, including cell phones, on the bus are prohibited. The Driver has the authority to confiscate these and turn them over to administrators.
9. Balls, bats and other equipment must be stored away, in a bag, and out of the aisle.
10. Backpacks and bags need to be kept out of the aisle.
11. All district policies, including Harassment, Intimidation, and Bullying guidelines apply on the bus and at the bus stops.
12. The bus driver is concerned for safety of all passengers. Any behaviors deemed to be a distraction or a safety issues may result in the removal of riding privileges. These bus suspensions will be reviewed by teacher and principal and shared with parents.

Student Discipline:

Guiding principles for correcting behaviors:

1. Correcting behaviors must be a learning experience.
2. Students must know what was done wrong and what behavior would be more appropriate in the future.
3. Students must be held accountable and responsible for their actions.
4. Students' emotional and social needs will be taken into consideration in the consequence.
5. Our goal is to provide a successful experience for each and every student.

Suspension from School:

Suspension is a disciplinary action that we do not desire. It is also an action that we seldom use. However, in the event that suspension becomes necessary, the following procedures are in effect.

Actions that may result in suspension:

1. Fighting.
2. Hitting an adult.
3. Physical, sexual, or verbal abuse.
4. Harassment of students or adults.
5. Any action which threatens the safety of students or staff, including verbal and physical intimidation. Threats with toy weapons may be included.
6. Malicious mischief or property damage.

The following will result in immediate suspension or expulsion in accordance with state law:

1. Possession and/or use of a weapon: firearms, knives, pepper spray, throwing stars, etc.
2. Possession and/or use of illegal drugs or alcohol and tobacco products.
3. The student's presence poses an immediate and continued danger to the student, other students, or school personnel, or an immediate and continuing threat of substantial disruption of the educational process.

Prohibition of Harassment, Intimidation and Bullying (HIB):

Stone Elementary School is committed to providing a safe and civil environment free from harassment, intimidation and bullying (HIB). HIB includes any intentional written, verbal or physical act including those motivated by characteristics such as race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability when the act:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school. Many behaviors that do not rise to the level of HIB may still be prohibited by other building or classroom expectations.

This expectation is a component of the school's responsibility to maintain a safe, civil, respectful and inclusive learning community. Depending on the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the situation. False reports or retaliation for HIB also constitute violations of this policy.

Dress Code

The expectation is that students will be dressed in appropriate attire that promotes a positive school learning climate. Students are responsible for dressing and grooming appropriately for educational activities which follow school guidelines. Students will dress in a manner that is not disruptive to the educational environment and is not dangerous to themselves or others.

- Shirts must cover shoulders. (No tank tops, spaghetti straps, sundresses, etc.)
- Shirts must cover midriffs and backs.
- Shirts must be free of holes and rips.
- Shirts must have no inappropriate graphics or language. Students will wear acceptable pants/shorts/skirts in the school environment.
- Students are allowed to wear jeans.
- Leggings must be worn with skirts or long tunics only.
- Pants/skirts/shorts should have no rips or tears.
- Pants and shorts must fit appropriately at the waist.

- Shorts may be worn until fall break and after spring break.
- Shorts and skirts must be no shorter than 2 inches above the knee. Students are allowed to wear sweaters in cool climates.
- Coats and jackets will not be worn in class.
- Hoodies will not be worn at school. Students will wear acceptable shoes to school.
- Gym shoes are ideal.
- Toes and heels must be covered. (No flip flops, sandals, high heels, heelys.) Student accessories should be minimal.
- Students will not wear make-up.
- Hairstyles should not be a distraction.
- Hats will not be worn in the building.
- No Rubberband /Loom jewelry is allowed

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
for Elementary and Secondary Schools

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

These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

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

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

[NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA are: Family Policy Compliance Office
U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-5901

* State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a “public records” request within five business days.