



# Blackcat News

**Mission Statement:**  
**"Educating Today for a Better Tomorrow"**

VOLUME 25

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SCHOOL YEAR 2020-2021

August 20, 2020



## Summer Graduation Ceremony



The Herculeaneum Class of 2020 was awarded for their wait with a July ceremony on the football field. The midday rain couldn't douse the spirit of the reunited Blackcats. Despite their accomplishments in the shortened school year, they will always be remembered as the students wearing commemorative facemasks at graduation. The image is a reminder of the times in which we live, but it wasn't the graduation theme.

Valedictorian Lexi Baiter told her classmates to follow their passions. She said, "In whatever you do after high school, do it with the intent to make the world better and make sure you leave room for what you love." Salutatorian Caitlyn Huber spoke warmly of our community and credited her strength to God, family, and friends. She said, "As we continue through life, we must not bow to challenges. We must embrace them as we are now. We must keep our determination, and we must pursue excellence." Leading into their speeches, Communications Director Matt Lichtenstein talked about the graduates demonstrating persistence and how that word was added to the core values of the Dunklin R-5 School District. These 90 students graduated with 613 college credit hours, and they earned scholarships totaling \$1,787,400.

The high school met social distancing recommendations by using barriers on the stone bleachers that looked like picture frames covered in plastic. Every other row was left empty, and there was seating on the track. The limited number of attendees were given a time to arrive and were escorted to their assigned seats. Spectators were required to wear masks coming and going from the ceremony. Despite the restrictions, the Blackcat families got what they wanted, a great ceremony for some fantastic students.

Pictured: Senior Class President Emma Eckles, The Class of 2020, and Valedictorian Lexi Baiter.

## Taylor Playground

The new playground at Taylor Early Childhood Center was designed for students with disabilities, and it's already paying dividends. Summer school students happily tested everything. The playground is thoughtfully located under some large shade trees in front of the building. Fencing around the area will be added soon.



The accessible playground was built with the help of several grants and donations from parents. The Missouri

**On the left:**  
**Linus Turner**

**On the right:**  
**Autumn Craden-O'Hara**



Department of Natural Resources accepted Taylor for a grant program that turns recycled tires into cushioning for playgrounds. Each rubber tile secured to the cement pad weighs 47 pounds. The new playground required a total of 920 PTE's or Passenger Tire Equivalents.

The original playground will continue to be utilized and was enhanced with a canopy to provide a shaded area. The award-winning Taylor E.C.C. has seen steady growth in enrollment year after year.



**Owen Hartshorn**



# Message from the Board President

Dear Dunklin R-5 Community,

It is that time of year again where we are looking towards the start of the new school year. I want to give a huge shout-out to all of our staff, students, and parents for their ability to be flexible during the end of the 2019-2020 school year. In March, a mandated stay at home order that was put in place due to COVID-19 made finishing the school year a challenge. We know that it was a tough time for everyone. Thank you to our Blackcat families for persevering through these trying times. I also cannot express enough how everyone at Dunklin, from our Administrators, Teachers, Paras, Nurses, Food Service, Secretaries, Counselors, Transportation, Maintenance, Janitorial, and Coaches, rose to the challenges, changed course and pitched in where needed in order for us to finish the year. Many of our Dunklin staff worked through the stay at home order to provide meals to many of our families as well. Even when times are tough, our Blackcats rise up!

For updates and District news,  
including inclement weather  
school closing information,  
follow Communications Director  
Matt Lichtenstein on Twitter:  
**@BlackcatMatt**



With that said, we have been diligently working on plans for the 2020-2021 school year. On July 20th we rolled out our reopening plan. This plan was put together by our Back at it Blackcats team made up of many employees from every area in our district. This team developed the reopening plan with input, guidance, and information from the CDC and Jefferson County Health Department. If you aren't familiar with the plan, you can go to our website to check it out. Please keep in mind, this plan is a living document and can/will change if conditions in our community warrant changes.

Families in the district had until August 10th to make their election of whether their children were going to participate in person or do virtual school. That data was crucial for our administration as they finalize everything for the start of school. This is new territory for all of us, but I am confident that we can work together and be successful.

On behalf of the entire Dunklin R-5 Board of Education, I want to thank you for your support of our teachers and staff as we all navigate through this together. I can assure you that we will work very hard to communicate with everyone as things change or more challenges arise. Keep watching your email, checking our website, and social media for updates. One thing that I am very sure of is that our Blackcats will rise up to achieve our goal of "Educating Today for a Better Tomorrow" no matter the circumstances.

Sincerely,  
Dawn M. Warner, President  
Dunklin R-5 Board of Education

## Bus Information



Dunklin R-5 School District  
Transportation Department  
(636) 479-5200 Ext. 3048

Bus Route Stops and Times  
are on our website:  
**[www.dunklin.k12.mo.us](http://www.dunklin.k12.mo.us)**  
Click on the Bus Icon at the  
top right side of the page.



Always arrive at your bus  
stop 5 minutes prior to the  
scheduled pick-up time.

As summer draws  
to a close and  
students return to  
school, we would  
like to remind  
parents, caregivers  
and students to  
put safety at the  
top of their  
"back-to-school"  
to do list.

## DUNKLIN R-5 SCHOOL DISTRICT

497 Joachim Avenue • Herculaneum, MO 63048 • (636) 479-5200  
Dr. Clint Freeman, Superintendent Mr. Joe Willis, Assistant Superintendent

### BOARD OF EDUCATION

Dawn Warner, President Tammy Heidland, Vice President  
Cheryl Aylesworth, Susan Hartmann, Michael Hicks, Jim Kasten, John Maddox

#### HERCULANEUM HIGH SCHOOL ext. 3

Stephanie Dix, Principal  
Jason Gillman, Asst. Prin./AD  
Renee Richardson, Guidance Counselor,  
grades 11-12  
Chelsey Dickerman, Guidance Counselor,  
grades 9-10 and A+  
Connie Ward, Nurse

#### SENN-THOMAS MIDDLE SCHOOL ext. 2

Tracy Lewis, Principal  
Trent Sauer, Dean of Students  
Stephanie Stroh, Guidance Counselor  
Heather Shadowens, Nurse  
Joycie Gonzalez-Meyer,  
School-Family Liaison

#### PEVELY ELEMENTARY SCHOOL ext. 1

Katie Dunlap, Principal  
Adam Dixon, Asst. Principal  
Thomas Robins, Guidance Counselor

#### TAYLOR EARLY CHILDHOOD CENTER ext. 5

Charissa Kappler, Director  
Christina Meyer, Nurse

#### DIRECTORS

Nichole Arnold, Director of Food Service  
Steve Copeland, Director of Maintenance  
Tom Jordan, Director of Technology  
Matt Lichtenstein, Communications Director  
Tom Moreland, Director of Special Services  
Sue Sharp, Director of Transportation

### Board Meetings are Open to the Public

The Dunklin R-5 Board of Education meets on a regular basis on the third Tuesday of each month. The meetings are held in the Dunklin R-5 Theatre beginning at 7:00 p.m. The meetings are open to the public. Patrons may view agendas and items from the meetings by going to our website **[www.dunklin.k12.mo.us](http://www.dunklin.k12.mo.us)**, clicking on the District tab and clicking on "Paperless Board Meetings."

*Dunklin R-5 School District is an equal opportunity employer*



# New Administrators Bring New Energy



When Superintendent Stan Stratton retired, a few others decided it was a good time to depart. High School Principal John Crabtree retired, and Assistant Principal Jon Roop took a similar job in the DeSoto School District, where his wife works. Elementary Principal Angie Helms is now leading a school in the Northwest School District. All of them were skilled, but their absence left an incredible opportunity to build a team of the best available talent in the region. We refer to them as our first-round draft picks.

With the promotion of Dr. Clint Freeman to superintendent, we hired new Assistant Superintendent Joe Willis, a former middle school principal at Festus. His work history shows measurable improvements at every school district where he has held an administrative position. Willis is an approachable leader with a sharp, curious mind and an enviable work ethic.

We knew there would be interest in the principal's position at Herculeaneum High School, but we got over 20 applications from the St. Louis area. Any of the top 10 would have been a good fit, but none better than Stephanie Dix. She was more than qualified and worked as an assistant principal at Hillsboro High School. After two group interviews, she was the number one choice for both teachers and administrators. Dix wasn't looking to make a change when she learned of the opening, but she lives in the district, her children are Blackcats, and she graduated from Herculeaneum High School.

Our new principal at Pevely Elementary School is Katie Dunlap, a former assistant principal in the Northwest School District. She split her time between Murphy Elementary and Brennan Woods Elementary. Dunlap's positive energy and commitment to see all children achieve success make her the perfect choice. Her first job after college was working as a paraprofessional at Taylor Early Childhood Center. She taught in three different districts and became an administrator, we're glad to have her back.



Jason Gillman from the Windsor School District filled the opening for a high school assistant principal and activities director. He's taught in three districts and has coached basketball, football, golf, and baseball. Gillman understands the impact of a well-run sports program and how his efforts directly affect everything from band concerts to field conditions. In the short time he's been a Blackcat, Gillman has provided leadership and guidance when nothing is certain.

Our final first-round draft pick went to fill a new position, dean of students, at Senn-Thomas Middle School. It went to Trent Sauer (pronounced Sour) from the Mehlville School District. The Imperial resident will handle student discipline, help with teacher evaluations, and take over as activities director. Without an assistant principal at the Middle School, Sauer will provide administrative support. Sauer has a strong coaching background and a work history that includes time at Trinity Catholic High School and in the Ste. Genevieve School District.



	A good day at work is when...	Besides family time, what charges your batteries?	Job if you were not in education.	Favorite subject.	Best sport.	What country would you like to visit?	Favorite zoo animal.	Fruit you can throw the farthest.
Joe Willis	I have done things to help those I work with be successful.	Watching/attending sports.	Coaching	Advanced Shop	Track & Football	Greece or Italy	Zebra	Mandarin Orange
Stephanie Dix	Every Day is a good day!	Camping and running.	Social work	English	Basketball	Fiji	Chimps	Lime
Katie Dunlap	students and teachers are happy and excited to teach/learn!	Vacationing on the beach.	Cricut projects	U.S. History	Golf	Australia	Sea Lion	Apple
Jason Gillman	we have students on campus learning and participating in activities.	Golf/Fishing/Hunting	Pro golfer or construction.	P.E. and History	Golf	Germany	Big Cats	Apple
Trent Sauer	I feel I've made a positive impact on a student's day.	Golfing and working out.	Sales	Math and P.E.	Baseball	Costa Rica	Elephants	Apple

## Blackcat Community:

Here we are at the start of the 2020-2021 school year and it's not what we envisioned a mere six months ago. At Dunklin R-5, we have tried to remain flexible, creative, and responsive to the continually changing circumstances caused by the COVID-19 school closure in March.

We started reopening our school campuses and buildings on July 1, 2020, with sports and activities. On July 13, we started our first 10-day session of summer school, followed immediately by the second session of summer school that ended on August 7th. During this time, everyone learned of the many ways to slow the spread while keeping kids safe from the coronavirus. Then on July 23, 2020, we graduated 74 seniors with social distancing protocols, and over 500 people in attendance I can not express enough how truly thankful I am for our creative faculty and staff and their willingness to do their best for the safety of our students, families and themselves.

The Dunklin R-5 School District recognizes that many parents are ready and comfortable with resuming class in-person on August 26, 2020. However, there are still some parents and students who may be nervous about attending school "in-person." As a result, for the 2020-2021 school year, the Dunklin R-5 School District will offer students the **choice** to either attend class in-person or opt for online classes and be our **"Virtual Blackcats."** Our mission is "Educating Today for a Better Tomorrow," and that is exactly what we are going to do, whether in person or virtually. At this time 25% of our students are choosing to be Virtual Blackcats, which allows for us to social distance a little easier within the buildings.

When students are physically present on campus, face coverings will be required at certain times throughout the day (on buses, during transitions, when directed in classes, and when social distancing is not possible). Younger students (K-3) will wear a face mask when asked by the teacher, but can also wear it as a personal (family) choice.

Our district administration continues to be in frequent contact with the Jefferson County Health Department, and we are closely monitoring the community spread of the virus. While our data in Jefferson County may not be as severe as St. Louis County, we are not trending in the right direction, and the Health Department continues to consider increasing restrictions and tightening its guidelines.

In closing, I am looking forward to a fantastic year, no matter what comes our way. I truly believe our faculty and staff care about kids and making their experience in the Dunklin R-5 School District the best it can be. I am so proud to serve you and our school as superintendent.

Each day remember: "Stay Safe Stay Positive; Focus on what we CAN do, not what we can't."



Dr. Clint Freeman, Superintendent of Schools





# Blackcat Science Teacher One of the Best



Herculaneum High School Science Teacher **Erin Graves** was awarded Regional Teacher of the Year. Graves says, “I have met many incredible teachers who inspired me with their knowledge, energy, and dedication. Also, I am lucky to work with the amazing, caring teachers and staff at Dunklin R-5 whose commitment to students is unparalleled.”

Education Plus in St. Louis held a banquet in July for the deserving educators. They observed social distancing guidelines, shared the backgrounds of each winner, and showed a short video of each teacher answering the question, “Why do you strive for excellence?” There are 34 professionals selected as a Regional Teacher of the Year in Missouri, or about one in 2,000.

Graves received a \$500 scholarship to attend the Teacher Academy, a virtual professional development program. She was also given a check for \$250 that she has already spent. The science teacher says she purchased “...an awesome set of replica fossils of horse feet from

various times over their evolution and a very cool lab kit that allows students to learn about mutations and DNA repair and mRNA. With COVID-19, this is great real-world application lab!”

## USDA NON-DISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442 or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

**"Go  
Blackcats"**

## Every Student Succeeds Act of 2015

Dear Parent or Guardian:

Our district is required to inform you of information that you, according to the Every Student Succeeds Act of 2015(Public Law 114-95), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:

- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or has been taught for 4 or more consecutive weeks by a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

## Missouri Department of Elementary and Secondary Education Every Student Succeeds Act of 2015 (ESSA) COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs<sup>1</sup> that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)<sup>2</sup>.

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
<b>General Information</b> 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
<b>Complaints filed with LEA</b> 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	<b>Complaints filed with the Department</b> 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
<b>Appeals</b> 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

**This entire document can be found on the Dunklin R-5 website under the District tab. Copies are available upon request at the Central Office.**





# Board Policies and Legal Notices Regarding Student and Parent Rights

## NOTIFICATION OF RIGHTS

### under FERPA for Elementary and Secondary Institutions

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 outlined below:

- 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 records they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 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 *Dunklin R-5 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. If the District decides not to amend the record as requested by the parent or eligible student, the District 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.
- 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 the person employed by the district 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 District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or strident 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. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Dunklin R-5 School District to comply with the requirements FERPA. The name and address of the Office that administers SHERPA are:

Family Policy Compliance Office, U.S. Department of Education  
400 Maryland Avenue, S.W., Washington, D.C. 20202-4605

## DISTRIBUTION OF STUDENT PUBLICATIONS

Students may distribute, at reasonable times and places, unofficial written material, petitions, buttons, badges or other insignia, **except expressions** which are obscene to minors, libelous, indecent or vulgar, advertise any product or service not permitted to minors by law, constitute insulting or fighting words which injure or harass other people (threats of violence, defamation of character or of a person's race, religion, or ethnic origin), or material which would result in a material or substantial disruption of the proper and orderly operation and discipline of the school or activities.

Anyone wishing to distribute a student publication of a non-curricular nature must apply 24 hours in advance to the principal and include the following: name and phone number of distributor, dates and times of display or distribution, location of distribution, the age of students to whom the distribution is intended. There is an appeal process for material denied distribution.

Further detailed guidelines regarding student distribution of publications of a non-curricular nature is outlined in the Dunklin R-5 Board of Education Policy Manual under section IGDBA and may be reviewed in the principal's office or in the superintendent's office.

## PUBLIC ANNOUNCEMENT SURROGATE PARENT PROGRAM

The State Board of Education is required to appoint a surrogate parent at such time as it becomes evident that a child with a disability does not have a parent or a person acting as a parent to participate in matters dealing with the provision of special education. For purposes of surrogate parent appointment, "parent" is defined as a biological parent, a guardian, or a person acting as a parent of a child including, but not limited to, a grandparent, a stepparent, or a foster parent with whom a the child lives. The term does not include the State if the child is a ward of the state. The term does not include a person whose parental rights have been terminated.

The Dunklin R-5 School District is given the responsibility to determine when a child with a disability who required special education and who resides in the district is without a parent. The district must notify the Missouri Department of Elementary and Secondary Education of the need to appoint a surrogate parent. Training for persons serving as surrogate parents will be provided by the Missouri Department of Elementary and Secondary Education and the district.

If you are interested in volunteering to serve as surrogate parent, more information can be obtained from the district's surrogate parent contact person:

Tom Moreland, Special Services Director  
200 Senn-Thomas • Herculaneum, MO 63048 (636) 479-5200  
*This notice will be provided in native languages as appropriate.*

## DIRECTORY INFORMATION

According to federal law, parents and students are hereby notified that "Directory Information" will be released as deemed necessary by school officials. The following items are classified as Directory Information: Student's Name, Parents' Names, Address, Telephone Number, Date and Place of Birth, Major Field of Study, Participation in Officially Recognized Activities and Sports, Weight and Height of Members of Athletic Teams Dates of Attendance, Degrees and Awards Received, Most Recent Previous School Attended and Photograph.

Parents of students will have ten (10) school days after the annual public notice to view the student's directory information and to provide written notice to the school that they choose not to have this information released. Unless prior written notice is received, the school district may disclose any of those items designated as directory information without written consent.



## TITLE I - DUNKLIN R-5 SCHOOL DISTRICT SCHOOL-PARENT COMPACT BUILDING AND DEVELOPING THE PARENT-SCHOOL PARTNERSHIP TO PROMOTE HIGH STUDENT PERFORMANCE

The Title I Advisory Council meets at least twice a year to discuss and plan all aspects of the Title I program. Parent concerns, teacher concerns, and student performance are addressed in addition to any other Title I business.

THE SCHOOL'S RESPONSIBILITY IS TO PROVIDE HIGH QUALITY CURRICULUM AND INSTRUCTION IN A SUPPORTIVE AND EFFECTIVE LEARNING ENVIRONMENT THAT ENABLES TITLE I CHILDREN TO MEET THE STATE'S STUDENT PERFORMANCE STANDARDS AND THE WAYS IN WHICH EACH PARENT WILL BE RESPONSIBLE FOR SUPPORTING THEIR CHILDREN'S LEARNING.

The Title I Staff will be responsible for:

- ◆ Increased contact with parents by telephone or notes as needed.
- ◆ Joint planning.
- ◆ Joint consideration of problems observed by parents/school. Being available on regular parent teacher conference days. Being available for individual parent meetings as needed. Sharing methods/materials to support parents helping their children at home. Explaining test results and interpreting test scores as requested.
- ◆ Providing responsible, high interest curriculum to students.
- ◆ Build self-esteem with positive reinforcement.
- ◆ Inviting and welcoming parents to visit classrooms.

Parents will be responsible for:

- ☐ Communicating with Title I teachers as necessary.
- ☐ Volunteering to help the Title I teacher when possible.
- ☐ Observing remedial reading class when possible.
- ☐ Showing personal support of the school to their children.
- ☐ Reading appropriate material to their children on a regular basis.
- ☐ Assuring a good start for their children on each new day.
- ☐ Participation in general parent meetings as scheduled.

## STUDENT DISCIPLINE POLICIES

The Dunklin R-5 School Board of Education annually adopts policies related to student discipline for grades K-12. Copies of these policies are detailed in all student handbooks and are available to anyone requesting a copy of the discipline codes. Requests may be made through the principals located in each building.

## STUDENT POLICY INFORMATION SCHOOL RECORDS

School records are maintained in all R-5 school buildings. Access to student records will be made available to appropriate personnel and parents as outlined by the Family Educational Rights and Privacy Act (FERPA). According to FERPA, parents may inspect and review their student's educational records upon written request. This review and appeal process is outlined in the Dunklin R-5 Board of Education Policy Manual JO-R. The same policy addresses parent rights involving concerns about corrections in student records believed to be inaccurate, misleading, or a violation of student privacy rights. According to law, the school will provide a transcript of student records to appropriate agencies upon written request by parent or eligible student.

## IDEA Public Notice

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Dunklin R-5 School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Dunklin R-5 School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Dunklin R-5 School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Dunklin R-5 School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). Questions, complaints or requests for additional information regarding this plan may be forwarded to:

Tom Moreland, Special Services Director  
200 Senn-Thomas Drive, Herculaneum, MO 63048 (636) 479-5200  
*This notice will be provided in native languages as appropriate.*



# Board Policies and Legal Notices Regarding Student and Parent Rights

## Complaint Resolution Process for No Child Left Behind Programs

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplies, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy. The complaint should be submitted to the Dunklin R-5 School District Federal Program Director. If the complaint cannot be resolved at this level the complainant can appeal to the Superintendent of Schools. If the issue is still not resolved an appeal can be made to the Dunklin R-5 School Board.

If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is not evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any person directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplies, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact the Dunklin R-5 School District or Missouri Department of Elementary and Secondary Education personnel.

### Missouri Department of Elementary & Secondary Education NCLB NONPUBLIC COMPLAINT PROCEDURES

The Federal No Child Left Behind Act of 2001 (NCLB), Title IX Part E. Sec. 9503 requires the Missouri Department of Elementary & Secondary Education (DESE) to adopt a complaint process for participation of private school children.

#### Who May File a Complaint

A local education agency (LEA) is required to provide to eligible private school children, their teachers, and their families Title I services or other benefits that are equitable to those provided to eligible public school children, their teachers, and their families. Private school officials have recourse through the complaint process if they do not believe their eligible children, teachers, or families are receiving equitable services.

#### Address to File a Complaint

The complaint should be addressed to Director, Federal Grants Management, Missouri Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, Missouri 65102-0480.

#### Definition of a Complaint

A private school official has a right to complain to the state educational agency (SEA) that the LEA did not engage in a timely and meaningful consultation process or did not give due consideration to the views of the private school officials.

Any dispute regarding the accuracy of low-income data for private school students also can be the subject of a complaint.

A formal complaint must be a written, signed statement that includes specific details of the situation of noncompliance by the local educational agency.

#### Alternatives for Filing Complaints

It is federal and state intent that complaints are resolved at a level nearest the LEA as possible. As described below, formal complaints filed with the SEA will be forwarded to the appropriate LEA for investigation and resolution. Informal complaints made to the SEA will be subject of an initial investigation by the SEA, but will be forwarded to the LEA if a formal complaint evolves. Precise processes in both instances are described below.

#### Informal Complaints Received by the SEA Office

Informal complaints (i.e., verbal and/or anonymous) to the SEA by individuals (who may ask not to be identified to the LEA) concerning nonpublic issues in an LEA will be investigated by the SEA, according to procedures deemed most appropriate by the SEA, within 10 days of receipt of the complaint. Findings of this investigation shall be reported to the complainant within 10 additional days. In the event that the complainant requests further investigation or a hearing, the complainant must file a signed written complaint. This formal complaint will be processed according to procedures outlined in sections below.

#### Formal Complaints Received by the SEA Office

- Record.* Upon receipt of a written complaint, a record of the source and nature of the complaint, including the applicable program involved in the complaint, and facts on which the complaint is based, will be initiated.
- Notification of LEA.* The SEA will inform the involved school district(s) of the complaint.
- Report by SEA.* Within thirty (30) days after receiving a complaint, the SEA will gather needed information including documentation and statements of the parties and may conduct an independent investigation. The SEA may provide technical assistance and may facilitate an appropriate resolution to the complaint through an on-site visit, if required.

#### Decision

The SEA will resolve the complaint and will provide the parties, a written summary of the investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.

The complainant or the LEA may appeal the decision of the SEA.

#### Appeals: Appeal to the U.S Department of Education

No later than 30 days following the written response by the SEA, or in the event the SEA fails to resolve the complaint within a reasonable period of time, the private school official may appeal the decision of the SEA to the secretary of the U.S. Department of Education. Such appeal must be accompanied by a copy of the SEA's written response, if available, and a complete statement of the reasons supporting the appeal.

The secretary must complete an investigation of the complaint and resolve the appeal within 120 days after receipt of the appeal.

#### Procedure Dissemination

- This procedure will be disseminated to all interested parties through the agency webpage at <http://dese.mo.gov> and to subscribers to the Federal Programs listserv.
- This guidance will be distributed through regional and statewide meetings with Federal Programs Coordinators and nonpublic officials. LEAs are asked to distribute the complaint procedure to nonpublic entities during consultation meetings.
- DES will keep records of any complaints filed through this policy.

Revised 9-6-07

## Educating Missouri’s Homeless Children

The *McKinney-Vento Act*, part of the No Child Left Behind Act of 2001, guarantees homeless children and youth an education equal to what they would receive if not homeless.

#### Who is Homeless?

According to the McKinney-Vento Act, homeless children and youth include individuals who lack a fixed, regular and adequate nighttime residence. This includes the following situations:

- Sharing the housing of others (known as doubling-up) due to loss of housing or economic hardship
- Living in motels, hotels, trailer parks or camping grounds
- Living in emergency or transitional shelters
- Abandoned in hospitals
- Awaiting foster-care placement
- Living in a nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings

The McKinney-Vento Act also recognizes unaccompanied youth who are homeless. According to the act, an unaccompanied youth is a youth not in the physical custody of a parent or legal guardian.

#### Which School Can a Homeless Child Attend?

There are two choices for a student in a homeless situation — the school of origin and the school of residency. The school of origin is the school the child attended when permanently housed or the school in which the child was last enrolled. The school of residency is the school serving the area where the child or youth is currently physically dwelling. When determining the school of best interest, a homeless child or youth should remain in the school of origin (to the extent feasible) unless doing so is contrary to the wishes of the parent or guardian or to the wishes of the unaccompanied youth.

#### Enrollment

The McKinney-Vento Act requires the immediate enrollment of homeless children and youth. These children must be allowed to attend school even if they are unable to produce previous academic records, immunization and medical records, proofs of residency, birth certificates or other documentation that is usually required.

#### Transportation

School districts must provide transportation for homeless children and youth to the school of best interest. Districts must also provide transportation during the resolution of any pending disputes. While disputes over enrollment, school placement or transportation arrangements are being resolved, students must be transported to the school of choice of the parent or the unaccompanied youth.

#### The Homeless Coordinator

A school district's homeless coordinator plays a vital role in ensuring that children and youth experiencing homelessness enroll and succeed in school. The McKinney-Vento Act requires that every school district appoint a homeless coordinator who serves as the link between homeless families and school staff, district personnel, shelter workers and social-service providers. In the Dunklin R-5 School District, the Homeless Coordinator is:

Director of Special Services  
200 Senn-Thomas Drive, Herculaneum, MO 63048 (636) 479-5200

## Equal Opportunity

Applications for admission and employment, students, parents of elementary and secondary school students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Dunklin R-5 School District are hereby notified that as a political subdivision, employer, recipient of federal funds and educational institution, the Board of Education is prohibited from, and hereby declares a policy against, engaging in unlawful discrimination, including harassment creating a hostile environment, on the basis of race, color, religion, sex, national origin, ancestry, disability, age or use of leave protected by the "Family and Medical Leave Act", in its programs, activities and with regard to employment, the Board is an equal opportunity employer. This notice can be made available in large print, on audiotape, and in Braille.

Any person having inquiries concerning the Dunklin R-5 School District compliance with equal opportunity employment may contact Mike Golden, Equal Opportunity Employment Coordinator. Any person having inquiries concerning Dunklin R-5 School District compliance with regulations implementing Title VI is directed to contact Tom Moreland 479-5200. Title IX inquiries are directed to contact Mike Golden Ext. 1002. Compliance with the regulations implementing Section 504 is directed to contact Tom Moreland, Section 504 Coordinator at 479-5200, or compliance with the regulations of Title 11 of the Americans with Disabilities Act (ADA) is coordinate with the school's effort to comply with the regulations implementing Title II of the ADA, Title VI, Title IX, Section 504, and equal opportunity employment.

Any person having inquiries concerning the Dunklin R-5 School District's compliance with regulations implementing Title II of the Americans with Disabilities Act, Title VI, Title IX, Section 504, or Equal Opportunity Employment is directed to contact the following designated coordinators:

The Dunklin R-5 School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person(s) has been designated to handle inquiries regarding the nondiscrimination policies:

Equal Opportunity Employment, Title IX, Safety Coordinator - Assistant Superintendent,  
Central Office 479-5200  
Title IV, Section 504, Americans with Disabilities Act, Homeless Students -  
Director of Special Services, 479-5200

## 504 Public Notice

The Dunklin R-5 School District, as a recipient of federal financial assistance from the United States Department of Education and operates a public elementary or secondary education program and/or activity, is required to undertake to identify and locate every qualified person residing in the District who is not receiving a public education; and take appropriate steps to notify disabled persons and their parents or guardians of the District's duty.

The Dunklin R-5 School District assures that it will provide a free appropriate public education (FAPE) to each qualified disabled person in the District's jurisdiction regardless of the nature or severity of the person's disability. For purposes of Section 504 of the Rehabilitation Act of 1973, the provision of an appropriate education is the provision of regular or special and related aids and services that (i) are designed to meet individual educational needs of disabled persons as adequately as the needs of nondisabled persons are met and (ii) are based on adherence to procedures that satisfy the requirements of the 504 federal regulations.

Questions, complaints or requests for additional information regarding Section 504 may be forwarded to the Section 504 Compliance Coordinator:

Special Services Director  
200 Senn-Thomas Drive • Herculaneum, MO 63048 (636) 479-5200  
This notice will be provided in native languages as appropriate.





## 2020-2021 Missouri School Immunization Requirements

- All students must present documentation of up-to-date immunization status, including month, day, and year of each immunization before attending school.
- The Advisory Committee on Immunization Practices (ACIP) allows a 4-day grace period. Students in all grade levels may receive immunizations up to four days before the due date.
- Required immunizations must be administered according to the current Advisory Committee on Immunization Practices Schedule, including all spacing, (<http://www.cdc.gov/vaccines/schedules/index.html>).
- To remain in school, students "in progress" must have an Immunization In Progress form (Imm.P.14) on file. In progress means that a child has begun the vaccine series and has an appointment for the next dose. This appointment must be kept and an updated record provided to the school. If the appointment is not kept, the child is no longer in progress and is noncompliant. (i.e., Hep B vaccine series was started but the child is not yet eligible to receive the next dose in the series.)
- Religious (Imm.P.11A) and Medical (Imm.P.12) exemptions are allowed. The appropriate exemption card must be on file. Unimmunized children are subject to exclusion from school when outbreaks of vaccine-preventable diseases occur.

Vaccines Required for School Attendance	Dose Required by Grade												
	K	1	2	3	4	5	6	7	8	9	10	11	12
DTaP/DTP/DT <sup>1</sup>	4+	4+	4+	4+	4+	4+	4+	4+	4+	4+	4+	4+	4+
Tdap <sup>2</sup>									1	1	1	1	1
MCV <sup>3</sup> (Meningococcal Conjugate)									1	1	1	1	2
IPV (Polio) <sup>4</sup>	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+
MMR <sup>5</sup>	2	2	2	2	2	2	2	2	2	2	2	2	2
Hepatitis B <sup>6</sup>	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+	3+
Varicella <sup>7</sup>	2	2	2	2	2	2	2	2	2	2	2	1	1

- Last dose on or after the fourth birthday and the last dose of pediatric pertussis before the seventh birthday. **Maximum needed:** six doses.

- 8-12 Grades:** Tdap, which contains pertussis vaccine, is required.

- Grade 8-11:** One dose of MCV is required. Dose must be given after 10 years of age.

**Grade 12:** Two doses of MCV are required unless the first dose was administered to a student who was 16 years of age or older, in which case only one dose is required. At least one dose must be given after 16 years of age.

- Kindergarten-10 Grade:** Last dose must be administered on or after the fourth birthday. The interval between the next-to-last and last dose should be at least six months.

**11-12 Grades:** Last dose on or after the fourth birthday. Any combination of four doses of IPV and OPV constitutes a complete series. **Maximum needed:** four doses.

- First dose must be given on or after twelve months of age.

- There must be at least four weeks between dose one and two; at least 8 weeks between dose two and three; at least 16 weeks between doses one and three and final dose must be given no earlier than 24 weeks of age.

- First dose must be given on or after twelve months of age.

**Kindergarten-10 Grade:** As satisfactory evidence of disease, a licensed health care provider may sign and place on file with the school a written statement documenting the month and year of previous varicella (chickenpox) disease.

**11-12 Grades:** As satisfactory evidence of disease, a parent/guardian or MD or DO may sign and place on file with the school a written statement documenting the month and year of previous varicella (chickenpox) disease.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- fax: (202) 690-7442; or
- email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

## 2020-2021 Reduced Lunch Program

**Dunklin R-5 School District** announced its revised free and reduced price policy for school children unable to pay the full price of meals served in schools under the National School Lunch Program and the School Breakfast Program.

Local education officials have adopted the following family-size income criteria for determining eligibility:

Household	Maximum Household Income			Maximum Household Income		
Size	Eligible for Free Meals			Eligible for Reduced Price Meals		
	Annually	Monthly	Weekly	Annually	Monthly	Weekly
1	\$16,588	\$1,383	\$319	\$23,606	\$1,968	\$454
2	22,412	1,868	431	31,694	2,658	614
3	28,236	2,353	543	40,182	3,349	773
4	34,060	2,839	655	48,470	4,040	933
5	39,884	3,324	767	56,758	4,730	1,092
6	45,708	3,809	879	65,046	5,421	1,251
7	51,532	4,295	991	73,334	6,112	1,411
8	57,356	4,780	1,103	81,622	6,802	1,570
Each add'l						
member	+5,824	+486	+112	+8,288	+691	+160

Children from families whose current income is at or below those shown are eligible for free or reduced price meals. Applications are available at the school office. To apply, fill out a Free and Reduced Price School Meals Family Application and return it to the school. The information provided on the application is confidential and will be used only for the purpose of determining eligibility. Applications may be submitted any time during the school year. A complete application is required as a condition of eligibility. A complete application includes: (1) household income from all sources or Food Stamp/TANF case number, (2) names of all household members, and (3) the signature and last four digits of social security number or indication of no social security number of adult household member signing the application. School officials may verify current income at any time during the school year.

Foster children may be eligible regardless of the income of the household with whom they reside.

If a family member becomes unemployed or if family size changes, the family should contact the school to file a new application. Such changes may make the children of the family eligible for these benefits.

Households will be notified of their children's eligibility status for free or reduced price meals. If any children were not listed on the eligibility notice for families receiving SNAP, TANF or FDIPIR, the household should contact the school to have free meal benefits extended to those children.

If any child(ren) was not listed on the eligibility notice, the household should contact the LEA or school to have free meal benefits extended to that child(ren).

Under the provisions of the policy, the **food service secretary** will review the applications and determine eligibility. If a parent is dissatisfied with the ruling of the determining official, they may wish to discuss the decision with the hearing official on an informal basis or he/she may make a request either orally or in writing to the **Superintendent**.

Hearing procedures are outlined in the policy. A complete copy of the policy is on file in each school and in the central office where any interested party may review it.

### USDA Non-discrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;

- fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

## Meal Prices for the 2020-2021 School Year

	BREAKFAST	LUNCH
<b>Taylor Early Childhood Center</b>	<b>FREE</b>	<b>\$2.75</b>
<b>Pevely Elementary School</b>	<b>FREE</b>	<b>\$2.80</b>
<b>Senn-Thomas Middle School</b>	<b>FREE</b>	<b>\$2.85</b>
<b>Herculaneum High School</b>	<b>FREE</b>	<b>\$2.90</b>
<b>Adults</b>	<b>\$2.15</b>	<b>\$3.70</b>

In 2010, the Healthy Hunger Free Kids Act was enacted into law. As part of the law, the equity in school meals provision became active. It requires all school systems to increase meal prices annually to equal federal funding. For SY 2020-21, SFAs which, on a weighted average, charged less than the target weighted average price of \$3.09 for paid lunches in SY 2019-20 are required to adjust their weighted average lunch price or add non-Federal funds to the non-profit school food service account. The amount per meal increase will be calculated using 2 percent rate increase plus the Consumer Price Index (2.94 percent), totaling 4.94 percent.







# Delivering Meals

Shutting down school in the middle of March was a hardship on many families. Who would watch their children during the day? What flexibility would their employer offer during this crisis? Not far down the list was feeding their children, who may eat both breakfast and lunch at school. This is where the Dunklin R-5 School District leaped into action, putting together a program in a few days that should have taken weeks to plan.

The administration worked on state funding options, reimbursements, and acceptable tracking methods. The food service department created a system for bagging hundreds of lunches by 9am. We engaged parents to find out if they were interested in free meals being delivered to their homes or a nearby bus stop. That allowed the transportation department to create new routes and ask our bus drivers to work mid-morning shifts. Paraprofessionals, usually helping teachers in the classroom, were asked to ride the buses and hand out the meals. If any of these groups or departments faltered, the operation would collapse.

School closed on a Tuesday and we had the meals packed and buses rolling on Friday. The first day we served 604 meals. The following week our total grew to 3,351 meals. Over the following weeks, we improved our systems with additional safety precautions, and fewer people loading boxes. The community members made sure to thank the bus drivers and others helping with the delivery. However the backbone of this effort came from the ladies in the food service department. They remained flexible, adding something for breakfast in each bag, offering pick-up service at the high school, and eventually moving to a 3-day schedule by doubling up everything delivered to students. Director Nicole Arnold says, "I'm so proud of my team. They truly mirror the Dunklin way of putting our kids first."

School would have normally ended in May, but the deliveries kept rolling through June. Some weeks we were feeding half of our student body. In 99 days we delivered a total of 38,859 bags containing food for breakfast and lunch.. That doesn't include the food provided by our wonderful partners for the weekends.

**Welcome Back**  
**PARADE**

**21**  
**AUGUST**

**WELCOME BACK PEVELY CREW!**  
**PARADE BEGINS AT 11:00AM**  
PLEASE DRIVE THROUGH FRONT ENTRANCE OF PEVELY ELEMENTARY

**Teachers will be outside**  
**from 11 a.m. to Noon!**

**Drive through and say "Hello"**  
**to your new and past teachers.**

**BACK 2**  
**SCHOOL**  
**FAIR 2020**

**FRIDAY 21ST AUGUST**

CURBSIDE PICKUP | SCHOOL SUPPLIES | BACKPACKS  
2PM - 6PM

**HERCULANEUM HIGH SCHOOL**

LOWER PARKING LOT BY FOOTBALL FIELD

REGISTRATION REQUIRED ON OUR FACEBOOK PAGE

**BRIGHT FUTURES DUNKLIN R-5**