

LETTER TO ALL PARENTS

A FEW REMINDERS:

Students are NOT allowed to bring soft drinks to school for lunch without a written statement from their doctor stating the reason why. Milk, juice, or water, which is available for purchase, is insufficient.

Locks are installed on each locker. Students will not need to bring personal locks to school. Lockers are for storage of all the student's items and equipment. Please do not send oversized gym bags that will not fit in your child's locker. **Please encourage your child NOT to wear their backpacks all day long.** They have plenty of time to go to their lockers and get what they need for their next class.

We will not be held responsible for lost items (games, cards of any kind, headphones, etc.) or money lost while at school. Please advise your child to let these items or large amounts of money at home.

Office phones are for emergency use only. We will not allow students to use phones to call parents asking to spend the night at a friend's house, etc. We hope you will try to help us enforce this policy by telling your children that all such plans need to be made the night before.

With the addition of wi-fi to our building, students will be allowed to use cell phones and other devices for educational purposes at the discretion of the classroom teacher. **Additionally, students should not use cell phones to make personal calls or send text messages during the school day except at lunch. Infractions of this nature can lead to disciplinary action.**

You can check your child's progress in their classes or check their lunch balances in Skyward Family Access on the Northeast Dubois School Corporation web site.

If your child gets sick at school they need to inform their teacher and then come to the office. The office will see what they can do to help your child and call the parent if necessary.

Please notify the office or send a note if your child is riding a different bus or is being picked up by someone else. Bus drivers will not allow other students on their bus without a note.

We want you to feel that you actively involved in your child's education. Look around the school today and stop by anytime you have questions or concerns.

Remind Message Service

To Join any of the school remind groups you will need to text @(whichever school code you want to join) to the number 81010

Please note that by joining a school you are automatically added to the corporation level remind group

Northeast Dubois Elementary @neduboisde

Northeast Dubois Intermediate School @nedubois

Northeast Dubois Jr./Sr. High School @nedubois

If at anytime you want to leave our school or corporation all you need to do is respond to a text that we send you @leave and you will be removed

Example: If I want to join the Jr./Sr. High School group I would send a text on my phone to the number 81010 the message I would send on my text is @nedubois

Family Access Instructions

for Obtaining New Skyward Access or resetting a Forgotten Password

Navigate to the NeDubois WebSite home page at www.nedubois.k12.in.us and click on the "student information system" on the lower right hand side of the screen or copy/paste the following into a web browser...

<https://familyaccess.nedubois.k12.in.us/scripts/wsis.dll/WService=wsEPlus/seplog01.w>

SKYWARD
Northeast Dubois School District
New

Login ID:

Password:

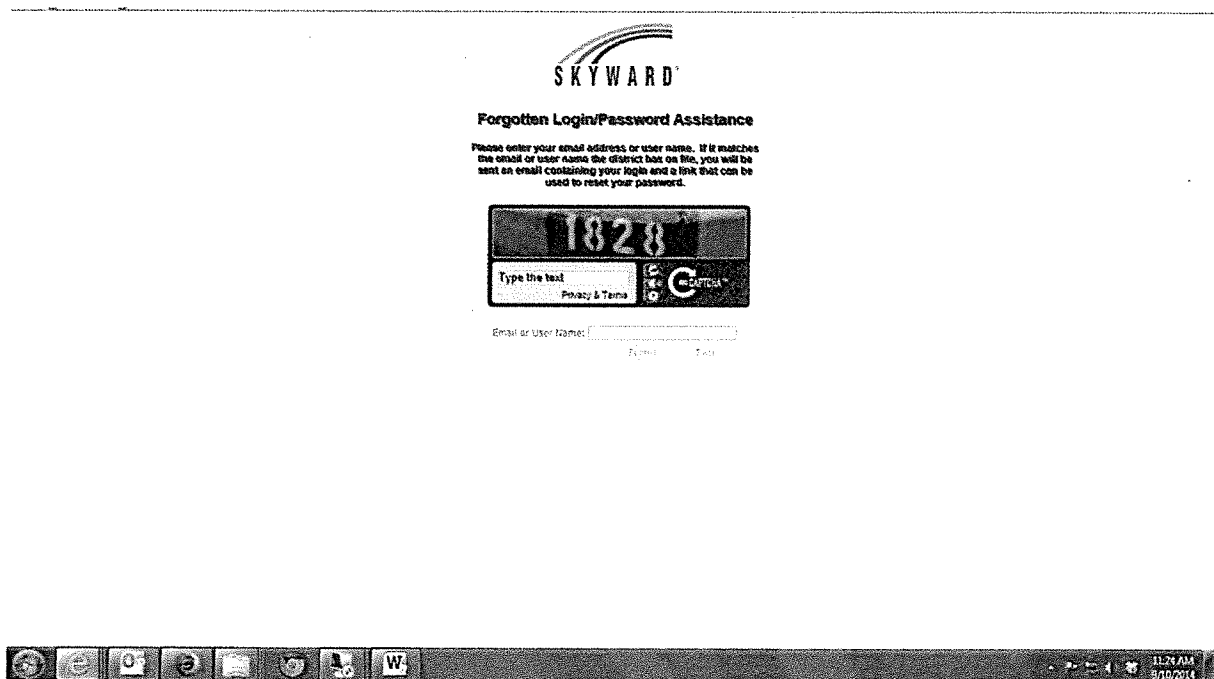
[Forgot your Login/Password?](#)

05/14/2014 02:07

Login Area:

© 2014 Skyward, Inc. All rights reserved. Windows 7 / Internet Explorer 11 11:21 AM 5/14/2014

Click on the words Forgot Login/Password...Key in the characters/numbers in the security box along with your email account that is on file. If you cannot read the characters/numbers to key in, please click on the refresh button to obtain another set of characters/numbers (top one of the three to the right of the box where you are to key in the text)



A system generated email containing an account reset link should then be sent to the email account within Skyward. Click on the link in that email, which will direct you to a page to set a password that will allow you access to your Skyward account.

Dear Parent/Guardian:

Children need healthy meals to learn. **Northeast Dubois School Corporation** offers healthy meals every school day. Breakfast costs **\$1.25**; lunch costs **\$2.15 for grades K-8 & \$2.30 for grades 9-12**. **Your children may qualify for free meals or for reduced price meals**. Reduced price is **\$0.30** for breakfast and **\$0.40** for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from SNAP (Food Stamps) or TANF, are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2022-23			
Household size	Yearly	Monthly	Weekly
1	25,142	2,096	484
2	33,874	2,823	652
3	42,606	3,551	820
4	51,338	4,279	988
5	60,070	5,006	1,156
6	68,802	5,734	1,324
7	77,534	6,462	1,492
8	86,266	7,189	1,659
Each additional person:	+8,732	+728	+168

2. **HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail jhulsman@nedubois.k12.in.us.
3. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Northeast Dubois School Corporation, ATTN: Joyce Hulsman 4711 N Dubois Rd NE Dubois, IN 47527.
4. **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?** No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Joyce Hulsman at 812-678-2251 ext 385 immediately.

5. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year through **9/8/22**. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price of meals.
 6. SHOULD I FILL OUT AN APPLICATION IF MY CHILDREN RECEIVED FREE OR REDUCED MEALS AT THEIR PREVIOUS SCHOOL? If it is the beginning of the school year and you have not been notified that your children will receive free or reduced meals for the upcoming year, you will need to fill out an application. If your children transferred during the school year and they were receiving free or reduced meals at the previous school, contact **Joyce Huilsmann 4711 N Dubois Rd NE Dubois, IN 47527** jhuilsmann@nedubois.k12.in.us immediately.
 7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.
 8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
 9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
 10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to:
Ryan Case Northeast Dubois Intermediate School 4550 N 4th Street, Dubois, IN 47527 rcase@nedubois.k12.in.us.
 11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
 12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
 13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
 14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
 15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application. Contact **Joyce Huilsmann 4711 N Dubois Rd NE Dubois, IN 47527** jhuilsmann@nedubois.k12.in.us to receive a second application.
 16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for SNAP (Food Stamp) or other assistance benefits, contact your local assistance office or call **1-800-403-0864**.
- If you have other questions or need help, call **812-678-2251 ext 385**.

Sincerely,

Joyce Huilsmann

HOW TO APPLY FOR FREE AND REDUCED PRICE SCHOOL MEALS

Northeast Dubois School Corporation
Procedure for Student Lunch/Meal Accounts

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Northeast Dubois School Corporation will adhere to the following meal charge procedure.

- All cafeteria purchases are to be prepaid before meal service begins with the exemption of the high school where meals may be purchased at point of sale.
- A student may charge up to 5 meals maximum (one charge per meal) as long as they establish and maintain a good credit history of making payments on their food service accounts.
- A staff member may charge up to \$10.00 as long as they establish and maintain a good credit history of making payments on their food service accounts.
- A student who has charged a meal may not charge or purchase "a la carte" item(s), including extra main entrees.
- If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Schools may deny a meal to a student who pays reduced or full price and who does not provide the required payment for that meal. However if the student who pays reduced or full price has enough money in hand for a meal that day, they will not be denied a meal.
OR
 - Schools will provide an alternative meal of peanut butter & jelly & milk to a student who pays reduced or full price and who does not provide the required payment for that meal.
- The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privilege of charging meals will be refused.
OR
 - If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privileges of an alternative meal will be refused.

- The school secretary will notify parents every *weekly* of any outstanding negative balance in the student's lunch/meal account. The food service manager will also send home emails each week to parents of students who carry negative balances.
- All accounts must be settled at the *end of school*. Letters will be sent home approximately 5 days before the *end of school* to students who have any negative balances. Negative balances of more than \$10.00 not paid in full 1 day prior to the *end of school* will force the Corporation to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the Corporation.
- Students who graduate or withdraw from the corporation and have \$2.00 or more left in their lunch/meal food service account will be notified by mail by food services at the *end of school* and given the option to transfer the funds to another student or to receive a refund. Students who graduate or withdraw from the corporation and have less than \$2.00 will not receive a direct notification by mail, but the household can contact *Northeast Dubois School Corporation* to receive a refund. If no response is received within 5 days the student's lunch/meal account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to the Cafeteria fund.

Ala Carte Price List

2022-2023

Northeast Dubois County Schools

Entrees

Sandwiches (all Varieties)	\$1.75
Extra Entrée	\$1.75
Pizza	\$1.75
PBJ (Homemade)	\$1.00

Snacks

Chips (all varieties)	\$1.00
Fruit Snacks	\$0.75

Beverages

Bottled Water	\$1.00
Bottled Juice	\$1.50
Capri Sun	\$1.00
Juice Carton	\$0.40
Milk Carton	\$0.50

Student Meal Pricing

Breakfast Meal	\$1.25/0.30
PreK Meal	\$1.90/0.40
Lunch Meal (K-8)	\$2.15/0.40
Lunch Meal (9-12)	\$2.30/0.40

Adult Meal Pricing

Breakfast	\$2.50
Lunch	\$4.60

Fruits & Vegetables

Veggie Tray w/dip	\$1.50
Fruit Tray w/dip	\$1.50
Fruit or Veggie Bag	\$1.00

Dairy

Yogurt	\$1.00
Yogurt Parfait	\$1.50
Cottage Cheese	\$1.00
w/fruit	\$1.25
String Cheese	\$0.50

Salads

Small Salad	\$2.50
Large Salad	\$3.00
Chicken/Tuna Salad Bowl	\$3.00

Breakfast

Breakfast Sandwich	\$1.50
Extra Entrée	\$1.50
Cereal (1 oz pkg)	\$0.50
Cereal (2 oz pkg)	\$1.00
Poptart	\$1.00
Granola or Cereal Bar	\$0.75

****There is a charge for condiments if used on food NOT purchased in the cafeteria.**

NORTHEAST DUBOIS INTERMEDIATE SCHOOL

Ryan Case, Principal
Camille Berg, Counselor



Terry Friedman, Athletic Director
Kelly Keusch, Treasurer

4550 N 4th St
Dubois, IN 47527

Phone # 812-678-2181
Fax # 812-678-2282

Northeast Dubois Intermediate School Extracurricular Individual Eligibility

Northeast Dubois Intermediate School has a balanced athletic program. In order to participate in any extracurricular activity, a student must follow the rules and regulations stated below.

1. All participants should be full-time students within the school district.
2. Must be a regular bonafide student in good standing in the school you represent.
3. Must carry a 2.0 GPA. Conduct: not more than 1 U or 2N's. Students declared ineligible for participation in scheduled events will be allowed to practice. At the end of 14 calendar days after receipt of grades, it is the athlete's responsibility to pick up his/her current grades from all of his/her teachers and present them to the principal. The athlete will again be eligible to participate if he/she presents to the principal passing grades in all subjects with a 2.0 GPA and acceptable conduct. If the athlete is declared ineligible a second time he/she will be dismissed from that sport for the remainder of that season.
4. Student progress will be checked at the end of each grading period. Rule (3) will govern eligibility.
5. If a student accumulates 3 demerits, he/she is suspended from participation in athletic events until he/she reduces his/her demerit count to 2 or fewer. Refer to (3) for eligibility.
6. The parent permission form must be on file in the office before the first practice.
7. Must, if absent 5 or more days due to illness or injury, present to your principal written verification from a licensed physician that you may participate again.
8. When students are participating in two different activities, one school sponsored and one not, the student will give priority to the school activity.

This is only a summary of the rules. The individual coaches may distribute a list of the rules and regulations, which must be followed for each sport. If you have any question concerning these rules, it is your responsibility to contact the principal before participating in any athletics sponsored by the school. The intent of this policy is to assure students maintain proper grades. At no point will cumulative GPA be considered.

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Northeast Dubois Intermediate School Article IX - Attendance Policy

For a child to have the greatest educational opportunity, regular school attendance is absolutely necessary. Regular and punctual school attendance enables students to derive maximum benefits from instructional programs and develop habits of self-discipline, punctuality, and responsibility.

Absences fall into three categories: certified absences, non-certified absences, and unexcused absences.

Absences are considered certified if the following conditions are met:

1. Student has seen a medical professional and a note is delivered to the school.
2. Student served as a page for the general assembly, serves on the precinct election board, or as a helper to a political candidate on election day (I.C. 20-33-2-14 & 20-33-2-15).
3. Student subpoenaed to appear in court as a witness in a judicial proceeding. (I.C. 20-33-2-16).
4. Student participated in an educationally related non-classroom activity which is consistent with and promotes educational philosophy and goals of the school corporation, facilitates the attainment of specific educational objectives, is part of the goals and objectives of an approved course or curriculum, represents a unique educational opportunity, cannot reasonably occur without interrupting the school day, and is approved in advance by the school principal (I.C. 20-33-2-17.5).
5. Any other absence approved by state law or the school principal.

All non-certified absences after 10 in a school year will be considered **unexcused**. Upon three unexcused absences in a school year, the school attendance officer will begin contacting the family of the student. Multiple unexcused absences may result in a referral to Project Attend through the Juvenile Probation Office.

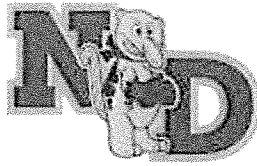
A student's attendance record will transfer and be enforced when transferring to another school within the county.

On the day of a student absence, his or her parent/guardian must call the school by 8:30 A.M., state their name, date, son/daughter's name and the nature of the absence. If the school does not receive a call, a phone call will be made in reference to the absence. **No contact about the absence will result in the absence marked as unexcused.**

Truancy: A "truant" is defined as a student who is willfully absent from school without the knowledge or consent of the parent and school, or absent from school when there is an attempt to evade the Indiana Compulsory Attendance Law. A "habitual truant" is defined as a student who is truant three times any semester, or is absent from school a total of 20 or more days in a school year. **Friday school will be served as consequence for truancy for grades 5-12.**

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Northeast Dubois Intermediate School Article VII - Bullying Policy IC 20-33-8-0.2

As used in this article, "bullying" means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

1. places the targeted student in reasonable fear of harm to the targeted student's person or property;
2. has a substantially detrimental effect on the targeted student's physical or mental health;
3. has the effect of substantially interfering with the targeted student's academic performance; or
4. has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

Parents or students who suspect that repeated acts of bullying are taking place should report the matter to the school principal or designee. School personnel will investigate all reports of bullying.

Counseling, corrective discipline, and/or referral to law enforcement will be used to change the behavior of the perpetrator. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation.

Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying.

All schools in the corporation are encouraged to engage students, staff and parents in meaningful discussions about the negative aspects of bullying. The parent involvement may be through parent organizations already in place in each school. **or truancy for grades 5-12.**

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Northeast Dubois Intermediate School Medical Consent

The custodial parent/legal guardian of Northeast Dubois School Corporation/Northeast Dubois Intermediate School students do hereby grant and authorize Northeast Dubois School Corporation/Northeast Dubois Intermediate School and any employee thereof to obtain, at the expense of the custodial parent/legal guardian, any medical services including but not limited to: x-ray examination, anesthetic, surgical treatment, or any hospital service, for its students in the event they suffer any illness or accident at a time when the custodial parent/legal guardian cannot be contacted.

This medical consent is given in advance of treatment to encourage and authorize the school, its employees, and the named physician to exercise their judgment in the best interest of my child.

This consent form will be valid and kept on file.

NORTHEAST DUBOIS COUNTY SCHOOL CORPORATION

Dr. Tara Rasche, Superintendent
Ryan Case, Trans. Director



DeAnn Meyer, Treasurer
Gretchen Brinkman, Deputy Treasurer

P.O. Box 158, 5379 E Main St.
Dubois, IN 47527

Phone # 812-678-2781
Fax # 812-678-4418

RE: MENINGITIS

Dear Parents, Guardians, and Students,

One type of meningitis is caused by a bacterium called *Neisseria meningitidis*. Infections caused by this bacterium are serious, and may lead to death. Symptoms of an infection with *Neisseria meningitidis* may include a high fever, headache, stiff neck, nausea, confusion and a rash. This disease can become severe very quickly and often leads to deafness, mental retardation, loss of arms or legs and even death. The bacteria are spread from close person to person contact through the exchange of nose and throat secretions, by activities such as kissing or sharing eating or drinking utensils. The bacteria are not spread by casual contact or by simply breathing the air where a person with meningitis has been.

There are two vaccines that can help prevent cases of this disease in teens and young adults. The United States Centers for Disease Control and Prevention (CDC) recommends vaccination of children with the meningococcal conjugate vaccine (Menactra and Menveo) at 11 or 12 years of age, with a booster dose of the vaccine at 16 years of age. The booster dose at age 16 provides ongoing protection from the disease after high school.

The state of Indiana requires all students in grades 6-12 to have the appropriate number of meningococcal conjugate vaccine doses. One dose of meningococcal conjugate vaccine is required for all students in 6th-11th grade. A second booster dose is required for students entering 12th grade. These vaccines are a legal requirement for school entry (Indiana Administrative Code 410 IAC 1-1-1) for the 2015-2016 school year.

All students in grades 6-12 must have acceptable documentation of required immunizations on record at the school they are currently attending. An acceptable record includes a signed record from the child's health care provider indicating the name of the vaccine given and the date it was given, a record of the immunization in the state immunization registry (CHIRP) prior to the start of the school year, or a record from another school showing the required immunization have been given.

Many local health departments and private healthcare providers offer this vaccine. Please contact your health care provider for specific instructions regarding your child.

More information about meningococcal disease can be found at:

The Centers for Disease Control and Prevention (CDC) website:
<http://www.cdc.gov/vaccines/vpd-vac/mening/default.htm>

IN State Department of Health website:
<http://www.in.gov/isdh/25455.htm>

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Northeast Dubois Intermediate School Acceptable Use Policy Agreement Signature Page

The entire agreement is located on our website: <http://www.nedubois.k12.in.us/>

As a student and parent(s) / guardian(s) of this student, I/We acknowledge receipt and have knowledge of the Northeast Dubois County School Corporation Technology Handbook. I/We agree to the policies and guidelines established for us and for our child.

You are reminded that questions may be directed to any staff member and/or administrator in your building. A printed copy of the handbook may be obtained from the school office.

This agreement will be valid and kept on file.

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STUDENT DISCIPLINE AT NORTHEAST DUBOIS CORPORATION POLICY 5131

It is the policy of the Northeast Dubois Board of Education to provide Northeast Dubois students with graduated, relevant learning experiences that will enable them to develop to their full potential. It is necessary to establish a total environment for this learning to occur. Self-discipline is a major aspect of a total environment.

Self-discipline is best defined as the control exhibited in an individual's behavior, both action/reaction and physical/verbal, so that the civil rights and dignity of others is protected. Situations in which the behavior of any student disrupts, in some way, the learning environment for others, then discipline procedures will be initiated by classroom teachers and/or administrative personnel.

These discipline procedures will be employed throughout the Corporation by school personnel in order to maintain the education environment as set forth in the philosophy of this Corporation. Because behaviors are complex chains of events, there will be no specific criteria for the use of discipline procedures other than the preceding description of self-discipline. However, the discipline procedures shall be administered fairly, with respect for the dignity of all persons involved, and without anger, malice or prejudice.

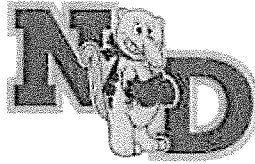
Prior to the exercise of discipline procedures, due consideration shall be given to individual and unique differences, exceptional circumstances, and sanctions imposed by others; and said discipline shall be remedial in content and shall be progressive if repeated behavior problems have occurred. Prior to any decision involving removal from school, parental involvement in the decision making process shall be solicited.

Some behavior is much more serious than other behavior and requires different approaches and clearly defined actions. The discipline procedures which shall be utilized to improve discipline problems include, but are not limited to:

Changing seating assignments; confiscation of disruptive or banned items; contracts; corporal punishment; denial of privileges; detention or meaningful extra study assignments; expulsion; in-school suspension; other appropriate, reasonable and legal measures; parent conference; payment of damages or compensatory restitution; probation; referral of special personnel (both within and outside the normal school environment); removal from class (remainder of term w/D); standing as opposed to being seated; student-teacher conference; verbal reprimand; and work detail to repair damage.

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Northeast Dubois Intermediate School Discipline Policy

Students who willfully disobey school rules will be subject to any of the following forms of discipline, depending on the severity of the infraction.

Lunch Detention

Lunch detentions will be given for: chewing gum, inappropriate language, rude or disrespectful behavior, not following classroom rules, not following detention rules, or unacceptable conduct at any Northeast Dubois School Event. Students must have detention slips signed by parent/guardian and return the slip to the office on the following school day. If there is no signature or a questionable signature, then the student will contact parent/guardian by phone.

Detentions are based on a 9-week grading period. Demerits accumulate the entire school year.

Demerits:

6 Detentions = 1 DEMERIT

8 Detentions = Friday School + 2nd DEMERIT

Out of School Suspensions and Friday School assignments will result in a DEMERIT.

Demerits may be worked off by going 2 weeks without a detention. Two or more demerits at the time of any school activity excludes the student from participating in or attending this event. This includes athletic events and other non-academic school activities.

Time-Out

Students who are disruptive or uncooperative may be sent to another area for time-out. In-School Detention (ISD) Students are expected to complete all assigned homework and tests. For these scores to be counted, work must be turned in to the office before leaving for the day. Each ISD will result in a demerit.

Out of School Suspension (OSS)

Students or parents must request homework and arrange to pick it up at school. On the day of return, the student must turn in all homework and is responsible for requesting a time to make up tests. All scores will be counted provided these conditions are met. Each OSS will result in a demerit.

Friday School

Friday School is held at the high school one Friday per month. It is 3 hours in length from 2:30 p.m. to 5:30 p.m. Students and parents will be notified at least one week in advance of the student's assignment to Friday School unless agreed to by parent. Each Friday School will result in a demerit.

Expulsion

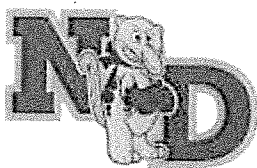
Students can be expelled from school if they continually disobey school rules or endanger other students by their presence.

Corporal Punishment

Corporal punishment, paddling, is allowed by the State of Indiana and will be used if deemed necessary.

NORTHEAST DUBOIS INTERMEDIATE SCHOOL

Ryan Case, Principal
Camille Berg, Counselor



Terry Friedman, Athletic Director
Kelly Keusch, Treasurer

4550 N 4th St
Dubois, IN 47527

Phone # 812-678-2181
Fax # 812-678-2282

Northeast Dubois Intermediate School Basic Rules for Behavior/Student Conduct Code Policy

Every orderly group (family, club, and nation) has evolved rules for preserving the rights of the individual and for living harmoniously together. Here are the important rules of Northeast Dubois County School Corporation.

1. **Conduct:** The conduct of the students at Northeast Dubois is expected to be in keeping with generally accepted good student practices. Whether in school or engaged in school activities, every student is expected to conduct himself or herself as a gentleman or lady. No teacher will expect more or less.
2. **Courtesy, good manners and respect** should be shown in contact with teachers, fellow students and the general public. Observance of this rule will make a long list of minor rules unnecessary.
3. **Obey your teachers promptly and without argument.** If you request, your teacher will explain or discuss the situation after class or school.
4. **Hands off other people and their property.** This applies to:
 - a. scuffling, pushing, fighting, etc.
 - b. damaging the property of others including books, clothing, cars, etc.
 - c. boy and girl relations.
5. **No smoking in the school building, on the school buses or on school grounds.**
6. **Boisterous conduct in the building including running, whistling or shouting is prohibited.**
7. **The following are prohibited on or in school unless written permission of the Principal is given in advance:**
 - a. advertising or selling tickets for activities (dances, parties, lectures, etc.) not sponsored by the school;
 - b. selling merchandise, chances or tickets;
 - c. soliciting or receiving money for any non-school activity; card playing or gambling.
8. **Food brought into the building should be consumed only in the cafeteria.**
9. **Protect school property, building furniture and equipment.** Refrain from writing on or defacing walls, posters, bulletin boards, desks, tables, rented or borrowed books. Take good care of the locker that has been provided for your use. You benefit when all is in good working order.

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Northeast Dubois Intermediate School Student Dress

Students are urged to use good judgment in choosing their school clothing, which means they are expected to be well groomed and neat at all times. **The responsibility for student dress and grooming is that of the student and their parents/guardians.**

The following regulations shall be used for implementation for the Student Dress Code Policy:

1. Health and Safety – Students should not wear clothing or hairstyles that can be hazardous to them in their school activities.
2. Common Decency – Bare midriffs, halter tops, muscle shirts, low riding pants and tank tops, or any other garments which unduly or suggestively expose the upper torso and underclothing are prohibited. There shall be adequate coverage of the body for all activities of the day, including sitting, bending, or raising hands.
3. All shirts must have a 2-inch shoulder strap, and shorts, skirts, or pants for all students must be at or below fingertip length.
4. Apparel: The wearing of apparel that has on it any writing, printing, symbols or pictures that is judged by school staff to be immoral, lewd, vulgar, or is suggestive and/or implies sex, drugs, alcohol, violence, or other subjects, or in condition disruptive to the normal operation of the school, or which interfere with normal educational functions or school purposes, is prohibited. Pants or shorts with holes above the knee should not be worn if skin is visible.
5. Footwear – All students are required to wear footwear, such as boots, shoes, or sandals. Footwear which is unsafe, inhibits movement, creates a disturbance, or which is disruptive either by appearance or by sounds, is prohibited. Flip-Flops are prohibited.

Disciplinary action to be taken:

1st offense: Student will be issued appropriate clothing or parent can bring in appropriate clothing

2nd offense: Detention will be given

3rd offense: Will be considered defiance, which is punishable by an In-School Detention.

MEMO

TO: Northeast Dubois County School Corporation Parents
FROM: William G. Hochgesang
DATE: August 2020
RE: Pest Control Policy
CC: Northeast Dubois County School Board

Northeast Dubois County School Corporation is committed to providing students a safe environment. It seeks to prevent children from being exposed to pests and harmful and unnecessary pesticides. While pesticides protect children from pests that may be found in the school and its surrounding grounds, under some circumstances they may pose a hazard to children. Therefore, pest control practices may involve a variety of chemical and non-chemical methods that are designed to control pests effectively while minimizing harmful pesticide exposure to children.

If you wish to be informed when pesticide applications will be made at the building in which you have children, please call Maintenance Director Tony Smock at 678-2789 ... to put your name on our registry. The School Corporation will provide notice at least two days prior to the date and time the pesticide application is to occur. If you need any further information concerning our pest control policy you may also call Tony at the same phone number.

NOTIFICATION OF AVAILABILITY OF ASBESTOS MANAGEMENT PLAN

AUGUST 2019

The Asbestos Hazard Emergency Response Act (AHERA) required the compilation of all asbestos containing materials (ACBM), within the public and private schools (K-12 grades). A building inspection by EPA-Accredited Asbestos Inspectors was conducted to determine, not only if asbestos was in our schools, but its condition. After the inspection, a plan to manage the identified asbestos was developed.

AHERA further required that the identified asbestos containing materials were to be checked every six months by the trained school personnel and that these materials were to be re-inspected by an accredited inspector every three years as long as the materials remain in the building.

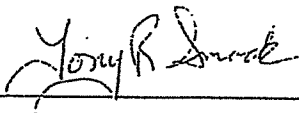
The School Corporation complied with the AHERA by completing the asbestos inspection of our schools and submitting the Management Plan to the State of Indiana for the approval of the Governor. The implementation of the Management Plan began shortly after submittal and all the identified areas of concern have been corrected.

Anyone wishing to view a copy of the Management Plan for an individual school building will find it available in the Principal's office of each school. The Management Plan for all of the schools in the School Corporation is available for your viewing in the Administration Office. The Management Plan may be copied for a minimal fee of 5 cents per page, during regular school hours by notifying the school in advance to prevent scheduling difficulties.

If you have any questions concerning the AHERA Program, please contact your building Principal and/or the Designated Person, Mr. Tony Smock.

The Asbestos Management Plan will be updated annually as response actions are completed or as periodic surveillance reveals a change in the condition of the asbestos materials.

Signature: _____



Ryan Case, Principal

Kelly Keusch, Secretary



Terry Friedman, Athletic Director

Camille Berg, Counselor

Northeast Dubois Intermediate School

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Activity/Club	Grade Level Participation	Other Information:
Basketball*	5, 6,	Winter Season
Cheerleading*	5, 6,	Winter Season
Cross Country*	5, 6,	Spring Season
Soccer*	Boys 6 Girls 5, 6	Fall Season
Swimming*	5, 6	Season begins at the end of January
Tennis*	5, 6	Boys fall, Girls spring
Track*	6	Spring Season
Volleyball*	5, 6	5th & 6th grade - spring season
Academic Bowl	6	Spring season; one Thursday & one Saturday competition; weekly practices; challenging material; teacher recommendations
Beta Club	5, 6	GPA >= 3.5
FCA - Fellowship of Christian Athletes	5, 6	GPA >= 2.0
Library Helpers	5, 6	Limited participation per grade level
Spell Bowl	6	Challenging club that requires independent studying as well as practices
Leadership Team	3, 4, 5, 6	Student leaders per grade level

Activities, Athletics, and Clubs

* Students are required to maintain a 2.0 GPA to participate in any athletic activities

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Northeast Dubois Intermediate School Athletics Individual Eligibility Rules (Grades 5/6)

Northeast Dubois Intermediate School has a balanced athletic program including cross-country, volleyball, basketball, swimming, tennis, track, and cheerleading. In order to participate in any sport, a student must follow the rules and regulations stated below.

1. All participants should be full-time within the school district.
2. Must be a regular bonafide student in good standing in the school you represent.
3. Must carry a 2.0 GPA. Conduct: not more than 1 U or 2N's. Students declared ineligible for participation in scheduled events will be allowed to practice. At the end of the second week of the next grading period, it is the athlete's responsibility to pick up a grade card from the office and get his/her current grades from all of his/her teachers. The athlete will again be eligible to participate if he/she presents to the athletic director passing grades in all subjects with a 2.0 GPA and acceptable conduct. If the athlete is declared ineligible a second time he/she will be dismissed from that sport for the remainder of that season. The athlete must repeat this process at the end of every 2 weeks for the remainder of the grading period proving his/her eligibility to participate.
4. Student progress will be checked at each mid-term and grading period. Rule (3) will govern eligibility.
5. If a student accumulates 3 demerits, he/she is suspended from participation in athletic events until he/she reduces his/her demerit count to two or fewer. Refer to (3) for eligibility.
6. The parent permission form must be on file in the office before the first practice.
7. Must, if absent 5 or more days due to illness or injury, present to your principal written verification from a licensed physician that you may participate again.
8. When students are participating in two different activities, one school sponsored and one not, **the student will give priority to the school activity.**
9. Foul language will not be tolerated.

This is only a summary of the rules. **The individual coaches will distribute a list of the rules and regulations, which must be followed for each sport.** If you have any questions concerning these rules, it is your responsibility to contact the principal before participating in any athletics sponsored by the school.

Jeep Motto: Each member of a Northeast Dubois Athletic Team will strive to be a team player, will have respect for each other, will work up to their ability to help the team in whatever role they play, and will be a good citizen.

I have read the Athletic Policy and voluntarily agree to be subject to its terms for the (four year) intermediate school enrollment.