

# Plattsmouth Community Schools



## Plattsmouth Elementary School Parent-Student Handbook 2025-2026

# **Plattsmouth Elementary School Parent-Student Handbook 2025-2026**

## **Intent of Handbook**

This handbook is intended for use by students, parents and staff as a guide to the rules, regulations and general information about Plattsmouth Elementary School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well being of all students and the educational program. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

## **Members of the Board of Education**

Name	Contact Information
Brian Harvey, President	Contact through District website
Ken Winters, Vice President	Contact through District website
Joe Woracek, Secretary	Contact through District website
Amanda Timm, Treasurer	Contact through District website
Tony Foster	Contact through District website
Keri Gradoville	Contact through District website
Jacqueline Miller Pearson	Contact through District website
Max Muller	Contact through District website
Jeremey Shuey	Contact through District website

## Administrative Staff

Name	Position	Building	Contact Information
Dr. Richard E. Hasty	Superintendent	Administration Center	402-296-3361
Dr. Amber Johnson	Dir. of Instructional Services		
Mrs. Amanda Wright	Dir. of Special Education		
Mrs. Tina Harvey Mr. Kevin Tilson Mr. Luke Chadwell	Principal Assistant Principal Activities Director	High School	402-296-3322
Mr. John Campin Mr. Claude Michel	Principal Assistant Principal/AD	Middle School	402-296-3174
Mrs. Shannon Honold Mr. Troy Niehus	Principal Assistant Principal	Elementary School	402-296-4173
Mrs. Juli Beck	Early Childhood/Head Start Administrator	Early Childhood Center	402-296-5250

## Article I. Plattsmouth Elementary School

Name	Department	Grades
Sarah Coniglio	School Social Worker	K-4
Wendy Morrison	Kindergarten-Room 1	Kindergarten
Christine Loper	Kindergarten-Room 2	Kindergarten
Angela Magee	Kindergarten-Room 4	Kindergarten
Julie Meisinger	Kindergarten-Room 5	Kindergarten
Kimberly Ecklund	Kindergarten-Room 6	Kindergarten
Ivy Merklin	Purple Pod-Room 1	1 <sup>st</sup> Grade
Jillian Wilson	Purple Pod-Room 2	1 <sup>st</sup> Grade
Starla Mobley	Purple Pod-Room 3	1 <sup>st</sup> Grade
Jillian Buzzard	Purple Pod - Room 5	1 <sup>st</sup> Grade
Bailey Dinges	Purple Pod - Room 6	1st grade
Becky Stoskopf	Teal Pod-Room 1	2 <sup>nd</sup> Grade
Marlene Warrick	Teal Pod-Room 3	2 <sup>nd</sup> Grade
Susan Knox	Teal Pod - Room 4	2 <sup>nd</sup> Grade
Holly Joy	Teal Pod - Room 5	2nd Grade

Riley Thomas	Berry Pod-Room 3	3 <sup>rd</sup> Grade
Brianna Clark	Berry Pod-Room 4	3 <sup>rd</sup> Grade
C.J. Fenton	Berry Pod-Room 5	3 <sup>rd</sup> Grade
Allyson Hood	Berry Pod-Room 2	3 <sup>rd</sup> Grade
Stephanie Icenogle	Blue Pod-Room 1	4 <sup>th</sup> Grade
Tricia Day	Blue Pod-Room 2	4 <sup>th</sup> Grade
Ciara Caniglia	Blue Pod-Room 3	4 <sup>th</sup> Grade
Rose Goeres	Blue Pod-Room 5	4 <sup>th</sup> Grade
Rhonda Heim	Reading Interventionist	K-4
Kari Coplen	Media Center	Media Specialist
Andrea Baxter	Art Room	Art
Julia Spracklin	Music Room	Music
John Clark	Gym	Physical Education
Danielle Drewes	Special Education	4 <sup>th</sup> & 1 <sup>st</sup> Grade
Tiffany McCarthy	Special Education	K & 1 <sup>st</sup> Grade
Tracy Tegtmeier	Special Education	1 <sup>st</sup> & 2 <sup>nd</sup> Grade
Louise Bade-Drew	Special Education	1 <sup>st</sup> & 3 <sup>rd</sup> Grade
Stacey Hicks	Special Education	K-4 Life Skills
Donna Moss	Speech Language Pathologist	K-4
Darian Meyer	Speech Language Pathologist	K-4
Katie Korth	Speech Language Pathologist	K-4
Janetta Eipperle	P.A.L.	K-4
Niki Campin	High Ability Learner	K-4
Cynthia Duechting	English Language	K-4

## Classified Staff

Name	Building	Position
Kelly Hadraba	Elementary Office	Office Manager
Christine Davenport	Elementary Office	Administrative Assistant
Brooke Lemke	Elementary School	MTSS Paraprofessional
Jessica Drewes	Elementary Special Education	Paraprofessional
Karen Wheatley	Elementary Special Education	Paraprofessional
Erin Woracek	Elementary Special Education	Paraprofessional
Angelica Mariscal	Elementary Special Education	Paraprofessional
Kaylee Gunnels	Elementary Special Education	Paraprofessional
Rachel Knacke	Elementary Special Education	Paraprofessional
Jessica Jordan	Elementary Special Education	Paraprofessional
Debbie Travis	Elementary School	Interventionist Paraprofessional
Christine DeSimone	Elementary School	Interventionist Paraprofessional

## 2025-2026 Plattsmouth Elementary School Calendar

\*Please note - dates/times are subject to change\*

August 4-6	New Teachers Report
August 7-12	All Staff Report
August 12	Back to School Open House (3:00 p.m. - 5:00 p.m.)
August 13	First Day of School (Kindergarten students 12:00 p.m. - 3:20 p.m.)
August 14	Kindergarten students - 8:10 a.m. - 12:00 p.m. - Lunch will be served/No recess
August 15	First Full Day of Kindergarten
September 1	No School -- Labor Day
September 5	No School for Students/Teacher Professional Development Day
September 11	Picture Day
September 15	Boosterthon Kick-Off
September 16	Title One Parent Meeting 5:30 p.m. - Library/Zoom option
September 16	PTO Meeting - 6:00 p.m.
September 18 & 19	Outdoor Classroom Experience
September 19	Books and Breakfast 7:30 a.m. - 8:10 a.m.
September 26	Boosterthon Fun Run
October 2 & 3	Outdoor Classroom Experience Rain Dates
October 7 & 8	Parent-Teacher Conferences 4:30 p.m. - 7:30 p.m.
October 9	No School for Students - Teacher Planning
October 10	No School for Students or Staff
October 13	No School for Students/Teacher Professional Development Day
October 14	PTO Meeting 6:00 p.m.
October 16	Picture Retakes
November 18	PTO Meeting 6:00 p.m.
November 26-28	No School for Students or Staff
December 1	No School for Students - Teacher Planning
Dec. 19	No School for Students - Teacher Planning
Dec 22 - Jan. 2	No School for Students -- Winter Break
January 5	No School for Students - Teacher Professional Development Day
January 19	No School for Staff or Students - Martin Luther King, Jr. Day
January 20	PTO Meeting 6:00 p.m.
February 16	No School for Students - Teacher Planning/Teacher Professional Day
February 17	PTO Meeting 6:00 p.m.
March 11 & 12	Parent-Teacher Conferences 4:30 - 7:30 p.m.
March 13	No School for Students
March 16-20	No School for Staff and Students -- Spring Break
March 24	PTO Meeting 6:00 p.m.
April 3 & 6	No School for Staff and Students
April 21	PTO Meeting 6:00 p.m.
May 19	PTO Meeting 6:00 p.m.
May 20	Field Day
May 21	End of 4th Quarter - Last Day of School for Students
May 22	No School for Students

## **Policy 1200**

**Personnel - All Employees and Students**

**Anti-discrimination**

- A. Elimination of Discrimination.**
- B. Preventing Harassment and Discrimination of Employees and Students.**

**Notice of Nondiscrimination, Anti-Harassment, Anti Discrimination**

## **Policy 4003**

The Plattsmouth Community Schools does not discriminate on the basis of race, color, national origin, sex, disability, religion, age or other protected status in programs and activities and provide equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies.

## **MISSION STATEMENT PLATTSMOUTH COMMUNITY SCHOOLS**

“Working together to achieve Academic success, respectful Behavior, and Career readiness in a

Safe environment”

**WE BELIEVE:**

- All students can learn.
- Students learn in diverse ways at different rates.
- Learning is a lifelong process.
- Students achieve success through high quality challenging experiences.
- An awareness and understanding of cultural diversity enriches students’ lives.
- Positive role models contribute to a student’s success.
- Each person is unique and worthy and must be treated with dignity and respect.
- Students are capable of becoming responsible learners.
- Education is the best economic investment for our community and children are our most valuable resources.
- A safe and caring environment enhances learning.
- The cooperative efforts of the student, home, family, school and community are essential to education.

**PLATTSMOUTH ELEMENTARY SCHOOL  
DAILY SCHEDULE  
2025-2026**

7:30 a.m.	Principal, Assistant Principal and Administrative Assistants arrive
7:45 a.m.	Teachers report
7:50 a.m.	Staff supervision begins - Students begin arriving and standing in designated grade level areas outside (weather permitting)
8:00 a.m.	First Bell
8:10 a.m.	Tardy Bell
3:20 p.m.	Dismissal
2:20 p.m.	Dismissal - *1st and 3rd Wednesday
4:00 p.m.	End of Teacher Work Day/Office Closes



## **APPOINTMENTS AND QUICK ANSWERS**

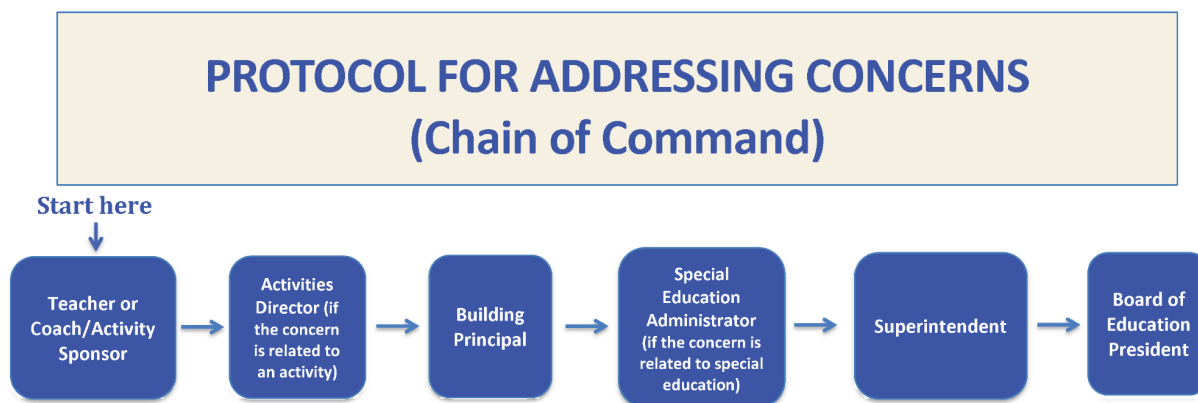
Appointment requests with the building Principal, Assistant Principal, and/or parent-teacher discussions should be pre-arranged by contacting our front office at 402-296-4173.

Parents/Guardians will receive quick answers about school by calling between 7:30 a.m. - 7:45 a.m., yet for questions regarding detailed responses, please contact the front office after 9:00 a.m.

### **Mutual Respect**

The Plattsmouth Community Schools expects every staff member and student to be treated with respect and dignity. A show of disrespect toward a staff member or insubordination on the part of students will not be tolerated.

### **Complaint Procedure**



Going directly to the source of a concern will, in many cases, clear up misunderstandings and resolve the issue. If the issue cannot be resolved at the school level, please contact the Superintendent. If you contacted the teacher/coach, activities director (if the concern is related to an activity), principal, special education administrator (if the concern is related to special education), Superintendent, and the issue was not resolved, please contact the Board President.

The purpose of the protocol is to provide an avenue for concerns to be considered by the individuals identified above and determine whether or not there is a necessity for action. The protocol is not intended to guarantee that the identified individuals will implement all desired actions.

\*Rev. July 11, 2022

## **Section 1 Daily Schedule**

Students in kindergarten have daily schedules that include:

- 130 minutes - Literacy Block
- 30 minutes - Science/Social Studies/Health
- 50 minutes - Math
- 30 minutes - Choice Centers

Students in first grade have daily schedules that include:

- 135 minutes - Literacy Block
- 35 minutes - Science/Social Studies/Health
- 60 minutes - Math

Students in second grade have daily schedules that include:

- 125 minutes - Literacy Block
- 45 minutes - Science/Social Studies/Health
- 90 minutes - Math

Students in third grade have daily schedules that include:

- 140 minutes - Literacy Block
- 40 minutes - Science/Social Studies/Health
- 70 minutes - Math

Students in fourth grade have daily schedules that include:

- 130 minutes - Literacy Block
- 80 minutes - Math
- 40 minutes-Science/Social Studies/Health

Specialists in music, physical education, library, media, and art also provide instruction for students on a regular schedule. Students will have sixty minutes a day of specials.

### **Special schedule:**

- |                |                       |
|----------------|-----------------------|
| ▪ Kindergarten | 1:25 p.m.- 2:15 p.m.  |
| ▪ 1st Grade    | 2:20 p.m.- 3:10 p.m.  |
| ▪ 2nd Grade    | 10:10 a.m.-11:00 a.m. |
| ▪ 3rd Grade    | 9:15 a.m.-10:05 a.m.  |
| ▪ 4th Grade    | 8:20 a.m.-9:10 a.m.   |

### **Lunch/Recess schedule:**

- |                |                         |
|----------------|-------------------------|
| ▪ Kindergarten | 11:20 a.m. - 12:00 p.m. |
| ▪ 1st          | 11:30 a.m. - 12:10 p.m. |
| ▪ 2nd          | 12:00 p.m. - 12:55 p.m. |
| ▪ 3rd          | 11:50 a.m. - 12:40 p.m. |
| ▪ 4th          | 11:40 a.m. - 12:20 p.m. |

## Section 2    Severe Weather and School Cancellations

The Superintendent may close schools in cases of severe weather. A message will be sent via Infinite Campus when schools will be closed. Local news media may also be notified relative to the closure of schools.

### After School Starts

Every attempt will be made to avoid closing school once classes are in session. In some instances closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases as much advance notice as possible will be given to parents. If school closes during the day a notice will be broadcast by the media and Infinite Campus Messenger. **Parents should have a plan in place to accommodate these circumstances.**

### Parental Decisions

**Parents may decide to keep their children at home in inclement weather because of personal circumstances.** Students absent because of severe weather when school is in session will be marked absent. The absence will be treated like any other absence for legitimate causes provided parents properly notify the school of their decision. Parents may pick up their children in inclement weather during the school day. Students will not normally be dismissed from school during severe weather on the basis of a telephone request.

### What Not To Do

Parents should not attempt to come to school during a tornado warning. **School officials are not permitted to release students from the school building during a tornado warning.** Students and staff practice tornado safety procedures regularly. Also, parents are urged not to call radio and television stations and school buildings during severe weather.

### Emergency Conditions

The school has a signal which, when activated, includes the necessity to either evacuate the building or to move to safer areas of the building. Regular drills are held as required by law through the school year. There are plans for an Emergency Exit system, Tornado Warning System, and Critical Incident Response.

## Section 3    Supervision Responsibility Before/After School

### Arrival And Departure Times

The school day for students begins at 8:10 a.m.

Students **must not** be on campus prior to 7:50 a.m. as there is **no supervision** prior to that time. After 8:10 a.m., students must come to the front office to sign in.

Beginning at 7:50 a.m. - Students in grades Kindergarten, 1st, and 2nd grade will line up at the front of the building in designated grade level spots.

Students in grades 3rd and 4th will line up at Door 29 in designated grade levels spots.

Students who would like to eat breakfast will enter Door 29, while students who do not want to eat breakfast will enter the main front doors.

If your child is dropped off too early, you may receive a note or a phone call from a staff member to remind you of the appropriate arrival time.

Students who ride buses will be delivered to the south doors of the Middle School.

For the safety of students and staff all doors are locked at 8:10 a.m. except the north door (1). If your child arrives at school later than 8:10 a.m. he/she needs to go to the front doors to get into the building. He/she should then go to the office to obtain a tardy slip before going to their classroom.

## **Dismissal**

Students will be dismissed at 3:20 p.m. Bus students will be escorted to the bus ramp.

Students who walk to the east and south of the school will be supervised by staff to the cross walk on 8<sup>th</sup> Avenue.

If your child(ren) goes to POPS Place he/she will be released to that program.

Students who need to meet Middle School siblings will be supervised until the Middle School dismissal to prevent any potential problems. Staff members are posted at all arrival and dismissal areas until 3:35 p.m.

Other students (K-4) will exit through the North Doors (Door 1). Staff will direct drivers picking up students and may ask you to park if your student has not been dismissed. If your child needs assistance entering the car or assistance buckling into a carseat, please park and a staff member will walk your child to your car. Please follow directions from staff members to ensure quick, efficient pick up for all students.

Daycare vehicles will be allowed to park in a designated area. This area will be located curbside on the west side of the circle drive.

**Children will not be allowed to wait on the playground after school due to safety concerns. The playground will be used by POPS Place after school. If your child must wait to be picked up, please have him/her wait in front of the building. This area is supervised until 3:35 p.m. It is important for students to be picked up by this time.**

## **Signing A Child In And Out Of School**

We request parents limit appointments for your child during school hours as much as possible. Parents can enter the office to check out your child or call the office from the parking lot, and the

child will be escorted to the vehicle. Please have your ID available to ensure safety for all students.

If there is a special circumstance, such as a court order limiting access to a student by a parent or guardian, affecting who a student can be released to, the parent must inform the Principal and provide the Principal with a copy of that order to maintain on file at the school.

### **Emergency Closing Procedures**

Parents are requested to provide an emergency contact telephone number to have on file in the event of an emergency closing or any other general or individual situation that requires the immediate presence of a parent/guardian. In the event that parents do not have such a number or cannot be contacted, it will be assumed that the parent has instructed their children concerning the procedure they are to follow should school be dismissed early.

Realizing that the school might be unable to reach all parents, it is suggested that all children be advised as to what they are to do should they ever be dismissed early. It is recommended that parents give their children an alternate destination and that the building principal/office staff be made aware of this information. If conditions allow and supervision is available in the event of an early dismissal, the child will be held in school until the normal dismissal time. If the parent or guardian has not arrived to pick up the child by the normal dismissal time, law enforcement or child protective services may be contacted to ensure the safety of the child.

## Visitors

**Parents and other patrons are to report to the main office to notify staff when they come to visit. Office personnel will ask to see a form of ID, and visitors must wear a name tag.** The principal, in consultation with the staff members involved, shall have the discretion to limit access when the principal and staff members determine access would interfere with the instructional process and/or student learning.

Visitors outside of parents/guardians and volunteers are asked to contact the principal for visitation permission and scheduling.

## Smoke-Free Environment

**All of our school buildings and grounds are smoke and tobacco-free. We would appreciate your help in meeting the goal of a smoke and tobacco-free environment for our children. This includes on all school grounds, including during student pick up and drop off.** When you attend school events, including athletic events, please abide by our District's policy.

## Care of School Property

1. Students are responsible for the proper care of all books, equipment, supplies and furniture supplied by the school.
2. Students who disfigure property, break windows or do other damage to school property or equipment will be required to pay for the damage done or replace the item.

Fines are determined on books according to the following criteria

Lost Book:	Replacement cost
Missing one or both covers:	Same as lost book
Loose Cover:	\$1.00
Missing Page:	50 cents per page (up to replacement cost)
Torn Page:	20 cents per page (up to replacement cost)
Marks that cannot be erased:	20 cents per mark (up to replacement cost)

School-issued items that are stolen or damaged from unlocked lockers are the responsibility of the student to whom they were issued. Students must pay all fines before they can receive school publications and final grades.

## **Searches of Lockers and Other Types of Searches**

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted at the discretion of the administration.

The following rules apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search is to be conducted in a reasonable manner under the circumstances.
2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon will be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items, which have been or are reasonably expected to be used to disrupt or interfere with the educational process (that is, "nuisance items") may be removed from student possession.

## **Video Surveillance**

The Board of Education has authorized the use of video cameras on School District property to ensure the health, welfare and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent.

Notice is hereby given that video surveillance may occur on District property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies

## **Use of Telephone**

Teachers are conducting classes from 8:00 a.m. - 3:20 p.m. If you need to talk to a teacher, you may call and leave a message. Teachers can be reached by phone during their planning time, lunchtime, and before and after school. Please do not ask to talk to a teacher during instructional time.

## **Bicycles/Skateboards/Heelys**

Students may ride bicycles to and from school with parent permission. All bicycles must be

parked in the stands provided on the east side of the building. Scooters and skateboards are not to be ridden on school property. They must be stored when they are carried into the building. No wheeled shoes (heelys) will be allowed at school. Students will be asked to remove the wheels if these shoes are worn to school.

### **Student Valuables**

Students, not the school, are responsible for their personal property. Students are cautioned not to bring large amounts of money or items of value to school. If it is necessary to bring valuable items or more money than is needed to pay for lunch, leave the money or valuables with a staff member in the school office for temporary and safe-keeping. Even then, the school is not in a position to guarantee that the student's property will not be subject to loss, theft, or damage.

### **Lost and Found**

All small articles that are found should be taken to the office. Clothing items should be taken to the "lost and found" box. If students misplace books or personal possessions, they should check with the school secretaries to determine if the lost items have been turned in.

### **Accidents**

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the Principal.

### **Insurance**

Under Nebraska law the District may not use school funds to provide general student accident or athletic insurance. The District requires that all student participants in athletic programs have injury and accident insurance and encourages all students who are in classes with risk of personal injury or accident to have insurance coverage. The District does not make recommendations nor handle the premiums or claims for any insurance company, agent or carrier. Information about student insurance providers will be available in the school office or on school bulletin boards.

### **Bulletins and Announcements**

Bulletin boards and display cases are available for school-related and approved materials to be posted and displayed. Posters to be used in the halls or materials for distribution will need to be approved by the Principal's office. Posters are not to be attached to any painted wall surfaces. Place posters on marble, glass, metal, brick and wood. The person or organization responsible for distributing the posters is responsible to see that all posters are removed within 48 hours after the event.

### **Copyright and Fair Use Policy**

It is the school's policy to follow the federal copyright law. Students are reminded that, when using school equipment and when completing course work, they also must follow the federal copyright laws. The federal copyright law governs the reproduction of works of authorship. Copyrighted works are protected regardless of the medium in which they are created or reproduced; thus, copyright extends to digital works and works transformed into a digital format. Copyrighted works are not limited to those that bear a copyright notice.



The “fair use” doctrine allows limited reproduction of copyrighted works for educational and research purposes. The relevant portion of the copyright statute provides that the “fair use” of a copyrighted work, including reproduction “for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research” is not an infringement of copyright. The law lists the following factors as the ones to be evaluated in determining whether a particular use of a copyrighted work is a permitted “fair use,” rather than an infringement of the copyright:

- the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
- the nature of the copyrighted work;
- the amount and substantiality of the portion used in relation to the copyrighted work as a whole, and
- the effect of the use upon the potential market for or value of the copyrighted work.

Although all of these factors will be considered, the last factor is the most important in determining whether a particular use is “fair.” Students should seek assistance from a faculty member if there are any questions regarding what may be copied.

## **Attendance**

Regular and punctual student attendance is required, as stated in [Board Policy 5008](#). The administration is responsible for developing further attendance rules and regulations and staff is responsible for assisting in the enforcement of the rules and regulations. Students and parents are responsible for developing behaviors which will result in regular and punctual student attendance.

## **Parent Responsibility to Report Absence**

Parents are required to contact the school in the event that a child is going to be absent or tardy from school either by phone or in writing. Please state the reason for the absence and the date of the absence. If no reason is given the absence will be recorded as unexcused.

Notification of any future absences should not only be given to the teacher but the office as well.

## **Extended Absence from School**

Students must follow specific guidelines if they plan an extended absence from school for any reason:

- The student must notify the office and teachers as soon as possible.
- The student must arrange to make up as much work as possible prior to going.
- Parents or guardians must provide written notification to the office prior to the time of the student’s departure.

## **Leaving during the School Day**

A request to have a child excused early should be sent with the child on the morning of the dismissal. The time and reason for leaving should be included. When possible, medical and dental appointments should be made outside of school hours. A child will be released only to parents unless the school has been notified otherwise. Please stop at the office upon arrival at the building to pick up your child.

## **Tardies**

The school staff, parents, and students shall make every effort to prevent tardy behavior. Students will be counted tardy when they are not present at the designated beginning time for school. Tardiness will result in a progressive disciplinary action developed by the school. The more tardies a student accrues, the more severe consequences.

Elementary school tardies, as well as leaving school before dismissal time, will be recorded for each student who missed up to one hour at the beginning or end of school. Any time missed beyond one hour will be recorded as one-half day's absence.

## **Absence Procedures**

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, or a conditional admit slip, is issued by the office. A conditional admit slip, good for two days, may be issued to allow time to bring an excuse, in case no excuse has been provided upon returning to school. Work must be made up within the time allowed on the admit slip.

## **Make-up Work**

Written make-up work may be assigned for each day missed regardless of the type of absence. If make-up work is not completed, students will receive no credit for the work required. The time each student is allowed will be determined by the teacher.

The student has the responsibility to contact teachers, initially, regarding make-up assignments. Assignment sheets will be sent only for extended absences. Generally, assignment sheets will not be sent out until after three (3) days of absence. If the parents or students have concerns prior to the three (3) days, they are encouraged to contact the teacher.

For excused absences, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to complete make up work. If requested, assignment sheets will be prepared for students who are ill. If parents or students request assignment sheets the school should be contacted by no later than 10:00 a.m.

For unexcused absences, the student will receive a failing mark for or in each class period missed.

## **Attendance is Required to Participate in Activities**

Students must attend school all day the day of any scheduled school activity in order to participate in the activity. This includes athletic contests, concerts, practices and dances. Failure to attend will result in a student being withheld from participation in the activity. The Principal retains the right to grant participation should exceptional circumstances prevail.

## **Truancy**

A student who engages in unexcused absences may be considered truant as per state law. Truancy is a violation of school rules. The consequence of trancies may include disciplinary action up to expulsion and referral to the county attorney for compulsory attendance violations.

## **Reporting and Responding to Truant Behavior**

Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child aged 6 to 18 to attend school regularly without lawful reason, shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such report to be made. The Superintendent shall also investigate any case when, based on the Superintendent's personal knowledge or based on a report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior.

## **Excessive Absenteeism**

Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the following procedures shall be implemented:

1. One or more meetings shall be held between a school attendance officer, school social worker, or other person designated by the school administration and the parent/guardian and the student to report and attempt to solve the truancy problem. If the parent/guardian refuses to participate in such a meeting, the principal shall place in the student's attendance records documentation of such refusal.
2. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.
3. Educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the truancy problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
4. Investigation of the truancy problem by the school social worker, or if such school does not have a school social worker, another person designated by the administration to identify conditions which may be contributing to the truancy

problem. If services for the child and his or her family are determined to be needed, the person performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the truancy problem.

### **Reporting Habitual Truancy**

Students who accumulate twenty (20) unexcused absences or the hourly equivalent per year shall be deemed to be habitually truant. If the student continues to be or becomes habitually truant, the principal shall serve a written notice to the person violating the Nebraska truancy laws (i.e., the person who has legal or active charge or control of the student) warning him or her to comply with the provisions of that law. If within one week after the time the notice is given such person is still violating the school attendance laws or policies, the Principal shall file a report with the county attorney of the county in which such person resides.

### **Grading System**

Grades on a student's report card are not given by the teacher; they are earned by the student. Grades that are written on report cards for first through fourth grades include:  
A = Advanced, P+ = Proficient, P = Progressing, and B = Beginning. Special area grades are E = Excellent, S = Satisfactory, N = Needs Improvement and U = Unsatisfactory. Assessment scores are included on some report cards.

Each teacher will define the grading procedures to be used in their classes.

### **Promotion and Retention**

Every effort is made by teachers and staff members to ensure that students will be promoted to the next grade level. Any retention concerns will be directed toward administration. Before retention is considered, many other methods for helping a student will be tried.

### **Report Cards**

Report cards are available on Infinite Campus. A paper copy is provided to parents/guardians 1st and 3rd quarter during parent/teacher conferences. 2nd quarter report cards can be found virtually through the student portal. A paper copy of the report card is sent home to parents/guardians at the end of the school year for the 4th quarter.

### **Parent-Teacher Conferences**

Parent-teacher conferences will be held at the end of the 1st quarter and 3rd quarter. Refer to the school calendar for the schedule. Virtual or in person conferences with teachers, at any other time, are possible by calling the school office and making arrangements with the teachers.

### **Student Recognition**

#### **•Blue Devil of the Month**

The Blue Devil Student of the Month program strives to promote student success inside and outside of the classroom. Plattsmouth Elementary School's mission focuses on "*Working*

*together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment*". When we acknowledge and recognize our students as engaged academically, demonstrating responsible behavior, and contributing civic engagement, we encourage their participation and contributions! The Blue Devil Student of the Month is designed to nominate and select students who promote and take pride in Plattsmouth Elementary and in themselves.

### **Nomination Criteria:**

All students in Kindergarten - 4th grade are eligible to receive the Student of the Month award. A student cannot receive the award more than once within a school year. In order to be considered for an award, students must demonstrate at least 2 or more criteria in the three categories listed: academic, behavior, and citizenship.

### **•Blue Bucks**

Plattsmouth Elementary students have the opportunity to earn "Blue Bucks" throughout the school day.

Students earn "Blue Bucks" for demonstrating expected behaviors in all common areas outside of the classroom setting.

Common Areas Outside of the Classroom:

- ★ Arrival/Dismissal
- ★ Restroom
- ★ Hallway
- ★ Lunchroom
- ★ Playground

### **•President's Award for Educational Achievement**

At the end of the fourth grade, students who have shown outstanding educational growth or improvement receive a pin and certificate.

### **•President's Award for Educational Excellence**

Fourth grade students who have reached the 85th percentile in math or reading on a standardized test, and have earned a grade point average of at least 90 or the equivalent by the completion of fourth grade shall receive a pin and certificate.

## **Special Education Services**

### **What Does Special Education Mean?**

Special education means specially designed instruction and related services adapted as appropriate to the needs of an eligible student with a disability. Special education is provided at no cost to the parent to meet the unique needs of a child with a disability.

### **Students Who May Benefit**

A student verified as having autism, behavior disorders, deaf-blindness, developmental delay, hearing impairments, mental handicaps, multiple disabilities, orthopedic impairments, other health impairments, specific learning disabilities, speech-language impairments, traumatic brain injury or visual impairments, who because of these impairments need special education and

related services.

#### How are Students With Disabilities Identified?

In the area of reading, students must complete the Response to Intervention process, in order to be considered for special education services. Referrals are made by teachers or parents to a Dynamic Student Support System. If the student assistance team or comparable problem solving team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation is completed. An evaluation is conducted to assist in the determination of whether a student has a disability and the nature and extent of the special education and related services the student needs. The evaluation is conducted only with written consent of a parent or guardian. A multidisciplinary evaluation team (MDT) will then meet to determine whether the student is eligible for special education.

#### Independent Evaluation

If a parent disagrees with an evaluation completed by the school district, the parent has a right to request an independent educational evaluation at public expense. Parents should direct inquiries to school officials to determine if the school district will arrange for further evaluation at public expense. If school district officials feel the original evaluation was appropriate and the parents disagree, a due process hearing may be initiated. If it is determined that the original evaluation was appropriate, parents still have the right to an independent educational evaluation at their own expense.

#### Re-evaluation

Students identified for special education will be reevaluated at least every three years by the IEP team. The IEP team will review existing evaluation data on the student and will identify what additional data, if any, are needed. The school district will obtain parental consent prior to conducting any reevaluation of a student with a disability.

#### Individual Education Program (IEP)

Upon a student being verified as having a disability, a conference will be held with parents. At the conference, an Individualized Education Program (IEP) will be developed specifying programs and services which will be provided by the schools. Parental consent will be obtained prior to a student being placed for the first time in a program providing special education and related services or early intervention services to infants and toddlers. Once in place, the IEP is reviewed on an annual basis, or more frequently as needed. Parents are given a copy of the IEP.

#### Special Education Placement

The student's placement in a special education program is dependent on the student's educational needs as outlined in the Individual Education Program (IEP). To the maximum extent appropriate, students with disabilities are educated with students who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. Determination of a student's educational placement will be made by the IEP team.

Written notice shall be given to parents a reasonable time before the school district: 1. Proposes to initiate or change the identification, evaluation, verification or educational placement of a child or the provision of a free appropriate public education; or 2. Refuses to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to the child.

#### More Information

Anyone interested in obtaining a copy of the District's special education policy, the Parental Rights in Special Education brochure, or a copy of the Nebraska Department of Education Rule 51 (special education regulations and complaint procedures) or Rule 55 ((special education appeal procedures) may contact the Superintendent.

### **Special Education Policies**

Plattsmouth Community Schools adopts this special education policy with the intent that the policy maintains the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

#### **1. Free Appropriate Public Education**

A free appropriate public education shall be made available to all children with disabilities residing in the District from date of diagnosis through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

### ***Section I.01***

#### **2. Full Educational Opportunity Goal**

The District shall take steps to ensure that its children with verified disabilities have available to them the variety of educational programs and services available to children without disabilities in

the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

(a) Legal Reference: 92 NAC 51-004.11A

### **3. Child Find**

All children with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated and a practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services.

(b) Legal Reference: 92 NAC 51-006.01 through 006.01A2

### **4. Individualized Education Program (IEP)**

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

(c) Legal Reference: 92 NAC 51-007

### **5. Least Restrictive Environment**

To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled, and special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

Article II. Legal Reference: 92 NAC 51-008.01 through 008.011

### **6. Procedural Safeguards**

Children with disabilities and their parents shall be afforded the required procedural safeguards.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12;  
009.14, 006.07 and 016.01 through 016.07C

### **7. Evaluation and Identification Procedures**

Children with disabilities shall be evaluated and identified in accordance with 92 NAC 51-006. The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. Locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent(s) with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.



(a) Legal Reference: 92 NAC 51-006

**8. Confidentiality of Personally Identifiable Information**

The confidentiality of student records and information shall be maintained in accordance with law.

(b) Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

**9. Transition of Children from Part C to Preschool Programs**

**Article III. Children participating in early intervention programs under Part C of the IDEA (early intervention services) and who will participate in preschool programs assisted under Part B of the IDEA (services for school-aged children) shall experience a smooth and effective transition to those preschool programs in a manner consistent with 92 NAC 52-008. The District will participate in transition planning conferences arranged by the designated lead agency.**

(a) Legal Reference: 92 NAC 52-008

**10. Children in Nonpublic Schools**

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

**11. Personnel Standards and Personnel Development**

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately prepared and trained in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

**12. Participation in and Reporting of State and District Wide Assessments**

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

**Article IV. Legal Reference: 92 NAC 51-004.05**

**13. Suspension and Expulsion Rates**

The District will examine data, including data disaggregated by race and ethnicity, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

#### **14. Access to Instructional Materials**

As part of any print instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of print instructional materials, the District will enter into a written contract with the publisher of the print instructional materials to:

1. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard, or
2. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

#### **15. Over-Identification and Disproportionality**

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child.

Legal Reference: 92 NAC 51-003.10; 006.02C

#### **16. Prohibition on Mandatory Medication**

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

#### **17. Transportation**

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law.

Legal Reference: 92 NAC 51-014.01 through 014.02

#### **18. Surrogates**

A surrogate will be appointed and other action taken to ensure the rights of children with a disability as required by law.

Legal Reference: 92 NAC 51-009.10

#### **19. Early Intervention Services – Consent**

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

Legal Reference: 34 CFR Parts 300, 303 and 304  
Neb. Rev. Stat. § 79-1110 to 79-1167  
92 NAC 51

### **School Social Workers/Mental Health Counselor**

The School Social Workers/Mental Health Counselor's primary role is to assist students in being successful at school. She works with students, teachers and families to find solutions to problems that may be interfering with a student's success at school and/or at home. Students may be having emotional, behavioral, or family problems that can be addressed.

### **Health Services**

#### Student Illnesses

School health personnel will notify parents when a student needs to be sent home from school due to illness. Conditions requiring a student be sent home include: Temperature greater than 100.4°F., vomiting, diarrhea, chills, cough, shortness of breath, difficult breathing, muscle or body aches, new loss of taste or smell, sore throat, unexplained rashes, severe head lice, or on determination by the school nurse that the child's condition prevents meaningful participation in the educational program, presents a health risk to the child or others, or that medical consultation is warranted unless the condition resolves.

Please include emergency daytime phone numbers on your child's enrollment card so that you can be reached if your child becomes ill or injured while at school. Please also inform your school health office staff of health related information you feel is important for your student's success in the classroom and/or safety at school.

#### Guidelines for Administering Medication

Students may be required to take prescription medication during the school day. These medications shall be administered by the school nurse, or in the nurse's absence, by a person who has been trained in the administration of medication. Prescription medication will not be administered without written authorization from the parent and must be in the original container, properly labeled with the child's name, medication, dosage, time of administration and prescribing doctor. A written record of all medication administered will be kept. All medication records shall be kept confidential. Medication for diabetes, asthma or anaphylaxis may be self-administered by a student with signed consent from the doctor and parent on file in the nurse's office. The school **does not** provide pain relieving medications (Tylenol, Motrin, etc.) for headaches, toothaches, or cramps. When brought from home, these products must also be in an original container with written parental consent before they will be given. Under no circumstances will expired medications be administered.

Medications must be provided to the school by the parent/guardian in the pharmacy-labeled or manufacturer-labeled bottle. Repackaged medications will not be accepted. All medications also require a physician's authorization to be given at school. The school nurse may limit medications to those set forth in the Physician's Desk Reference (PDR). Please limit the amount of medication provided to the school to a two-week supply.

The school nurse, or in the nurse's absence, the person who has been instructed by the school nurse shall have access to medication. No medication will be brought to school or sent home with a child. **An adult must bring all medication to the nurse's office.** Emergency protocol for medication-related reactions will be in place.

#### Health                      Statute 79-3-002, 3-002

Students showing any signs or symptoms of a contagious or infectious disease as defined by school health guidelines shall be sent home immediately, or as soon as safe and proper conveyance can be found. The term "communicable disease" shall mean an infectious or contagious disease spread from person to person, or animal to person, or as defined by law. When a student is sent home because of a suspected reportable communicable disease it shall be the responsibility of the school nurse to report the circumstances to the county board of health and the principal. Health data of a student is confidential and it shall not be disclosed to third parties. Additional information is available from the school nurses. Students **may** be excluded from school for, but not limited to, the following communicable diseases:

Chicken Pox	Conjunctivitis (Pink Eye)
Coryza (Common Cold)	Diphtheria
Erythema Infectiosum (5 <sup>th</sup> Disease)	German Measles (Rubella)
Hepatitis A, B, or C	Hemophilias Meningitis
Impetigo	Measles
Meningococcal Meningitis	Mumps
Pediculosis (Head/body lice)	Ringworm
Scabies	Scarlet Fever
Tuberculosis	Scarlatina
Strep Throat	Whooping Cough (Pertussis)
Influenza	

#### Guidelines for Head Lice

Head Lice: Head lice are small, tan/brown parasitic insects that live on scalp hair. No disease is associated with head lice, so their presence is considered a nuisance and not a health threat. Symptoms are itching and the presence of lice and nits (eggs). Head lice are communicable, most often by DIRECT head-to-head contact or the sharing of personal items like combs, hats and towels. Guidelines based on current "best practice" evidence from the Centers of Disease Control, American Academy of Pediatrics and the National Association for School Nurses will be used by Plattsmouth Schools to reduce absenteeism due to head lice and involve parents as partners in control efforts.

### Injuries/Accidents

Injuries occurring at school or school-sponsored activities should be reported to a nurse, teacher, sponsor, coach or the office. The school nurse is on duty during the day and will be contacted if a student becomes injured or ill during school. In case of severe injury, an emergency unit will be called immediately at the discretion of school personnel. **Students leaving school due to injury or illness must check out through the office.** Parents will be contacted to inform them of the injury or illness and to receive permission for the student to leave the school. If a parent cannot be reached, the emergency contact will be called.

### Physical and Visual Examination

Evidence of a physical examination and a visual evaluation is required within six months prior to entrance into kindergarten and, in the case of transfer from out of state, to any other grade. A physical examination is also required prior to entrance into the seventh grade. The physical examination is to be completed by a physician, a physician's assistant, or an advanced practice registered nurse; the visual evaluation is to be completed by any of the foregoing or an optometrist. A parent or guardian who objects to the physical examination and/or visual evaluation may submit a written statement of refusal for his or her child. Waiver forms are available in the school health office. Additional physical examination requirements exist for students participating in athletic participation. **Failure to comply with this law will keep your child (ren) from enrolling in school.**

### Immunizations

A written record of a student's immunization record must be kept on file in the office of the school nurse. State Law requires that before entering the classroom, a child must have proof of receiving all mandated immunizations. Exemptions or temporary waivers or religious reasons. Unimmunized students may be excluded from school in the event of a disease outbreak. Immunization requirements for all students enrolled Pre –K – 12 per Nebraska School Rules and Regulations located in the back of the handbook. See the school nurse for more information.

### Birth Certificate Requirements

State law requires that a certified copy of a student's birth certificate be provided within 30 days of enrollment of a student in school for the first time. You may obtain a certified copy from the Bureau of Vital Statistics in the state in which your child was born. Assistance in obtaining birth certificates may be obtained from Health Records Management, P.O. Box 95065, Lincoln, NE 68509-5065. There is a fee per certificate.

Please note: The document parents receive from the hospital looks like a birth certificate, but it is not a certified copy. A certified copy has the raised seal of the state of Nebraska on it and is signed by the director of vital statistics. **Failure to comply with this law will keep your child (ren) from enrolling in school.**

## **Transportation Services**

Transportation to and from school is provided to students in accordance with law and Board Policy 5501. Contact First Student at (402) 296-0669 for information about transportation.

## **Drug-Free Schools**

The District implements regulations and practices, which will ensure compliance with the federal Safe and Drug-Free Schools and Communities Act and all regulations and rules, promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects. The consistent message of the program is that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

## **ACADEMICS**

### Nebraska Frameworks

Plattsmouth Elementary is accredited through the Nebraska Department of Education's Frameworks. Being accredited means that this school meets high criteria for quality education for students.

Current school improvement goals are:

- Reading: All students will improve their reading performance.
- Math: All students will improve their math performance.
- Civic Engagement: All students will have the opportunity to participate in at least one Civic Engagement.

### Assessments

#### **Measures of Academic Progress (MAP) Growth:**

All students in grades Kindergarten through fourth complete computerized adaptive assessments in the area of reading and mathematics. These assessments align with our Nebraska state standards. Student assessment results are in real-time, and assist with teachers being able to make informed decisions regarding a student's area of strength, as well as academic areas of weakness. The MAP assessment is administered in the fall, winter, and spring.

#### **Nebraska Student Centered Assessment System (NSCAS) - State Summative Test:**

In March and April, students in grades 3rd-5th complete an online-administered state assessment which assesses our state's College and Career Ready Standards for English Language Arts (3rd-4th) and Mathematics (3rd-4th).

#### **Nebraska Student Centered Assessment System Alternate Assessment (NSCAS-AA):**

In March and April, students in grades 3rd-5th with severe cognitive limitations complete the individually administered state alternate assessment. These assessments measure a student's alternate state content standards in English Language Arts (3rd-4th) and Mathematics (3rd-4th).

Parents may request and the district will provide (in a timely manner), information regarding any State or District policy regarding student participation in any assessments.

## Parent Communication

- Infinite Campus Messenger  
Infinite Campus Messenger is a mass notification system designed to reach parents in minutes using phone numbers, text messages and e-mail alerts regarding a time-sensitive situation or just day-to-day events, such as school closing, testing notification or when parental notification is necessary. **Please let the know office when your phone number or email address has changed.**
- Bulletins/Newsletter  
The school will post a monthly newsletter on the district website during the first week of each month highlighting special activities for the upcoming month. Reminders of future activities are included. Occasionally special notes will be sent home giving specific information on a topic.
- Informal Communication  
Teachers will informally let parents know of successes and problems by telephone, notes and/or class newsletters. Also, parents may email teachers. Teacher email addresses are located under the staff directory of the elementary school website.
- Parent/Teacher Conferences  
Parents are encouraged to make appointments for conferences with teachers, the counselor, or the administrators at any time by telephoning the appropriate person or the school office. Regular Parent/Teacher Conferences will be held at the end of the first quarter and third quarter for parents to meet with teachers to discuss their son/daughter's academic progress.

## Regular Programs

All students in kindergarten through fourth grade receive instruction in reading, writing, handwriting, math, social studies, science, and social skills taught by the classroom teacher. Specific phonics and phonemic awareness skills are also taught in kindergarten through second grade. Word study skill instruction is included in third and fourth grade.

## Special Programs

### Multi-Tiered System of Support

Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment, students are expected to meet performance goals identified at the early childhood center, elementary school, middle school, and high school. Examples of performance goals at each building may include: arrive to class prepared for learning, use work time appropriately, complete assigned tasks on time, demonstrate respect for people and property, and follow staff directives. If a student does not respond appropriately to performance goal expectations, they may receive increasing levels of support. Students will be monitored to determine if they respond to interventions

developed by the team.

Potential team members include student, teacher(s), parents, building administrator, school psychologist, and District administrator

If a student does not respond to interventions, the team will likely consider additional problem solving that may include an alternative setting, alternative curriculum, alternative schedule, 504 plan, or referral for a special education evaluation. Students will not be considered for a special education evaluation, until they have consistently demonstrated academic or behavior challenges that are significantly different from their same-age peers.

#### High Ability Learners Program (HAL)

The High Ability Learners Program is designed to extend the learning environment for high potential students. Classes are defined as being expanded learning experiences for able learners capable of studying in depth matters of an academic and creative nature. Students in fourth grade may be selected to participate in the High Ability Program.

Students' individual needs and learning styles should be accommodated by differentiated programs achieved through flexible and appropriate programming. The High Ability Program is to aid students in attaining the highest level of achievement possible in their unique talent area and enhancing the student's social responsibility and adjustment.

#### Title 1

Students who need help with their reading skills may be served in small groups or as an individual taught by Title I reading teacher or paraprofessional.

Parents/guardians or a student in a Title I school may request and the district will provide (in a timely manner), information regarding any State or District policy regarding student participation in any assessments. Please contact the following individuals if you have any questions.

Mrs. Shannon Honold  
Elementary Principal  
[shonold@pcsd.org](mailto:shonold@pcsd.org)  
402-296-4173 ext. 2504

Dr. Amber Johnson  
Director of Instructional Services  
[ajohnson@pcsd.org](mailto:ajohnson@pcsd.org)  
402-296-3361 ext. 2812

#### Student Placement

In the spring, classroom teachers and other staff members meet to determine student class placement for the next school year. It is essential that equitable, compatible, and balanced



classrooms are assembled and that classrooms reflect what teachers know about the conditions under which your child best learns. If your child has a special need not known to the school that would impact class placement, please submit your concern in writing to the principal when your child enrolls in school for the first time, or in the spring as classroom assignments are being considered. **We do not accept requests for individual teachers.** However, we value information that will enable us to select the best placement for your child. Please do not call or write to request a specific teacher or expect a classroom teacher to place your child with a specific teacher.

### Textbooks and Supplies

Textbooks are loaned to the students as a benefit from the Plattsmouth Community Schools. The students are responsible for the condition of these books. If a textbook is not returned in good condition or is lost, the student will be assessed a fine. All fines will be due immediately and payable to Plattsmouth Elementary School.

Students and their parents may choose to provide minor personal or consumable items for specific courses and activities, such as pencils, pens, erasers, glue sticks, notebooks, and binders.

## ACTIVITIES

**Students are reminded that participation in activities is a privilege, which may be forfeited pursuant to the *Student Conduct Rule (Board Policy No. 5101)*. <https://www.pcsd.org/Page/24>**

### Activity and Event Regulations

As with all school-sponsored activities, all student behavior guidelines will be followed including adherence to the dress code. Students attending any school activity may not leave and re-enter the activity. If a student leaves, he/she will be required to leave the school property. Students are at events to be spectators and not to cause disruptions. Students who cause disruptions will be removed from school grounds for this event and could be restricted from events for the remainder of the school year. This includes events at all three schools.

**Elementary students should be accompanied by an adult at all school activities.**

Elementary students who are attending events at other buildings need to follow the behavior guidelines at those buildings. Students should not play in the halls or run around the buildings. They should stay with their parents or relatives.

### **The Quick Guide to Buying and Bringing Snacks to School**

The following is a grade level list of recommended healthy snacks to bring for daily snacks. All other snacks will be sent home, based on the school's healthy schools policy and procedures. Snacks should be individually packaged.

#### Acceptable Snacks

Lite Popcorn  
Animal Crackers

Goldfish  
Fruit

Dried Fruit	Graham Crackers
Pretzels	Nuts
Fruit Cups	Reduced sugar or 90 calorie granola bars
Teddy Grahams	Yogurt
100-Calorie Snacks	Baked Chips
Baked Cheetos	Cheese and Crackers
String Cheese	Beef Jerky
Vegetables	Cereal
Fruit Snacks made with Real Fruit	

### Field Day

A half-day outdoor event may be held in May for students. There are appropriate game and athletic activities for the students.

### Practices/Rehearsals

The school will avoid scheduling activities on Wednesday evenings and Sundays. Exceptions to this will only be made by prior approval of the superintendent of schools.

If school is dismissed early due to inclement weather, all scheduled practices and activities are canceled for that day.

### Student Council

Plattsmouth Elementary School has an active Student Council. Two students are elected to serve from each second, third, and fourth grade classroom for one year. The Student Council meets twice a month, plans fundraisers and supports the Staff Appreciation Day. The members also collect food for the Food Pantry and manage the school store.

## **GENERAL GUIDELINES**

### Dress Code

A student's clothing should be appropriate and in good taste. Weather conditions should be considered when selecting the student's daily apparel. During the winter months, if a child wants to go outside for recess, long pants will be required. When the conditions are wet or snowy and recess is still held outside, students must wear boots and snow pants if they expect to play off the paved playground. Any clothing that interferes with the learning process will not be accepted and you may be called to bring appropriate clothing. Hats are not to be worn in the building, unless it is a specific hat day. Masks are optional for students and staff.

Apparel must comply with the health and safety codes and not interfere with the educational process. We will not allow intimidating, hostile, or offensive messages on face coverings. Apparel that advocates tolerance for or advertises controlled or illegal products or substances will not be permitted. Any face covering by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with a gang will not be tolerated. Any question concerning appropriate apparel shall be handled on an individual basis by the immediate supervisor, teacher, or building administrator. See Policy 5107 for more information.

#### Change of Address/Phone Number

Please contact the office when there is a change in a student address or phone number or that of the parent or guardian. Please help the office staff maintain up-to-date records.

#### Distribution of Materials

The principal must approve non-curricular materials before they can be distributed. There are guidelines to be met before a request can be considered.

#### Fire/Tornado /Crisis Drills

Fire and tornado drills are required by law at regular intervals and are an important safety precaution. Teachers in each classroom will give instructions for these drills. The instructions will be posted in each classroom and students should be familiar with the procedures.

The fire alarm is a signal for all students and teachers to make a quick, quiet, and orderly exit from the building. Students should remain with their class group, moving at least 100 feet from the building, and are not to reenter the building until directed to do so.

Tornado drills will be signaled and directions will be given on the intercom. Students should follow the tornado drill instructions by moving into the hallways. An intercom announcement will instruct students when it is safe to return to class. Security drills will be held during the school year.

#### Food and Drink Regulations

No opened containers may be brought into the building. This includes but is not limited to opened liter bottles, sports bottles, cups, and other containers that are not sealed. Water bottles are allowed to be brought from home.

#### Kindergarten Registration

Parents of future kindergartners (those students who will be five years old on or before July 31) will be informed of the yearly Kindergarten Registration. Parents will be able to register their child by visiting school and bringing the child's certified birth certificate, immunization records, and a record of a physical exam.

#### Library

The school library is organized to aid students with their schoolwork. It serves as a reference center for supplies, resource material, books, periodicals, and novels for personal interest reading. The library is available as a quiet study area when doing research. The policies governing the use of the library, checkout of library materials, fines, etc., are posted in the library. Students violating the rules and regulations of the library will lose their privilege of library use. If a book is lost a bill will be sent home. If the book is found later, a refund will be issued.

#### Lunch Room & Food Service Guidelines

Plattsmouth Community Schools offers breakfast and lunch every day with a focus on lots of

choices and good nutrition. The school food service program is a pre-pay system. There must be funds in your account for your child to make purchases. The district reserves the right to block any account that is delinquent. If a family account has a negative balance, your account may be inactivated and your student will not be able to make any purchases on the family account. An alternate meal may be provided to your child if your account is delinquent. We understand families may have emergency situations. We can work with you to set up payment arrangements for your account, if you contact us.

We strive to assist parents with their efforts to maintain a positive account balance by providing notice of a low balance. Food service staff will give verbal reminders to students. Please sign up for low balance notices via email through Infinite Campus. You can monitor your account balance online at any time through Infinite Campus. We encourage parents to enroll in the online payment system through Infinite Campus. All foodservice payments made online post directly to your family account. Debit and credit card payments can be made at the District Central Office or by phone 402-296-3361. Cash payments can be made at your child's school. **We do not accept checks.**

#### Student Breakfast and Lunch

During the 2025-2026 school year, the cost of breakfast and lunch are as follows:

#### **Breakfast Fees and Schedule:**

Breakfast Fee - \$2.40

Milk - \$.50

Breakfast begins at 7:50 a.m. and ends at 8:05 a.m.

#### **Lunch Fees and Schedule:**

Lunch Fee - \$3.15

Milk - \$.50

If students would like seconds or two entrees, the cost of a lunch is \$3.15. Students are encouraged not to bring pop/soda.

If you have any questions regarding your family meal account, please contact us at 402-296-3361 ext. #2800.

All families who qualify for free or reduced price meals must fill out a new application form each school year. Families that fail to turn in a new application will be charged full price for meals. Parents are responsible for all charges on the account until a new application has been received and processed. Applications will be available late July or early August. If you do not receive an application by the beginning of school please contact the food service office.

Our school district currently provides an in-district food service. All menus along with nutritional information are posted online.

The school food service program operates under USDA guidelines.

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 Rights1400 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.

### Lunch Rules

1. Students are to use proper table manners and not misuse food or beverages.
2. Trays and trash must be returned to the proper area.
3. Students are encouraged to drink healthy beverages. Pop is not encouraged.
4. Violation of these rules will result in disciplinary action.

### Make-Up

Please do not allow your child to bring make-up to school because of the potential health hazard when the make-up is shared with other students.

### Money

Please do not send money to school unless there is a reason such as lunch money or school store purchase.

### Office Referral

A student may be sent to the office for serious inappropriate behavior. Teachers and other staff members will re-teach/redirect that behavior whenever possible before an office referral is made. Some behaviors are severe enough that a student is sent to the office with little staff intervention. An office referral form is filled out for the student stating the behavior and what is known about the incident. Administrators will investigate the behavior or incident, work with the student, and attempt to reach parents to inform them of the situation and discuss the resolution of the

problem. Occasionally, a parent/student/principal/assistant principal conference may be needed.

### Parent Involvement

A parent may object in writing to textbooks, tests, and other curriculum materials, the subject matter of courses, assemblies, counseling sessions, or other instructional activities. If parents know in advance of topics or activities from which they wish to have their child(ren) excused, the school expects parents to request to have the student excused from participation.

Parents wishing to participate in counseling sessions with their children may make such a request of the building administrator. Upon receiving such a request, the building principal will contact the counselor to determine if, in the opinion of the counselor, parental participation is appropriate.

Pets - See Policies 1260 and 6920 at [www.pcsd.org](http://www.pcsd.org).

### P.T.O.

Parents and guardians are encouraged to join the P.T.O. This organization sponsors activities and helps to raise money to help Plattsmouth Elementary School. The P.T.O. Board meets monthly and welcomes any parent to attend. A Zoom option is also provided.

### Recess

Children will have the opportunity to get exercise, fresh air, and socialize with friends at recess. If your child is well enough to attend school, she/he is well enough to participate in the elementary schedule. Exceptions will be made when a note from a doctor excuses a child from certain activities. **Please dress your child appropriately for the weather. Please make sure your child is dressed appropriately for outside activities when the weather becomes cold.** It is at the discretion of the principal whether the clothing a child is wearing is appropriate for the weather conditions. Students will not be sent outside if it is raining or the temperature and/or wind chill is below 15 degrees. When the temperature and/or wind chill is above 15 degrees recess will be outside. **When the conditions are wet or snowy and recess is still held outside, students must wear boots and snow pants if they expect to play off the paved playground.** Occasionally the presence of ice on all hard outdoor surfaces necessitates that students stay inside. **Students are asked to not bring toys or equipment from home to play with before and after school or during recess unless the building principal has granted permission.** Toys may be brought for classroom projects only (show and tell, writing assignments, etc.) and should be done so only with permission of the classroom teacher.

### School Cancellation and Closing

In the event of severely inclement weather or mechanical breakdown, school may be closed or the starting time was delayed. The same conditions may necessitate early dismissal. School closings, delayed starting time or early dismissal will be announced over television, radio stations, and Infinite Campus. Reports in the morning will be between 6:00 a.m. and 8:00 a.m. If no report is heard it should be assumed school is in session. If school is dismissed early because of inclement weather, all scheduled practices and activities may be canceled for that day.

### School Closing Due to Health Conditions

The school district works closely with the Nebraska Department of Health during outbreaks of illness. In accordance with the Nebraska Department of Health recommendations, if 25-30 percent of students are absent and/or if an insufficient number of staff members are available to teach classes due to health, the administration of the school will consider closing the school.

### School Property

Students marking or damaging school equipment or property in any way will be required to clean the article or pay for the damage done. Parents and students are responsible for materials loaned to the student.

### Soiling and Wetting

Occasionally children do have soiling and wetting accidents. In grades K-4, if your child soils or wets, it is expected that you will come and/or pick him/her up, clean and change him/her and return him/her back to school. These are the procedures that Plattsmouth Elementary School will follow:

1. The first time the student soils or wets their pants the school will provide a place for the students to clean themselves and change clothes. If the students cannot clean themselves the parents are expected to come and help their child clean up or take them home to clean up and return the student to school. If the student cleans themselves, a note will be sent home and must be signed and returned to the classroom teacher.
2. The second time the student soils or wets their pants the school will provide a place for the students to clean themselves and change clothes. If the students cannot clean themselves the parents are expected to come and help their child clean up or take them home to clean up and return the student to school. If the student cleans themselves, a note will be sent home and must be signed and returned to the classroom teacher.
3. The third time the student soils or wets their pants the school will provide a place for the students to clean themselves and change clothes. If the students cannot clean themselves the parents are expected to come and help their child clean up or take them home to clean up and return the student to school. A meeting with the parents of the student will be set and a plan will be established to address the issue.

At the team meeting, the plan should include the following information:

- a. Possible reasons for the toileting issue.
- b. Possible solutions for the toileting issue.
- c. A home/school plan detailing who is responsible for each step of the plan at each location.

**Students with medical or special needs** may be exempt from this policy. A toileting plan will need to be established detailing who is responsible for each step of the plan at each location.

### Telephone

Teachers are conducting classes from 8:10 a.m. - 2:50 p.m. If you need to talk to a teacher, you may call and leave a message. Teachers can be reached by phone during their planning time, lunchtime, and before and after school. Please do not ask to talk to a teacher during instructional time.

The school telephone is for school business. Students may not make personal calls, unless they are urgent and are given permission from their classroom teacher. Students may not receive phone calls during the instructional day. The school will make every effort to get messages to students during the school day. Try to let your child(ren) know their after school plans before they come to school.

### Toys/Games

Toys, games, and video games will not be allowed at school unless they are to be used for a special activity. Please make sure your child does not bring toys to school unless a teacher or administrator has given prior approval. This includes all types of trading cards. This policy has been changed due to the number of conflicts resulting from lost, broken, and stolen toys.



## **LEGAL NOTICES AND STUDENT RIGHTS**

### **Anti-Bullying Policy**

Discussed in [Board Policy 5415](#)

### **Child Find/Special Services**

If special educational needs of students exist or arise, they will be addressed in a manner that complies with State and Federal requirements. If you have questions about special education identification or services, contact the Director of Student Services Amanda Wright at 296-3361.

### **Discontinuance of Enrollment for Children Younger Than Six Years of Age**

Discussed in [Board Policy 5002](#)

### **Freedom of Expression**

Student expression, other than student expression in student-produced official school publications, made on the school district premises or under the jurisdiction of the school district or as part of a school-sponsored activity may be attributed to the school district; therefore, student expression must be responsible. Student expression must be appropriate to assure that the students learn and meet the goals of the school activity and that the potential audience is not exposed to material that may be harmful or inappropriate for their level of maturity.

Students will be allowed to express their viewpoints and opinions as long as the expression is responsible. The expression shall not, in the judgment of the administration, encourage the breaking of laws, cause defamation of persons, be obscene or indecent, or cause a material and substantial disruption to the educational program. The administration, when making this judgment, shall consider whether the activity in which the expression was made is school-sponsored and whether review or prohibition of the students' speech furthers an educational purpose. Further, the expression must be done in a reasonable time, place, and manner that is not disruptive to the orderly and efficient operation of the school district.

### **Administration**

The administration is authorized to adopt such administrative rules, regulations or practices necessary to properly implement this policy. Such regulations, rules or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations and practices may include administrative forms, such as checklists to be used by staff to record observed behavior and to determine the proper plan of action.

### **Student Discipline & Early Childhood Student Discipline**

Discussed in [Board Policy 5101](#).

### **Academic Integrity**

Discussed in [Board Policy 5101](#).

## **Student Fees**

Discussed in [Board Policy 5195](#).

## **Multicultural Policy**

Discussed in [Board Policy 6370](#).

### **Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973**

The following is a description of the rights granted to qualifying students with disabilities under Section 504 of the Rehabilitation Act. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education.
5. Have your child receive services and be educated in facilities which are comparable to those provided to every student.
6. Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. (You and your child may take part in the hearing. Hearing requests are to be made to the Superintendent).
11. File a local grievance.

## **Notification of Rights Under FERPA**

Discussed in [Board Policy 5202Z](#)

## **Student Privacy Protection Policy**

Discussed in [Board Policy 5421](#)

## **Parental Involvement Policies**

Discussed in [Board Policy 6400](#)

## **Title I Parental and Family Engagement Policy**

Discussed in [Board Policy 6410](#)

## **Homeless Students Policy**

Discussed in [Board Policy 5417](#)

## **Interviews Of Students By Outside Agencies**

Discussed in [Board Policy 5413](#)

## **Community Use of School Facilities**

Discussed in [Board Policy 1100](#)

## **Option Enrollment**

Discussed in [Board Policy 5006](#)

## **Student Records**

Discussed in [Board Policy 5202](#)

## **Identification of Learners with High Ability**

Discussed in [Board Policy 5414](#)

## **Search and Seizure**

Discussed in [Board Policy 5406](#)

## **Internet Safety and Acceptable Use Policy**

Discussed in [Board Policy 6800](#)

## **Safe Pupil Transportation Plan**

Discussed in [Board Policy 5306](#)

## **Fire Drills & Crisis Plans**

Discussed in [Board Policy 6115](#)

## **Assessments -- Academic Content Standards**

Discussed in [Board Policy 6212](#)

## **Reading Instruction and Improvement**

Discussed in [Board Policy 6213](#)

## **Concussions**

Discussed in [Board Policy 6284](#)

## **Return to Learn From Cancer**

Discussed in [Board Policy 6286](#)

## **Tobacco Policy**

Discussed in [Board Policy 1120](#)

## **Title I Parent and Family Engagement Policy**

Discussed in [Board Policy 6410](#)

## **Title I Funds**

Discussed in [Board Policy 3570](#)

## **Insufficient Funds**

Discussed in [Board Policy 3580](#)

## **Board Minutes**

Discussed in [Board Policy 9340](#)

## **Employee Conduct Regulations**

Discussed in [Board Policy 4020 and 4020A](#)

## **Workplace Privacy Act**

Discussed in [Board Policy 4027](#)

## **Option Enrollment**

Discussed in [Board Policy 5006](#)

## **Student Discipline**

Discussed in [Board Policy 5101](#) and [Board Policy 5105](#) for students with disabilities

## **Drug and Substance Use and Prevention**

Discussed in [Board Policy 5104](#)

**Internet Safety and Acceptable Use Policy**

Discussed in [Board Policy 6800](#)

**Self-Management of Asthma Anaphylaxis and Diabetes**

Discussed in [Board Policy 6921 and 6921A](#)

Board Policies can be found at <https://www.pcsd.org/about-us/board-of-education/policies>.

**STUDENT HANDBOOK: COVID SUPPLEMENT**

Refer to district website for COVID protocols and updates: [www.pcsd.org](http://www.pcsd.org)