

PAT Staff Handbook Changes, 2013-14

1. Updated names to reflect current BOE and Administration. Changed name of Alternative High School to Haysville High School. (pp. 2 and 3)
2. Updated dates as needed.
3. Changed the name of the PAT curriculum from "Born to Learn" to "Foundational," which reflects the newly implemented curriculum being used. (p. 3)
4. Added the name and contact information for Rainbows United under the "Special Education" heading on p. 4 as they are our Part C, Infant and Toddler Services provider.
5. Under the "Home Visits" heading on p. 6, the reading was changed from "a minimum of one time monthly August through May" to "10 times annually." This allows for greater flexibility in scheduling home visits, i.e., if a family is unavailable one month, we make an effort to schedule them twice in the next month.
6. On page 23, the heading, "Petty Cash" was replaced by "Reimbursements." We do not keep petty cash in the buildings.
7. Under the section titled, "District Procedures," the following statement has been added under the heading, "Personal Internet Device Use," "Personally owned internet devices such as, smart phones, laptops, and tablets may be used by staff during the school day as approved by administration and in accordance with the Haysville USD 261 Board of Education Internet and Computer Use policies." (p. 15)
8. Under the section titled, "Safety and Security," a section titled, "Internet Safety" has been added with the following statement, "The USD 261 Haysville Public School district complies with federal and state Children's Internet Protection Act (CIPA) laws and promotes Internet safety for all students through a curriculum that addresses cyber bullying and appropriate interaction with other individuals on social networking websites and chat rooms. It shall be the responsibility of all members of the USD 261 Haysville Public school staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with the CIPA laws." (p. 21)