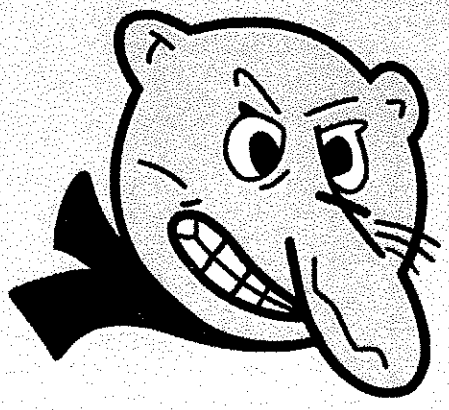
Welcome

NORTHEAST
DUBOIS
ELEMENTARY
SCHOOL



NORTHEAST DUBOIS ELEMENTARY

Home of the "JEEPS"

Chad Whitehead, Principal

Lori Fuhrman, Secretary

5533 E. Saint Raphael Street
Dubois, Indiana 47527

Telephone: 812-678-3011
Fax: 812-678-2013

Dear Parents,

We are excited you have chosen to enroll your child at Northeast Dubois! We have highlighted some important dates and information to help you start out the school year.

Registration and Open House: Online registration will open July 21st. Links are located on the school website, www.nedubois.k12.in.us. If you need assistance or have questions with registration, onsite registration will take place from 3:00-7:00 on Tuesday, July 28, 2026 and from 8:00-3:00 Wednesday, July 29, 2026. **If online registration is complete, there is no need to attend onsite registration.**

Open House: Tuesday, July 28, 2025 from 4:30-6:30. Classrooms will be open at this time, so children can meet their teacher and see their classrooms.

Lunch Money: When sending in lunch money, we ask that you send all checks payable to NDES. You may combine the fees for more than one child for each account, but please indicate how much money you would like in each child's account when sending in money or check. As a reminder, please always include first and last name and what the money is for when sending in money. You may also apply for financial assistance to help offset lunch/breakfast prices. The free/reduced lunch application form is located in your packet of materials, but please reach out with any questions.

School Day Hours: Just a reminder that classes begin at 8:00. Drop off begins no earlier than 7:30. Please drop off students at the front door by the main office. Any student arriving after this will be counted as tardy. Dismissal will be from 2:50-3:00 (2:20-2:30 on Fridays). Please be extra cautious when dropping off or picking up students. We want to ensure the safety of all students.

Bus Transportation: Following online registration, bus drivers will meet to confirm bus routes. Mr. Ryan Case is our transportation director and can be reached at rcase@nedubois.k12.in.us if you have a specific bus concern.

School Supplies and PTO: As a reminder, our PTO uses funds from fundraisers throughout the year to provide school supplies for all students. The only thing your child will need is a regular size backpack that is large enough to hold a binder, one box of Kleenex, and one canister of Clorox wipes.

We also invite you to take an active interest in our Parent Teacher Organization. Each parent or grandparent who has a child enrolled at Northeast Dubois Elementary is a member. We will send home notices alerting you to upcoming PTO meetings. Our PTO works very hard to provide many extras for our students, including providing school supplies for all students and supporting class field trips. Please get involved and see, first-hand, the incredible influence this group has on the dynamics of Northeast Dubois Elementary.

How to Stay Connected: As technology is our primary source of communication, please utilize the corporation website and Facebook page, as well as our school page "Northeast Dubois Elementary School," to stay current on what is happening and share in our excitement. I will also send out a digital newsletter to keep you updated on important dates and information.

Tara Rasche, our superintendent, sends out notifications regarding school cancellations, delays, etc., using the Parent Square system. I do not duplicate her messages. Any messages I send are building-specific, not corporation-wide notices. I will also send all messages through the Parent Square system. *You are automatically enrolled in these messages with the email and phone number that you assign in Skyward. If you have issues receiving these messages, you can download the Parent Square app and adjust your settings.

If you have questions about any of the above information or other school concerns, please feel free to email me at cwhitehead@nedubois.k12.in.us or call us at 812-678-3011, so we can assist you and your child.

Sincerely,

Mr. Chad Whitehead and Staff

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Ryan Case, Transportation Director

5379 E Main Street
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DeAnn Meyer, Treasurer
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Fax: 812-678-4418

Acceptable Use Policy Agreement Signature Page

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

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

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

This agreement will be valid and kept on file.

Dear Northeast Dubois Families,

This school year, Northeast Dubois school cafeterias are meeting tough federal nutrition standards for school meals, ensuring that meals are healthy and well balanced and provide students all the nutrition they need to succeed at school. Now is a great time to encourage your kids to choose school lunch and breakfast!

School meals offer milk, fruits and vegetables, proteins and grains, and they must meet strict limits on saturated fat and portion size. School lunches will meet additional standards requiring:

- Age appropriate calorie limits
- Larger servings of fruits and vegetables (students must take at least one serving of produce)
- A wide variety of vegetables including dark green and red/orange vegetables and legumes
- Fat free or 1% milk (flavored milk must be fat-free)
- Whole grains
- And less sodium

School meals are a huge convenience for busy families! We will again offer breakfast and lunch for all students.

We encourage all households to carefully look over the forms attached to this letter. If your household qualifies for free or reduced meals, that may qualify the student/students for textbook assistance also. Please fill out the forms and return as soon as possible.

In accordance with state guidelines, the Northeast Dubois School Board has adopted a Written Charging Policy for our schools and can be viewed on our School's website.

We look forward to welcoming your children to the cafeteria this year!

Thank you,

Katie Hackney
Food Service Director
Northeast Dubois School Corporation

NOTIFICATION OF AVAILABILITY OF ASBESTOS MANAGEMENT PLAN

August 2026

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

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

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

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

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

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

_____

Mr. Tony Smock

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Dear Parent or Guardian:

Every school district is required to report to the Department of Education each year student data by race and ethnicity categories that are set by the federal government. The Department of Education does not report individual student data to the federal government but does report the total number of students in various categories in each school. These reports help us keep track of changes in student enrollments and ensure that all students receive the education programs and services to which they are entitled.

The federal government recently changed the reporting categories for student data. As a result, you have the opportunity to update the student data for your child. With the new reporting categories, you may now identify your child by ethnic group (either Hispanic/Latino or not Hispanic/Latino) and by one or more racial groups (American Indian/Alaska Native, Asian, Black/African-American, Native Hawaiian/Other Pacific Islander, White). Starting with the 2010-2011 school year, all schools will report student data to the Department of Education using the new categories.

Please complete the online form by no later than the first day of school.

For more information about the student data reporting categories for ethnicity and race, please contact the district office.

Sincerely,

Dr. Tara Rasche, Superintendent
Northeast Dubois County School Corporation

MEMO

TO: Northeast Dubois County School Corporation Parents
FROM: Dr. Tara Rasche
DATE: August 2026
RE: Pest Control Policy
CC: Northeast Dubois County School Board

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

If you wish to be informed when pesticide applications will be made at the building in which you have children, please call Maintenance Director Tony Smock at 678-2781 Ext 4 to put your name on our registry. The School Corporation will provide notice at least two days prior to the date and time the pesticide application is to occur. If you need any further information concerning our pest control policy you may also call Tony at the same phone number.

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Dear Parents and Guardians:

In accordance with the Elementary and Secondary Education Act 1111(h)(6) *PARENTS' RIGHT TO KNOW,* this is a notification from Northeast Dubois School Corporation to every parent of a student in a Title **I** school that you have the right to request and receive information in a timely manner regarding the professional qualifications of your student's classroom teachers. This information regarding the professional qualifications of your student's classroom teachers shall include the following:

< If the teacher has met state qualifications and licensing criteria for the grade level and subject areas taught,

<If the teacher is teaching under emergency or temporary status in which Indiana qualifications and licensing criteria are waived;

< The teachers baccalaureate degree major, graduate certification, and field of discipline; and

< Whether the student is provided services by paraprofessionals, and if so, their qualifications.

If at any time your child has been taught for 4 or more consecutive weeks by a teacher that is not highly qualified, you will be notified by the school of this information.

If you have any questions or concerns, please feel free to contact Mr. Chad Whitehead Title I Administrator at 678-3011.

Sincerely,

Dr. Tara Rasche, Superintendent
Northeast Dubois County School Corporation

This form is **valid as long as your child is** a **student at Northeast Dubois School Corporation.**

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RE: MENINGITIS

August 1, 2026

Dear Parents, Guardians and Students,

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

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

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

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

Many local health departments and private healthcare providers offer this vaccine. Please contact your health care provider for specific instructions regarding your child. More information about meningococcal disease can be found at:

The Centers for Disease Control and Prevention (CDC) website:
http://www.cdc.gov/vaccines/vpd-vac/mening/default.htm
IN State Department of Health website:
http://www.in.gov/isdh/25455.htm

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Medication Distribution

As of July 1, 2001, Northeast Dubois students in preschool through eighth grade **may NOT carry any medication to or from schoo**l. You may hand the medication to the bus driver, who will hand it to the staff member on bus duty at school or an adult may bring the medication to the office.

Students with an acute or chronic disease or medical condition may carry medication with them and self-administer it on school grounds and during any school-related function as long as a **written release from a parent and a written physician's order that authorizes this activity** is on file at school and reauthorized annually. (This would include inhalers, EpiPens, diabetic medication, etc.)

PERMISSION TO ADMINISTER MEDICATION

I request that school staff members administer medication to my child during school hours in accordance with the enclosed written instructions from my physician or myself.

For short term medication, ORIGINAL PRESCRIPTION BOTTLE AND LABEL IS REQUIRED with child's name, name of medication, dosage and termination date included on label. Note from parent should state time medication should be administered and signed by parent.

For long term medication, ORIGINAL PRESCRIPTION BOTTLE AND LABEL IS REQUIRED with child's name, name of medication and dosage included on label. Physician's order must be sent including time medication is to be given.

Over the counter medication must be sent in the original bottle with the child's name on it including instructions and signed by the parent. If instructions from the parent differ from what is listed on the bottle and no signed prescription from the doctor is included, the instructions on the bottle will be followed. This includes all oral and topical medications.

Medication WILL NOT be administered without the above information or permission to administer medication form signed. This includes all topical, oral or injected medications.

Medications that are prescribed for 3 times/day can be taken at home before and after school and at bedtime. MEDICATIONS WILL NOT BE SENT BACK AND FORTH BETWEEN SCHOOL AND HOME. IF YOU WANT MEDICATIONS TO BE SENT HOME NIGHTLY, YOU WILL NEED TO MAKE ARRANGEMENTS TO COME IN AND PICK UP DURING SCHOOL HOURS.

If you have any questions, please call the office at 812-678-3011

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Medical Consent

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

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

This consent form will be valid and kept on file.

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CHIRP PERMISSION

The Children and Hoosiers Immunization Registry Program (CHIRP) is the online system maintained by the Indiana State Department of Health that stores and updates immunization records.

By signing and returning the form, the school nurse will be allowed to verify that your child is enrolled and counted as a student at Northeast Dubois to the Indiana State Department of Health. It will also allow me to correct your child's immunization records that are already in place in the registry as well as completing any records that are missing. If your child has an exemption, this will allow us to place this information in his/her record.

The only identifiable information is your child's name and date of birth. No social security number is used.

If you have any questions, please call the office at 678-3011.

Northeast Dubois School Bus Drivers

#1A	Jason Braunecker	812-630-0444 or 812-678-5717
#2	Tony Danhafer	812-630-1471
#3	Tim Danhafer	812-639-9462
#4	Ed Freyberger	812-309-3407
#5	Duane Thewes	812-630-7856
#7	Sheila Bachman	812-309-4414
#9	John Fuhrman	812-639-0715
#11	Brad Danhafer	812-630-5453
#12	Tony Quinn	812-631-1459
#13	Brian Terwiske	812-678-2071 or 812-508-0898
#14	Jeff Bieker	812-639-8358
#15	Collin Kissel	812-827-3744
#16	Chris Reckelhoff	812-639-0098
#17	Patty Chatman	812-631-4408
#18	Jennifer Braunecker	812-630-0513
#8	Scott Chatman	812-639-0246