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# Pioneer Elementary School

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## 2020-2021 Parent/Student Handbook



## Proud Home of the Cheetahs

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**PIONEER ELEMENTARY SCHOOL  
PARENT/STUDENT HANDBOOK**

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Dear Pioneer Students and Parents:

Welcome to the 2020-2021 school year! It is with great pleasure to serve as your principal. I am beyond excited to get to know each student and his or her family. My top priorities are to create and sustain a safe and productive learning environment along with earning the trust of all stakeholders at Pioneer. I am humbled to be able to call myself a Pioneer Cheetah.

It is my belief that the partnership between parents and schools is a key factor in student success. I encourage all parents to get involved in your child's education. This can take many *forms*, from volunteering at school to simply talking to your child about his or her day at school. Both are very powerful acts that can increase student achievement, improve student motivation and foster home-to-school relationships.

In the last two decades in education, I have seen programs and initiatives come and go. The one constant that continues to inspire me is the interaction between teachers and students as quality education takes place. It is my goal to ensure this happens by supporting our students, families and staff at Pioneer.

Speaking of our students, I hope every student has a wonderful year and goes home excited about coming to school the next day. To achieve this, our Pioneer staff will support students academically, behaviorally, and emotionally. Students will actively participate in class and complete their assignments. Each student will get back at least as much as they put in to school. Effort is required and is rewarded by a better understanding of world around them along with a sense of accomplishment every day.

Education is a challenging balance between gentle encouragement and uncompromising expectations. I look forward to working with staff, students and families in this inspiring journey. I have always had an open door policy and look forward to getting to know everyone. If you have questions, concerns, or just want to visit about your student's education, please call or email to set up an appointment.

I look forward to a wonderful school year with my new Pioneer family.

Sincerely,

A handwritten signature in cursive script that reads "Aron Jones".

Aron Jones  
Principal, Pioneer Elementary

## ***Mission/Vision Statements***

### **MISSION STATEMENT**

Pioneer staff will foster a safe and caring environment for the optimum learning of each individual student.

### **VISION STATEMENT**

We at Pioneer are here to challenge all students to reach their potential and become lifelong learners.



*Please note the following highlighted changes to the handbook:*

1. The student drop-off area has changed its entrance and exit areas. All driving through the student drop-off area and parking lot is one way.
2. Changes to the dress code: Tank-tops are to be at least the width of 2 adult fingers or 3 student fingers, no “muscle shirts”, and no coloring of hair in an unnatural color.
3. Parents are invited to be part of the classroom experience, but if it compromises the learning environment of students in the classroom, visits to the classroom may not be allowed.
4. Attendance will be monitored closely to ensure student learning can occur.
5. Students will not be allowed through the front doors prior to 7:45 am. They must walk around the school to the playground area.

## ***Absences, Attendance, Tardiness, & Truancy***

We believe that regular attendance is very important in assuring a successful school experience for every student. Our goal for every student is to achieve a minimum of a 95% attendance rate; **this equates to no more than 9 absences in a school year.** We also believe that establishing the habit of regular attendance early in a student's school experience is critical. Please avoid scheduling non-essential trips, outings, etc. during school time. The Fort Morgan School District has an attendance policy in place which Pioneer will follow (Policy JH). This policy comes into play when a) a student has unexcused absences, or b) a student begins to accumulate a large number of excused absences. Your cooperation in keeping us informed regarding your child's absence is most appreciated. If we are not notified about an absence, we will visit you and/or attempt to contact you -- in the interest of the child's safety. Students who attend school every day are much more likely to go to work every day as adults. **PLEASE HELP ASSURE YOUR CHILD A SUCCESSFUL SCHOOL EXPERIENCE BY PROMOTING HIGH ATTENDANCE EXPECTATIONS FROM THE VERY FIRST DAY OF SCHOOL.**

### EXCUSED

**We request parents or guardians notify the office by 8:30 A.M. if a child in their care will be absent or tardy that day.** Absences will be recorded as excused for a student who is ill, injured, or suffering from a mental or emotional disability with notification by the parent or guardian. However, once absences surpass nine in number, absences will only be excused if accompanied by a note from a Physician, or via approval from the Office of the Principal. **Though excused, the absence becomes part of the child's cumulative record, and absences cannot ever be fully made up.**

In the event a child needs to be dismissed during school hours, please contact the school office explaining the reason for the dismissal and the time that child is to be released. Parents and guardians are strongly encouraged to schedule appointments and trips **after** regular school hours or **on days when children are not in school.** Elementary children are not counted absent when attending school-sponsored activities.

**Any planned extended absence that is more than 5 days in length must involve a conference with the Principal in order for such absences to be considered excused.** Within the conference established levels of attendance will be examined to determine if these absences will be considered excused or unexcused.

### UNEXCUSED

Absences not covered above or not approved by the school will be recorded as unexcused. Parents or guardians will be notified by mail, telephone, or personal contact by a staff member when any student has four (4) unexcused absences within one month or ten (10) in a school year. Parents or guardians may be requested by school staff or administrators to meet with them to develop problem-solving strategies directed towards improved attendance and the accomplishment of learning objectives.

Office staff will attempt to make telephone contact with parents or guardians of absentees from which notification has not been received. If the school is unable to determine the reason for the absence, it will be recorded as unexcused.

### MORNING TARDINESS

Tardiness to school is considered a component of student absences. A marked tardy is considered equivalent to 1/3 of an Unexcused Absence.

### TRUANCY

According to Colorado Law, a child who has attained the age of six years and is under the age of seventeen years must be enrolled and in attendance of school. A child within this age range who has four unexcused absences from school in any one month, or ten unexcused absences from school during any school year will be considered habitually truant. Students who fall into this category may be turned over to the District's legal counsel for subsequent consequences. This law is referred to as the Colorado Compulsory School Attendance Law.

### MAKE-UP WORK

Teachers may prepare make-up work for students who have ~~excused~~ absences depending on the instruction the student will be missing. We ask that parents give the teachers notice of at least one day when requesting your child's make-up work. We appreciate your calling ahead several hours before picking up your child's work.

### ***Asbestos Notification***

Please see District Policy information in the back of the book.

### ***Bad Weather Consideration***

Please see District Policy information in the back of the book.

### ***Behavior Expectations***

Positive Behavior Intervention Support (PBIS) will have an encouraging influence on behavior at Pioneer Elementary School. PBIS is a proactive systems approach for creating and maintaining safe and effective learning environments in school, and ensuring that all students have the social/emotional skills needed to make certain their success as school and beyond.

Classroom Guidelines will be established by each classroom teacher. Guidelines should be simple, specific, and consistently enforced. If a rule is broken, the teacher will concentrate on the behavior -- and logical consequences for that behavior.

Students are expected to treat others as they wish to be treated and to do nothing which will harm themselves or others. Student behavior which interferes with the ability of the teacher to teach or the ability of other students to learn will not be tolerated.

Teachers are asked to deal with observed behaviors and to provide privileges and consequences which are meaningful to the student.

Teachers may send students to the office for discipline reasons when a) the severity of the behavior warrants a more serious consequence, or b) the student is continuing to act in a disruptive on-going, repetitive manner after the teacher has already intervened. Parents will often be notified by phone or in writing when a discipline referral is initiated. Other options available to teachers when dealing with behavior difficulties include a) in-classroom

interventions, b) after-school, or noon detention, and c) In-School Suspension.

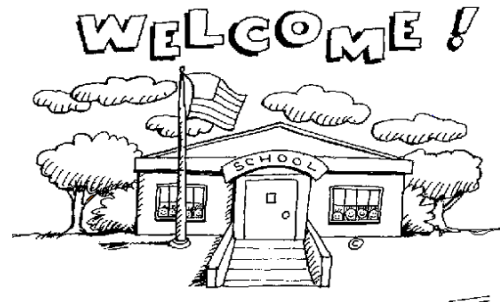
All staff members are dedicated to providing a quality learning atmosphere for all students. At the same time, it is our belief that behavior interventions are most effective when students understand that logical consequences occur when a poor choice is made. By tying consequences to student choices, we strive to teach responsibility and self-control to all students. Your support at home is very important in this process. We view you as partners -- together, we can make a positive impact on a student to better prepare him/her for success in later life. Because this partnership is so important, we will keep you informed when we have discipline concerns. We will also ask for your help in resolving those concerns.

### ***Breakfast/Lunch Program***

Please see District Policy information in the back of the book.

### ***Building Accountability Committee (BAC)***

A Building Accountability Committee will assist the principal and staff in the planning/ accountability processes of the district. The focus of these efforts is to produce a quality education program for each student in the school. At Pioneer Elementary School, the BAC operates as a sub-committee of the Parent/Teacher Organization (PTO).



Key elements of committee involvement include: 1) An effective planning process, 2) wide involvement, and 3) disclosure or reporting results. The focus of BAC is on improvement and on achievable priorities rather than comprehensiveness.

Colorado's Accountability/Accreditation program is unique in the nation because it enhances local control by allowing the local districts to determine their own goals, priorities, plans, evaluation procedures, and expectations for quality education programs in a partnership arrangement with the state.

Under Colorado accreditation regulations, each administrative unit must develop action plans for school improvement based upon both district priorities and priorities unique to the individual buildings. Each building also has parent representation on the district's Accountability Committee.

### ***Bullying***

It is the policy of this School District to maintain a learning and working environment that is free from bullying based on a person's race, color, sex, national origin, disability, sexual orientation or economic status. The School District prohibits any and all forms of bullying because it violates the basic right of students and staff to be in a safe and orderly learning environment. This policy seeks to promote positive interpersonal relationships between all members of the school community.



It shall be a violation of this policy for any student or staff member to bully another while attending school or school-sponsored events. It shall also be a violation of this policy for any school staff member to tolerate bullying during school or at school-sponsored events.

The schools will promptly and thoroughly investigate reports of bullying, whether of a physical or a nonphysical form. If it is determined that bullying has occurred, the school will act appropriately within the discipline codes of the District and will take reasonable action to end the bullying.

### DEFINITION OF BULLYING

Bullying is defined as any written or verbal expression, physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students in the school environment, which includes school buildings, grounds, vehicles, bus stops, and all school sponsored activities and events.

Bullying is often characterized by 7 elements:

1. A desire to hurt or harm motivates the perpetrator.
2. This desire to hurt or harm results in hurtful or harmful action(s) taken by the perpetrator.
3. A formal or informal power imbalance exists between the perpetrator and the victim.
4. The action(s) taken by the perpetrator are manifestations of the unjust use of power.
5. The perpetrator enjoys carrying out the action(s).
6. The victim has a sense of being oppressed.
7. The perpetrator typically repeats the hurtful or harmful actions against the victim.

It is vital to understand that a single incident may meet this definition if it is extreme, violates criminal law, or involves unreasonable harm to the victim.

Note: Sexualized bullying is considered to be sexual harassment. See the following page for a definition and examples of sexual harassment.

Bullying is distinguished from roughhousing or friendly teasing in that bullying is intentionally hurtful and motivated by the desire to harm/hurt the victim.

### DUTY TO ACT

Students who experience bullying are encouraged to report it to any adult employee of the school. Any employee of the school who observes bullying or receives reports of it is required to act immediately to protect the alleged victim and to immediately forward an Incident Report to the Principal for prompt investigation as required in school procedures.

### SANCTIONS FOR BULLYING

Once an investigation has concluded, if bullying has occurred, sanctions will be taken against the perpetrator. For students, these sanction(s) must be appropriate to the seriousness of the incident(s) and may include suspension and/or expulsion or other discipline in accordance with accepted common sense application of the district discipline policies.

## RETALIATION PROHIBITED

Retaliation against any person who reports bullying incident(s) is strictly prohibited. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment use against a person who reports incident(s) of bullying in good faith. Disciplinary action against any person who retaliates or engages in reprisal for reporting such behavior(s) may include sanctions up to and including suspension/expulsion.

## SEXUAL HARASSMENT

Sexual harassment is deliberate and/or repeated sexual or sex-based behavior that is not welcomed and not asked for, which unreasonably interferes with work or study.

Examples of conduct that may constitute sexual harassment are:

- Unwelcome leering, staring, sexual flirtations or propositions.
- Unwelcome sexual slurs, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
- Unwelcome graphic verbal comments about an individual's body or overly personal conversation.
- Unwelcome sexual jokes, stories, drawings, pictures and gestures.
- Unwelcome spreading of sexual rumors.
- Unwelcome touch of an individual's body or clothes in a sexual way.
- Cornering or blocking of a sexual nature of normal movements.
- Displaying sexually suggestive objects in the educational environment.

## *Child Abuse Law*

Please see District Policy information in the back of the book.

## *Children Leaving the Building*

Students will not be allowed to leave the building during school hours unless checked out through the school office by the parent or guardian. If you need another adult to pick up a student during school hours, please notify the office ahead of time. **Adults who are not listed on Infinite Campus will not be allowed to remove a child from the school.** This is necessary as we work to protect the safety and well-being of all students.

## *Classroom Visitation*

You are encouraged to visit your child's class at any time. Please contact the school office to make arrangements for a visitation. **Preschool children will not be allowed to visit unless accompanied and well supervised by an adult.** However, should the learning process of the students in the classroom be compromised, visitations may not be allowed.

## *Communication Between Home and School*

It is the intention of the school to keep all parents well-informed regarding school programs, policies, and activities. Fliers and other notices are frequently sent home with students. Pioneer distributes a weekly newsletter to all families—look for this on Fridays. If your child fails to give you this information, **please ask your child for it.** Our teachers also communicate frequently with parents. We want you to be well-informed. If for some reason you feel like you need more information about anything to do with Pioneer, please call us.

### ***Critical Incident Procedures***

In the event of a safety/security threat inside or outside the building, the Fort Morgan Police Department has assisted the school in establishing safety procedures. Students will be taken to secure areas until the school office is notified by the Police Department that everything is safe. The safety procedures are practiced with the students twice each year. Again, in the event of a safety or security threat, do not call the school or try to pick up your children as these actions significantly hinder the school in following their assigned and practiced safety procedures and can actually place yourself and students in greater degrees of danger. Any information regarding the threat will come forth through the District Support Center.

### ***Customer Service Plan***

The staff at Pioneer Elementary School promises you:

- We will make decisions with the best interest of the student in mind.
- Your views are important and will be considered.
- You are valued as an important partner with the school.
- We will continually strive to provide the best possible educational experience for each child.

### ***Daily Schedule***

The school day for students is 7:45 am – 3:05 pm. WE REQUEST THAT STUDENTS NOT BE ON THE PLAYGROUND BEFORE 7:30 am as there is no formal supervision until that time.

The daily schedule is as follows:

7:45	1 <sup>st</sup> bell rings - Building open to students and Breakfast in the Classroom
8:00	Tardy bell rings
11:00 – 11:20	Lunch for 1 <sup>st</sup> grade
11:20 – 11:40	Lunch for 2 <sup>nd</sup> grade
11:40 – 12:00	Lunch for 3 <sup>rd</sup> grade
12:10 – 12:30	Lunch for 5 <sup>th</sup> grade
12:30 – 12:50	Lunch for 4 <sup>th</sup> grade
3:00	Dismissal for bus students
3:05	Dismissal for all other students

All students spend a minimum of 5 ½ hours each day in academic subject related activities. In addition, each student will have one hour a day of special classes such as: physical education, vocal music, art, computer, or library. Parents are encouraged to discuss with their children the importance of being safe on the way to and from school. Please make arrangements to have your child picked up or come home directly after school –because of staff meetings and other activities, we cannot supervise students after 3:10 pm.

**Please be sure that students are picked up from school no later than 3:15 pm.**

### ***Discipline***

Student discipline is a prerequisite for sound educational practice and productive learning. Discipline will be given out by the principal or said designee. The principal has the right to

suspend students. For more serious violations administrators have the right to move the offense to a more serious class or consequence.

A teacher is authorized to immediately remove a student from the teacher's classroom if the student's behavior: violates the code of conduct adopted by the Morgan County School District Board of Education; is dangerous; unruly; or disruptive; or seriously interferes with the ability of the teacher to teach the class or other students to learn.

### ***Dress Code***

Students are asked to come to school neat, clean, and dressed appropriately for the season and school setting/situation. Appropriate shorts are acceptable in warm weather. However, students are urged to use good judgment regarding when to wear shorts, as they will be expected to go outside at recess time with other students. Please keep in mind that fall and spring weather is very unpredictable and warrants a check by adults before children leave for school. In the winter, students will play outside unless it is very cold. Please send your child to school with a warm coat, hat, gloves, and (if possible) boots. If your children wear snow boots, please send a pair of shoes for them to change into for inside activities.

It is important that a student's choice of clothing promotes a safe school environment, does not detract from the educational focus or distract other students from learning. Parents of students who wear inappropriate clothing may be called to bring an appropriate change of clothing to school.

The following clothing choices are not acceptable at school and apply to both girls and boys:

- Clothing that allows for bare midriffs or is in other ways too revealing (examples include but are not limited to halter tops, "see through" clothing, short shorts, spaghetti straps, shirts with oversized armholes, or net shirts unless worn over or under other appropriate clothing)
- Straps on tank-tops should be at least 2 adult fingers in width, and 3 fingers for students
- Hats when worn indoors, unless part of a school endorsed event/activity
- Appearances that promote violence, gang affiliation, or clothing that contains advertisements for tobacco, alcohol, or drugs, conveys suggestive messages
- Clothing which has purposely been torn or inappropriately tattered, which includes "muscle shirts".
- Any other clothing or accessories that, in the opinion of school staff, is inappropriate or distracting.
- Students may not dye their hair ANY unnatural hair color.

### ***Dropping Off/Picking Up Students***

Parents who drop students off at school are asked to use the drive-through area of the parking lot at the end of Southridge Road, southwest of our school, by the school playground. Spruce Street, on the east side of our school, is intended for buses only. Students should go to the playground area if it is before 7:45 am. Students will not be allowed through the front doors prior to 7:45 am. They must walk around the school to the playground area.

Parents who pick children up after school are asked to use the drive-through area of the parking lot on the west side of the building. Please notice the one-way entrance and exit to the parking lot. Be sure your child does not have to cross the street to reach your car. **PLEASE DO NOT PICK UP OR DROP OFF STUDENTS ON SPRUCE STREET SINCE THAT IS A BUS LOADING ZONE.**

### ***Electronic Devices***

Use of electronic communication devices in school situations disrupts and interferes with the educational process. Students are encouraged not to bring electronic devices to school. This includes cell phones, digital cameras, Game Boys, etc. If your child does bring an electronic communication device, it is the student's responsibility to ensure that the device is turned off and out of site during unauthorized times. We have phones in every classroom. The district shall not be responsible for loss, theft or destruction of electronic communication devices brought onto school property.

### ***Emergencies and Drills***

Pioneer will conduct an emergency drill (critical incident, fire, and tornado) at least once per month. Please do not call the school or try to come after your children if/when you hear an alarm.

Parents -- Instruct your child in safety and emergency procedures. Remind and review these procedures periodically. Encourage your child to follow these rules, as they are made for his/her safety and protection.

### ***Emergency Contacts***

At the beginning of the year a form will go home with your child. Please fill in emergency contact people with phone numbers, so that we will be able to reach someone in case of an emergency. **If there are any changes during the school year, it is imperative that parents contact the school with updates.**

### ***English Language Learner Programming***

Morgan County School District Re-3 serves the needs of many second-language learners. All elementary buildings provide the services of an ELL teacher along with support from one or more teacher assistants.

Students may qualify for ELL programming if their Home Language Questionnaire indicates a Primary Home Language Other Than English (PHLOTE). Such students are evaluated using the WIDA ACCESS Placement Test (W-APT) to determine language proficiency (oral, reading, listening, and writing). Instructional programming is then designed to support the student's language proficiency level. Instructional services may include "pull-out" support during which time students participate in small group instruction with the ELL teacher. Sheltered instruction in the regular classroom is another means of serving English Language Learners whose needs are better served in this fashion. All instruction is conducted in English with translation support as needed and appropriate. Depending upon intensity of need, some students receive support from a teacher assistant during content area instruction.

Staff in all buildings is provided information from the ELL teachers outlining each ELL student's language profile and teaching strategies appropriate for English language instruction. Extended learning opportunities are also available at all buildings which may include tutoring; supplemental and intervention instruction throughout the regular day; and/or summer school.

### ***Expenses***

Occasionally fees are required for field trips. Students who damage or lose school-owned textbooks or other items will be expected to pay for replacement. This is important not only to teach responsibility, but also to assure ample supplies for the following year's students.

### ***Harassment***

Harassment is defined as: Verbal, written, graphic or physical conduct that is pervasive enough to interfere with a student's ability to participate in or benefit from the district's educational programs or activities.

#### **EXAMPLES OF HARASSMENT**

- Intimidation implied or overt threat of physical violence
- Physical acts of aggression, assault, or damage to another's property
- Demeaning jokes, taunts, slurs, nicknames, name calling, innuendos, or derogatory remarks either written or verbal
- Graffiti or visual displays such as cartoons or posters depicting slurs or derogatory sentiments
- Use of "fighting words" intended to incite individuals to violent actions
- Criminal offenses directed at an individual

### ***Holiday Celebrations***

The two holidays observed in the schools are Halloween and Valentine's Day. Participation is voluntary. Students should get teacher permission before bringing treats for a special occasion. Treats brought from home, must be store bought, individually wrapped and healthy items are preferred. Alternative activities will be provided for those students whose parents wish for them not to participate in these events. Please refrain from bringing gifts to school for your child for any celebration times as they will not be allowed into the classroom area.

### ***Homework***

Homework assignments or projects may be offered as an opportunity for pupils to practice skills learned at school. Such assignments will vary with the teacher and the child. PLEASE feel free to visit with your child's teacher about homework.

Teachers are happy to prepare make-up work for students who are ill at home, but we ask that parents give the teachers adequate notice when requesting your child's make-up work. **We appreciate your calling ahead before picking up your child's work.** Students should all be reading for 10-20 minutes every day whether reading homework is assigned or not.

### ***In-School Suspension***

A student can be sent to in-school suspension when a) he/she exhibits behavior that warrants immediate and long-term removal from the classroom or b) he/she is behind in class work and needs a quiet place to catch up. ISS students will spend this time in the office.

### ***Immunization of Students***

Please see District Policy information in the back of the book.

### ***Lost Children Procedure***

In the event that a child is presumed to be lost, the teacher or the teacher assistant will immediately notify the principal. The principal and all available staff will search for the child in the immediate area. If the child is not found, the principal will notify the parent/guardian and the local police department. If the child is found, the principal will notify the parent/guardian of the incident. In either case, the teacher will ensure the safety of the other children and will document the incident in the child's file.

### ***Lunch/Breakfast Program***

Please see District Policy information in the back of the book. For students wanting seconds for lunch, all students are required to pay \$1.00 for the main dish.

### ***Lunch Room Expectations***

We try to promote a friendly, courteous atmosphere in our lunch room. Students are allowed to talk to neighboring students, but loud and distracting behavior is not acceptable. Students who cannot behave appropriately will eat in the office. Continued unacceptable behavior will result in a contact with the parent. Each student is expected to show proper respect to the cooks, custodians, teacher assistants, and classmates. Students do not return to the classroom after lunch, but go directly outside from the cafeteria.

### ***Medication Policy***

Please see District Policy information in the back of the book.

### ***Parents Right to Know***

Please see District Policy information in the back of the book.

### ***Parents Please Keep These Items at Home***

- Any toy or other item that would be distracting to the student or others in the classroom. Besides interfering with learning, these items sometimes disappear -- creating additional problems to which the school will not be responsible.
- Any weapon or any item that could reasonably be used as a weapon. This includes small pocket knives. They could present a danger to other students and staff members.
- Any animal or plant, unless it serves an educational purpose and receives prior approval.
- Cash at school is not typically needed and can disappear.
- Items taken by school officials, especially when repeated confiscations occur, may be kept by the Principal for the remainder of the school year.

**ANY VARIANCE TO THE ABOVE REQUIRES PRIOR APPROVAL BY THE CLASSROOM TEACHER OR SCHOOL PRINCIPAL**

***Playground Expectations***

We want students to enjoy recess time -- but our primary concern is safety. Because of this, we will follow these general guidelines:

- All student recesses will be supervised by one or more school staff members.
- We will expect students to follow directions and treat others with respect.
- Playground equipment is to be used only as intended (slides are to be used to go down only, and students are not to jump off of equipment, etc.).
- Supervisors may limit the number of students allowed on a given piece of equipment at a time.
- Rocks, sand, or other objects may not be thrown.
- Inappropriate language or actions will not be tolerated.
- Hard baseballs are not allowed at school -- supervisors may also prohibit other items which they feel might be dangerous to students.
- NO tackle football
- Students not following these guidelines will be provided with a consequence which may include suspension or loss of outside recess privileges.

***Retention Policy***

Please see District Policy information in the back of the book.

***Riding the Bus***

Students are to ride only on their assigned bus and need a written note to the child's teacher, or a call from a parent before 2:30 pm if they are not to ride the bus home. Only students assigned to buses may ride them.

Students and parents are reminded that riding the bus is a privilege. Students who choose to behave poorly on the bus are a safety hazard to the other students on the bus and may lose their bus-riding privilege for a period of time. To make behavior expectations more clear, the following guidelines are in place:

1. Pupils shall board the bus without crowding or pushing, and shall remain seated while the bus is in motion.
2. Pupils shall not extend arms, legs, or head out the bus windows.
3. Pupils shall not talk to the driver while the bus is in motion except in an emergency. At all other times, voices should remain at a conversational level.
4. Pupils will not tamper with the emergency doors or any part of the bus equipment nor shall windows be opened except when permitted by the bus driver.
5. Pupils shall not deface the bus or its equipment.
6. Pupils shall not fight or scuffle on the bus or throw objects from the window.
7. Pupils will keep books, lunchboxes, and similar objects out of the aisle of the bus and there will be no eating on the bus.
8. Pupils must remain seated until the bus has come to a complete stop.



9. Pupils shall leave the bus in an orderly manner.
10. Pupils are expected to be at assigned bus stops at the scheduled time and are not to be picked up or discharged at any other stop.
11. Students must remain behind the yellow boarding line as the bus approaches its stop.

### ***Right to Searches***

The principal or his/her designee may search a student or a student's personal possessions on school grounds or during a school activity held off school premises if there is a reasonable cause for believing that the student is concealing materials prohibited by Board policy or which are otherwise detrimental to the health, safety or welfare of other students or school personnel.

Regarding searches:

- Searches shall be made in the presence of an adult witness.
- An employee cannot carry out a strip search.
- Searches of a student shall be limited to:
  - Searches of pockets, including the student's exterior clothing.
  - Any object in the possession of the student, including but not limited to a purse, briefcase, backpack, or coat.
- Student desks, lockers, etc... can be searched when the person conducting the search has reasonable suspicion.
- School personnel shall seize anything found during a search, which is dangerous to others or prohibited at the school. At this point it can be used as evidence in a suspension or expulsion hearing, or it may be turned over to law enforcement personnel.

### ***Safety***

We share your on-going concern for the safety of children as they come and go between home and school. Crosswalk supervision will occur from 7:30-7:45 am and from 3:05-3:20 pm on Main Street near Landmark, at the intersection of Southridge Road and Spruce Street, as well as the intersection of Gateway Avenue and Spruce Street.

- ◆ We encourage students to obey all regulatory signs, signals and crosswalk markings
- ◆ We ask that parents help with their children's safety instruction by setting a good example as an adult
- ◆ Insist that your child use crosswalks and pedestrian lights
- ◆ Don't cross the street in the middle of a block with your child
- ◆ Don't park across the street from school and ask your child to cross in the middle of the block to reach your car
- ◆ Don't park your car in a "no parking" or bus loading zone

By teaching our children responsibility and setting good examples as adults, we hope to insure their safety

**STUDENTS ARE ASKED TO NOT BRING SKATEBOARDS, ROLLERBLADES OR SCOOTERS TO SCHOOL.**

**NOTE: STUDENTS MUST WALK THEIR BICYCLES WHILE ON SCHOOL GROUNDS.** Students are encouraged to use a lock when placing bicycles in the school bicycle rack.

### ***School/Parent Policy Compact (Title 1)***

Please see District Policy information in the back of the book.

### ***Strangers and Others***

Parents are encouraged to tell their child not to talk to or take things (including rides) from people they do not know. Encourage your child to report to their parents and/or teachers anyone who attempts to talk to them, follow them, or offer rides or “goodies” of some kind. Tell your child to yell and run if anyone they don’t know tries to touch them.

Instruct your child to:

- a) Never accept rides or gifts from strangers
- b) Always report to a teacher, police officer, bus driver, or parent any strangers seen loitering on foot or in a car near schools, playgrounds, or other places where children gather.
- c) Always try to secure the license number of the car. Write it down or scratch it on the road with a stick or on the sidewalk with a stone.
- d) Seek help from a known adult or a police officer

**YOU MAY WANT TO REMIND YOUR CHILD AND CHECK PERIODICALLY TO SEE IF HE/SHE:**

- a) Takes the most direct route to and from school
- b) Goes immediately home after school is dismissed
- c) Obeys traffic and safety regulations established for both walking and bicycle riding. **NO BICYCLE RIDING IS PERMITTED ON THE SCHOOL GROUNDS DURING SCHOOL HOURS.**
- d) Uses crosswalks

In summary, we want each child to be safe, sensible, and respect the rights of others. **AS ADULTS WE CAN BEST HELP BY SETTING A POSITIVE EXAMPLE.**

### ***Student Progress***

Student progress reports will be distributed at the end of each quarter. Two Parent-Teacher conferences are scheduled for the school year as well. Pioneer has academic standards in place for all grades.

**WE STRONGLY ENCOURAGE PERSONAL AND/OR PHONE CONFERENCES WITH A TEACHER WHENEVER NEEDED OR DESIRED.**

### ***Substance Policy***

Please see District Policy information in the back of the book.

### ***Suspension/Expulsion from School***

Please see District Policy information in the back of the book.

### ***School Testing Times***

There will be a variety of assessments and tests given to students throughout the school year and each carry their own degree of importance. In order to assist students achieve to the greatest degree possible we ask that students are present for these tests. Please make appointments, vacations, and schedule other events outside these testing dates and periods. The dates of all tests will be scheduled on the District Calendar.

### ***Vandalism***

The school system's buildings, grounds, and other property are built, purchased, and maintained with taxes levied on the community's taxpayers, and all damage caused must be paid for in the same way. Students who willfully or maliciously destroy school property through vandalism or arson or who create a hazard to the safety of other people on school property may be referred to law enforcement authorities in addition to receiving disciplinary actions at school. In addition, students who intentionally damage school property will be required to pay for replacement costs or repairs.

### ***Weapons in School***

Please see District Policy information in the back of the book.