



Radford City Public Schools

1612 Wadsworth Street
Radford, Virginia 24141

www.rcps.org
540/731-3647

August 1, 2018

Good afternoon:

Welcome RCPS community to the 2018-2019 school year! As we prepare for students to return to school on Wednesday, August 15, 2018, I ask you to pay close attention to the following Open House information:

- **Open House on Monday, August 13:**
 - **11:30-1:30 - Preschool/Kindergarten (McHarg)**
 - **1:00-3:00 - 7th Grade ONLY Orientation (Dalton)**
 - **3:00-6:00 - 1st-6th Grades (McHarg/Belle Heth)**
 - **4:00-7:00 - 8th, 9th, 10th, 11th, 12th Grades (DIS/RHS)**
 - **5:15 8th grade parent meeting in the RHS Auditorium**
 - **6:00-7:00 - 9th Grade Orientation (Radford High School)**

Please help us welcome an outstanding group of educators who have been reassigned or who have joined the Radford City School System Family this year:

- **School Board Office**
No new or reassigned employees
- **McHarg**
Deborah Reedy (Physical Education), Katelin Patnode (Physical Education), Cindy Martin (School Counselor), Erin Boyd (Cafeteria Manager), Nicole Burgard (Special Education), Savannah McBride (SEAD teacher)
- **Belle Heth**
Cole Wilder (6th Grade), John Ferguson (6th Grade), Keely Baird (6th Grade), Daniela Brunner (4th Grade), Teresa Chambers (3rd Grade) Brandon Merix (3rd Grade), Kathryn Leeper (Speech and Language), Kelly McDaniel (Cafeteria), Angie McCauley, (Special Education), Kathy Calfee (Paraprofessional), Shannon Kessler (Gifted-RCPS), Suzanne Woolwine (Reading Specialist)
- **John Dalton Intermediate**
Alyson Gilbert (Math), Richard Fisher (Social Studies), Katie Owens (Special Education), Eric Root (Paraprofessional), Jordan Worrell (Paraprofessional), Sandy Buettiker (Custodian), B'easy Thompson (504 Coordinator - DIS/RHS)
- **Radford High School**
- Becky Dangerfield (English), Casey Capps (Chemistry), Whitney Matlock (Math), Clark Ramsey (Math), Cindy Melton (Physical Education and Health), Angela Caldwell (Video Productions), Lucinda McDermott Piro (Theater). Glory Lovik (Cafeteria Manager), Mendy Bibb (Cafeteria)

This year, Radford City Public Schools (RCPS) will continue to focus on innovative and integrated best practice instruction for all of our students in grades prek-12. We are excited about the partnerships that we have with Radford University and Virginia Tech in the areas of cyber-security, integrated and STEAM education, health sciences, and specialized education training. We are also in the second year of researching an innovative scheduling design at John Dalton and Radford High School and plan to have a recommendation to the school board by early October. Staff, students, parents and community members will be included in the scheduling redesign process. Schedules being considered will be available for your preview at the 8th-12th grade Open House.

Please pay close attention to the important announcements on the next page that will help our school community members prepare for August 15, the opening day of the 2018-2019 school year for students.

On behalf of RCPS, I hope everyone has had a restful, exciting and fun filled summer break. We look forward to a meaningful year as we set forth to meet our mission of Excellence in Education...Every Student, Every Day!

Thanks,

Radford City Public Schools
2018-2019
Additional Announcements

- In order for your child/children to be able to attend school, they must be registered for the 2018-2019 school year. Registration can be completed beginning Wednesday, August 1 **at any of our schools** or **online** by clicking the following link: schinfo.rcps.org/public. If you have questions or concerns about the registration process, please contact your child/children's building principal. (McHarg-731-3653, Belle Heth-731-3653, Dalton-731-3651, Radford High School-731-3649).
- All 6th grade students must have their Tdap immunization before August 13, 2018 (RCPS Open House). Belle Heth is holding a free Tdap clinic on Friday, August 10 from 9:00-12:00 noon for any 6th grade student in need of this immunization. The clinic will be open to walk ins. For more information, call 731-3653.
- The new attendance regulation that we hope will help families and the school division meet the new attendance guidelines included in the Every Student Succeeds Act (ESSA) is available on the next page for your review. Please contact your child/children's building principal if you have questions or concerns regarding this regulation. This regulation will also be included in the student Code of Conduct. We also have new Visitor to School Procedures that have been created to make our school campuses even safer than they already are. These procedures will follow the attendance regulation for your review.
- Due to fire department regulations, parking at Goldsmith Circle **will no longer be allowed** (with the exception of the 4 handicapped spots in front of the RHS gymnasium and auditorium). Emergency vehicles must have access to Goldsmith Circle if there were ever an emergency in buildings or grounds near the Goldsmith Circle area. Parking on Goldsmith Circle Street creates hazards for emergency vehicles and could prevent access for them. A parking lot has been added in between the RHS auditorium and tennis courts with 15 spaces for staff and community use. Please know that parking on Goldsmith Circle could result in ticketing or even towing.
- Belle Heth and McHarg Elementary were awarded the 2018 Board of Education Distinguished Achievement Award for meeting all state and federal benchmarks as well as making progress toward the goals the Governor and Board of Education. The criteria for these awards provide short-term and long-term goals for principals, superintendents and communities as they develop the improvement plans all schools must have under the Board of Education's new accreditation standards," said Superintendent of Public Instruction James F. Lane. "Congratulations to the students in these divisions and schools and to the dedicated educators who made these successes possible."
- Radford High School was one of twenty-four high schools to be awarded the 2017-2018 Claudia Dodson VHSL Sportsmanship, Ethics and Integrity. This award recognizes member schools that have established policies and procedures that make sportsmanship a priority, and an expectation within the school and school community. "I consider this to be the Virginia High School League's most prestigious award," said VHSL assistant director Chris Robinson. "It's the only award that the entire school is graded on." This is Radford High School's 8th time to be recognized for the award. Radford High School also placed first in the Wells Fargo Academic Competition sponsored by the Virginia High School League. This is the second year in a row that we have won the Academic Cup; however, this year was at the 2A level rather than the 1A level we won in 2016-2017.

COMPULSORY ATTENDANCE/STUDENT ABSENCE/EXCUSES/DISMISSALS

There is a strong positive correlation between attendance and academic progress. Therefore, students are to be in attendance unless an emergency situation arises. Parents are responsible for contacting their child's school as soon as possible any morning that their child(ren) will be absent.

Radford City Public Schools will accept ten (10) days of absences from school, per school year, as excused (verified) with a parent's note or call into the school. Absences beyond the ten (10) accepted parent notes or calls, will be unexcused (unverified), and subject to truancy regulations except in the following circumstances:

- Presentation of doctor's note, dentist note, or other medical documentation;
- Student's court or probation appointment with appropriate documentation;
- Serious illness or death in the immediate family (sibling, parent, grandparent);
- Observation of religious holy days;
- Parent or sibling departure or return to active military duty;
- School related activity;
- College or university visit (1 per junior and 2 per senior year with appropriate verification);
- Natural disaster;
- Extended documented medical condition;
- Extenuating circumstances recognized by the principal.

Unverified Absences:

Five (5) Absences - If a student accrues five (5) absences in which there is no indication that the student's parent is aware of and supports the absence (unverified), or five (5) unexcused (unverified) absences, the principal/designee shall make a reasonable effort to ensure that direct contact is made with the parent, either in person (attendance meeting) or through a telephone conversation, to obtain an explanation for the student's absence and to explain to the parent the consequences of continued nonattendance. The school's attendance officer, the student, and the student's parent shall jointly develop a plan to resolve the student's nonattendance. Such plan shall include documentation of the reasons for the student's nonattendance.

Six (6) Absences - If the student is absent an additional day (6th unverified or unexcused absence) after direct contact with the student's parent and the school attendance office has received no indication that the student's parent is aware of and supports the student's absence, or is beyond the allowable 10 verified absences, the attendance office shall schedule a conference. At this conference (Radford City Truancy Team Meeting), the student, his/her parent, and school personnel, along with representatives from Social Services, New River Community services, and the Department of Juvenile Justice, shall meet to resolve issues related to the student's nonattendance.

Seven (7) Absences - Upon the occasion of the 7th unverified absence, the school's attendance officer will refer the student and his/her parent(s) or guardian(s) to Court Services to evaluate appropriate legal action. According to the Code of Virginia, in cases where noncompliance continues without apparent extenuating circumstances, appropriate legal action will be initiated by either or both of the following: (1) filing a complaint with the Juvenile and Domestic Relations Court alleging the child is a child in need of supervision as defined in §16.1- 228 or (2) instituting proceedings against the parent pursuant to §18.2-371 or §22.1-262. In a complaint against the student, the attendance office shall provide written documentation of the efforts already undertaken to resolve the student's absences.

Suspensions and Night School -Suspended days are deemed as verified absences from school. JDIS and RHS students are required to attend Night School when they are suspended. Attendance at Night School will count towards the daily attendance. Thus, students attending night school will be counted as present for the day.

Verified absences – Parent call in.

Ten (10) Absences - Students with ten (10) or more full day verified (Parent Note or Call in) absences will have their attendance record reviewed by the principal/designee. Parent Note/Call In absences beyond 10 will be unexcused and subject

to truancy regulations. **In addition, students with any combination of checkouts, tardies, and full day absences which total ten (10) or more will have their attendance record reviewed by the principal/designee.** If the attendance record review indicates a pattern of truancy, the parents or guardians will be notified either by telephone or in writing by school personnel and will be provided the opportunity to discuss attendance concerns. A plan to resolve attendance issues will be developed. Failure to comply with the plan will result in a referral to the Radford City Truancy Team and/or a referral to the Juvenile and Domestic Relations Court.

Parental Cooperation in Remediating Excessive Absences - It is expected that parents will cooperate with the division attendance officers and other school personnel to remedy the student's attendance problem. If direct contact with a parent cannot be made, despite reasonable efforts, or where parents otherwise fail to cooperate in remediating the student's attendance problem, the Superintendent or the Superintendent's designee may seek immediate compliance with the compulsory school attendance laws. The school attendance officer, with the knowledge and approval of the Superintendent, shall institute proceedings against any parent who fails to comply with the requirements of the compulsory attendance laws. Where the complaint arises out of the parent's failure to comply with the requirements of §22.1-258, the school attendance officer shall document the school division's compliance with this Code section. Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the division superintendent to seek immediate compliance with the compulsory school attendance Laws.

Participation in Extracurricular Activities:

In order to be eligible for participation in any extracurricular activity, a student must be in attendance for the entire school day. If a student is not in school for the entirety of the day, he/she will be deemed ineligible for extracurricular activities including, but not limited to, sports games or practices, clubs, academic competitions or practices, drama, band, chorus performances, etc. A student may participate under the following exceptions:

- Presentation of doctor's note, dentist note, or other medical documentation;
- Student's court or probation appointment with appropriate documentation;
- Serious illness or death in the immediate family (sibling, parent, grandparent);
- Observation of religious holy days;
- Parent or sibling departure or return to active military duty;
- School related activity;
- College or university visit (1 per junior and 2 per senior year with appropriate verification);
- Natural disaster;
- Extended documented medical condition;
- Extenuating circumstances recognized by the principal.

Approved: July 10, 2018

Visitor to School Procedure

- At the buzzer, it is expected that all visitors will
 - state the purpose of their visit and/or
 - specify with whom they have an appointment.
- If the appointment is verified by staff member(s), the visitor will be buzzed in and must present themselves to the main office immediately upon entry.
 - It is imperative that visitors do not hold the door open for others behind them.
 - Each visitor must be acknowledged individually through the buzzer system.
- Visitors will be required
 - to show photo identification, and
 - sign in to obtain a visitor's pass.
 - The pass must be visible and worn during the entire visit.
- Visitors are required to be met and escorted from office by staff unless approved by administration prior to visit.
- Visitors are to be supervised at all times.
- Visitors are to sign out in the office at the conclusion of the visit.
- Staff members are encouraged to notify the office of planned visitors prior to the visitor coming to the building.
- Front Office secretaries will be required to call 911 and notify school administrators if a visitor is uncooperative, does not adhere to the procedures, or becomes threatening.