



Dear Parents,

Welcome to an exciting year at Elkhart Intermediate. This year our theme will be “Goals and Motivation Equals Success!” with a “Game” theme. The staff and I are anticipating great success for every student throughout this coming year.

You are invited to become a partner in your child’s educational experience. We want each of you to build a strong relationship with the teachers and administrators at our school and ask that you make time to visit with your child’s teacher on a regular basis as we strive to provide excellence in both academics and social involvement.

This handbook has been prepared to help students and parents understand our expectations of the children at Elkhart Intermediate. The policies and procedures outlined in this handbook have been designed to ensure the safety and success of all students at Elkhart Intermediate.

Thank you for your help in making Elkhart Intermediate a great place for all children to gain exceptional educational and social experiences.

Sincerely,

Greg Herring, Principal
Elkhart Intermediate School
8/2/19

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ELKHART INTERMEDIATE

301 East Parker Street
Elkhart, Texas 75839

School Hours: 7:55 – 3:20 (Monday- Thursday)
7:55 – 2:20 (Fridays only)

School Office Hours: 7:30 – 4:00 (Monday- Thursday)
7:30 – 3:00 (Fridays only)

School Phone Number: 903-764- 8535 (Intermediate)

School Fax Number: 903-764-8287

EISD Administration Number: 903-764-2952

CAFETERIA: 903-764-8538

BUS BARN: 903-764-8541

ELKHART ISD WEBSITE: www.elkhartisd.org

Elkhart Intermediate Principal: Greg Herring

Elkhart Intermediate FACULTY & STAFF

Greg HerringPrincipal
Peggy Adler..... Secretary
Gretchen Swaim Attendance Clerk
Stephanie Link.....Nurse
Kelly SmithCounselor

3rd GRADE

Danna Collins
Kelsey Molandes
Peggy Paul
Amber Shanks
Maribel Suarez

4th GRADE

Sheila Allen
Renee Crouch
Wanda PreJean
Stacy Ray
Macy Sheeley

5th GRADE

Julia Collins
Jessica Gabbard
Susan Johnson
Laci Teems
Susan Walters

FINE ARTS

Pat Rainey - Art
Katy Estrada - Music

PHYSICAL EDUCATION

Davin Schulz

SPECIAL EDUCATION

Lori Dearman
Ricci Harder
Michelle Lively

Title 1

Billie Dyer

INSTRUCTIONAL ASSISTANTS

Linda Chaffin Library
Nichole Marsh 4th Grade
Kelly Mays Computer Lab
Amber Nolen 5th Grade
Kelly Reed..... 3rd Grade
Terri Salmon..... Special Ed
Dany Vasquez Interpreter

SCHOOL HOURS

7:30 Early Bell Doors Open – Parents may **not** walk their children to classes after the second day of school and no visitor tags will be given before school throughout the year.

Monday- Thursday

Fridays Only

7:55	Classes Begin	7:55	Classes Begin
7:55-8:50	1 st period	7:55-8:45	1 st period
8:55-9:45	2 nd period	8:50- 9:35	2 nd period
9:50-10:40	3 rd period	9:40- 10:25	3 rd period
10:45-11:35	4 th period	10:30-11:15	4 th period
11:35-12:05	3 rd Grade A Lunch (A.R. /M. B. Time- 12:05-12:35)	11:15- 11:45	3 rd Grade Lunch
11:40-12:10	4 th Grade A Lunch (A.R. /M. B. Time- 12:10-12:40)	1:20- 11:50	4 th Grade Lunch
12:00-12:30	5 th Grade B Lunch A.R. /M. B. Time- 11:35-12:00)	11:25-11:55	5 th Grade Lunch
12:40-1:30	5 th period	11:55-12:40	5 th period
1:35-2:25	6 th period	12:45- 1:30	6 th period
2:30-3:20	7 th period	1:35- 2:20	7 th period

After 7:55 – students are tardy

3:20 p.m.	School Ends	2:20 p.m.	School Ends
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School hours are from 7:55 a.m. until 3:20 p.m. (2:20 p.m. on Fridays) each day. Students should plan to arrive at school between 7:30 and 7:50. Students arriving before 7:30 may wait in the cafeteria. Students may purchase breakfast from 7:30 to 7:45 a.m. After 7:50 a.m. 3rd – 5TH grade students will not be served breakfast, they may get a “to go” brown bag breakfast. Classes begin at 7:55.

Students that are car riders should be picked up **no later** than **3:30 p.m. Monday-Thursday** and **2:30 p.m. on Fridays**. Parents will be notified in advance if a student is being detained at school.

EARLY RELEASE DAYS

Students will be released early, at 1:30 p.m., from school on the following days: **(Every Friday @ 2:20 p.m.)**

December 19 and 20, 2019

May 28, 2020

May 29, 2020

Please make arrangements for your children on these early release days.

ELKHART INTERMEDIATE RULES

PLAYTHINGS: School is not a place for childhood playthings. We ask the students to leave all toys, models, dolls, comic-books, iPods, electronic games, cell phone, etc., at home

HALLS: To reduce noise and injuries, the students are never allowed to run or walk fast. Excessive talking and all shouting will not be permitted.

KNIVES, CHAINS: Students have no need for knives, chains, or other sharp instruments at school. Any such instruments will be taken up and the student who has such in his possession will be subject to discipline measures.

LASERS: Lasers are not allowed at school or on buses. Students who have one in their possession will be subject to disciplinary measures.

FIGHTING AND ROUGH-HOUSING: Much of the trouble at school comes from students playing too hard or pestering (meddling) other students. If a difference of opinion arises, please consult a teacher or principal. They will help you resolve your differences. Students PARTICIPATING in a fight, and all students who STAND AND WATCH, will be subject to discipline measures.

LUNCH BEHAVIOR: Students are expected to eat in a quiet, social manner. A student may bring his/her lunch or purchase the meal prepared in the cafeteria. After eating, all students will dispose of their trash and tray in the area provided. Each student is responsible to see that the table and floor where he/she eats is kept clean. No food may be taken out of the cafeteria.

CONDUCT AT SCHOOL FUNCTIONS: When a student is in attendance at a school function (assemblies, football games, plays, etc.) he/she will be expected to act like a lady or a gentlemen. Students are to sit down and pay close attention. Any student who does not adhere to the rules of common courtesy will be expelled from the function and reported to the principal. **All 3rd – 5th grade students must be accompanied to school function (assemblies, all games, plays, etc.) by an adult except during the regular school day. All handbook dress codes are still in effect at any school function.**

TARDINESS

If a student arrives *in the classroom after 7:55 am*, he/she will be sent to the office to receive a tardy slip in order to be admitted to the classroom. Exceptions may be made on days when bad weather delays arrival. Classroom instruction begins promptly at 7:55 each day. When a student reaches six (6) tardies, the student will be required to attend after-school detention to make up the missed instructional time. After the sixth tardy (and having already served detention), **every six tardies afterward** will result in a Saturday School assignment, from 8:00-12:00. **Every 3 tardies equals 1 unexcused absence.** The hours for after-school detention are 3:20 p.m. – 4:30 p.m. Parents will be notified in advance and are required to provide transportation. While it is understandable that children at the intermediate level are most often not responsible for being tardy to school, being on time is **expected**.

ATTENDANCE

State law requires that students be in attendance for at least 90% of the school year in order to receive credit for that grade. Students with fewer than 90% attendance must petition a campus attendance committee composed of an administrator, a counselor, and a teacher that convenes as needed. This committee meets to consider extenuating circumstances that caused the excessive absences. Students with extenuating circumstances may be required to make up work or regain credit lost by an alternative method such as Saturday classes established by policy. If the attendance committee finds there are no extenuating circumstances for the absence or if the student does not meet the conditions set by the committee to earn or regain credit, the student will not receive credit for the class. Teachers report absences to our attendance clerk each day. Truancy Laws, as set forth by the Texas Legislature, state that it is an offense for a student to be absent without an excuse for more than 3 days or parts of days within a four-week period or 10 or more days or parts of days within a six-month period in the same school year.

Regular and prompt attendance is a very valuable and important habit for students to form. Without a doubt, absence and tardiness are frequent causes of failure. These habits, when formed early, have a tendency to promote wrong attitudes toward life.

TRUANCY PREVENTION MEASURES

After the 3rd unexcused absence from school, EIS will initiate its Truancy Prevention Measure (TPM). After the 6th unexcused absence, students will meet with the counselor regarding the issues related to truancy. There will be a meeting with the parent, principal, and student to discuss his/her attendance, attendance policies and laws, and the consequences for having excessive unexcused absences. The consequences for unexcused absences are:

- 3 unexcused absences--- 1 day of after school detention and the school will execute the campus “Truancy Prevention Measure.”
- 4 unexcused absences--- 2 days of after school detention
- 5 unexcused absences--- 1 day of Saturday School
- 6 unexcused absences--- 2 days of Saturday School, the student will conference with counselor, and a meeting scheduled between parents and principal
- 7 unexcused absences--- 1 day of ISS
- 8 unexcused absences--- 2 days of ISS
- 9 unexcused absences--- 3 days of ISS
- 10 unexcused absences--- “Parent Contributing to Non-Attendance” charges will be filed with the District Attorney.

EXCUSED/UNEXCUSED ABSENCES

Excused absences include those caused by illness or a death in the family. Any other absences will be unexcused. Parents must send a doctor’s note or a ***written explanation of the reason for the absence*** when the child returns to school, no later than 3 school days after absence. Without a written note of explanation all absences will be considered unexcused. **Only 3 parent notes per semester are allowed and parent notes can only excuse absences of 2 consecutive days or less– all other absences must have doctor’s notes to be excused.**

A student absent for any reason is encouraged to make up specific assignments missed and/or to complete additional in-depth study assigned by the teacher to meet subject requirements. A student who does not make up work within the time allotted by the

teacher will receive a grade of zero for the assignment. Teacher(s) may assign additional work to assure students who have been absent have sufficient opportunity to master the essential elements or to meet subject requirements. Students with excused absences have 3 days to complete work and turn it in to the teacher

LUNCH SCHEDULE/RULES

Monday- Thursday		Fridays	
11:35	3 rd Grade	11:15	3 rd Grade
11:40	4 th Grade	11:20	4 th Grade
12:00	5 th Grade	11:25	5 th Grade

Parents/visitors having lunch with students must check in at the office first. Remember to get a visitors badge prior to going to the cafeteria. **Food brought to the school by parents or guardians can only be eaten by their child. The food can't be distributed to that child's friends.**

Students must observe orderly conduct in the cafeteria. Trays, disposable cartons, and other materials shall be placed in the proper areas. Food items purchased in the cafeteria must be consumed in the cafeteria. ***Neither students nor lunchroom staff will have access to microwaves to prepare student lunches.***

Cafeteria Rules:

1. Students shall not cut in line.
2. All trays, trash, etc. shall be placed in the proper area.
3. Students shall not throw food.
4. Students shall not run in the cafeteria.
5. Students shall show respect to all adults in the cafeteria.

The District participates in the National School Lunch Program and offers free and reduced priced lunches based on a student's financial need. Breakfast is part of this program. Information concerning this program can be obtained from the principal's office.

Students will eat in the cafeteria or bring their lunch. **NO STUDENT WILL BE ALLOWED TO LEAVE THE CAMPUS FOR LUNCH.**

CONFERENCE TIMES

8:55-9:45- Amber Shanks, Danna Collins, Maribel Suarez, Peggy Paul, Kelsey Molandes (Mon.--Thurs.) (**8:50-9:35-** on Fridays)

9:50- 10:40- Macy Sheeley, Wanda PreJean, Stacy Ray, Renee Crouch, Shelia Allen (Mon.--Thurs.) (**9:40-10:25-** on Fridays)

10:45- 11:35- Laci Teems, Susan Walters, Julia Collins, Jessica Gabbard, Susan Johnson (Mon.--Thurs.) (**10:30-11:15-** on Fridays)

7:55-8:45- Davin Schulz (Mon.--Thurs.) (7:55- 8:45 on Fridays)

Good communication between home and school is essential for students to make the most of the opportunities provided. Communication might include conferences – initiated by the school or the parent – to discuss student progress, how the parent can support learning, or to head off or resolve problems, etc. Generally a teacher will be able to meet with parents or return calls during his/her conference period, although other mutually convenient times might be arranged as well.

If you need to contact your child's teacher please do so at his/her conference time as there are **no phones** in the classrooms and **teachers cannot be called out of class to take calls**.

VISITORS

All visitors should enter the building through the front door. You are required to stop at the front office to obtain a visitors badge and get approval before continuing into the school. All employee family members must also have a visitor's tag when visiting at school.

For the safety of those within the school and to avoid any disruption of instructional time, all visitors should *stay in the area in which they have signed in to visit*.

All visitors are expected to adhere to the highest standards of courtesy and conduct. Any visitors using unethical or inappropriate behavior or language will be asked to leave the campus, as this type of behavior will not be tolerated.

The Board, or its authorized representative, may refuse to allow persons having no legitimate business to enter on property under the Board's control and may eject any

undesirable person from the property for his/her refusal to leave peaceable on request. Identification may be required of any person on the property.

Parents of students are asked to remain outside of the building in the afternoon until the students have been dismissed from class. Your cooperation in this is greatly appreciated.

VOLUNTEERS

We encourage our parents to participate in our volunteer opportunities. When entering the school, you will need to sign in at the office and obtain a volunteer badge to be worn while in the school.

All volunteers will need to complete a Volunteer Form before working with or near our students. The approval process takes approximately 2 weeks.

Due to liability issues, please make child-care arrangements for any non-school age children when volunteering at the school.

CHECKING OUT A CHILD DURING THE SCHOOL DAY

A child may be checked out for doctor/dentist appointments by a responsible adult who is listed on their pick up list. Please have appropriate picture ID available upon request.

Students will not be called out of class until the parent/guardian signs them out in the office.

When a student reaches six (6) early withdrawals that **aren't** excused with a doctor note or proof of an emergency, the student will be required to attend after-school detention to make up the missed instructional time. After the sixth tardy (and having already served detention), **every six tardies afterward** will result in a Saturday School assignment.

TRANSPORTATION CHANGES

Each year this becomes a major problem. To ensure the safety of our students, any transportation changes need to be sent ***IN WRITING*** to the classroom teacher. The teachers ***will not allow*** the students to leave school in a different way without having a note. If you have a last minute change, ***you must call the office 30 minutes prior to the end of the school*** day to ensure that the students get the message.

CELL PHONES

Cellular phones are not permitted in the building during the academic school day, 7:55 a.m. -3:20 p.m. Students violating this policy will have the cellular phone confiscated. The device will be held in the campus principal's office and will be returned only to the parent or guardian after a \$15.00 fine is paid. Students violating this policy repeatedly shall be subject to disciplinary action. Phones can be checked in and out of the principal's office at the beginning and end of each school day. Please do not allow your child to bring electronic devices (iPods, radios, games, lasers, etc.) to school – they will be taken up by intermediate staff and disciplinary action will be taken.

BAD WEATHER

When severe weather creates hazardous conditions, the regular school schedule may be suspended to ensure student's safety. The EISD administration office will make that decision and then notify the radio stations. It is the parent's/guardian's responsibility to monitor the radio or television stations for instructions. Please, do not call the school. The decision to close school because of inclement weather will be made by 6:30 a.m.

KBHT	93.5 FM	KYYK	98.3 FM
KLTV	Channel 7 – Tyler	KETK	Channel 56 – Tyler
KNET	1450 AM		

SCHOOL TELEPHONE

Students are not to receive messages during the school day unless an actual emergency exists. Parents should plan ahead and communicate with their children before school. ***THE OFFICE PHONE IS NOT TO BE USED BY STUDENTS.*** Forgotten homework, gym clothes, lunch money, etc. are not considered emergencies.

PROGRESS REPORTS

Progress reports are sent to parents to indicate unacceptable work, improvement, or exceptional efforts. It is the student's responsibility to see that progress reports are given to parents to be signed and returned to the teacher within 3 school days.

Progress reports will be sent home on the following dates:

August 30, 2019

October 11, 2019

November 22, 2019

January 24, 2020

March 6, 2020

May 1, 2020

REPORT CARDS

Written reports of students' grades and absences shall be issued to parents at least once every six weeks. If a student receives a six-week grade of less than 70 in any subject, the parent will be requested to schedule a conference with the teacher. Report cards will be issued on the following dates:

1st Six Weeks

2nd Six Weeks

3rd Six Weeks

4th Six Weeks

5th Six Weeks

6th Six Weeks

September 26, 2019

November 7, 2019

January 9, 2020

February 20, 2020

April 16, 2020

May 29, 2020

HONOR ROLL/Special Recognition

In order for a student to make the A-B honor roll he/she must have at least an average of 80-89 or above in every subject for the six weeks, and for A Honor roll, must have an average of 90-100 in each subject for the six weeks. This includes special education students. The students must also make the grade in P.E., Music, study habits, and conduct.

An honor roll is made up for the 1st, 2nd, 3rd, 4th, 5th, 6th weeks, and for the entire year. Students in grades 3-5 are eligible for placement on the honor roll. **NO child with a "U" in conduct is allowed to be on the honor roll. If you have sent children repeatedly to the office, they must have a "U" in conduct.**

GRADING POLICY

Students turning in late work in grades 3rd, 4th, and 5th (except in the case of excused absences) will receive 10 points off per day for late work and late work will not be accepted after 3 days. Students with excused absences have 3 days to complete work and turn it in to the teacher.

PROMOTION AND RETENTION

To be promoted in grades 3, 4, and 5, a student shall attain, for the year, an overall average of 70 or above, which is derived by averaging the final grades for language arts, reading, math, social studies, and science. Students in 3rd, 4th and 5th grade must also attain a grade of 70 or above in reading and math.

Students who don't meet the criteria to promote to the next grade level will have their academic data reviewed by a Promotion/Retention committee to determine if they will be placed in the next grade or retained. The data used to help determine promotion or retention will include scores from the STAAR test, report card grades, tutorial attendance, and classroom teacher input. The committee will be comprised of a teacher from each grade level, Kelly Smith, Counselor/Test Coordinator and Greg Herring, Principal.

SCHOOL BUS BEHAVIOR

Students being transported in school-owned vehicles shall comply with the rules of conduct. **If a student is riding a bus different from the one usually ridden, a note from the parent must be presented to the bus driver before getting on that bus.** Should the rules be broken, the bus driver will notify the Principal and the following action could be taken according to incident report:

1st Report – students will have a conference with the Principal and Parents/guardians will be notified

2nd Report – students will be removed from the bus for three (3) Days or other disciplinary measures can be taken

3rd Report – students will be removed from the bus for five (5) days or more, dependent on circumstances and other disciplinary measures can be taken as well

4th Report – students will be removed from the bus 6 weeks

Extreme offenses are subject to the discretion of the administration.

It is necessary that certain rules of conduct be followed. Conduct which is *not* permitted includes the following:

1. Moving around while bus is in motion
2. Sticking head or hands out of window
3. Throwing objects out of window
4. Littering the bus
5. Writing on or tearing bus seats
6. Disobedient or disrespectful to driver
7. Tampering with bus or equipment
8. Scuffing, fighting or shoving on the bus
9. Using obscene and/or unacceptable language or gestures
10. Violation of safety procedures

DRESS CODE

BOYS & GIRLS

The district prohibits clothing or accessories exhibiting pictures, emblems, or writings that are lewd, offensive, vulgar, gang-related, obscene or that advertise or depict tobacco products, alcoholic beverages, drugs or any other substance prohibited by school board policy.

Pants or Short: No unrepaired tears or holes are allowed unless leggings or tights are worn under tears or holes and no skin is showing.

HAIR: (must be cut neatly with no lines other than a single part)

NOT ALLOWED:

- hair longer than ear lobes
- hair longer than shirt collar
- over the eyebrows in front
- **designs cut in the hair**
- **Mohawks (any variation)**
- distracting hair color except on allowable spirit days
- long braids over top of shirt collar for boys

GIRLS

NOT ALLOWED:

- fishnet or see-through blouses
- shirts that do not cover the students mid-section at all times
- **Sleeveless shirts may be worn if the material over the shoulders is three fingers widths across**
- halter tops
- midriff tops
- low neckline blouses
- caps, hats, hoods, sweatbands, bandanas
- biker shorts, wind shorts, unhemmed shorts, or skirt, cutoff shorts
- Shoes with wheels
- chains on any clothing
- tattoos (temporary or otherwise)
- distracting hair color except on allowable spirit days
- body piercings except for ears
- **dresses, skirts, and shorts must not exceed 5 inches above the floor when student is kneeling**

BOYS

NOT ALLOWED:

- fishnet or muscle shirts, sleeveless shirts, undershirts
- earrings, chains of any kind
- caps, hats, headbands, hoods, bandanas
- biker shorts, wind shorts, unhemmed shorts
- boxer shorts (worn as shorts)
- shoes with wheels
- tattoos (temporary or otherwise)
- **NO** piercings of any kind
- shorts/pants must be worn at the waist at all times
- **shorts must not exceed 5 inches above the floor when student is kneeling,**

Students are expected to attend school and school-related functions neatly groomed and wearing clothing and accessories which will not be **distracting, draw inordinate attention** to the student, attract **improper attention**, or present a health or safety hazard to themselves or to others.

The principal in connection with the student's teacher, or other person in charge of an instructional or extracurricular activity shall determine whether the student's dress meets the district dress code policy. These students who are in violation of the dress code are subject to I.S.S. Parents will be called to bring proper attire to the student or to correct any issues with hair.

IMMUNIZATIONS

All students must be immunized against certain diseases or must present a certificate or statement for medical or reasons of conscience, including religious belief, the student should not be immunized. Immunizations required for enrollment are: hepatitis A, hepatitis B, varicella (chicken pox), diphtheria, tetanus, polio (DTaP) , rubeola (measles), mumps, rubella (MMR) and haemophilus influenza type B (Hib), Polio & PCV. The school nurse can provide information on age-appropriate doses. Physician, and/or prior school or health department records are acceptable proofs. The school nurse will send a notification home if immunizations are needed. Any student who fails to comply with the immunization schedule within a reasonable amount of time will not be allowed to attend school.

ALL IMMUNIZATIONS SHOULD BE COMPLETED PRIOR TO ENROLLMENT

Beginning Pre-K as a 4 year old, all students entering school statewide, will be required to have 2 doses of Hepatitis A, 3 doses of Hepatitis B, 4 doses of DTaP, 1 dose of MMR, 1 dose of varicella(Chickenpox), 3 doses of Polio, 4 doses of PCV, 3 doses of Hib. When a student is 5 years old they have to have total of 2 doses of MMR, and total of 2 doses of varicella (Chickenpox). Please contact school nurse for additional questions.

Beginning August 1, 2009, all students entering kindergarten, statewide, will be required to have 2 doses of Hepatitis A vaccine, 2 doses of measles, mumps, and rubella (MMR) vaccine and 2 doses of varicella vaccine.

Attendance is not permitted when:

- There are signs of a communicable disease.
- There is the presence of vomiting, diarrhea, or a rash.
- Temperature is 99 degrees F or greater.
- There is redness, drainage, or crusting of the eye and/or eyelashes.
- Ringworm of the scalp (readmit after treatment has begun)
- Live head lice (readmit after 1 effective treatment has been given)
- Communicable diseases listed by Department of State Health

There will be no medication given to students unless we have written authorization from the parent, signed and dated. All prescription drugs must be in the original prescription bottle with instructions on the label.

PLEASE DO NOT MEDICATE YOUR STUDENT (i.e. give Tylenol, Motrin, Children's Pepto, etc...) FOR FEVER, DIARRHEA, AND/OR VOMITTING AND THEN SEND THEM TO SCHOOL. WHILE THESE MEDICATIONS MAY PROVIDE TEMPORARY RELIEF OF THE SIGNS AND SYMPTOMS OF ILLNESS, THEY DO NOT TREAT THE UNDERLYING CAUSE. IF STUDENTS ARE MEDICATED AND THEN SENT TO SCHOOL THERE IS A HIGH RISK OF THEM TRANSMITTING THEIR ILLNESS TO THEIR CLASSMATES AND/OR SCHOOL STAFF.

STUDENTS MUST BE CLEAR OF FEVER, VOMITING, OR DIARRHEA FOR 24 HOURS BEFORE RETURNING TO SCHOOL.

CURRENT emergency numbers are essential:

If your student has an injury or significant illness, your personal telephone numbers are necessary. Please be sure that your numbers are correct and updated regularly. We do not administer medications to treat fever, vomiting, diarrhea, etc.; therefore, it is crucial that your child be picked up as soon as possible if you are notified that he/she is ill.

Head Lice/Scabies

EISD Policies and Protocol for Head Lice and Scabies:

1. When a student is found to have head lice or nits/scabies, the student's parent or guardian is to be contacted to come to the school and pick the student up.
2. The parent/guardian or physician is to treat the student for lice/scabies **before returning the student to school.**
3. After the student has been treated, the parent or guardian will **take the student directly to the nurse's office to verify treatment.**
4. **If the student is not free of lice or nits/scabies, he/she will be sent home to re-treat.**
5. The student will not be allowed to return to classes (or ride the bus) to or from school until treatment has been verified by the school nurse.
6. The nurse will determine/verify whether the student's lice/scabies treatment has been effective and whether returning to the classroom is permissible.

COMMUNICABLE DISEASES

BACTERIAL MENINGITIS:

State law requires the District to provide the following information:

WHAT IS MENINGITIS?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

WHAT ARE THE SYMPTOMS?

Someone with meningitis will become very ill. The illness may develop over 1-2 days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms. Children (over 1 year) and adults may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body. The diagnosis of bacterial meningitis is based on a combination of symptoms and lab results.

HOW SERIOUS IS BACTERIAL MENINGITIS?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

HOW IS BACTERIAL MENINGITIS SPREAD?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing; sharing drinking containers, utensils, or cigarettes). The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

HOW CAN BACTERIAL MENINGITIS BE PREVENTED?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of people you kiss. While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. The vaccine is safe and effective (85%-90%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7-10 days after the vaccine is given and lasts for up to 5 years.

WHAT SHOULD YOU DO IF YOU THINK YOU OR A FRIEND MIGHT HAVE BACTERIAL MENINGITIS?

You should seek prompt medical attention.

WHERE CAN YOU GET MORE INFORMATION?

Your school nurse, family doctor, and the staff at your local health department are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Texas Department of Health office to ask about meningococcal vaccine. Additional information can be found at the web sites for the Center for Disease Control and Prevention – www.cdc.gov and the Texas Department of Health – www.tdh.state.tx.us.

CARE OF SCHOOL PROPERTY

Students who damage library books, equipment, classroom books, or other school supplies or materials provided by the school shall be required to reimburse the school at the replacement cost.

CORPORAL PUNISHMENT

Corporal punishment – spanking or paddling the student – may be used as a discipline management. Corporal punishment is a district-wide form of disciplinary action. Corporal punishment will be governed by the following conditions:

- The student will be told the reason for the corporal punishment.
- Only the principal or designee will administer the punishment.
- The punishment will be administered in the presence of another district professional employee and out of view of other students.

A record will be maintained of each instance of corporal punishment. **Please make sure the corporal punishment consent form is signed and filled out indicating if you wish for corporal punishment to be used or not to be used. THESE FORMS WILL BE AVAILABLE IN THE SCHOOL OFFICE. ONLY THESE SCHOOL-ISSUED FORMS WILL BE ACCEPTED.**

IN-SCHOOL SUSPENSION

Students may be assigned to In-School Suspension (ISS) if the principal deems it necessary. ISS is designed to provide for the removal of disruptive students from academic classes, thus allowing more meaningful instruction to take place. It will be used for more serious violations of the Student Code of Conduct or persistent misbehavior. The following guidelines shall be enforced:

1. Students will be told the reason for being in ISS.
2. The number of days will vary depending on reason.
3. No talking or unnecessary noise will be allowed.
4. Students will not be permitted to sleep, play or lay head on desks.
5. Students must remain at their assigned places.
6. Only 2 restroom breaks during the day; one in the morning and one in the afternoon. No other breaks will be permitted.
7. Students may bring their own lunch, or a sack lunch from the cafeteria will be provided.

8. Missed ISS time will be made up the next day.
9. The ISS teacher will contact the principal to assign extra days for misconduct.
10. All school rules will be enforced.

COMPLAINTS

Usually parent complaints or concerns can be addressed simply by a phone call or conference with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a standard complaint policy. In general, the student or parent should **first** discuss the complaint with the classroom teacher, if the complaint is not resolved; an appointment is made to discuss it with the principal. If unresolved, a written complaint and a request for a conference should be sent to the Superintendent. If still unresolved, the District provides procedures for the complaint to be presented to the Board of Trustees.

SCHOOL ACTIVITIES

The Student Code of Conduct is to be followed at all school activities.

EXTRA CURRICULAR ACTIVITIES: In order to participate in extra curricular activities where a student represents himself as well as our school such as the UIL Contest, he/she must earn an S in CONDUCT during the six weeks period prior TO and DURING tryouts, participation in preparatory sessions, and contests. Students that participate in UIL Contests must also be passing all classes during that six weeks period.

CLASS PARTIES: Parties are limited to two a year – Christmas and Valentine’s Day.

EXTRA SCHOOL EVENT: Field Day

We ask that children not bring invitations for private parties at any grade level unless invitations are given to each student. Those children who do not receive invitations do not understand why they are not included.

WITHDRAWING STUDENTS

Only parents/guardians may check a student out of school. A withdrawal form should be picked up at the office. Please notify the office well in advance of the date of withdrawal so that all paperwork can be completed. Students must turn in all textbooks, library books, owe no book fines, and owe no money in the cafeteria.

CHEATING/PLAGIARISM/ACADEMIC DISHONESTY

Academic dishonesty is not acceptable. Copying another person's work, such as homework, class work, or a test, is a form of cheating. Plagiarism, which is the use as one's own of another person's original ideas or writing without giving credit to the true author, will also be considered cheating and the student will be subject to academic disciplinary action. Students found to have engaged in cheating will be subject to disciplinary action.

BULLYING OR TAUNTING BEHAVIORS

Students must not participate, either individually or in a group, in bullying or taunting behaviors toward another student. Such behaviors may include repeated teasing or ridicule, name calling, threats, theft, gossip and rumors, or physical intimidation of any kind. A substantiated complaint against a student will result in disciplinary action, according to the nature of the offense and the Student Code of Conduct.

TEXTBOOKS/LIBRARY BOOKS

Textbooks are the property of the School District. They are issued to the students to use. The students are expected to take care of these books which are loaned to them by the State. The following rules for books shall be observed by students:

1. Textbooks shall be covered. Teachers will inspect books at frequent intervals.
2. Student names should be on the front of the book cover.
3. Students shall be required to pay for all damaged or lost textbooks or library books.
4. Textbooks and library books are the sole responsibility of the student to which they are assigned or checked out.

PHYSICAL EDUCATION

All students on the intermediate campus will receive Physical Education. This program is designed to develop the student's awareness and knowledge of physical activities and their health.

GUIDANCE AND COUNSELING

As stated in the Texas K-12 Program Development Guide, "The primary responsibility of a school counselor is to counsel students to fully develop each student's academic, career, personal and social abilities." The components of a comprehensive guidance program include individual counseling, small group guidance, and classroom guidance, services which are made available to all elementary students.

Teachers and parents can request for a student to see the Counselor. Students can also request to see the Counselor. Small group guidance is by referral from teachers/principals, as well as, parents. A signed permission form is required for small group guidance.

The school counselor will keep information confidential, with some possible exceptions. The counselor is required by law to share information with parents or others in certain circumstances:

- Presenting a serious danger to self or another person
- Evidence or disclosure of abuse (physically or sexually) or neglect
- Threats to school security
- Criminal or delinquency proceedings are pending

The counselor will make the child aware of these limits to confidentiality and will inform the child when sharing information with others.

STUDENT CODE OF CONDUCT

It is assumed that students want to learn; thus, rules of conduct are formulated to ensure that time and opportunities are not denied to any because of the few who practice self-indulgence.

Students are expected to conduct themselves in a responsible manner appropriate to their age and level of maturity. Students should respect the rights of other students and all

District staff. Student cooperation and respect for the property of others, including District property and facilities, is essential. Attending class regularly, being on time, and having needed materials and assignments is expected of all students. Students are to be well-groomed and dressed appropriately each day.

As required by Chapter 37 of the Texas Education Code, the District has developed a Student Code of Conduct that establishes behavior standards—both on and off campus. Students need to be familiar with the Student Code of Conduct, as well as campus and classroom rules, in order to avoid violations and the subsequent consequences.

The District has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on District transportation.
2. For certain mandatory DAEP and discretionary expulsion offenses, within 300 feet of school property as measured from any point on the school's real property boundary line.
3. While the student is in attendance at any school-related activity, regardless of time or location.
4. For any school-related misconduct, regardless of time or location.
5. For any mandatory expulsions offense committed while on school property or while attending a school-sponsored or school related activity of another district in Texas.
6. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location.
7. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081.
8. When criminal mischief is committed on or off school property or at a school related event.

The District has the right to search a student's property whenever there is reasonable cause to believe it contains articles or materials prohibited by the District.

The District has the right to revoke the transfer of a transfer student for violating the District's Student Code of Conduct.

A school administrator will report crimes as required by law. A school administrator who suspects that a crime has been committed on campus will call local law enforcement.

For other information concerning the Student Code of Conduct please refer to the District handbook on the District website www.elkhartisd.org.

Severe Code of Conduct Infractions

Abusive Language: Abusive language/profanity is inappropriate at any time and will not be tolerated at school. This includes verbal disrespect toward school personnel and verbal defiance of school personnel.

Assault: Students are prohibited from assaulting anyone on school property, at any school related events, in a situation which is school related, or in any way which is detrimental to educational process.

Drugs and Tobacco No student shall possess, use, or transmit any controlled substance or dangerous drug as defined by law.

Weapons: If a student is in possession of such a weapon, the student shall surrender it upon the request of any teacher and/or school official. Weapons include – clubs, knives (of any kind), guns, etc.

ELKHART INTERMEDIATE SPECIAL PROGRAMS

Elkhart ISD provides special programs for at-risk, gifted and talented, ESL students, and students with disabilities. Each program has specific eligibility requirements and student services. A parent/guardian with questions about these programs should contact the campus principal.

ACCELERATED READING

The Accelerated Reading program is a computerized program that allows students to test their knowledge over books that they have read. The students earn points for these tests which they are able to trade in for motivational prizes.

PARENT and Family Engagement POLICY

Elkhart ISD PARENT and Family Engagement POLICY*

Acknowledging that parents/guardians are a student's first teachers and that continuing support of their childrens' educational growth is essential for academic success, Elkhart ISD is committed to the following Parent/Family Involvement Policy:

Title I, Part A parents will annually be offered Title I, Part A program implementation information and will be encouraged to ask questions and to offer suggestions for improving/strengthening the program.

Parents will receive pertinent and timely information concerning overall student performance standards and expectations based on the Texas Essential Knowledge and Skills (TEKS).

Parents will be provided timely and accurate information concerning local campus/state assessment instruments.

Parents will be offered opportunities for learning about fostering improved academic performance for their child(ren).

Parent representatives (including parents of Title I, Part A students) will be encouraged to become involved in the development, review, and evaluation of the campus improvement plan.

Elkhart ISD will invite Title I, Part A parents to participate in the annual review/revision of the School/Parent Compact.

Title I, Part A parents will be asked to complete surveys evaluating the Title I, Part A program and opportunities for Parent and Family involvement.

Parents will be encouraged to annually review/revise this policy.

***Updated March 2017**

PARENT NOTIFICATION

Federal No Child Left Behind Act

The No Child Left Behind Act (NCLB) requires districts to provide two types of notices to parents. The first addresses parents' right to request information regarding professional qualifications of a student's classroom teacher and paraprofessional providing services, if applicable, and the second addresses the assignment of teachers that are not "highly qualified". At the beginning of each school year, a district receiving Title I, Part A fund must notify the parents of each student attending any Title I, Part A campus that the district will provide upon request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following information:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals, and if so, their qualifications. In addition, any campus that receives Title I, Part A funds must

provide to each individual parent timely notice in the event that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not "highly qualified". The notice practicable, provided in a language that the parents can understand.

District's Wellness Policy and Plan

The Elkhart I.S.D. Superintendent serves the district as the person responsible for the oversight of the District's wellness policy and plan. You are invited to contact the Elkhart I.S.D. Superintendent if you are interested in participating in the development, implementation, and evaluation of the wellness policy and plan.

NOTICE TO PARENTS OF PESTICIDE USE INTEGRATED PEST MANAGEMENT PROGRAM

Elkhart ISD has a policy that requires us to follow integrated pest management (IPM) procedures to control pests on school grounds. This district strives to use the safest effective methods to manage pests, including a variety of non-chemical control measures; however, pesticide use is sometimes necessary to maintain adequate pest control and assure a safe, pest-free school environment.

All pesticides used in our district are registered for their intended use by the U.S. Environmental Protection Agency and Texas Department of Agriculture and are applied only by certified pesticide applicators. Prior to indoor applications, signs will be posted 48 hours in advance of the treatment. All outdoor applications will be posted at the time of treatment and signs will remain until it is safe to enter the area.

Elkhart ISD has contracted with East Texas Pest Control Services to provide pest control services to our district. Parent with further questions, or who wish to be notified directly about upcoming pesticide applications on their children's campuses, can contact the District IPM Coordinator Jason Ives at (903) 764-2952 or email tpyeatt@elkhartisd.org, we request that you send us an e-mail with your specific requests per §7.147 of the Texas Department of Agriculture's School IPM rules.

STUDENT HANDBOOK STATEMENT: ENGLISH

Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RTI). The implementation of RTI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Special Education Referrals:

If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

Contact Person for Special Education Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person: Ricci Harder-3rd. and 4th grade; Lori Dearman- 5th grade

Phone Number: 903-764-8535

Section 504 Referrals:

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person: Kelly Smith

Phone Number: 903-764-8535

Additional Information:

The following websites provide information and resources for students with disabilities and their families.

- [Legal Framework for the Child-Centered Special Education Process](#)
- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

INTERNET ACCEPTABLE USE POLICY

A. GENERAL PRINCIPLES OF ACCESS

1) Elkhart Independent School District ("EISD") is obtaining access to the Internet, including access to e-mail, for its employees, Department members, students, and guests. Guests include but are not limited to parents, substitute teachers, temporary Department employees, parent volunteers, and other school volunteers. 2) Internet access and the use of any other resources through the EISD's system, is limited to educational purpose. The term "educational purpose" includes use of the system by students and their parents for learning activities both in school and at home, employee professional or career development, communication between teachers, students and their parents and the facilitation of information-sharing between teachers and administrators throughout the Elkhart school system. If any user has a question whether their Internet use is consistent with the EISD's educational purpose, goals, and mission, s/he should consult with the appropriate supervisor, principal, teacher, etc. This Internet Acceptable Use Policy governs all electronic activity and devices, including e-mail and access to the Internet, which is undertaken by EISD employees, students, and parents/guardians either in their

official EISD capacity or as part of the educational, instructional or extracurricular programs connected to the EISD. No EISD employee, student, or parent/guardian may engage in activities prohibited by this IAUP, whether through the EISD's Internet service or through another Internet Service Provider, when those activities are undertaken either in their official EISD capacity or as part of the educational, instructional, or extracurricular programs of the EISD.

As with other curricular offerings and tools, parents do not have a general right to opt their child out of classroom use of the Internet. As set forth more fully below however, parental consent is required with respect to certain aspects of Internet use (e.g., posting a child's photograph on a school web page). Parents moreover, are strongly encouraged to discuss and monitor their child's school Internet use and to discuss any issues or concerns that they may have with the school's teacher and administrators.

- 1) Student access to the Internet will be governed by this policy, related EISD regulations, and the Conduct and Uniform Disciplinary Measures ("the student disciplinary code"). Employee use will be governed by this policy, related EISD regulations, EISD employment policy, and applicable collective bargaining agreements. All use will be in compliance with the acceptable use provisions of the Internet service provider.
- 2) EISD reserves the right to terminate any user's access to the Internet, including access to e-mail, at any time and for any reason. EISD reserves the right to monitor all technology resources, including all e-mail, through use of the EISD's system. EISD specifically reserves the right to revoke access and/or take other appropriate disciplinary action, with respect to any user who violates this policy.

B. SYSTEM RESPONSIBILITIES

- 1) The Technology Department will serve as the coordinator to oversee Internet access via use of EISD systems.
- 2) District staff are responsible for the dissemination of this Internet acceptable Use Policy and will work with schools to enforce this policy.
- 3) EISD reserves the right to revise this Internet Acceptable Use Policy as it deems necessary and will post the current policy on its web site as notice to users of any revisions. Users are responsible for reading the policy regularly.
- 4) District staff who require technical assistance with EISD Technology resources should email supportticket@elkhartisd.org.

C. LIMITATION OF LIABILITY

1) EISD makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the EISD system will be error-free or without defect. EISD will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. EISD is not responsible for the accuracy or quality of the information obtained through or stored on the system. EISD will not be responsible for financial obligations arising from a user's unauthorized use of the system. 2) Users will indemnify and hold EISD and its respective districts harmless from any losses sustained by EISD as a result of intentional misuse of the system by user. 3) EISD makes no warranties of any kind, either expressed or implied, pertaining to any student owned equipment. Student owned equipment is the sole responsibility of the student and parents if used during school hours or on school property. 4) EISD makes no warranties of any kind, either expressed or implied that student owned equipment will work with or be compatible with EISD resources. EISD will not provide any technical support pertaining to equipment not owned by the district.

D. FILTERING

EISD has installed Internet filtering in an attempt to block user access to inappropriate and/or harmful content on the Internet. The filter works by scanning web site addresses, web site content, e-mail and other documents for objectionable words or concepts.

Objectionable words and concepts are pre-determined

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by EISD and the filter manufacture. When the filter finds any such objectionable words or concepts, it denies the user access to them based on the level of access assigned to the word or concept by EISD. Generally, levels of access go from the least restrictive level, which allows users access to the web site or document that contains the word or concept, to the most restrictive level, which denies users access to the web site or document that contains the word or concept. Filtering technology is not perfect and therefore, may in effect interfere with legitimate educational research.

The default level of access that will be granted to students varies depending on grade level and are referenced in subsections a, b, and c below. Each campus shall establish a process for modifying the filter or for defiltering internet access for students when it is educationally appropriate. The district process must indicate whether defiltering requests are to be approved at the district or school level and appropriate monitoring mechanisms must be established by the district. No filtering software is one hundred percent effective and it is possible that the software could fail. In the event that the filtering software is unsuccessful and children gain access to inappropriate and/or harmful material, EISD will

not be liable. All student filtering will comply with CIPA requirements. No bullying with technology resources will be tolerated.

- a) Default filtering levels for grades Kindergarten through 5: The filter is set at the most restrictive.
- b) Default filtering levels for grades 6 through 8: Same setting as Kindergarten through 5 above.
- c) Default filtering levels for grades 9 through 12: The filter is modified to be less restrictive consistent with age and educational goals.

A monthly report will be provided to the administration of EISD with general information such as employee Internet usage, top users of internet resources, student and employees attempting to access legal sites, etc. if deemed necessary.

E. REGULATIONS OF ACCESS

1) Review of Access Privileges

- a. EISD will cooperate fully with local, state, or federal officials in any lawful investigation concerning or relating to any illegal activities conducted through the EISD system.
- b. EISD may revoke Internet access in its sole discretion. If a student's access is revoked, EISD will ensure that the student nonetheless continues to have a meaningful opportunity to participate in the educational program.
- c. Student disciplinary actions should be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave appropriately on an electronic network. If the alleged violation also involves a violation of other provisions of the student disciplinary code, the violation will be handled in accordance with the applicable provision of the code.
- d. Employee violations of EISD Internet Acceptable Use Policy will be handled by appropriate discipline.

2) Privacy

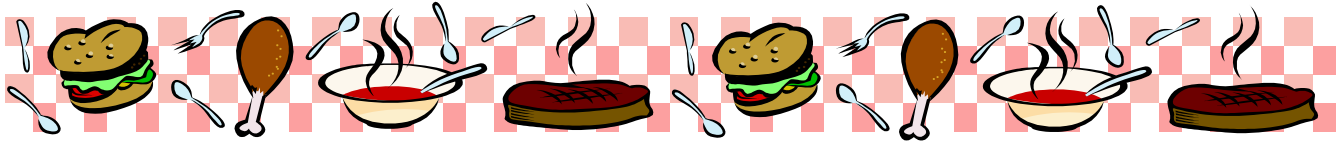
- a. EISD reserves the right to use "cookies" on its site. Cookies are computer programs that allow EISD, among other things, to verify whether a visitor is an authorized user of EISD's system and that store information about a user on a computer hard drive or disk. Information stored includes, but may not be limited to, the date and time a user visits the

site and information about the user's activities while online. Any information gathered is obtained solely for the purpose of improving EISD's services and providing the system with statistical information to assist in improving teaching and learning by teachers and students respectively. Except as otherwise provided in this Internet Acceptable Use Policy, EISD will not use cookies to gather personal identifying information about any of its users. Personal identifying information includes, but is not limited to, names, home addresses, e-mail addresses and telephone numbers.

b. As required by the Children's Internet Protection Act ("CIPA"), EISD will monitor students' online activities. Such monitoring may lead to discovery that the user has violated or may be violating, EISD Internet Acceptable Use Policy, the student disciplinary code, or the law. EISD also reserves the right to monitor other users (e.g., non students) online activities.

c. EISD reserves the right to employ and review the results of software that searches, monitors and/or identifies potential violations of the Internet Acceptable Use Policy.

d. Users should be aware that their personal files may be discoverable in court and administrative proceedings and in accordance with public records laws.



ELKHART ISD FOODSERVICE PRICES FOR 2019-2020

<u>BREAKFAST:</u> ELEMENTARY/INTERMEDIATE	\$1.75
MIDDLE SCHOOL (GRADES 6-8)	\$1.75
HIGH SCHOOL (GRADES 9-12)	\$1.75
ADULTS	\$2.25
MILK	TBA

<u>LUNCH:</u> ELEMENTARY/INTERMEDIATE	\$2.50
MIDDLE SCHOOL (GRADES 6-8)	\$2.75
HIGH SCHOOL (GRADES 9-12)	\$2.75
ADULTS	\$3.50
MILK	TBA

NOTES: “CHARGING WILL BE PERMITTED TO A MAXIMUM OF 3 MEALS PER PERSON. BEYOND THREE MEALS AN ALTERNATE MEAL (**WHICH WILL INCLUDE A SANDWICH, MILK AND FRUIT**) WILL BE PROVIDED. ANYONE WITH ACCESS TO A COMPUTER MAY CHECK THEIR CHILDS BALANCE THROUGH MY SCHOOLBUCKS OR YOU MAY CALL **903-764-8538** ANY TIME BETWEEN 6:30AM AND 2:30 FOR YOUR CHILDS BALANCE. CHARGE SLIPS WILL BE PRINTED AND DISTRIBUTED TO TEACHERS FOR THE ELEMENTARY & INTERMEDIATE CAMPUS WEEKLY. HIGH SCHOOL AND MIDDLE SCHOOL STUDENTS WILL BE TOLD WHEN THEIR ACCOUNTS ARE NEGATIVE OR GETTING LOW BY THE CASHIER.

THE FOODSERVICE DEPARTMENT OFFERS COMPLETE MEALS FOR STUDENTS GOING ON FIELD TRIPS AT THE SAME PRICE THEY WOULD PAY ON ANY OTHER DAY.

IF YOUR STUDENT REQUIRES A SPECIAL DIET OR DIET SUBSTITUTION PLEASE PROVIDE THE FOODSERVICE DEPARTMENT WITH A SIGNED DOCTORS NOTE WITH A LIST OF APPROPRIATE SUBSTITUTIONS.

FOR QUESTIONS OR COMMENTS PLEASE CONTACT ELKHART ISD/SFE FOOD SERVICE DIRECTOR: 903 764-8538