



IMPORTANT INFORMATION FOR THE

PERRY

COMMUNITY SCHOOL

2018-2019

SCHOOL YEAR

BACK TO SCHOOL

School Administration Center

1102 Willis Avenue, Suite 200

Perry, Iowa 50220

Office: 515-465-4656

Fax: 515-465-4025

www.perry.k12.ia.us

Copies of this Back to School Bulletin is available in Spanish at each school and the School Administration Center.

Se Peudén obtener copias de este boletín "Back-to-School" en Español, en cada escuela y en el Centro Administrativo Escolar.

Greetings and Welcome Back!!

As we all prepare for the 2018-2019 school year, Perry Community Schools wants to **partner** with you, the parents and students, to make this year the best it can be. Our school theme this year is **One Team, One Purpose**. This theme means a **Perry Team** where individuals share positive energy and share a commitment to other staff members, parents, and students to build strong relationships. This attitude will create a synergistic atmosphere and culture that will produce **student success... that is our purpose**.

How can each one of us make Perry Schools the very best it can be? **Marketing the Positives!** Each parent, student, and community member has a responsibility to accentuate the accomplishments of our school. A positive school reputation means a positive learning atmosphere for each student. Accomplishments to be proud of:

- **Wide Range of Programs Offered:** From a successful PACES program at the Elementary to Skills USA at the High School. In addition, over 200 students earning college credits.
- **Connecting To Kids:** Rebooting the PBIS program at the Elementary; Implementing a program called Capturing Kids Hearts at the Perry Middle School and High School.
- **Top Notch Facilities:** Dewey Field Renovation; Updating All Facilities and Grounds; Perry Branding at Each School.
- **Quality Teaching and Learning:** The Iowa Assessment scores increased in each grade level and in each category... Great accomplishment!

My goal as superintendent is to help the staff, parents, and students to be the best version of themselves. We can all accentuate the positive and we can all work together to make Perry Schools a great place to learn and grow. Let's be proud of Perry Schools. Go Bluejays! Go Jayettes!

Make It A Great Day!

Clark S. Wicks

Superintendent at Perry Community Schools

School Administration Center

1102 Willis Ave. Suite 200
PO Box 69
Perry, Iowa 50220
515-465-4656
Fax: 515-465-4025
Web Page: www.perry.k12.ia.us
Clark Wicks, Superintendent
Kent Bultman, Business Manager

Perry Elementary School

1600 8th Street
Perry, Iowa 50220
515-465-5656
Fax: 515-465-7769
Ned Menke, Principal
Ryan Marzen, Assistant Principal
Laura Skeel, Director of Learning Supports

Perry High School

1200 18th Street
Perry, Iowa 50220
515-465-3503
Fax: 515-465-5977
Dan Marburger, Principal
Brad Snowgren, Assistant Principal
Tom Lipovac, K-12 Activities Director/Student Services
Kevin Vidergar, Director of Teaching & Learning

Perry Middle School

1200 18th Street
Perry, Iowa 50220
515-465-3531
Fax: 515-465-8555
Shaun Kruger, Principal
Carol Ryerson, Dean of Students
Rich Nichols, Director of Technology

Transportation Department

2900 Warford Street
Perry, Iowa 50220
515-465-5513
Fax: 515-465-7806
Troy Griffith, Director of Transportation

REGISTRATION INFORMATION

Students NEW to the District
may register during office hours
at your designated school.

GENERAL INFORMATION

Our office employees and principals are in their buildings and should be available to assist you with any questions you might have regarding registration. Please call the school that can help you with your questions or visit the office for assistance. For your convenience, the telephone numbers for each location are listed below:

School Administration Center	465-4656
Perry Elementary School	465-5656
Perry Middle School	465-3531
Perry High School	465-3503
Transportation Office	465-5513
Technology Office	465-5496
PACES	465-8264

SCHOOL FEES

TEXTBOOK RENTAL FEES

Kindergarten – Second	\$40.00
<i>Reduced Rate</i>	\$9.00
Third – Fifth	\$45.00
<i>Reduced Rate</i>	\$10.00
Middle School	\$55.00
<i>Reduced Rate</i>	\$13.00
High School	\$55.00
<i>Reduced Rate</i>	\$13.00

OTHER FEES

Driver's Ed	\$335.00
(Contracted – subject to change)	
<i>Reduced Rate</i>	\$81.00
Student ID Replacement Cards	\$5.00

ADMISSION TICKETS FOR EXTRACURRICULAR ACTIVITIES

Volleyball, Basketball, Wrestling, Baseball, Softball, Track Meets & Tournaments, Soccer, Swimming, Music & Drama

Student	\$5.00
Adult	\$5.00
Senior Citizen	\$5.00
(PCSD Senior Citizen passes are accepted.)	

Student Athletic Pass	\$40.00
Adult Athletic Pass	\$100.00

District Football Games

Student	\$5.00
Adult	\$5.00
Senior Citizen	\$5.00
(PCSD Senior Citizen passes are accepted.)	

Admission Tickets for School Musical

Student	\$8.00
Senior Citizen	\$8.00
Adult	\$10.00

Admission Tickets for Sub-Varsity Activities

Student	\$3.00
Adult	\$4.00

Admission Tickets for Middle School Activities

Student	\$2.00
Adult	\$3.00

Admission Tickets for Middle School Track Activities

Student	\$2.00
Adult	\$4.00

FOOD SERVICE PROGRAM

The daily school breakfast and lunch prices for the 2018-2019 school year are as follows:

BREAKFAST		LUNCH	
Student (K-5)	\$.00	Student (K-5)	\$2.55
Student (6-12)	\$.00	Student (6-12)	\$2.70
Reduced Student	\$.00	Reduced Student	\$.40
Adult	\$1.85	Adult	\$3.70
	Additional Milk / Carton	\$.40	
EXTRA ENTRÉE		FRENCH FRIES	
Student (K-5)	NA	Student (K-5)	NA
Student (6-12)	\$2.00	Student (6-12)	\$1.00
Adult	\$2.00	Adult	\$1.00

Individual accounts are available to all students who wish to purchase lunch through the computerized food service accounting system. Deposits to student food service accounts may be sent with students during the school year or paid on-line using the fee payment link on the school's web page.

Forms for free/reduced meal eligibility are available at each of the schools. Families are encouraged to obtain and complete applications as free/reduced meals cannot be served until an approved application for the family is on file with the District. Application approval may take up to ten working days. Students with a negative lunch account balance of -\$15.00 or more may be offered an alternative lunch. Check the Perry School's nutrition web site for complete meal policy information.

The income eligibility guidelines for reduced meals as established by the Department of Agriculture are as follows:

Household Size	Yearly	Monthly	Twice Per month	Every Two Weeks	Weekly
1	\$22,459	\$1,872	\$936	\$864	\$432
2	\$30,451	\$2,528	\$1,269	\$1,172	\$586
3	\$38,443	\$3,204	\$1,602	\$1,479	\$740
4	\$46,435	\$3,870	\$1,935	\$1,786	\$893
5	\$54,427	\$4,536	\$2,268	\$2,094	\$1,047
6	\$62,419	\$5,202	\$2,601	\$2,401	\$1,201
7	\$70,411	\$5,868	\$2,934	\$2,709	\$1,355
8	\$78,403	\$6,534	\$3,267	\$3,016	\$1,508
For Each Additional Family Member Add:					
	\$7,992	\$666	\$333	\$308	\$154

PRIVACY ACT STATEMENT

This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or if you list a Supplemental Nutrition Assistance Program (SNAP), Family Investment Program number (FIP), or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in

the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
 - (2) Fax: (202) 690-7442; or
 - (3) Email: program.intake@usda.gov.
- This institution is an equal opportunity provider.

Iowa Non-Discrimination Statement

"It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14th St. Des Moines, IA 50319-1004; phone number 515-281-4121, 800-457-4416; website: <https://icrc.iowa.gov/>."

TRANSPORTATION

Drivers will contact parents in regard to bus routes prior to the start of the school year. Questions regarding transportation should be directed to the Director of Transportation, Troy Griffith at the Transportation Office at 465-5513.

FIRE LANE

The Perry Community Schools has designated the semi-circle drive in front of each building as a "fire lane." This designation was supported and passed by the city council. The areas are marked with red paint and signs are posted to prevent vehicles from being left unattended. Vehicles left unattended for any length of time are considered in violation and will receive a citation and/or be towed at the vehicle owner's expense.

SCHOOL HOURS

School Office hours are as follows

Elementary School	7:30 a.m. – 4:00 p.m.
Middle School	7:30 a.m. – 4:15 p.m.
High School	7:30 a.m. – 4:30 p.m.

School hours for students are as follows

Elementary School	
Students walking home	8:20 a.m. – 3:30 p.m.
Bus riders	8:20 a.m. – 3:35 p.m.



Middle School
High School

7:55 a.m. – 3:15 p.m.
7:55 a.m. – 3:15 p.m.

NEW VACCINE REQUIREMENT FOR 7TH AND 12TH GRADE STUDENTS

There is a new meningococcal vaccine requirement for 7th and 12th graders effective for the 2017-2018 school year. The meningococcal vaccine requirement was made in the 2016 legislative session. Iowa is one of 32 states with a meningococcal vaccine school requirement. All students entering or transferring into 7th grade and born after September 15, 2004, will need to show vaccine documentation of the meningococcal vaccine. All students entering or transferring into the 12th grade and born after September 15, 1999, will need to show vaccine documentation of one dose of the meningococcal vaccine on or after the age 16. There will be NO exemptions for this vaccine. All students entering 7th and 12th grade must have proof of vaccine or they will not be allowed to start the first day of school per law. If you do not have health insurance, you can schedule an appointment with the Polk County Health Department (515-286-3798) or Dallas County Public Health (515-465-2483 or 515-993-3750).

ELEMENTARY SCHOOL OPENING DAY

Classes begin Thursday, August 23, 2018 at 8:20 a.m. for grades 1-5. Kindergarten/Transitional Kindergarten parent-teacher-student orientation scheduled conferences will be Thursday, August 23rd 12:00PM-7:00PM. Kindergarten students with the last names beginning with A-M will have their first day of school on Friday, August 24 (8:20-3:30). This group will not have school on Monday, August 27. Kindergarten students with the last names beginning with N-Z will have their first day of school on Monday, August 27 (8:20-3:30). This group will not have school on Friday, August 24. The first full day of Kindergarten will be Tuesday, August 28th. Preschool begins Thursday, August 30th.

ELEMENTARY OPEN HOUSE

The Elementary Open House will be on Monday, August 20th at 5:00-6:30 p.m. for 1st-5th grades. (TK and Kindergarten not to attend)

6TH GRADE ORIENTATION

BLUEJAY CAMP CAMP for 6th graders will be Tuesday, August 21st. Please pick up your child's schedule between 5:45 and 6:00 and report to your child's advisory class. Advisory presentations will begin at 6:00. During this time we will have a mandatory technology meeting for all parents of incoming 6th graders. Attendance is required for your child to receive a laptop computer. Students will also be allowed to walk through their schedules and meet their teachers. Students new to Perry are welcomed to attend as well. Schedules are also posted on **Powerschool**.

MIDDLE SCHOOL OPENING DAY

Classes begin Thursday, August 23, 2018 at 7:55 a.m. Students should report to their advisory. Schedules will be available in the main hallway if they have not been picked up.

FRESHMAN AND NEW HIGH SCHOOL STUDENT ORIENTATION

Freshmen and new student orientation will begin at 1:00 PM on Wednesday, August 22, 2018. The students will meet in the auditorium. Students will receive their schedules, locker assignments, and go through a shortened school day. Parents are welcome, but are not required to attend.

HIGH SCHOOL OPENING DAY

Classes begin Thursday, August 23, 2018 at 7:55 a.m. Class schedules will be distributed in the hallway before classes begin that day.

ATHLETES, CHEERLEADERS, DANCE/DRILL TEAM MEMBERS

Department of Education and Board of Education policy requires that students participating in athletics, cheerleading, and dance/drill team squads have a physical form (valid one year plus 30 days) and concussion awareness form (valid one year) on file for the calendar year. Students and parents are responsible for scheduling and completing a physical with their physician prior to the first practice. In addition, all forms are required prior to the first practice. Perry Student Activities Department forms, information, and schedules may be found at www.bluejayactivities.org Forms may also be picked up from the High School/Middle School Office.

START DATES FOR ATHLETICS

High School fall sports (cross-country, football, girls' swimming & volleyball) will begin practices Monday, August 6, 2018.

Middle School fall sports practices (cross country, football, & volleyball) will start Thursday, August 23, 2018.

P.A.C.E.S. BEFORE & AFTER SCHOOL PROGRAM

(Perry's Academic, Cultural, & Enrichment Services)

Pre-School-5 Learning Center Program: 515-465-8264

Focus To provide academic support in a safe environment for students during the hours before and after school. Staff members create and carry out educational, enrichment and recreational activities designed to keep students engaged and motivated to learn. Students in all grades are allowed time to complete their homework and get assistance as needed.

Open 6:00 AM—6:00 PM, Monday through Friday; includes Wed, early outs

Fees Sliding fee scale based upon student's lunch status through the federal lunch program

Registration Monday-Thursday, July 2nd to August 2nd from 4:00-6:00 p.m. daily. Also, Aug. 20-22nd.

- Limited space is available
- Registration forms/fees must be paid at that time

Contact Mary Hillman at 515-465-8264

SCHOOL DISTRICT INSURANCE

The Perry School District participates in a program that makes student insurance available to families at a low cost. Participation is strictly optional. Enrollment forms will be available to families at registration or in the school office.

DISTRICT TELEPHONE SYSTEM

Each classroom teacher in the Perry District has a telephone in his/her office as well as voice mail. Copies of the District Phone Directory will be available in the school offices sometime after the start of school. We believe that this system makes it much easier to communicate with teachers on an ongoing basis.

SCHOOL PICTURE SCHEDULE

Elementary	October 9, 2018
Middle School	September 17, 2018
High School	September 17, 2018

EARLY DISMISSAL FOR TEACHER INSERVICE

Every Wednesday throughout the entire school year, students will be dismissed one (1) hour early for teacher inservice.

EARLY DISMISSAL FOR EMERGENCIES OR BAD WEATHER

The District will make every effort to make a decision as to early dismissals or cancellations due to emergencies or bad weather in as timely a manner as possible.

Announcements will be carried on the following radio and television stations:

Radio	KDLS-1310 AM, WHO-1040 AM
Television	WOI-Channel 5, KCCI-Channel 8, WHO-Channel 13

Parents are advised to sign up with KCCI for text alerts

ADULT EDUCATION

Please contact the High School at 465-3503.



DISTRICT NOTIFICATIONS

Each year school districts are required by legislative action to make families aware of specified District Policies through a public notice. The following policies are those that are required to be included in this public notice. In some instances these policies may also be included in the building-level student handbooks.

ANNUAL NOTICE

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student’s privacy rights.

Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employees, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to inform the school district that the parent does not want directory information, as defined below, to be released. Directory information can be released without prior parental consent.

Any student over the age of eighteen or parent not wanting this information released to the public must make object in writing by September 1st to the principal. The objection needs to be renewed annually.

NAME, ADDRESS, TELEPHONE LISTING, DATE AND PLACE OF BIRTH, E-MAIL ADDRESS, GRADE LEVEL, ENROLLMENT STATUS, MAJOR FIELD OF STUDY, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DATES OF ATTENDANCE, DEGREES AND AWARDS RECEIVED, THE MOST RECENT PREVIOUS SCHOOL OR INSTITUTION ATTENDED BY THE STUDENT, STUDENT ID NUMBER, USER ID OR OTHER UNIQUE PERSONAL IDENTIFIER, PHOTOGRAPH AND LIKENESS AND

OTHER SIMILAR INFORMATION.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC, 20202-4605.

The School District may share any information with the Parties contained in a student’s permanent record, which is directly related to the juvenile justice system’s ability to effectively serve the student. Prior to adjudication information contained in the permanent record may be disclosed by the School District to the Parties without parental consent or court order. Information contained in a student’s permanent record may be disclosed by the District to the Parties after adjudication only with parental consent or a court order. Information shared pursuant to the agreement is used solely for determining the programs and services appropriate to the needs of the student or student’s family or coordinating the delivery of programs and services to the student or student’s family. Information shared under the agreement is not admissible in any court proceedings, which take place prior to a disposition hearing, unless written consent is obtained from a student’s parent, guardian, or legal or actual custodian. Information obtained from others shall not be used for the basis of disciplinary action of the student. This agreement only governs the School District’s ability to share information and the purposes for which that information can be used.

The purpose for the sharing of information prior to a student’s adjudication is to improve school safety, reduce alcohol and illegal drug use, reduce truancy, reduce in-school and out-of-school suspensions, and to support alternatives to in-school and out-of-school suspensions and expulsions which provide structured and well supervised educational programs supplemented by coordinated and appropriate services designed to correct behaviors that lead to truancy, suspension, and expulsions and to support students in successfully completing their education.

The juvenile justice agency requesting the information will contact the principal of the building in which the student is currently enrolled or was enrolled. The principal will forward the records within 10 business days of the request.

Confidential information shared between the agency and the District shall remain confidential and shall not be shared with any other person, unless otherwise provided by law.

PARENTS’/GUARDIANS’ RIGHTS NOTIFICATION (HIGHLY QUALIFIED STAFF)

Parents/guardians in the Perry Community School District have the right to learn about the following qualifications of their child’s teacher: state licensure requirements for the grade level and content areas taught, the current licensing status of your child’s teacher, and baccalaureate/graduate certification/degree. Parents/guardians will be informed should their child be taught by a non-highly qualified teacher for a period of four or more consecutive weeks. You may also request the qualifications of a highly qualified instructional paraprofessional who serves at Perry Elementary School.

Parents/guardians may request this information from the Office of the Superintendent by calling 465-4656 or sending a letter of request to the Office of the Superintendent, 1102 Willis Avenue, Suite 200, PO Box 69, Perry, IA 50220.

OPEN ENROLLMENT POLICY

Parents requesting open enrollment for their student will notify the sending and receiving school district no later than March 1 in the school year preceding the first year desired for open enrollment. The notice is made on forms provided by the Department of Education. The forms are available at the central administration office.

Parents of children who will begin kindergarten in the school district are exempt from the open enrollment March 1 deadline. Parents of children who will begin kindergarten will file in the same manner set forth above by September 1. Parents who have good cause as defined by law for failing to meet the March 1 deadline may make an open enrollment request by September 1 unless another deadline applies.

Parents of students whose open enrollment requests are approved by the Board of Education shall be responsible for providing transportation to and from the receiving district without reimbursement unless the parents financially qualify for transportation assistance.

For more information on Open Enrollment options, please contact the School Administration Center.

ABUSE OF STUDENTS BY SCHOOL DISTRICT PERSONNEL

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

Anyone believing that a student has been abused by a District employee should report the abuse to the Board appointed Level One Investigators, Clark Wicks, 465-4656, or Mel Raskie, 465-8423.

HOMELESS CHILDREN AND YOUTH

The Perry Community School District believes all students should have access to a free, appropriate public education. The district will ensure that homeless children and youth have equal access to the same free, appropriate public education as other children and youth.

The term "homeless children and youth" means individuals between the ages of 3 & 21 who lack a fixed, regular, and adequate nighttime residence. The term includes:

- Children and youth who are:
 - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as "doubled up");
 - Living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
 - Living in emergency or transitional shelters; or
 - Abandoned in hospitals.
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping

accommodation for human beings;

- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.

To help ensure that homeless children and youth have a full opportunity to enroll, attend, and succeed at school, the board shall:

- Designate *Angelica Cardenas* as the local homeless children and youth liaison;
- Provide training opportunities for staff so staff may help identify and meet the needs of homeless children and youth;
- Remove barriers, including those associated with fees, fines, and absences, to the identification, enrollment, retention, attendance and/or success in school for homeless children and youth;
- Ensure collaboration and coordination with other service providers;
- Ensure transportation is provided in accordance with legal requirements;
- Provide school stability in school assignment according to the child's best interests;
- Ensure the privacy of student records, as provided by applicable law, including information about a homeless child or youth's living situation;
- Engage in the dispute resolution process for decisions relating to the educational placement of homeless children and youth as provided by applicable law; and
- Prohibit the segregation of a homeless child or youth from other students enrolled in the district.

Questions regarding homeless children and youth should be directed to the Coordinator, Angelica Cardenas, at 515-465-8391.

NON-DISCRIMINATION POLICY STATEMENT

The Perry Community School District offers career and technical programs in the following areas of study: Agriculture, Food and Natural Resources, Information Solutions, Applied Sciences, Technology, Engineering, and Manufacturing, Health Sciences, Human Services, and Business, Finance, Marketing and Management.

It is the policy of the Perry Community School District not to discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Angelica Cardenas, 1200 18th Street, Perry, IA 50220-1650, (515) 465-3503, angelica.cardenas@perry.k12.ia.us, or to the Director of the Region VII Office of Civil Rights, Department of Education, Chicago, IL. Questions about ADA (Americans with Disabilities Act) compliance may be directed to the Director of Learning Supports/ADA Coordinator, (515) 465-5656. The Perry Community School District is an EEO/AA employer.

STUDENT HARASSMENT/BULLYING ANTI-BULLYING/ANTI-HARASSMENT POLICY

Code No. 104

The Perry Community School District is committed to providing all

students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity.

Definitions

For the purposes of this policy, the defined words shall have the following meaning:

- “Electronic” means any communication involving the transmission of information by wire, radio, optic cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, and electronic text messaging.
- “Harassment” and “bullying” shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual’s actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
 - (1) Places the student in reasonable fear of harm to the student’s person or property.
 - (2) Has a substantial detrimental effect on the student’s physical or mental health.
 - (3) Has the effect of substantially interfering with a student’s academic performance.
 - (4) Has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Trait or characteristic of the student” includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.
- “Volunteer” means an individual who has regular, significant contact with students.

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 7 days of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed.

School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The superintendent or the superintendent’s designee (hereinafter “Investigator”) will be responsible for handling all complaints

alleging bullying or harassment. The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. The superintendent or the superintendent’s designee shall also be responsible for developing procedures regarding this policy.

Administrative procedures regarding this policy include

- Developing procedures for reporting acts of bullying and harassing behavior
- Organizing training programs for students, school employees, and volunteers regarding how to recognize bullying and harassing behavior and what to do if this behavior is witnessed; and
- Developing a process for evaluating the effectiveness of this policy in reducing bullying and harassing behavior.

Decision

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student’s parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report.

Individuals who knowingly file false bullying or harassment complaints and any person who gives false statements in an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

SECTION 504

It is the policy of the Perry Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices.

Inquiries concerning the school district’s compliance with the regulations implementing Title VI, Title IX, the Americans with Disabilities Act (ADA), § 504 or Iowa Code § 280.3 may be directed to the Section 504 Coordinator, who has been appointed by the Board of Directors as the Section 504 Coordinator, Kevin Vidergar, at the High School, 1200 18th St., Perry, Iowa 50220 or the Director of the Office of Civil Rights, Department of Education, Chicago, IL.

POST SECONDARY ENROLLMENT OPTIONS

Students regularly enrolled in the Perry Community School District in the eleventh or twelfth grades are eligible to participate in the post-

secondary enrollment plan. Students in the ninth or tenth grade who have been identified by the District as gifted and talented students are also eligible to participate in the post-secondary enrollment plan. The students must be enrolled only part-time in the post-secondary institution and must continue to be enrolled in courses at the Perry High School. Students interested in this option should contact their High School Guidance Counselor for additional information.

PERIODIC INSPECTIONS-LOCKERS, DESKS AND SCHOOL FACILITIES

Lockers, desks and other facilities and spaces remain at all times property of the District, even though temporarily assigned as a courtesy to students. These facilities are subject to unannounced inspections, and students have no legitimate expectations of privacy in these facilities even though they may be locked. Written notice shall be given annually to each student and his/her parents, guardians or custodians that the District may conduct periodic inspections without prior notice of all or a randomly selected number of school lockers, desks and other facilities or spaces owned by the District and provided as a courtesy to students.

WEAPONS POLICY

The board believes weapons, other dangerous objects and look-a-likes in school district facilities cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on the school district premises or property within the jurisdiction of the school district.

School district facilities are not an appropriate place for weapons, dangerous objects and look-a-likes. Weapons and other dangerous objects and look-a-likes will be taken from students and others who bring them onto the school district property or onto property within the jurisdiction of the school district or from students who are within the control of the school district.

Parents of students found to possess weapons, dangerous objects or look-a-likes on school property are notified of the incident. Possession or confiscation of weapons or dangerous objects or look-a-likes will be reported to law enforcement officials, and students will be subject to disciplinary action including suspension or expulsion.

HUMAN GROWTH AND DEVELOPMENT

Students in grade levels kindergarten through twelve will receive, as part of their health education, instruction about personal health; food and nutrition; environmental health; safety and survival skills; consumer health; family life; human growth and development; substance abuse and non-use, including the effects of alcohol, tobacco, drugs and poisons on the human body; human sexuality; self-esteem; stress management; interpersonal relationships; emotional and social health; health resources; prevention and control of disease; and communicable diseases, including acquired immune deficiency syndrome. The purpose of the health education program is to help each student protect, improve and maintain physical, emotional and social well-being.

The areas stated above are included in health education and the instruction are adapted at each grade level to aid understanding by the students.

Parents who object to health education instruction in human growth and development may file a written request that the student be excused

from the instruction. The written request will include a proposed alternate activity or study acceptable to the superintendent. The superintendent will have the final authority to determine the alternate activity or study.

NOTICE: CORPORAL PUNISHMENT, RESTRAINT, AND PHYSICAL CONFINEMENT AND DETENTION

State law forbids school employees from using corporal punishment against any student. Certain actions by school employees are not considered corporal punishment. Additionally, school employees may use “reasonable and necessary force, not designed or intended to cause pain” to do certain things, such as prevent harm to persons or property.

State law also places limits school employees’ abilities to restrain or confine and detain any student. The law limits why, how, where, and for how long a school employee may restrain or confine and detain a child. If a child is restrained or confined and detained, the school must maintain documentation and must provide certain types of notice to the child’s parent.

If you have any questions about this state law, please contact your school. The complete text of the law and additional information is available on the Iowa Department of Education’s web site: www.iowa.gov/educate.

ANIMALS ON DISTRICT PREMISES

Code No. 606.7

For the purposes of this policy, “District premises” refers to school buildings, vehicles, and all other District property. The District shall comply with all state and federal laws, regulations, and rules regarding the use and presence of animals.

Animals Inside Buildings

The District is dedicated to protecting the health and well-being of our students, staff, and visitors. Some animals present issues such as allergic reactions, cleanliness, and unpredictable behavior. Therefore, no unauthorized animals are allowed inside District buildings or vehicles with the exception of those that are necessary for the curriculum of specific classes or as specified in the Board Policy Manual. The building administrator retains discretion to exclude or remove an animal from District premises.

Animals Outside of Buildings

In order to maintain a safe and healthy environment for all students, staff, and community members, the following rules apply to District premises.

- All animals on District property must be leashed and under appropriate control at all times.
- Unauthorized animals are not allowed on District athletic fields or at school events at any time, even if leashed. Any persons found with an unauthorized animal will be asked to remove it from the premises. This procedure complies with the provisions of Iowa Code 216C. As such, a person with a disability or a person training an assistive animal has the right to be accompanied by a service dog or an assistive animal, under control. The person is liable for damage done to any premises or facility by an animal.
- While on District property, the owner must have the means to remove of any waste left by the animal.
- The owner is responsible for immediate repair and cleanup of incidental damage caused by the animal (including digging

damage). Cleanup and repairs should be thorough enough so as to generate no additional work for District staff, or inconvenience for members of the community or visitors.

Curriculum-Essential Animals

Animals permitted in schools shall be limited to those necessary to support specific curriculum-related projects and activities and subject to approval by the building administrator.

Taking into consideration that some animals can cause or intensify allergic reactions or other health concerns and/or cause damage and create a hazard if they escape from confinement, a Building Administrator may permit animals to be present in classrooms to support curriculum-related projects and activities only under the following conditions:

- The staff member seeking approval to have an animal in their classroom will provide a current satisfactory health certificate or report of examination from a veterinarian, when appropriate, for the animal which indicates the animal meets state and county veterinary requirements.
- The staff member seeking approval must identify and exercise precautions deemed necessary to protect the health and safety of students, staff, and visitors.
- The staff member seeking approval must ensure that the animal is treated humanely, ensuring it is in a healthy condition, and that appropriate confinement is properly cleaned and maintained while keeping surrounding areas clean and sanitary.
- The staff member seeking approval takes all responsibility for the animal during any and all breaks from school. All animals shall be removed from the campus during summer break. Animals may remain during Winter and/or Spring breaks as long as appropriate arrangements for care have been made in advance by the staff member and approved by the Building Administrator.

Service Animals on District Premises

A service animal is permitted to accompany an individual with a disability onto District premises. The District shall comply with all state and federal laws, regulations and rules regarding the use of service animals by staff or students with a disability under appropriate circumstances.

Definition of Service Animal

This regulation applies to any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability as defined by the Americans with Disabilities Act (ADA). Service animals are working animals, not pets. The work or task that a service animal has been trained to provide must be directly related to the person's disability. Animals whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.

Procedures/Requirements

Use of service animals by staff or students with a qualifying disability is subject to the following procedures and requirements:

- The Superintendent/designee may ask an individual with a disability or the parent/guardian of a student with a disability if the service animal is required because of a disability. Information about the nature or extent of the disability is not required. The District may request that the individual identify and describe the work or task that the animal has been trained to perform.
- The Superintendent/designee will require documentation that the service animal is properly licensed pursuant to local animal

control licensure laws, rules, or regulations, to ensure current vaccinations.

- The use of a service animal on District premises may be subject to a plan designed to introduce the service animal to the school environment, any appropriate training for staff and students regarding interaction with the service animal, and other activities or conditions deemed necessary by the District. However, an individual with a disability who uses a service animal will not be restricted from entry onto District premises prior to completion of any training/familiarization deemed appropriate.
- Service animals must be under the control of their handlers at all times. Service animals must wear proper identification and always be on a leash or other form of restraint mechanism, unless the handler is unable because of a disability to use a harness, leash, or other tether, or the use of such mechanism would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must otherwise be under the handler's control (voice control, signals, or other effective means).
- It is the responsibility of the student (or, if the student is unable, the student's parent/guardian) or staff member with a disability to be the animal's handler. The handler must have the service animal utilize the animal waste and disposal area designated by the Superintendent/designee at all times.
- Service Animals will be allowed in District transportation vehicles only when the service animal is under the control of a properly trained handler, including while entering and exiting the vehicle.
- The District retains discretion to exclude or remove a service animal from its property if:
 - o The animal is out of control and the animal's handler does not take effective action to control the animal's behavior.
 - o The animal is not housebroken.
 - o The animal's presence or behavior fundamentally interferes in the functions of the District.
 - o The animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications.

Liability

The student (parent/guardian) or staff member with a disability is liable for any damage to the District's property, personal property, and any injuries to individuals caused by their service animal to the same extent that a non-disabled individual who caused such damage would be held liable by the District. The student (parent/guardian) or staff member with a disability who uses a service animal on District property will indemnify and hold harmless the District and its officers, employees, agents, and assigns from any such damages.

Therapy Dogs on District Premises

A therapy dog is permitted onto District premises. The District shall comply with all state and federal laws, regulations and rules regarding the use of therapy dogs by staff or students under appropriate circumstances.

Purpose

Therapy dogs can be used to achieve specific physical, social, cognitive, and emotional goals with students or staff. A therapy dog is trained to provide affection and comfort to students or other individuals under the direction and control of a qualified handler who works with the dog as a team. Therapy dogs are not "service animals" as defined by the Americans with Disabilities Act, 28 C.F.R. Part 35.

