



Irene Reither Elementary

Student Responsibility Plan Book 2017-2018

Irene Reither Elementary Families;

These behavior expectations have been developed by students and staff in the best effort to sustain a safe and healthy school environment. The contents of this document will be taught to the students by their classroom teachers, paraprofessionals, and supported by the building principal, prior to it being sent home. It is in effect on a daily basis and will be reviewed with the students whenever necessary, but at a minimum of once every trimester. To help support this document we ask that you communicate with the school if there is a family change or behavior concern. All board policies are available at <http://www.meridian.wednet.edu/node/88>

The Meridian School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination:

Kurt Harvill, Assistant Superintendent—Title IX, ADA, and Compliance Coordinator (RCW 28A.640/28A.642)

Carolyn Jenkins, SPED Director—Section 504 questions and complaints
214 W. Laurel Rd., Bellingham, WA 98226. 360-398-7111.

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MERIDIAN SCHOOL DISTRICT

VISION STATEMENT:

In collaboration with parents and community, all students in the Meridian School District will graduate with the confidence, knowledge, character, and skills necessary to enter society as contributing and successful citizens.

MISSION STATEMENT:

The mission of the Meridian Public Schools is to meet the diverse educational needs of all learners so they can become ethical, competent and productive contributors to a democratic society in an ever changing world.

BELIEFS:

- Academic excellence requires consistent, high standards.
- Schools working in partnership with parents and community can assist all students to reach their full academic potential.
- Parents are their children's first and most important teachers.
- The school district should facilitate a blend of school, family, community resources, and involvement, to encourage individual life-long learning.
- All students, community, and staff, should be treated with dignity, tolerance and respect.
- All students should be empowered to develop citizenship and community service values.
- All students should be prepared for a diverse and ever changing world which includes evolving technologies.
- Ongoing professional development and professionals who are committed to the learning process are vital to the success of schools.
- Appropriate public and private funding are necessary to achieve effective class size, curriculum, technologies, and facilities.
- It is important to plan for growth and changing demographics.
- The district should partner with the private sector to enhance educational opportunities and career pathways.
- Education provides opportunities for future success.
- Education best occurs in a safe, challenging, fun, and diverse learning environment.

COMMUNICATING WITH SCHOOL

**Irene Reither Main Office Number
398-2111**

IRE Office Staff Contacts

Principal

Patti Fouts

Phone number: 318-2480

Email: pfouts@meridian.wednet.edu

Assistant Principal

Adrienne Somera

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Assistant Principal

Kevin Hersom

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Attendance Secretary

Melissa Haugen

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School Counselor

Stori Robertson

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School Nurse

Cheryl Dennis

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Email: cdennis@meridian.wednet.edu

Family Services Coordinator

Sheree Johnston

Phone Number: 318-2486

Email: sjohnsto@meridian.wednet.edu

Registrar

Debi Johnson

Phone Number: 318-2484

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Administrative Assistant Secretary

Connie Bennum

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IRENE REITHER ELEMENTARY BEHAVIORAL EXPECTATIONS

Trojan Traits:

We are **RESPONSIBLE**.

We are **RESPECTFUL** to others,
ourselves, and our school.

We are **SAFE**.

We are **KIND**.



School Wide Trojan Traits

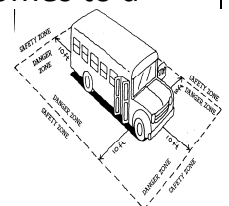
We are Responsible-We are Respectful-We are Safe-We are Kind

Cafeteria	Hallways	Library	Assemblies	Restrooms	Office	Lines
Level 2 voice	Level 0 voice	Level 1or 2 voice	Level 1 voice	Level 1 voice	Level 1 voice	Level 0 or 1 voice
Walk	Walk on the right	Walk	Stay seated	Garbage in trash can	Enter the office quietly	Walk
Clean up your area	Go directly to your next location	Be gentle with books	Clap at appropriate times	Keep water in sink	Wait your turn patiently	Join the back of the line
Sort compost and garbage	Hands and feet to self	Clean up your area.	Listen and watch speaker	Return promptly		Hands and feet to self
Wait to be excused	One step at a time on the stairs	Sit on stadium seats	Hands and feet to self	Respect other's privacy		Face forward
Hands and feet to self			Raise hand before you speak	Wait your turn patiently		
Wash your hands <i>before you eat</i>				Wash hands with soap		
Eat your own food						
Include others at your table						

School Wide Trojan Traits

We are Responsible-We are Respectful-We are Safe-We are Kind

Playground	Bus
<p>Return equipment to proper locations.</p> <p>Follow the rules of the game.</p> <p>Take turns.</p> <p>Use playground equipment appropriately.</p> <p>Line up quickly when you hear the whistle.</p> <p>Keep rocks and bark on the ground.</p> <p>Include others.</p> <p>Use kind words.</p>	<p>Stay seated and face forward while the bus is moving.</p> <p>Keep your body and belongings inside the bus.</p> <p>Follow the bus driver's directions</p> <p>Share seats.</p> <p>Use appropriate language.</p> <p>Voice level 1 or 2. Use kind words.</p> <p>Enter and exit in an orderly fashion.</p> <p>Report problems to the bus driver .</p> <p>When exiting the bus and the need exists to cross the street to your destination:</p> <ol style="list-style-type: none"> 1)Stand at the right front corner of the bus, off on the shoulder or sidewalk. 2)Make eye contact with the driver, but remain standing at this location. 3)When safe to cross the road, the bus driver will signal the student by motioning in a horizontal manner with their arm. 4)The student then walks across the road, at least 10 feet in front of the bus, while looking both directions for safety. <p>When waiting at a bus stop in which crossing the road is required to enter the bus:</p> <ol style="list-style-type: none"> 1)Remain standing on the shoulder of the road or sidewalk as the bus comes to a complete stop. 2) Follow steps 2-4 above <p>Stay out of the "danger zone"</p>



HARASSMENT AND BULLYING

Meridian School Board Policy #3207

The district is committed to a safe and civil environment for all students. A student shall not engage in any form of harassment, intimidation, or bullying.

Harassment, intimidation, or bullying means: any intentional written, verbal, or physical act, including, but not limited to, one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, mental or physical disability, or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- Physically harms a student or damages the student's property;
- Has the effect of substantially interfering with a student's education;
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment;
- Has the effect of substantially disrupting the orderly operation of the school.
- Other distinguishing characteristics" can include but are not limited to physical appearance, clothing or other apparel, socioeconomic status and weight

Any student who believes he or she has been the target of unresolved, severe, or persistent harassment, intimidation or bullying, or any other person in the school community who observes or receives notice that a student has or may have been the target of unresolved, severe, or persistent harassment, intimidation or bullying **may report incidents verbally or in writing to any staff member.**

STUDENT GUIDELINES

GOAL:

Students will follow all school guidelines when in and around the building.

- Students should leave toys, hardballs, electronic devices/toys, trading cards and/or anything that does not contribute to the educational environment at home. We reserve the right to confiscate property that is not allowed at school and/ or is disruptive to the learning environment. Such items will be stored at the office and may be picked up by parents/ guardians. Students who bring objects to share in the classroom must keep the shared objects in their backpack until time of sharing.
- Telecommunication devices must be stowed during the school day. Students who bring telecommunication devices (cell phones) to school may use them after school or with staff permission. If phones/devices become a distraction we will hold them in the office for parent pick-up.
- Gum chewing will not be allowed at school.
- Perfume and other cosmetic items are not allowed at school due to health related conditions.

Dress

- Students should dress appropriately for outside recess EVERY DAY.
- Students will remove caps immediately upon entering the building.
- Attire, body art, or any other thing which detracts from the educational climate is not acceptable. Clothing that displays inappropriate words, pictures, or messages should not be worn to school. Clothing that promotes gang/drug related activity or behavior should not be worn to school.
- Sandals may be worn, but they must have a heel strap for safety reasons.

STUDENT CONDUCT

MERIDIAN SCHOOL DISTRICT:

Board Procedure Students #3240 #3421 <http://www.meridian.wednet.edu/node/88>

These offenses addressed in this Student Conduct Section are not intended to be exclusive.

Respect for the Law and the Rights of Others: The student is responsible as a citizen to observe the laws of the United States, the state of Washington, and/or its subdivisions. While in the school, the student shall respect the rights of others. Students who involve themselves in criminal acts on school property, off school property at school-supervised events, or off school property—and which acts have a detrimental effect upon the maintenance and operation of the schools or the district—are subject to disciplinary action by the school and prosecution under the law.

Compliance with Rules: Students shall comply with all rules adopted by the district. Failure to do so shall be cause for corrective action. The rules shall be enforced by school officials: on the school grounds during and immediately before or immediately after school hours, on the school grounds at any other time when the school is being used by a school group (s), or off the school grounds at a school activity, function, or event, or off the school grounds if the actions of the student materially or substantially effect the educational process.

Alteration of Records and Cheating: A student who falsifies, alters, destroys a school record or any communication between home and school shall be subject to corrective action. Any student who knowingly submits work of others represented as his/her own shall be considered to have cheated. Cheating also includes the aiding and abetting of cheating by others.

Attendance: A student shall not be absent or tardy from classes without an approved excuse. Such a student shall be subject to corrective action or punishment.

Alcohol, Chemical Substances and Tobacco Products: A student shall not knowingly possess, use, transmit, be under the influence of, or show evidence of having used any alcoholic beverage, illegal chemical substance or opiate, or tobacco product.

Extortion, Assault or Causing Physical Injury: A student shall not extort anything of value, threaten injury or attempt to cause physical injury or intentionally behave in such a way as could reasonably be expected to cause physical injury to any person.

Weapons: While on school grounds, in school provided transportation, or at school events, a student shall not possess or transmit a knife of any kind or any object that can reasonably be considered a firearm, air gun, or a dangerous weapon. Violation of this rule with a firearm shall result in a minimum one-year expulsion, unless modified by the superintendent. The parent/guardian as well as law enforcement shall be notified. Parents have the right to appeal such disciplinary action as specified in board policy. **9**

STUDENT CONDUCT

Students will adhere to board policy as written

Disruptive Conduct: A student shall not intentionally cause a substantial and material disruption of any school operations. The following illustrates the kinds of offenses that are prohibited:

- Occupying a school building or school grounds in order to deprive others of its use.
- Blocking the entrance or exit of any school building or room in order to deprive others of passing through
- Setting fire to or substantially damaging school property
- Using, or threatening to use, firearms, explosives or other weapons on the school premises, including use by an unauthorized student of a personal protection spray device, or use of such device in other than self-defense as defined by state law;
- Preventing students from attending a class or school activity;
- Blocking normal pedestrian or vehicular traffic on a school campus;
- Interfering seriously with the conduct of any class or activity; and gambling or encouraging other students to gamble.

Damage or Theft of Property: A student shall not intentionally or with gross carelessness damage school or private property.

Gang Activity: A student shall not knowingly engage in gang activity on school grounds. A gang is a group of three or more persons with identifiable leadership which, on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

Leaving Campus During School Hours: A student shall not leave the school campus during the school day unless excused by the school office.

Loitering: A student shall be expected to leave the school campus at the official close of the school day unless permission to do otherwise has been granted.

Vulgar or Lewd Conduct: Any lewd, indecent or obscene act or expression is prohibited.

Harassment, Intimidation and Bullying: The district is committed to a safe and civil environment for all students. A student shall not engage in any form of harassment, intimidation or bullying.

Student Sexual Harassment: The district is committed to a positive and productive education environment for all students free from discrimination, including sexual harassment. A student shall not engage in any form of sexual harassment. Sexual harassment occurs when: Submitting to the harasser's sexual demands is a stated or implied condition of obtaining an education or work opportunity or other benefit; Submission to or rejection of sexual demands is a factor in an academic, work or other school-related decision affecting an individual; Unwelcome sexual or gender-directed conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

CORRECTIVE ACTIONS

Our goal is to teach students positive behaviors and support them in following our community agreements. When a student has difficulty meeting behavioral expectations, staff will calmly & consistently implement an appropriate correction.

The following are possible examples.

Minor inappropriate behavior

- Issue a verbal reminder
- Reteach expectation
- Redirect the student
- Confiscate object, parent notified

Inappropriate behavior directed toward others and/or property

- Classroom strategies
- Detention
- Parent contact
- Contract
- Principal contact
- A behavior plan developed by a school team to include parents

Defiant and/or aggressive behavior directed toward self, others, and/ or property)

- See consequences above
- Parent contact
- Loss of privilege
- Community service
- In/out of school suspension

When a student consistently fails to meet behavioral expectations, it may result in a conference with the principal, parent contact by the student and the principal, and any other action deemed necessary in the principal's judgment.

ARRIVAL AND DISMISSAL

School Hours

- Our school day begins at **9:00AM** and ends at **3:30PM**.
- Students are welcome on campus for morning recess or breakfast beginning at **8:40AM**, no earlier. Students are allowed in classrooms at **8:50AM**.
- Students arriving after **9:00AM** must check in at the office in the main building IRE A.
- The end of the school day is **3:30PM**. The end of the school day is a very important time for each class. Please honor this dismissal time.
- All student check in / check out will occur at Main Building office IRE A.

Afternoon transportation routine

Unexpected pick-ups and changes in routes create stress and delays for students, families, staff, and drivers. **We appreciate your support in our efforts to have a smooth and friendly process at the end of each day.**

- Students leaving school during the day must have written parent or guardian permission.
- If a student will be picked up from school instead of riding their normal bus route, please send a note with your child to his/her teacher, or call the school office by **2:30PM**.
- If you are sending your student on a different bus route, please send the teacher a note, or call the school office by **12:00 noon**.
- If your child has an appointment, please inform the child's teacher in writing, or phone the school the day before the appointment.

For the safety of students:

****During the school day, please sign students out at the school office IRE A.**

****End of day pick up, park in a designated space, sign students out at the parent pick up area at the East School Door no earlier than 3:20PM.**

ATTENDANCE

- Every absence, excused or unexcused, is a learning opportunity lost and can have significant impacts on a student's success in school and life. A student who misses 10% or more of their school days, which amounts to 18 or more days in a school year—or just two days a month—for any reason is considered chronically absent. Chronically absent students are more likely to fall behind in reading and math and less likely to graduate from high school. Addressing chronic absenteeism and developing good attendance habits is a solvable problem for which we all share responsibility.
- Regular and on-time attendance is a necessary part of a successful school program. We do understand that illnesses and family emergencies arise. Please call our school office to report your child's absence as soon as possible that same day.
- State law requires an excuse to be sent to school with your child when they return to class. Without a written excuse or a phone call from a parent the absence will be documented as unexcused. Board Policy No. 3122
- If your child has an appointment, please inform the child's teacher in writing or by phone the day before the appointment.
- If your child will miss multiple school days for a pre-planned activity, please complete an absence pre-approval request form and submit it to the principal at least one week before the planned absence.

When should I keep my child home with an illness?

Here are some guidelines to help families make a decision about keeping their child home when they are sick. Stay home if:

- 1) Temperature of 99.6 degrees F or higher. It is a sound health practice to keep your child at home until an elevated temperature has returned to normal for at least 24 hours without the aid of fever reducing medications.
- 2) Coughing frequently.
- 3) Rash or sores with fever or behavior changes until a physician has determined it is not a communicable disease, or has specified the conditions in which the student can return to school.
- 4) Diarrhea
- 5) Vomiting more than 2 episodes in 24 hours.
- 6) My eyes are pink and crusty.

If your child becomes sick while at school, you will be asked to pick them up.

<http://www.k12.wa.us/Attendance/Communication.aspx>

HEALTH

Please inform the school of any health problems that may interfere with your child's learning.

Injuries at school

- Accidents and injuries may occur at school. If your child is injured at school you will be contacted. When a parent cannot be reached, the person listed as an emergency contact will be notified. If this person is not available, we will use our best judgment in deciding what steps will be taken.

Medications

- Medications of any kind (including over the counter) while at school require a form signed by the parent and the doctor. Forms are available from the school office.
- Medication must be brought to school and picked up from school by a parent/guardian.
- The medication must be in the original container and well labeled.

Life threatening Conditions:

- A life threatening health condition is a condition that will put a child in danger of death during the school day if a medication or treatment order and an Individual Health Plan are not in place.
- Each year before the first day of school attendance, each child with a life-threatening health condition must turn in a medication or treatment order addressing the condition.
- Following submission of the medication or treatment order, an Individual Health Plan will be developed.
- Students who have a life-threatening health condition and no medication or treatment order presented to the school may be excluded from school as described in **Board Policy No. 3413**

Immunizations:

- Parents are required to present evidence that their student has been immunized against diseases as required by the State Board of Health. The district will allow for exemptions from immunization requirements only as allowed for by RCW 28A.210.090 **Board Policy No. 3413**

Lice and Nits:

- According to Meridian School District protocol, any child with lice or nits (eggs) must be:
 - 1) Treated with an effective product.
 - 2) After using the lice product, lice and eggs should be removed daily using either a special lice comb or by hand.
 - 3) After treatment is completed, please bring your child to school so that staff can check your child's head to make sure all lice and nits have been removed.
 - 4) Remind your child not to share combs, brushes, hats, caps, or headbands with others.

VISITING SCHOOL

All visitors to school must sign in at the office.

Meeting with teachers

- If you need to meet with your child's teacher, they are generally available before school at 8:30AM and after school until 4:00PM. Stop at the office or call in advance, to make arrangements to meet with staff members to avoid conflicts with other scheduled meetings.

Vising the classroom

- Parents and community may visit classrooms and/or programs provided by the Meridian School District. Please make arrangements with the office or teacher at least 24 hours before you wish to visit.

Lunch

- Families are welcome to eat lunch at school. Please call the school by 9:15 AM if you are planning to eat with your child. Please fill out a Volunteer WATCH form ahead of time.

Volunteering

- Families are encouraged to volunteer at school. All volunteers must complete a Volunteer WATCH form. These are available from the office.

Parties

- We have a number of students with food allergies or dietary restrictions. Before bringing treats to school, please check with your child's teacher regarding classroom treats for special occasions.
- To avoid potential safety risks involving food items, only store bought baked goods, fruit, and vegetables may be brought to school.
- In the interest of sensitivity to the feelings and needs of our students, please do not bring gifts or invitations for parties, get-togethers, etc. to school.

GENERAL INFORMATION

Field Trips

- Field trips are taken to supplement classroom lessons. Classes are accompanied by one or more teachers, and generally, additional parent volunteers. Information about such trips will be sent home prior to each outing. Field trip permission forms will be completed in Skyward Family Access at the beginning of the school year. Without parental permission a student will not be allowed to go on the trip. In the interest of safety, students who behave inappropriately may not be able to accompany their class on field trips.

Emergency Drills

- During the school year we will be holding fire, earthquake, and lockdown drills. Students will receive instructions from their teacher as to the proper evacuation route. In the event of a real emergency, please tune in to your local radio station for information.

Class Placement Procedures

- Students will be placed in classes by the principal and teachers, using information provided by parent and enrollment figures. The utmost care will be taken to make the best match with student needs, learning styles, and classroom environment.

Student Information

- It is critical that the school has accurate and up to date contact information for all students. **Updates in family information** will be made in Skyward Family Access. If you need help accessing Skyward Family Access, contact the school office at 398-2111.



IRENE REITHER ELEMENTARY RESPONSIBILITY PLAN PARTNERSHIP

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TOGETHER, we will educate in a nurturing, challenging, and safe environment so that your student will have the knowledge and skills to be successful in school and in life. Please sign and return this signature page to your child’s classroom teacher **on or before Friday, September 29th, 2017**. This communication will give indication that you and your child have read and discussed the contents of this school-wide document.

As a student, I will:

- Be on time for school.
- Come ready to learn.
- Complete and return homework.
- Be respectful, responsible, safe, and kind.
- Read at home every night.
- Teach my parents one thing I learned each day.
- Read & review the Student Responsibility Plan with my parents, minimally once every reporting period.
- Be responsible for following the bus guidelines.

Student Signature

As a parent, guardian, or a family member I will:

- Get my child to school on time each day.
- Look in my child’s folder every night.
- Provide a time and a quiet place for homework.
- Read with my child 15 minutes a day, 16 days a month, or more.
- Attend school events.
- Volunteer at school or in the home at least 3 hours each year.
- Read & review the Student Responsibility Plan with my child minimally once every reporting period.
- Review with my child the bus guidelines.

Parent Signature

As a teacher, I will:

- Treat students and families with respect.
 - Actively supervise our students.
 - Teach students positive behaviors (ongoing support!)
 - Assess each child and provide instruction to meet their needs.
 - Focus instruction on state standards.
 - Provide motivating and interesting learning experiences.
 - Provide meaningful homework assignments.
 - Communicate regularly with parents.
 - Read & review the Student Responsibility Plan.
- Review the bus guidelines with the students.

Teacher Signature

Patti Fouts
Principal
Adrienne Somera
Assistant Principal
Kevin Hersom
Assistant Principal

Schoolwide Title I Staff:
Michelle Brooks Kelly Williams Patty Vandyke
Karen Nielsen Caitlyn Doherty
Transportation: Mark Dennis