

KANSAS CITY, KANSAS PUBLIC SCHOOLS

DIPLOMA⁺

In order to prepare our students for success in a global society, Kansas City, Kansas Public Schools is implementing a district-wide initiative called **Diploma⁺**.

The goal of **Diploma⁺** is for each student to graduate with a high school diploma, plus one of the following seven endorsements:



Completion of at least one full year of college
(18-30 Credit Hours)

Completion of an Industry-Recognized Certificate
or Credential



At Least 21 on the ACT or 1060 on the SAT

Completion of the IB Diploma Programme
or Career-Related Programme



Acceptance into the Military

Completion of a Qualified Internship
or Industry-Approved Project



An Approved Plan for Post-Secondary Transition



PARENT & STUDENT HANDBOOK

2018 - 2019

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District Services Directory

Central Office and Training Center - (913) 551-3200
 Boundary Information - (913) 551-3200
 Bus Information - (913) 627-3100
 Curriculum - (913) 279-2289
 Employment Opportunities - (913) 551-3200
 Facilities - (913) 551-3200
 Parents As Teachers - (913) 627-4375
 Kansas School Safety Hotline - 1(877) 626-8203
 School Food Menus & Prices - (913) 627-3900
 Special Education Services - (913) 627-5600
 Student Concerns or Issues - (913) 279-2248

Board of Education

Strategic Priorities

- High expectations for student achievement.
- Safe and respectful learning environments.
- Positive community relations and partnerships.
- Good stewards of resources and financial accountability.
- High performing workplace.

Contact:

Kansas City, Kansas Public Schools
2010 North 59th Street, Kansas City, KS 66104
(913) 551-3200
www.kckps.org



Who Governs the Kansas City, Kansas Public Schools?

The Kansas City, Kansas Public Schools is governed by a seven-member body of citizens elected by the voters of the school district. These seven members are charged with making sure that the school district operates in the best interest of the students and the community. All members serve without pay.

What is the Board of Education's Responsibilities?

The Board of Education is the school district's governing body, as set forth in state and federal law. The board is responsible for setting district policy, adopting an annual budget, and approving of general district matters, including personnel, curriculum, facilities and other district business matters. The board is responsible for hiring the superintendent of schools, and is responsible for overseeing the superintendent's duties and performance.

When does the Board of Education meet?

The Board of Education meetings are normally held the second and fourth Tuesday of every month at 5:00 p.m. in the third-floor Board room at the Kansas City, Kansas Public Schools Central Office and Training Center, 2010 N. 59th Street. This year, several board meetings are scheduled in school buildings. The board meeting schedule can be found on the district website: www.kckps.org.

All Kansas City, Kansas Public Schools Board of Education meetings which conduct affairs and include the transaction of business, will be open to the public, except as otherwise provided by law.

Welcome to Our Schools

Dear Parents,

On behalf of the Board of Education and staff of the Kansas City, Kansas Public Schools (KCKPS), we are delighted you have made the decision to enroll your child in the Kansas City, Kansas Public Schools. Our teachers, administrators and staff pride themselves on providing our students a quality education throughout their academic experience with the school district.

This is significantly tied to the Board of Education's essential goal: "Each student will exit high school prepared for college and careers in a global society, and at every level, each student's performance is on-track and on-time for success." To achieve this goal, KCKPS has a unique program called Diploma+©. Diploma+© allows your student to meet the requirements of a high school diploma, and to graduate with endorsements aligned to college and careers. I encourage you to visit the district website at <http://www.kckps.org/diplomaplus> to learn more about the Diploma+© opportunities.



Preparing for college and careers begins as early as preschool. KCKPS offers preschool and Head Start programs to support our youngest learners to enter kindergarten ready to learn and grow academically. Our 30 elementary schools all have a strong literacy focus, as well as an emphasis on hands-on learning opportunities which gives students a chance to apply their new skills and knowledge in real world situations. To ensure our students develop strong 21st Century skills, we provide iPads in grades K – 3, and Chrome Books in grades 4 - 8. KCKPS also ensures that each student has exposure to fine arts, music, physical education, and leadership programs, to develop our students as well-rounded citizens.

In our eight middle schools, our students deepen their academic foundation, learn more about their individual passions, interests and aptitudes, and begin the process of career exploration. Students visit colleges, technical colleges, and local businesses and industries to explore careers and educational options, establish goals, and determine the courses needed in high school to fulfill their future goals.

In high school, our students experience a rigorous academic curriculum focused on preparing for success in college and in the workplace. Diploma+©, which I mentioned earlier, affords students the opportunity to take classes for college credit, earn industry recognized credentials, and engage in deep career exploration, including career-themed "College and Career Academies," job shadowing and internships. KCKPS high school students participate in the ACT Aspire and ACT to evaluate their progress towards their goals, and judge their readiness for college and careers. Our high school students are also issued a laptop to extend their learning beyond the school day.

I am excited about the opportunities awaiting your child in the Kansas City, Kansas Public Schools. We look forward to working with you and your family, as we work together to uphold our mission: "Inspiring Excellence: Every Grownup, Every Child, Every Day!"

Sincerely,

A handwritten signature in black ink that reads "Brenda C. Jones". The signature is fluid and cursive.

Brenda C. Jones, President
Kansas City, Kansas Board of Education

Student Enrollment and Eligibility for New Students

Welcome Center

The district has a Welcome Center to serve as a one stop shop for all new families enrolling to our system for the first time. It is located at our Central Office and Training Center at 2010 N 59th St; it is open Monday through Friday from 8:00 to 4:00. Features of the Center: lunch applications and special dietary forms; school bus and transportation information; centralized immunization form drop-off; Diploma+ information; and general school district information. The Welcome Center does not replace online re-enrollment; Early Childhood enrollment; Kindergarten round-up; or admission/enrollment to Sumner Academy.

When is Centralized Enrollment for new students to the District?

Centralized Enrollment for all new students to the district in the 6th through 12th grades is scheduled for the following dates:

July 31st	Time: 10:00 a.m. till 7:00 p.m.
August 1st	Time: 8:30 a.m. till 4:00 p.m.
August 2nd	Time: 10:00 a.m. till 7:00 a.m.
August 3rd	Time: 8:30 a.m. till 2:30 p.m.

When is Re-Enrollment conducted?

Every year the district will conduct a Spring Re-enrollment for students currently enrolled*
For more information, visit www.register.kckps.org.

What is required to enroll a new student in Kansas City, Kansas Public Schools?

Whenever a child is enrolling in Kansas City, Kansas Public Schools for the first time the parent/guardian is required to provide the following:

1. Proof of Address (bring one item):
 - A utility bill (gas, water, electric, or phone) or
 - Rental Agreement or Mortgage Agreement or
 - Driver's license with current address or mail that includes name and current address. (Please Note: Mail addressed to "Resident" or "Current Resident" is not considered a valid proof of address.)
2. Proof of Identity:
 - Certified copy of state issued birth certificate. (Please Note: Wallet size birth certificates and hospital certificates are not accepted)
3. Record of Immunizations: A Kansas Certificate of Immunization for each child. All students in the Kansas City, Kansas Public schools are required to have up-to-date immunization records before starting school
4. Physical Exam/Health Assessment: Children 9 years of age or younger that are new to the district will be required to have a physical examination no more than 12 months old on file before starting school. Those coming from another school in Kansas must present a copy of the physical health assessment when enrolling in Kansas City, Kansas Public Schools.
5. Certified transcripts of school records
6. Contact Information:
 - Current phone number, email address and emergency contact

Who is eligible to enroll in school in the Kansas City, Kansas Public Schools district?

- Children must be five years of age on or before August 31 to enter kindergarten. A child enrolling in first grade who did not attend kindergarten must be six years of age on or before August 31.
- Only students residing in the Kansas City, Kansas Public Schools district boundaries and within each local school's attendance zone are eligible for enrollment.
 - The address of all students is defined as the legal address of the parent or legal guardian.
- Students who move from the school district during the school year and not in the district attendance boundaries are considered non-resident. The parent/guardian must apply for permission to finish the school year by filling out a Request to Enroll from Student Services at Central Office.
- Non-residents may be admitted based on available resources and district criteria (academics, attendance and discipline) on a tuition fee basis.
- Regardless of address, no student who has been suspended or expelled from another school district will be admitted until the period of such suspension or expulsion has expired.
- Foreign Exchange students from an approved organization who meet the criteria shall be admitted on a tuition free basis.

Exceptions to Residence Requirements:

- All exceptions to residence requirements must be approved by the Director of Student Services prior to enrollment or starting school.
- Childcare Permits (K-8) – permission to attend the school located in the attendance area in which childcare services are located approved by the Director of Student Services.
- All new permits are available for application after April 1 through September 20.
- Permits will be closed after September 20.
- All permits are reviewed by the Director of Student Services.

Student/Parent Contact Information

What student/parent contact information is needed?

- Information pertinent to each student must be accurate in case of emergency and for communication purposes.
- Contact names are required to be listed and current for release or pickup (only enrolling parent or guardian authorizes contact list).
- Parents/guardians are required to provide this information at the beginning of each school year and any time thereafter if the information changes.
- Each student is also assigned a family advocate; a staff member who can act as a liaison between home and school. This person can be of assistance in many situations and parents/guardians should utilize this resource.

Steps to Resolve an Issue or Concern

All complaints including but not limited to complaints of discrimination, harassment, retaliation, bullying or involving any other violation will be addressed and resolved in accordance with the complaint procedures. (See District Board Policy KN)

Use the complaint procedures below:

1. Please speak with your child's teacher. Have a conversation with the teacher regarding the issue and/or concern.
2. Please speak with your child's school counselor for additional support.
3. Please speak with the school principal or assistant principal if the issue has not been resolved and/or continues.
4. Contact Student Services if there has not been a satisfactory resolution with the Building Administrator. Please call Student Services at (913) 279-2248.
5. Contact the Superintendent's Office if the matter was not satisfactorily resolved.
6. Contact the Board of Education if you continue to have concerns.
7. Contact The Kansas State Board of Education to appeal the final decision from the school Board of Education.

Meals

Meal prices:

Pre-K, Elementary and Middle School Breakfast/Lunch	FREE
Reduced Breakfast/Lunch	FREE
Secondary Lunch (High Schools)	\$2.10
Reduced Lunch (High Schools)	\$0.40
Secondary Breakfast	\$1.25
Extra Milk	\$0.40
Reduced Breakfast	\$0.30
Adult Breakfast	\$2.10
Adult Lunch	\$3.50
Milk	\$0.40

Parents may prepay for school meals by sending money to the cafeteria manager or by going online at kckps.org. When online, mouse over “Parents” in the side navigation bar and click on “Online Payments.” If your child requires a meal modification, please contact Nutritional Services at (913) 627-3900.

Students are to maintain a positive lunch account balance. Once a student has reached a negative balance of \$20, the student will be offered an alternative meal until the balance has been rectified.

Bus Transportation

Transportation provided by the District

When the district provides transportation to an activity, participating students are prohibited from driving personal automobiles to and from District sponsored activities held during or after the school day, including the TEC Center.

Who can ride the bus?

Kansas City, Kansas Public Schools offers bus transportation for all eligible riders.

The attire and behavior on the school bus is the same as in the classroom and is discussed further in the Student Code of Conduct. Eligibility measurements are determined along public roadways. Kansas City, Kansas Public Schools buses will not enter dead end streets or personal property, except when approved by the Director of Transportation. Use of private property requires concurrence by the property owner.

Activity Bus for After School Activities

Per Kansas City, Kansas Public Schools Eligibility Policy, students who do not meet distance qualifications for regular transportation are NOT eligible for Activity bus transportation. Activity bus stops are centrally located as this type of route must accommodate the entire school boundary.

In most cases, these stops will NOT be the same as the student's regular bus stop. Activity buses are designated primarily to serve athletic students after practice. Only students participating in a school event/activity may ride the bus, if they present an appropriately signed pass to the bus driver.

Stops are not provided for students who live outside the school's attendance area.

Elementary Students:

Elementary students are eligible to ride the bus to school if they live 0.8 miles or further from the school.

Elementary students who do not qualify under district policy are permitted to walk to the nearest regular bus stop as long as they are not crossing a major or hazardous street to get to a bus stop.

Secondary Students:

Secondary distance requirement for middle and high school students is 1.5 (1 ½ miles).

Where will my student be picked up and dropped off?

Preschool:

Every preschool student is required to be met by school staff at the school and parent/guardian at the bus stop.

If no connection is made at the bus stop, the student will remain on the bus and be returned to the designated school.

If a student does not ride (3) consecutive days, the bus driver may place the bus stop on hold until Transportation is notified.

All Students:

For safety reasons, we encourage parents to wait at the bus stop with their student(s). If you cannot be at the bus stop, discuss any safety concerns you may have, and instruct your student to return home should the bus be extremely late, and contact Transportation Department for instructions.

If the student's pick up and drop off location is different from the home address, please notify the school to forward a detailed student information form to Transportation. The Transportation Department can be contacted at (913) 627-3100 or Fax (913) 627-3109.

Students who cannot be delivered to their assigned bus stop will be returned to the school. It is not required for parents to meet elementary students. However, in the interest of student safety, parents are encouraged to accompany students to and from bus stops.

What time will my child be pick-up and dropped off?

Students must be at the bus stop 5-10 minutes before the estimated pick up time.

Bus Citizenship/Safety

All riders are expected to wait respectfully and quietly at the bus stop for the school bus. Designated bus stops may be moved to a location farther away from the student's house if students fail to respect the property near the bus stop. Parent supervision at the bus stop is encouraged.

Be alert for vehicles that do not stop when the bus is loading or unloading students. Each day, drivers carelessly run through the red flashing lights on school buses stopped for children. Please instruct your students to look before stepping off of the bus as well as crossing roadways.

Students should never touch the school bus while the bus is in motion on the roadway as they are approaching the bus stop or leaving the bus stop. Students should never try to retrieve any item that may end up under the school bus.

Bus Video/Audio Monitoring

Audio and video cameras record the bus ride to ensure safety and monitor behavior. Parents with concerns may contact Transportation to request review of a particular bus ride event; however, Kansas City, Kansas Public Schools officials are the only ones permitted to review the video.

The school bus is considered an extension of the classroom. Rules, regulations and procedures are in place to assure safe, courteous and efficient transportation services, which are consistent with board policies and the Student Code of Conduct.

Therefore, the Director of Transportation and/or designee or the school principal may order temporary suspension of a student's riding privileges because of improper conduct.

Pupil Transportation/Safety and Conduct:

School buses are designed with many features for the safety of students. A major design factor is the compartment formed by each seat, which protects the students sitting appropriately on the seat.

All riders are expected to follow the guidelines of the Kansas City, Kansas Public Schools Code of Conduct. Riders are expected to board and exit at their designated pick up or delivery point.

What are the seating arrangements on the bus?

Every student shall be seated and drivers may assign seats. Seating may be three pupils per seat in a 39-inch seat and two per seat in a 26-inch seat.

Bus capacity shall be determined by allowing 13 inches of seat width per individual, times the number of 39-inch seats (3 passengers) and 26-inch seats (2 passengers) per bus.

If the bus is at capacity, any large objects including musical instruments that cannot reasonably be held are not permitted and may be subject to being removed from the bus to allow ample passenger space.

Field Trips Utilizing the Bus

All school bus safety rules apply to riding the bus to and from a school-sponsored event. The bus driver has overall responsibility for the bus and safety of all passengers with the assistance of the sponsor.

What if my child has special needs?

In order to qualify for Special Needs Transportation, the assigned School I.E.P. team must determine that special transportation is needed as a related service. General Education students with temporary medical conditions or injury may also qualify for special needs transportation. The I.E.P. team or school team, based on needs, will determine each case.

Family Engagement/Involvement

In the Kansas City, Kansas Public Schools, we believe that a parent is the student's first teacher, and that positive relationships between families, teachers and students will help students to be successful.

What is Family Advocacy?

Family Advocacy is one of the vehicles that the district uses to strengthen relationships with parents. The district recognizes that students need support at home to be successful in school. The Kansas City, Kansas Public Schools has created the Family Advocate System to create a home-school connection.

What role does a Family Advocate fill?

Family Advocates facilitate pro-social skills and college and career readiness during Family Advocacy time/seminar.

Roles the Family Advocate within the schools are

- Meet and orient new students to the small learning communities.
- Plan and lead at least two meetings each year with each student and parents or guardians.

What is School Site Council?

The school site council is a group of teachers, parents, classified employees, and students at the high school level that works with the principal to develop, review and evaluate school improvement programs and school budgets.

The exact duties of school site councils vary, but site councils generally either make decisions or advise the principal on the school budget and the academic school improvement plan.

In addition to academic planning, many site councils are also responsible for making decisions about parent engagement, safety and discipline.

Please see your school for further information on how to participate in this organization.

What is the Parent-Teacher Association (PTA)?

The overall purpose of PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. Please see your school for further information on how to participate in this organization.

Who can be a District Volunteer?

Individuals, agencies or organizations interested in volunteering, mentoring or working with our students must contact Student Services. All volunteers must complete an application that includes a background check and a required orientation.

Attendance

Regular attendance is important part of education and preparing students to exit college and career ready. Students are required to attend school and all classes every day. By attending classes a student will develop the skills and knowledge necessary to function in a global society, and at every level, performance is on-track and on-time for success.

It is the expectation that attendance will be reported and recorded every day. If a student is absent, the parent and/or guardian shall call the school as soon as possible after the school is in session. If an absence is not reported the school shall notify the parent of the student's absence. Please refer to the following policies regarding excused and unexcused absence.

All absences, regardless of reason, shall be recorded on the student's permanent attendance record.

What is an excused absence?

An excused absence is defined and has been classified excused by the Board of Education as the stated reasons below.

Absences shall be excused for the following reasons:

- Illness of the student or medical appointments
- Urgent need of the child to be at home due to illness in the immediate family
- Death in the family
- Absences for religious observances
- Participation in a district approved or school sponsored activity or event
- At the discretion of the administration, students whose parent or person acting as a parent is an active duty member of the armed forces and is leaving or deploying shortly for military services.
- Absences approved by the principal and prearranged by the parent, student, and principal
- Absences approved by the principal and prearranged by the parent, student, and Director Student Services.

What is an unexcused absence?

An absence will be classified as unexcused if it does not fit one of the eight Board of Education's reasons or fails to comply with the District's procedures and the State Compulsory Attendance Laws.

Examples of an unexcused absence:

- Missed Bus
- No Transportation
- Out of Town
- Vacations
- Babysitting

According to the Kansas State law, a student is truant if he/she is absent without a valid excuse.

What counts as a tardy?

Accumulated tardiness to school will result in an unexcused absence as defined by the Kansas statute when a child is inexcusably absent from school a significant part of the school day. If a student misses two or more hours of the school day, which shall include required conferences or detention periods; this shall be considered a significant part of the day. This will also result in truancy when it accumulates to unexcused absences in a semester. Seven unexcused tardies equal one excused absence.

What is truancy?

Truancy is:

- 3 consecutive unexcused absences
- 5 unexcused absences in a semester
- 7 unexcused absences in a school year

Please contact Student Services regarding the Wyandotte County Truancy Program.

NOTE: No student shall be considered truant while subject to out of school suspension or expulsion, as the result of a violation of the Student Code of Conduct.

Health and Safety

School Nurses

Health and education go hand-in-hand. With that in mind, Kansas City, Kansas Public Schools, provides nursing services at each preschool, elementary, middle and high school.

Parental cooperation, working with the school to foster good health, is needed in order to provide these services. Specifically, parents should:

Provide current emergency phone numbers

Keep students home when ill until symptom-free for 24 hours or until they are no longer contagious.

Registered Professional Nurses promote health and safety through the following activities:

- Identifying health needs/coordinating care.
 - Implementing communicable contagious disease control.
 - Caring for ill or injured, which may include calling 911.
 - Performing nursing procedures, including medication administration, catheterization, gastrostomy, feeding, and tracheostomy care.
 - Conducting health screening-vision, hearing, and height/weight screening in cooperation with physical education teachers.
 - Partnering with other staff members to provide health education.
 - Serving as a liaison between home, school and community.

Reason for which a child may be sent home from school and/or for a parent to keep a child home from school:

1. Fever of 100° F and over – exclude until student has been fever-free for at least 24 hours (without anti-fever medications)
2. Conjunctivitis (pink eye), strep infections, ringworms, and impetigo are all infections and must be treated with medication for a minimum of 24 hours before returning to school. Please do not allow affected students back before this time so that other students are not infected unnecessarily.
3. Rash of unknown origin (especially if accompanied by a fever)
4. Head injury
5. Severe coughing or difficulty breathing
6. Colds – a child with thick or constant nasal discharge should remain home
7. Diarrhea or vomiting – keep your child until home until student has been symptom-free for at least 24-hours.
8. Stiff neck associated with a fever and/or a recent injury
9. Inadequate immunizations with known disease outbreak in school

Parents/guardians are responsible for picking up their child in a timely manner when notified by the school that their child has complained of illness or injury while at school.

If the parent/guardian is unable to come to the school when notified, it is the responsibility of the parent or guardian to make arrangements for another responsible person or someone who is listed on the child's Emergency Information Card to act on their behalf and pick up the child up at school. Please make arrangements for such an event in advance.

Medication Procedures

For the safety of all students, Kansas City, Public Schools has a medication policy.

The main provisions are summarized as follows:

1. Whenever possible, medicine should be given at home. For example, medicines given 3 times daily can usually be given before school, after school, and at bedtime.
2. All medications must be registered in the nurse's office. Elementary and middle school students will only be permitted to self-administer medication at school by written order by a doctor. High school students only may carry over the counter medication (Tylenol, Midol, Advil, etc.) for minor discomforts. It must be registered with the school nurse.

What are the procedures for medications given at school?

For medications given at school, a Medical Administration or Treatment form via the district website or school nurse must be completed and signed by the doctor and parent.

For 10 school days or less, a signed parental permission is needed. Labeled medicine bottles with instructions can serve as a doctor's authorization.

Over the counter medicine must also have proper authorization from the doctor and parent.

Severe Allergic Reaction

It is **VERY** important that you tell the appropriate staff, the principal or nurse, that your child has life-threatening allergies!

An emergency care plan should be developed. Staff in a position to administer approved medications should receive instructions. Students with known history of severe allergies should have their own emergency medication to ensure availability on field trips, etc.

Kansas Health Assessment Law

The district health assessment policy has been developed in accordance with K.S.A. 72-5214.

Each school year, every early childhood and kindergarten student enrolling in the district shall have a Kansas school health assessment. It is required for students up to 9 years old entering a Kansas school for the first time to present a health assessment performed by (1) a physician, (2) a person acting under the direction of a physician, or (3) a nurse certified by the Kansas Department of Health and Environment.

The health assessment may be conducted up to 12 months prior to school entry.

A child enrolled in a Kansas City, Kansas Public Schools Early Childhood Program does not need to present an additional health assessment for entry into kindergarten.

Kansas School Immunization Law

Parents/guardians must present proof of their child receiving one of each required immunization before the student will be allowed to attend classes.

What immunizations are needed?

Required immunizations are listed on the Kansas Certificate of Immunization available from the school nurse.

Who must have them?

Immunizations must be up to date by the first day of school. Parents/guardians will be notified by May 15 of each school year of any immunizations needed for the following school year. Please be advised that students with a medical exemption must obtain an annual written statement signed by a physician. If you need information to help you get your child's immunization and health assessment, the school nurse is knowledgeable regarding available community resources.

Immunization Requirements for the 2017/18 School Year

K.A.R. 28-1-20 defines immunizations required for any individual who attends school or a childcare program operated by a school. Below are the requirements for the indicated school year. Please carefully review the requirements. The usual number of doses required are listed; however there are exceptional circumstances that could alter the number of doses a child needs. If you have questions about your child's immunization status, contact your child's primary care provider or local health department.

Proof of receiving the required immunizations must be provided to the school prior to the student attending the first day of school.



Early Childhood Program Operated by a School Ages 4 Years and Under

Vaccine	Requirement
DTaP/DT (diphtheria, tetanus, pertussis)	4 doses
IPV (polio)	3 doses
MMR (measles, mumps, rubella)	1 dose
Varicella (chickenpox)	1 dose*
Hepatitis A	2 doses
Hepatitis B	3 doses
Hib (haemophilus influenza type B)	4 doses**
Prevnar (pneumococcal conjugate)	4 doses**

Additional ACIP Recommended Vaccines Not Required for Early Childhood Programs

- **Rotavirus:** Three doses recommended for infants less than 8 months of age.
- **Influenza (flu) Vaccine:** Annual vaccination is recommended for all those 6 months of age and older.

Grades 7 - 12

Vaccine	Requirement
Tdap (Tetanus, diphtheria, pertussis)	1 dose~
IPV (polio)	4 doses ***
MMR (measles, mumps, rubella)	2 doses
Varicella (chickenpox)	2 doses*
Hepatitis B	3 doses

Additional ACIP Recommended Vaccines Not Required for School Entry

- **HPV (Human Papillomavirus) Vaccine:** Two doses are recommended at age 11 years.
HPV is a cancer prevention vaccine!
- **Meningococcal - MCV4 (Meningitis) vaccine:** One dose is recommended at 11 years of age with a booster dose at 16 years of age
- **Influenza (flu) Vaccine:** Annual vaccination is recommended for all those 6 months of age and older.

Kindergarten - Grade 6

Vaccine	Requirement
DTaP/DT (diphtheria, tetanus, pertussis)	5 doses
IPV (polio)	4 doses ***
MMR (measles, mumps, rubella)	2 doses
Varicella (chickenpox)	2 doses*
Hepatitis B	3 doses

Additional ACIP Recommended Vaccines Not Required for School Entry

- **Influenza (flu):** Annual vaccination recommended for all those 6 months of age and older.



Notes

- * Varicella (chickenpox) vaccine is not required if child has had chickenpox disease **and** disease is documented by a physician signature. Without a physician signature, vaccine is required even if you believe your child has had chickenpox disease.
- ** Total doses needed are dependent on vaccine type and the age doses were administered.
- *** All students in grades K - 6, all new students and students currently completing the polio series must have 6 months between the last 2 doses of polio vaccine, and one dose must be after the 4th birthday.
- ~ All students in grades 7 - 12 are required to have one dose of Tdap regardless of the interval since the last dose of DTaP or Td.

Prenatal Until School Age

Parents As Teachers

In the first few years of life children learn more, and at a faster pace, than at any other time in life! Parents as Teachers is a voluntary, free, early-learning program for families. We offer personal visits, playgroups and group connections, developmental screenings, community resources and a quarterly newsletter.

For more information or to enroll, please call (913) 627-4361 or (913) 627-4375

Early Childhood - 5th Grade (EC5): “Stepping Stones to Diploma+ ©”

The district’s goal of students exiting high school prepared for college and career begins at the early childhood through fifth grade level. The work with students at the EC5 level focuses on building skills in literacy, math, and science as well as exposure to experiences that stimulates students’ interests and curiosity about careers. Classrooms at this level will enhance experiences that also build personal skills and other types of skills that are foundational for students as they prepare for success in middle school and high school. Thus, the EC5 path provides students with opportunities to take many “stepping stones” to reach middle school readiness.

Secondary: Middle to High School

The district’s goal is to exit each student prepared for college and careers in a global society, at every level, performance is on-track and on-time for success. We define college and career readiness as graduating with a high school diploma, plus (Diploma+©) the skills experiences and credentials required for post-secondary success.

To accomplish this goal, the students at the secondary level will be involved in an educational program that provides relevant and rigorous instruction. The foundation of the program will be strong relationships with students and families.

Middle schools will continue to grow students’ academic foundation and employability skills (life skills) through quality instruction. In addition, they will provide opportunities to explore a variety of different careers and learn about the skills necessary to be successful in those fields. Beginning in 2017-18, high schools will be organized in college and career academies. This structure gives students a chance to identify a career area of interests then be provided specific learning opportunities that connect to that area.

To learn more, visit www.kckps.org/diplomaplus.



Diploma+ © Endorsements:

Ways to Graduate Diploma+ ©

- Completion of at least one full year of college (18-30 Credit Hours)
- Completion of an industry-recognized certificate or credential
- At least a 21 on the ACT or 1060 on the SAT
- Completion of a qualified internship or industry approved project
- An approved plan for post-secondary transition
- Acceptance into the Military
- Completion of the International Baccalaureate Diploma Programme (IBDP) or International Baccalaureate Career-Related Programme (IBCP)

Graduation Requirements

To graduate from a Kansas City, Kansas Public High School, a student must earn 25 credits, 18 ½ of which are required:

- 4 ½ credits of English
- 4 credits of Math
(one being taken senior year)
- 3 credits of Social Studies
- 3 credits of Science
- 1 credit of Physical Education/Health
- 1 credit of Fine Arts
- 2 credits of Business/Vocational

To graduate from Sumner Academy of Arts and Science, a student must earn 27 ½ credits, 22 ½ of which are required:

- 5 ½ credits of English
- 4 credits of Math
- 3 credits of Social Studies
- 3 credits of Science
- 3 ½ units of World Languages
- 1 credit of Physical Education/Health
- 1 credit of Fine Arts
- 1 ½ credits of Career/Technical

Students seeking an International Baccalaureate Diploma must successfully complete twenty-seven and a half (27 ½) units of credit to include three Higher Level (HL) courses and three Standard Level (SL) courses.

Why are students released early on Wednesdays?

During the course of the year, students are released early on Wednesdays for staff professional development. Ongoing professional development learning is devoted to opportunities that are implemented in the district, in each school and towards classroom goals.

Faculty and staff utilize this time to study and strengthen their knowledge, skills, practices, values and expectations in the art of teaching to improve student achievement.

Activity Ticket

Any student participating in a KSHSAA sponsored sports program or band will be required to pay for an Activity Ticket prior to the first competition/event.

There is a one-time cost for the activity ticket and it is valid for the entire school year.

Students who have purchased an activity ticket may be admitted to any KCK League game or event with the exception of KSHSAA post-season competitions.

These fees are used towards the support and expense of each building's extra-curricular programs.

Athletic and Activity Eligibility

Kansas City, Kansas Public Schools will follow the Kansas State High School Athletic Association and Board of Education (BOE) policies regarding athletic and activity eligibility. A student must be academically eligible to participate in an extra-curricular activity.

This means the student must be passing every class (no F's) and have a 2.0 grade point average (GPA) in order to participate.

ID Badge

All students will be issued an ID badge at the beginning of the school year. The badge serves as a form of identification, library card, lunch ticket and activity ticket (if purchased). ID badges are to be worn visibly every day during school hours.

Laptops

All students will be issued a district laptop after paying the deductible fee, signing the district Acceptable Use Policy with Parents (AUP) and paying any previous laptop fees.

Students and parents are reminded that the laptop is property of the Kansas City, Kansas Public Schools. Inappropriate use of the laptop will result in disciplinary action and/or monetary charges. Please see the district website and the Student Code of Conduct for usage policies. Laptops are essential for access to classroom textbooks.

It is the student's and family responsibility to take care of the laptop and know the whereabouts and condition of the laptop at all times. If the laptop is missing or believed to be stolen, the student or family should report this information to the school immediately.

Student/families should notify the school and building technician immediately if a laptop is damaged in any way or is not in proper working order. Students may be charged for damages due to neglect or mishandling of the machine. A complete list of repair costs can be obtained from the building technician.

Standards for Admission - Sumner Academy of Arts & Science

Academic Criteria

Grade point average of at least 3.0 with no grade of “F” during grade six and the first semester of grade 7 in the following core areas:

- English, Reading, Math, Science, Social Studies

Seventh grade students must receive one of the following MAP score combinations

- Score at/above the 75th percentile on the MAP Math test and score at/above the 50th percentile on the MAP Reading test.
- Score at/above the 75th percentile on the MAP Reading test and score at/above the 50th percentile on the MAP Math test.

Students will have two opportunities to meet the score requirements above:

- During the Fall MAP assessment window
- During the Winter MAP assessment window

Students meeting these academic requirements will proceed to Screen 2.

Attendance and Behavior Criteria

Records of students will be reviewed to determine their attendance and behavior in grade six and the first semester of grade seven.

Requirements are:

- Eligible students based on attendance shall be those who have five or fewer unexcused absences per semester contained in grade six and the first semester of grade seven.
- Eligible students based on behavior shall be those who have no more than one suspension per semester contained in grades six and the first semester of grade seven.

Seventh grade students meeting the standards outlined above will automatically receive letters during the month of March inviting them to enroll.

Delayed Admission

Students may also be admitted to Sumner Academy of Arts and Science in grades nine and ten, if they meet academic and behavior standards and if space is available.

Eighth and ninth grade students meeting the standards who wish to enroll for the ninth or tenth grade must apply by contacting the Office of Student Services for an application

Please see the district website for the updated application deadline.

An application WILL NOT be accepted after the deadline date.

Questions that relate to eligibility to attend Sumner Academy of Arts and Science should be directed to your child's school counselor or call Student Services at 913-279-2248.

Special Education

The Kansas City, Kansas Public Schools provides special education services through the Wyandotte Comprehensive Special Education Cooperative.

These services include a free appropriate public education for all exceptional children (ages 3 – 21) residing within the school district's boundary of Kansas City, Kansas Public Schools, and in some cases, students residing within the Bonner Springs and Piper school districts.

The eligibility and need for special education services are determined by a team at the individual building level. A variety of services are provided to meet the needs of children with exceptionalities. For further information, contact the Special Education Department at (913) 627-5600.

Wyandotte County Infant-Toddler Services

Wyandotte County Infant Toddler Services serves eligible families with infants or toddlers (from birth to three years of age) who have developmental delays or disabilities.

If you have concerns and would like to have your child evaluated, please contact us at 913-627-5500 or info@wcits.org.

English Language Learners

The English for Speakers of Other Languages (ESOL) program is designed to assist and support students who speak languages other than English, and are determined eligible for ESL services based on the Home Language Survey filled out at enrollment.

The ESOL program provides services to English Learners (EL) that include supported English content instruction and English language development.

Services for the students and families:

- ESL Classes (Sheltered Instruction, Pull Out, Direct Instruction, Collaboration)
- Family Advocates
- Translators/Interpreter

Migrant Education

The Migrant Education Program works to ensure that migrant children fully benefit from the same free public education provided to other children. This program offers services to help reduce the educational disruptions and other challenges that result from repeated moves. To be eligible for this program you may have moved by a designated "qualifying" move and have worked or are working in an agriculturally related job.

School Safety is OUR PRIORITY

Established in February in 2014, the Kansas City, Kansas Public Schools Police Department is year-round, full service police department responsible for the safety and security of the District's facilities, students, staff and visitors.

What is the Standard Response Protocols?

A critical ingredient in the safe school recipe is the uniform classroom response to an incident at school. Weather events, fires, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by school and district administration and staff.

Parents please allow first responders and trained staff to carry out the school safety plan before rushing to your child's school.

The district utilizes the Standard Response Protocols (SRP) in order to have standardized, common language, that all stakeholders can understand. Safe Schools are everyone's responsibility.

Standard Response Protocol

The premise is simple-there are four simple actions that can be performed during an incident:



LOCKOUT – Secure the perimeter
The instructions used to safeguard students and staff within the building.



LOCKDOWN – “Locks, Lights, Out of Sight”
The orders used to secure the individual rooms and keep students quiet and in place.



EVACUATE – To a location
The students will move from their current location to a different location inside or outside of the building.



SHELTER – Using a safety plan
A plan for a safe location and remain quiet for protection.

Safety Information Hotline - P3 App

The Kansas School Safety Information Hotline is available to students, parents and community members. It is a resource for anonymously reporting any impending school violence. Students, parents and community members are urged to immediately report any threats or potential threat to teachers, KCKPS Police Officers and/or Administration.

The P3 app enables the public to share information anonymously with Crime Stoppers programs, Law Enforcement entities, and public schools. If you have crime or safety related information that may be deemed useful to our District or Schools, submit a tip via this web page – or download the P3 Community App via the links below. The P3 app enables the District and all five high schools to have an individual organization tabs for submitting anonymous information (USD 500 District, Harmon Hawks, Schlagle Stallions, Sumner Sabres, Washington Wildcats, and Wyandotte Bulldogs).

DOWNLOAD OUR NEW FREE P3 TIPS APP ON APPLE iOS OR GOOGEL PLAY:

APPLE - <https://itunes.apple.com/us/app/p3-tips/id997141662?mt=8>

GOOGLE PLAY - <https://play.google.com/store/apps/details?id=com.p3tips.mob&hl=en>

How To Ask For Help

The board of education of each school district shall provide suicide awareness and prevention programming to all school staff and shall notify the parents or legal guardians of students enrolled in such school district that the training materials provided under such programming are available to such parents or legal guardians.

1. Ask 4 Help!® Youth Suicide Prevention Training is a peer based training that includes empowering the audience to learn to use this vital life skill.
2. The presentations and trainings are Yellow Ribbon's Be A Link!® Community Gatekeeper Training is a community friendly, peer-based, non-clinical training. It teaches simple, effective tools of help between those in need and help resources. It emphasizes the important role parents; school personnel and other trusted adults can play in helping at-risk young people. (i.e. built to increase help seeking behaviors and links between peers and caring adults).
3. Additional Resources:
 - Yellow Ribbon – 1-800-273-8255(1-800-Suicide) or text HELP to 741741, www.yellowribbon.org
 - Kansas Suicide Prevention Resource Center - www.KansasSuicidePrevention.org
 - Suicide Prevention Resource Center - www.sprc.org
 - Kansas Suicide Prevention Resource Center: <http://www.kansassuicideprevention.org/>
 - Kansas Suicide Hotlines: <http://www.suicide.org/hotlines/kansas-suicide-hotlines.html>
 - National Suicide Prevention Lifeline - <http://www.suicidepreventionlifeline.org/>
 - American Foundation for Suicide Prevention – www.AFSP.org
 - American Association of Suicidology – www.suicidology.org
 - National Action Alliance for Suicide Prevention www.actionallianceforsuicideprevention.org
4. Jason Flatt Personnel Training – Suicide Awareness Act

FERPA - Family Educational Rights and Privacy Act

Annual Notice to Parent(s), Guardian(s), and/or Eligible Students(s)

The Family Educational Rights and Privacy Act (FERPA) gives parents, and students over 18 years of age, certain rights concerning a student's school records.

They have the rights to:

- Look at and review the student's school records within 45 days of the day they make a request. A written request should be given to the school principal that identifies the record(s) they wish to look at. The principal will tell them within 45 days the time and place where the records may be seen.
- Ask for a change to the student's school record that they think is not correct or is misleading. A letter to the school principal should explain why the record is not correct and clearly identify what part of the record needs to be changed. If the school does not change the record, parents (or eligible students) have the right to a hearing.
- Approve the release of identifiable information contained in the student's school records, except for information that FERPA can release without having permission.
- One permitted exception is for the release of information to "school officials" with legitimate educational interests.
- Student records shall be permanent records until the student graduates or ceases to attend school in the district. Please contact Student Services for copies of a transcript once the student has graduated. (Policy JRC)

Who is a school official?

- Person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel)
- Person serving on the Board of Education
- Person or company with whom the school district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist)
- Parent or student service on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task.

School officials have legitimate educational interests if they need to examine a school record in order to complete a task. A complaint may be filed with the U.S. Department of Education about suspected failures by the school 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, D.C. 20202-5920
1-800-872-5327

Access to Student Records

What is the Kansas Open Records Act (KORA)?

The Kansas Open Records Act (KORA) requires most records that are made or kept by public schools or community colleges to be open to the public.

This law makes openness the rule, but recognizes that there are times when individual privacy interests or competing public interests override the public right to know.

Private individuals can bring an action in the district court to enforce their rights under the Kansas Open Records Act. Actions can also be brought by the county attorney, the district attorney or the Kansas Attorney General.

Although schools or community colleges can be fined for intentionally violating KORA, injunctions and other orders to enforce the purposes of KORA are the most common remedies.

KORA begins with the presumption that all public records should be open to the public, but allows certain exemptions from this requirement.

Exceptions are included in the law because the legislature has determined the public right to know is outweighed by another important interest.

The following list provides examples of the types of records, which may be exempt under KORA.

- Records exempted by other laws.
- Records that are privileged under the rules of evidence.
- Medical and treatment records.
- Personnel records, except for the name of the employee, position held, salary and length of service.
- The names of donors, if they have requested their name not to be released.
- Some emergency or security procedures.
- Sealed bids until one is accepted or all are rejected.
- Correspondence with a private individual.
- Records containing information of a personal nature where disclosure would constitute an unwarranted invasion of privacy.

Your Rights to Request Records

KORA grants the public the following rights:

- The right to have our freedom of information officer respond to your questions about KORA.
- The right to inspect any public record that we have in our possession that is not exempt. We are not required to create a record for you if the record does not already exist.
- The right to have copies of public records, but we can charge a fee for making copies.
- The right to be informed of the procedures you must follow in requesting access to our copies of our records.
- The right to be informed or obtain copies of our records during our regular business hours.
- The right to have access to a record not later than three business days after you request it.
- The right to a written explanation of the reason we are denying you access to a record if we refuse to allow you access to a record.
- The right to bring an action against us in the district court if you believe we are denying you access to a record you have the right to see.
- The right to have your attorney's fees paid by us if the court determines we intentionally violated your rights under KORA and had no reasonable basis for denying your request.

Our Responsibilities

Public schools have several responsibilities under KORA.

We must:

- Appoint a freedom of information officer who can answer questions and settle disputes under KORA.
- Make facilities available to you for inspecting our records.
- Allow you to make abstracts or have copies of our records made.
- Adopt procedures for requesting access or obtaining copies of our records.
- Act upon requests of records as soon as possible to give you an explanation of the reason for the delay. If there will be a delay, we must tell you the earliest time and place at which the record you are seeking will be made available.
- Have a record custodian available during all regular business hours and have procedures for allowing access on business days when regular hours are not maintained.
- Redact exempt information and provide you with the remainder of the record if the record contains both exempt and non-exempt materials.
- Provide you with a written statement, citing the specific provision of the law under which we are denying access, if we deny you access to a record and you ask for an explanation. The statement must be provided within three business days after you request it.

Procedures to Follow

The school district policy governing access to records of the Kansas City, Kansas Public Schools is outlined in the Board of Education Policy.

For purposes of access to school district records, the central office of Kansas City, Kansas Public Schools is KCKPS Central Office and Training Center
2010 N. 59th Street
Kansas City, Kansas 66104

Records are available for inspection or copying by members of the public at the Central Office during regular business hours: **8:00 a.m. to 5:00 p.m. Monday through Friday.**

During the months of June and July, the Central Office closes at noon each Friday.

Some records may be available for inspection at other locations.

A request for access to a public record should be directed to the custodian of the record. The custodian of the record may ask that you make the request in writing.

Your request should include:

- Your name
- Your address
- A description of the record to which you are seeking access

If the record you are seeking falls within the exemption, the custodian may ask you to certify, in writing, why you believe you have a right to access the record.

The custodian may also ask for certification that you will not use or sell the information for sales or solicitation purposes.

Upon receiving your request, the custodian of the record will retrieve the requested record and provide the record for your inspection as soon as possible.

If the custodian cannot provide you the record immediately, the custodian will inform you in writing of the time and place at which the record will first be made available to you.

You cannot remove the record from the building. The custodian will show you a place where you may look at the record.

If you desire a copy of the record, please inform the custodian and a copy will be made.
A fee of \$0.20 per page applies and must be paid prior to the copying.

If the custodian does not grant the request, the person requesting the record shall receive a written explanation of the reason for the denial within three business days of their request, if an explanation is requested.

If the requester disagrees with the explanation, the freedom of information officer shall settle the dispute.

For more information about our procedures, fees or office hours, please contact the custodian of the record.
Or contact the district's freedom of information officer:

Melissa Bedford Fears
Director of Communications and Marketing
Kansas City, Kansas Public Schools
2010 N. 59th Street
Kansas City, Kansas 66104
(913) 279-2225

Directory Information

In addition, two federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the school district that they do not want their student's information disclosed without their prior written consent.

If you do not want the Kansas City, Kansas Public Schools to disclose directory information from your child's education records or from your education records if you are 18 years of age, without your prior written consent, you must notify the school district in writing.

Please address a letter or a completed military "opt-out" form pdf via the district website to

Lisa Garcia-Stewart
Director of Student Services
Kansas City, Kansas Public Schools
2010 N. 59th Street
Kansas City, Kansas 66104

The following information is considered directory information:

- Student's name
- Address
- Telephone listing
- Date of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors and awards received
- Most recent educational agency or institution attended

District Board Policies

Copies of all Board Policies can be obtained on the Kansas City, Kansas Public Schools website at www.kckps.org/boardofeducation.

Below is a list of Student Board Policies:

JDDA – Drug-Free Schools (also see GAOB and LDD)

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district's students. The possession, use, sale or distribution of illicit drugs and alcohol by students at school, on or in school property, or at school sponsored activities or events are prohibited.

GAACA, GAAB, GAF, JDDC, JGE, KN and JGECA – Racial and Disability Harassment

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination, including harassment, on the basis of race, color, national origin, or disability. Discrimination or harassment on the basis of race, color, or national origin ("racial harassment") or on the basis of disability ("disability harassment") shall not be tolerated in the school district. Racial or disability harassment of employees or students of the district by board members, administrators, certificated and support personnel, student, vendors, and any others having business or other contact with the school district is strictly prohibited.

JGEC – Sexual Harassment (See GAAC, GAAD, GAF, JDDC, JGE and KN)

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination on the basis of sex, including sexual harassment. Sexual harassment shall not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any other having business or other contact with the school district is strictly prohibited.

Emergency Safety Interventions (ESI)

The board of education is committed to limiting the use of Emergency Safety Interventions (ESI), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention as defined below. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies.

The board of education follows ESI statutes/regulations established by the State of Kansas and Kansas State Department of Education. Board policy and practices shall follow and reflect any changes made in statutes/regulations governing the use of ESI.

This policy shall be made available on the district website with links to the policy available on any individual school pages. In addition, this policy shall be included in at least one of the following: each school's code of conduct, school safety plan, or student handbook

Definitions (See K.A.R. 91-42-1)

"Emergency Safety Intervention" is the use of seclusion or physical restraint, but does not include physical escort or the use of time-out.

"Seclusion" means placement of a student in a location where the following criteria are met: (1) the student is placed in an enclosed area by school personnel; (2) the student is purposefully isolated from adults and peers; and (3) the student is prevented from leaving, or the student reasonably believes that the student will be prevented from leaving, the enclosed area.

“Chemical Restraint” means the use of medication to control a student’s violent physical behavior or restrict a student’s freedom of movement.

“Mechanical Restraint” means any device or object to limit a student’s movement.

Parent means: (1) a natural parent; (2) an adoptive parent; (3) a person acting as a parent as defined in K.S.A. 72-1046(d)(2), and amendments thereto; (4) a legal guardian; (5) an education advocate for a student with an exceptionality; (6) a foster parent, unless the foster parent’s child is a student with an exceptionality; or (7) a student who has reached the age of majority or is an emancipated minor.

“Physical Restraint” means bodily force used to substantially limit a student’s movement, except that consensual, solicited or unintentional contact and contact to provide comfort, assistance or instruction shall not be deemed to be physical restraint.

“Physical Escort” means the temporary touching or holding the hand, wrist, arm, shoulder, or back of student who is acting out for the purpose of inducing the student to walk to a safe location.

“Time-Out” means a behavioral intervention in which a student is temporarily removed from a learning activity without being secluded.

“Campus police officer” means a school security officer designated by the board of education of any school district pursuant to K.S.A.-8222, and amendments thereto.

“Law enforcement officer” and “police officer” means a full-time or part-time salaried officer or employee of the state, a county or a city, whose duties include the prevention or detection of crime and the law enforcement of criminal or traffic law of this state or any Kansas municipality. This term includes a campus officer.

“Legitimate law enforcement purpose” means a goal within the law authority of an officer that is to be achieved through methods or conduct condoned by the officer’s appointing authority.

“School resource officer” means a law enforcement officer or police officer employed by a local law enforcement agency who is assigned to a district through an agreement between the local law enforcement agency and the district.

“School security officer” means a person who is employed by a board of education of any school district for the purpose of aiding and supplementing state and local law enforcement agencies in which the school district is located, but is not a law enforcement officer or police officer.

Prohibited Types of Restraint

All staff members are prohibited from engaging in the following actions with all students:

- Using face-down (prone) physical restraint;
- Using face-up (supine) physical restraint;
- Any restraint that obstructs the student’s airway;
- Any restraints that impacts a student’s primary mode of communication;
- Using chemical restraints, except as prescribed treatment of a student’s medical or psychiatric condition by a person appropriately licensed to issue such treatments; and
- Use of mechanical restraint, except:
 - Protective or stabilizing devices required by law or used in accordance with an order from a person appropriately licensed to issue the order for the device;
 - Any device used by law enforcement officers to carry out law enforcement duties; or
 - Seatbelts and other safety equipment used to secure students during transportation.

Use of Emergency Safety Interventions

ESI shall be used only when a student presents a reasonable and immediate danger of physical harm to such student or others with the present ability to effect such physical harm. Less restrictive alternatives to ESI, such as positive behavior interventions support, shall be deemed inappropriate or ineffective under the circumstances by the school employees witnessing the student's behavior prior to the use of ESI. The use of ESI shall cease as soon as the immediate danger of physical harm ceases to exist. Violent action that is destructive of property may necessitate the use of an ESI. Use of an ESI for purposes of discipline, punishment or for the convenience of a school employee shall not meet the standard of immediate danger of physical harm.

ESI Restrictions

A student shall not be subjected to ESI if the student is known to have a medical condition that could put the student in mental or physical danger as a result of ESI. The existence of such medical condition must be indicated in a written statement from the student's licensed health care provider, a copy of which has been provided to the school and placed in the student's file.

Such written statement shall include an explanation of the student's diagnosis, a list of any reasons why ESI would put the student in mental or physical danger, and any suggested alternatives to ESI. Notwithstanding the provisions of this subsection, a student may be subjected to ESI, if not subjecting the student to ESI would result in significant physical harm to the student or others.

Use of Seclusion

When a student is placed in seclusion, a school employee shall be able to see and hear the student at all times. All seclusion rooms equipped with a locking door shall be designed to ensure that the lock automatically disengages when the school employee viewing the student walks away from the seclusion room, or in case of emergency, such as fire or severe weather.

A seclusion room shall be a safe place with proportional and similar characteristics as other rooms where students frequent. Such room shall be free of any condition that could be a danger to the student and shall be well-ventilated and sufficiently lighted.

Training

All staff members shall be trained regarding the use of positive behavioral intervention strategies, de-escalation techniques, and prevention techniques. Such training shall be consistent with nationally recognized training programs on the use of emergency safety interventions. The intensity of the training provided will depend upon the employee's position. Administrators, licensed staff members, and other staff deemed most likely to need to restrain a student will be provided more intense training than staff who do not work directly with students in the classroom. District and building administration shall make the determination of the intensity of training required by each position.

Each school building shall maintain written and electronic documentation regarding the training that was provided and a list of participants, which shall be made available for inspection by the state board of education upon request.

Notification and Documentation

The principal or designee shall notify the parent, on the same day the emergency safety intervention was used. If the school is unable to contact the parent, the principal or designee shall attempt to contact the parent using at least two methods of contact. The same day notification requirement shall be deemed satisfied if the school attempts at least two methods of contact. A parent may designate a preferred method of contact to receive the same day notification. A parent may agree, in writing, to receive only one same-day notification from the school for multiple incidents occurring on the same day.

Documentation of the ESI used shall be completed and provided to the student's parents no later than the school day following the day on which the ESI was used.

This documentation shall include:

- The events leading up to the incident;
- Student behaviors that necessitated the emergency safety intervention;
- Steps taken to transition the student back into the education setting;
- The date and time of the intervention, the type of intervention, the length of time the intervention was used, and the school personnel who participated in or supervised the intervention, and any other information required by statute or regulation.
- Space or an additional form for parents to provide feedback or comments to the school regarding the incident;
- A statement that invites and strongly encourages parents to schedule a meeting to discuss the incident and how to prevent future use of emergency safety interventions; and
- Email and phone information for the parent to contact the school to schedule the emergency safety

The parent shall be provided the following information after the first and each subsequent incident in which an ESI is used during each school year: (1) a copy of the standards which indicates when ESI can be used; (2) a flyer on the parent's rights; (3) information on the parent's right to file a complaint through the local dispute resolution process (which is set forth in this policy) and, the complaint process of the state board of education; and (4) information that will assist the parent in navigating the complaint process, including contact information for Families Together and the Disability Rights Center of Kansas. Upon the first occurrence of an incident involving the use of emergency safety intervention the foregoing information shall be provided in printed form, or upon the parent's written request, by email. Upon occurrence of a second or subsequent incident, the parent shall be provided with a full and direct website address containing such information.

Law Enforcement, School Resource and Campus Security Officers

Campus police officers and school resource officers shall be exempt from the requirements of this policy when engaged in an activity that has a legitimate law enforcement purpose. School security officers shall not be exempt from the requirements of this policy.

If a school is aware that a law enforcement officer or school resource officer has used seclusion, physical restraint, or mechanical restraint on a student, the school staff shall notify the parent the same day using the parent's preferred method of contact. A school shall not be required to provide written documentation to a parent, as set forth above, regarding law enforcement use of an ESI, or report to the state department of education any law enforcement use of an ESI. For purposes of this subsection, mechanical restraint includes, by is not limited to, the use of handcuffs.

Documentation of ESI Incidents

Except as specified above with regard to law enforcement or school resource officer used of emergency safety intervention, each building shall maintain documentation any time ESI is used with a student. Such documentation must include all of the following:

- Date and time of the intervention
- Type of emergency safety intervention,
- Length of time the intervention was use,
- School personnel who participated in or supervised the ESI.
- Whether the student had an IEP at the time of the incident,
- Whether the student had a Section 504 plan at the time of the incident, and
- Whether the student had a behavior intervention plan at the time of the incident.

All such documentation shall be provided to the building principal, who shall be responsible for providing copies of such documentation to the superintendent or the superintendent's designee on at least a biannual basis. At least once per school year, each building principal or designee shall review the documentation of ESI incidents with appropriate staff members to consider the appropriateness of the use of ESI in those instances.

Reporting Data

District administration shall report ESI data to the state department of education as required.

Parent Right to Meeting on ESI Use

After each incident, a parent may request a meeting with the school to discuss and debrief the incident. A parent may request such meeting verbally, in writing, or by electronic means. A school shall hold a meeting requested under this subsection within ten (10) school days of the parent's request. The focus of any such meeting shall be to discuss proactive ways to prevent the need for emergency safety interventions and to reduce incidents in the future.

For a student who has an IEP or a Section 504 plan, such student's IEP team or section 504 plan team shall discuss the incident and consider the need to conduct a functional behavioral analysis, develop a behavior intervention plan or amend either if already in existence. For a student with a section 504 plan, such student's section 504 plan team shall discuss and consider the need for an evaluation under the special education for exceptional children act, K.S.A. 72-961 et seq., and amendments thereto. For students who have an IEP program and are placed in a private school by a parent, a meeting called shall include the parent and the private school, who shall consider whether the parent should request an IEP team meeting. If the parent requests an IEP team meeting, the private school shall help facilitate such meeting.

The parent shall determine whether the student shall be invited to any meeting called. The time for calling such as meeting may be extended beyond the 10 school day limit if the parent of the student is unable to attend within that time period. Nothing in this section shall be construed to prohibit the development and implementation of a functional behavior assessment or a behavior intervention plan for any student if such student would benefit from such resources.

Local Dispute Resolution Process

If a parent believes that an emergency safety intervention has been used on the parent's child in violation of state law or board policy, the parent may file a complaint as specified below.

The Board of Education encourages parents to attempt to resolve issues relating to the use of ESI informally with the building principal and/or superintendent before filing a formal complaint with the Board. Once an informal complaint is received, the administrator handling such complaint shall investigate such matter, as deemed appropriate by the administrator. In the event that the complaint is resolved informally, the administrator must provide a written report of the informal resolution to the superintendent and the parents and retain a copy of the report at the school. The superintendent will share the informal resolution with the board of education and provide a copy to the state department of education.

If the issues are not resolved informally with the building principal and/or superintendent, the parents may submit a formal written complaint to the board of education by providing a copy of the complaint with the clerk of the board and the superintendent within 30 days of the date on which the parent was informed of the use of the emergency safety intervention.

Upon receipt of a formal written complaint, the board president shall assign an investigator to review the complaint and report findings to the board as a whole. Such investigator may be a board member, a school administrator selected by the board, or a board attorney. Such investigator shall be informed of the obligation to maintain confidentiality of student records and shall report the findings and recommendation action to the board in executive session.

Any such investigation must be completed within thirty (30) days of receipt of the formal written complaint by the board clerk and superintendent. On or before the 30th day after receipt of the written complaint, the board shall adopt written findings of fact and, if necessary, appropriate corrective action. A copy of the written findings of fact and any corrective action adopted by the board shall only be provided to the parents, the school and the state department of education and shall be mailed to the parents and the state department within thirty (30) days of the board's receipt of the formal complaint.

If desired, a parent may file a complaint under the state board of education administrative review process within thirty (30) days from the date a final decision is issued pursuant to the local dispute resolution process.

Student Services

Counseling and Guidance Program

The guidance and counseling program serves all students from elementary to high school. Counselors provide age-appropriate services which includes:

- Classroom guidance
- Instruction
- Individual and group counseling for students
- Information on academic planning for college and careers

Kidzone: Before and After School and Summer Program

Kidzone is a before and afterschool and summer program.

Student academic performance and goals are measured by the results of the Kansas Assessment scores.

Kidzone is fee based and some families are eligible to receive subsidies for childcare purposes.

Services are provided during other out of school times such as spring and winter break, in-service and Family Advocacy Days Kidzone provides quality programming in a safe and fun environment for students in the areas of:

Academic Enrichment

- Tutoring
- Homework Assistance

Youth and Social Development

Provided through community partners:

- Girl Scouts
- Boys Scouts
- Camp Fire
- Tendou Martial Arts
- Beyond Today Computer Technology
- 2nd Step Character Development

Fine Arts

Recreational Activities

McKinney-Vento Program

The McKinney-Vento Program supports public awareness about homelessness and its impact on young people's ability to learn. A family may be eligible for McKinney-Vento services if a student or family lives:

- in a shelter
- doubled up with friends or relatives on a temporary basis
- in a vehicle
- in a park, motel or campground
- on a street
- as a runaway

The McKinney-Vento liaison meets with families individually and connects qualified families with services as well as resources.

Please contact McKinney-Vento Liaison at (913) 279-2150, if you are needing support in any of the above criteria or living conditions.

Project P.A.C.T.

P.A.C.T. (Positive Alternatives for Children in Trouble) is a secondary level alcohol and drug intervention program requiring participation by the student and his/her parent or guardian.

For middle or high school students, a referral to P.A.C.T. is required for an offense of alcohol or drugs in school, on school grounds, or at school sponsored activities.

Attendance at four consecutive sessions is a requirement for completion of the program.

Failure to complete the P.A.C.T. program, failure to enter P.A.C.T., or subsequent offense of alcohol or other drugs will result in an immediate building level hearing with imposition of discipline including suspension and/or up to expulsion.

Wyandotte County Truancy Diversion

The Wyandotte County Truancy Diversion Program's intent is to have students return to school and maintain their attendance. This program is based on the Compulsory Attendance law which requires every child who is enrolled in school and/or has reached the age of seven years and is under the age of 18 unless excused in accord with provisions of Kansas law (K.S.L. 72-1113) to attend school.

Therefore, a student is truant:

- When he/she is required by law to attend school and is not enrolled.
- When he/she has an inexcusable absent from school a significant part of the school day
- If he/she is absent without a VALID excuse for:
 - 3 consecutive days
 - 5 days in a school semester
 - 7 days in a school year

The success of the program is measured by the number of unexcused pre and post absences as well as participation in the Truancy Diversion Program.

At the elementary level, the Truancy Diversion Program requires the parent and/or guardian to attend four consecutive Parenting Classes.

At the secondary level, the Truancy Diversion Program requires the parent and/or guardian to attend four consecutive classes and a monitoring period of 120 days.

Diversion Classes cover the following:

- Understanding Kansas Truancy Laws
- Review of the Code of Conduct
- Parenting issues/concerns
- Decision-Making Skills
- Academic Success

Communication: School Closing

How will the District inform about school closings?

When schools have to close due to snow, ice or extreme cold, all major radio and television stations will be notified by 6:00 a.m.

The announcement also will be posted at the top of the home page as a Newsflash, as well as on our district Facebook page, and all families will receive notification via the phone system.

Text message notifications also will be sent to those who subscribe to the district's text alert system.

School closing information will be broadcast over a cooperative system formed by local radio and television stations.

Unless covered by a special announcement, a general school closing also includes all special education classes and adult education classes.

Website: www.kckps.org

Find us on Facebook

How will the District notify about early dismissal?

Should early dismissal be necessary during the school day, radio and TV announcements will be made and each school will be notified.

Principals and teachers will be certain that no child is released until arrangements for proper supervision have been made.

Stations in the cooperative, plus others have agreed to broadcast school closings include:

- WDAF-TV 4
- KCTV-TV 5
- KMBC-TV 9
- KSHB-TV 41
- KMBZ 980 AM
- KCUR 89.3 FM
- KCMO 710 AM
- La Gran D 1340 AM
- La Playa 1480 AM

Community-Based Resource: United Way of Wyandotte County

Find the most current information by Dialing 2-1-1

United Way of Wyandotte County is a resource connecting people to available community resources. By dialing 2-1-1, or (816) 474-5112, available at no cost 24 hours a day, you can make one call and talk to a live operator to find or give help. To connect online Visit www.unitedway-wyco.org for more information on 2-1-1.

School Listings (listed by cluster)

School	Address	Phone Number	Hours	Wednesday Early Release Time
JC Harmon High School	2400 Steele Road	627-5070	7:25 a.m. to 2:20 p.m.	7:25 a.m. to 12:20 p.m.
Argentine Middle School	2123 Ruby Avenue	627-6750	7:50 a.m. to 2:50 p.m.	7:50 a.m. to 12:20 p.m.
Emerson Elementary	1429 S. 29th Street	627-5900	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Frances Willard Elementary	3400 Orville	627-6100	8:30 a.m. to 3:30 p.m.	1:30 p.m.
New Stanley Elementary	3604 Metropolitan Ave.	627-3950	8:15 a.m. to 3:15 p.m.	1:15 p.m.
Noble Prentis Elementary	2337 S. 14th Street	627-5250	8:30 a.m. to 3:30 p.m.	1:30 p.m.
Silver City Elementary	2515 Lawrence Avenue	627-3050	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Rosedale Middle School	3600 Springfield	627-6900	7:50 a.m. to 2:50 p.m.	7:25 a.m. to 12:20 p.m.
Frank Rushton Elementary	2604 W. 43rd Ave.	627-3050	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Grant Elementary	1510 N. 4th St.	627-4300	8:30 a.m. to 3:30 p.m.	1:30 p.m.
John Fiske Elementary	625 S. Valley	627-4850	9:00 a.m. to 4:00 p.m.	2:00 p.m.
T.A. Edison Elementary	1000 Locust	627-4900	9:00 a.m. to 4:00 p.m.	2:00 p.m.

School	Address	Phone Number	Hours	Wednesday Early Release Time
F.L. Schlagle High School	2214 N. 59th Street	627-7500	7:25 a.m. to 2:20 p.m.	7:25 am to 12:20 p.m.
Coronado Middle School	1735 N. 64th Terrace	627-6300	7:50 a.m. to 2:50 p.m.	7:50 a.m. to 12:55 p.m.
Eugene Ware Elementary	4820 Oakland	627-5950	8:30 a.m. to 3:30 p.m.	1:30 p.m.
Hazel Grove Elementary	2401 N. 67th Street	627-7000	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Lindbergh Elementary	641 N. 57th Street	627-5150	9:00 a.m. to 4:00 p.m.	2:00 p.m.
West Middle School	2600 N. 44th Street	627-6000	7:50 a.m. to 2:50 p.m.	7:25 a.m. to 12:55 p.m.
Parker Elementary	3334 Haskell	627-4200	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Quindaro Elementary	2800 Farrow	627-4400	8:30 a.m. to 3:30 p.m.	1:30 p.m.
New Chelsea Elementary	2500 Wood	627-5000	9:00 a.m. to 4:00 p.m.	2:00 p.m.
W. A. White Elementary	2600 N. 43rd Terrace	627-6250	8:30 a.m. to 3:30 p.m.	1:30 p.m.

School	Address	Phone Number	Hours	Wednesday Early Release Time
Washington High School	7340 Leavenworth Rd	627-7800	7:25 a.m. to 2:20 p.m.	7:25 am to 12:20 p.m.
Arrowhead Middle School	1715 N. 82nd Street	627-6600	7:50 a.m. to 2:50 p.m.	7:50 a.m. to 12:55 p.m.
Claude Huyck Elementary	1530 N. 83rd Street	627-4650	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Stony Point North Elementary	3400 Orville	627-7000	8:30 a.m. to 3:30 p.m.	1:30 p.m.
Eisenhower Middle School	2901 N. 72nd Street	627-6450	7:50 a.m. to 2:50 p.m.	7:25 a.m. to 12:55 p.m.
Bethel Elementary	7850 Yecker	627-3000	9:00 a.m. to 4:00 p.m.	2:00 p.m.
John F. Kennedy Elementary	2600 N. 72nd Street	627-4950	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Welborn Elementary	5200 Leavenworth Rd.	627-4450	8:30 a.m. to 3:30 p.m.	1:30 p.m.
White Church Elementary	2226 N. 85th Street	627-4250	9:00 a.m. to 4:00 p.m.	2:00 p.m.

School	Address	Phone Number	Hours	Wednesday Early Release Time
Wyandotte High School	2501 Minnesota Ave.	627-7650	7:25 a.m. to 2:20 p.m.	7:25 am to 12:20 p.m.
Central Middle School	925 Ivandale	627-6150	7:50 a.m. to 2:50 p.m.	7:50 a.m. to 12:55 p.m.
Mark Twain Elementary	2300 Minnesota Ave	627-5200	8:30 a.m. to 3:30 p.m.	1:30 p.m.
McKinley Elementary	611 N. 14th Street	627-7350	8:30 a.m. to 3:30 p.m.	1:30 p.m.
M.E. Pearson Elementary	310 N. 11th Street	627-3150	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Whittier Elementary	295 S. 10th Street	627-6400	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Northwest Middle School	2400 N. 18th Street	627-4000	7:50 a.m. to 2:50 p.m.	7:25 a.m. to 12:55 p.m.
Banneker Elementary	2026 N. 4th Street	627-4700	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Bertram Caruthers Elementary	1100 Waverly	627-4750	9:00 a.m. to 4:00 p.m.	2:00 p.m.
Douglass Elementary	1310 N. 9th Street	627-5100	9:00 a.m. to 4:00 p.m.	2:00 p.m.



DISTRICT CALENDAR

2018 - 2019

July	4	Holiday / Admin. offices closed
	16	Administrators Report
August	1, 2, 3	New Teacher Inservice
	6	Teachers Report/Classroom prep
	7	District Inservice/Bldg Inservice
	8	Convocation/Bldg Inservice
	9	Bldg Inservice
	10	First day of school (PreK-5, 6, 9)
	13	Full day of school - all students
September	3	Holiday / Admin. offices closed
	20	Student Count Day
October	11	Last day of 1st quarter
	12	.5 records prep/.5 inservice
	17	Early Release/Family Advocacy
	18	Family Advocacy Day/No school
	19	Teacher Non-Duty Day/No School
November	21-23	Holiday / Admin. offices closed
December	20	Last day of 2nd quarter
	21	.5 records prep/.5 inservice
	22-31	Winter break
	24-28, 31	Administrative offices closed
January	1-4	Winter break
	1	Administrative offices closed
	7	Teachers Report/.5 inservice only (8:00 a.m. - 12:00 p.m.)
	8	Classes Resume for Students
	21	Holiday / Admin. offices closed
February	13	Early Release/Family Advocacy
	15	Family Advocacy Day/No School
	18	Holiday / Admin. offices closed
March	7	Last day of 3rd quarter
	8	.5 records prep/.5 inservice
	11-15	Spring Break
April	18	Kindergarten Roundup
	19	Teacher Non-Duty Day/No school
May	24,28,29, 30, 31	Emergency closure days
	27	Holiday / Admin. offices closed
	#30	Last day of school/Last day 4th quarter
	#31	.5 records prep only (8 a.m. - 12 p.m.)

Last day for students will be May 23 and the last day for teachers will be May 24 if no emergency closure (▲make up) days are used. The Board reserves the right to change the calendar to respond to unforeseen circumstances.

Legend: Administrators Report Inservice
 First day of school New Teacher Meetings
 { } Family Advocacy No school for students
 ▲ Emergency closure (make up) days Kndg Roundup
 + 1/2 day records, 1/2 day inservice [] End of quarter
 / Staff Development - early dismissal for students

August 10 - October 11 44 days
 October 15 - December 20.....44 days
 January 8 - March 740 days
 March 18 - #May 23.....48 days

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FULL-DAY PRESCHOOL CALENDAR

2018 - 2019

July	4	Holiday / Admin. offices closed
August	1,2,3	New Teacher Inservice
	4	Administrators Report
	5	Teachers Report
	6	District Inservce /Bldg Inservce
	7	Convocation /Bldg Inservce
	8	Building Inservce
	9	Family Advocacy at School
	10	Family Advocacy at School
	11,14,15,16,17	No School - FA /Home Visits
	20	First Full Day for Students
September	3	Holiday / Admin. offices closed
	19	No School /Home Visits
October	11	Last day of 1st quarter
	12	.5 records prep /5 inservice
	17	No School - Home Visits
	18	Family Advocacy /No School
	19	Teacher Non-Duty Day /No School
November	21-23	Holiday / Admin. offices closed
	28	No School - Home Visits
December	20	Last day of 2nd quarter
	21	.5 records prep /5 inservice
	22-31	Winter break
	24-28,31	Administrative offices closed
January	1-4	Winter break
	5	Administrative offices closed
	7	Teacher Inservce (a.m. only)
	8	Classes Resume
	21	Holiday / Admin. offices closed
	23	No School - Home Visits
February	15	No School - Family Advocacy
	18	Holiday / Admin. offices closed
	20	No School - Home Visits
March	7	Last day of 3rd quarter
	8	.5 records prep /5 inservice
	11-15	Spring Break
	20	No School - Home Visits
April	17	No School - Home Visits
	18	Kindergarten Roundup
	19	Teacher Non-Duty Day /No School
May	15	No School - Home Visits
	24,28,29,30,31	Emergency closure days
	27	Holiday / Admin. offices closed
	#30	Last day of 4th quarter
	#31	.5 Records Prep (8 a.m. - 12 noon)

Last day for students will be May 23 and the last day for teachers will be May 24 if no emergency closure (make up) days are used. The Board reserves the right to change the calendar to respond to unforeseen circumstances.

Legend: ☒ Administrators Report ☒ Kindergarten Roundup
☒ First day of school { } Family Advocacy/Home Visits
☒ New Teacher Meetings ☒ No school for students
☒ Inservice ☒ Emergency closure (make up) days
+ 1/2 day records, 1/2 day inservice [] End of quarter
/ Staff Development - early dismissal for students

July 2018							August 2018						
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August 2018						
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October 2018						
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December 2018						
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August 30 - October 11 37 days
 October 15 - December 20 42 days
 January 8 - March 7 37 days
 March 18 - May 23 44 days

January 2019						
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February 2019						
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February 2019						
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March 2019						
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April 2019						
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May 2019						
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June 2019						
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PART DAY PRESCHOOL CALENDAR

2018 - 2019

July	4	Holiday / Admin. offices closed
August	16	Administrators Report
	22,29	No School / Staff Dev / Planning
	1,2,3	New Teacher Inservice
	6	Teachers Report
	7	District Inservce /Bldg Inservce
	8	Convocation /Bldg Inservce
	9	Building Inservce
	10	Family Advocacy at School
	13-17	Family Advocacy at School
	20	First Full Day for Pre-K
September	5,12,26	No School / Staff Dev / Planning
	4	Holiday / Admin. offices closed
	19	No School / Home Visits
October	3,10,24,31	No School / Staff Dev / Planning
	11	Last day of 1st quarter
	12	.5 records prep /5 inservice
	17	No School / Home Visits
	18	Family Advocacy /No School
	19	Teacher Non-Duty Day /No School
November	7,14	No School / Staff Dev / Planning
	21-23	Holiday / Admin. offices closed
	28	No School / Home Visits
December	5,12,19	No School / Staff Dev / Planning
	20	Last day of 2nd quarter
	21	.5 records prep /5 inservice
	22-31	Winter break
	24-28,31	Administrative offices closed
January	1-4	Winter break
	5,12,23,30	No School / Staff Dev / Planning
	8	Teacher Report /5 inservice only
	14	Classes Resume
	21	Holiday / Admin. offices closed
	23	No School / Home Visits
February	6,13,27	No School / Staff Dev / Planning
	13	No School / Family Advocacy
	18	No School / Family Advocacy
	19	Holiday / Admin. offices closed
	20	No School / Home Visits
March	6,27	No School / Staff Dev / Planning
	7	Last day of 3rd quarter
	8	.5 records prep /5 inservice
	11,15	Spring Break
	20	No School / Home Visits
April	3,10,24	No School / Staff Dev / Planning
	17	No School / Home Visits
	18	Kindergarten Roundup
	19	Teacher Non-Duty Day /No School
May	1,8,22	No School / Staff Dev / Planning
	15	No School / Home Visits
	24,28,29,30,31	Emergency closure days
	27	Holiday / Admin. offices closed
	#30	Last day of school / Last day 4th quarter
	#31	.5 Records Prep (8 a.m. - 12 p.m.)

Last day for students will be May 23 and the last day for teachers will be May 24 if no emergency closure (make up) days are used. The Board reserves the right to change the calendar to respond to unforeseen circumstances.

Legend: ☒ Administrators Report [] End of quarter
☒ First day of school { } Family Advocacy/Home Visits
☒ New Teacher Meetings ☒ No school for students
☒ Inservice ☒ Emergency closure (make up) days ☒ Inservice
+ 1/2 day records, 1/2 day inservice ☒ Prek & K Roundup
/ Staff Development / Planning - No School

July 2018						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
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September 2018						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29

October 2018						
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	7	8	9	[11]	12+13	
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28	29	30	31			

November 2018						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 30 - October 11 30 days
 October 15 - December 20 35 days
 January 8 - March 7 30 days
 March 18 - May 23 37 days

New Stanley School Calendar

2018 - 2019

School hours - 8:15 a.m. to 3:15 p.m.



JULY	
July 4	Holiday
July 16	Administrators Report
July 20,23,24	New Teacher Inservice
July 25	All Teachers Report
July 26	Teacher Inservice
July 27	Students Report
July 27,30	Early Dismissal/Home Visits
July 31	Regular Schedule Begins
AUGUST	
August 7	Inservice - .5 District/.5 Building
August 8	Convocation/.5 Building inservice
August 31	Family Advocacy Day
SEPTEMBER	
Sept. 3	Holiday (Labor Day)
Sept. 20	Student Count Day
Sept. 27	Last day of 1st Quarter
Sept. 285 Inservice/.5 Records Prep
OCTOBER	
Oct.18 - Nov. 2	Fall Break - No School
NOVEMBER	
Nov. 21-23	Thanksgiving Holiday
DECEMBER	
December 20	Last day of 2nd Quarter
December 215 Inservice/.5 Records Prep
Dec. 24-31	Winter Break - No School
JANUARY	
January 1-4	Winter Break - No School
January 7	Teachers Report - .5 day inservice
January 8	Classes Resume for Students
January 21	Holiday (MLK Day)
FEBRUARY	
February 15	Family Advocacy-No School
February 18	Holiday (Presidents' Day)
MARCH	
March 7	End of 3rd Quarter
March 85 Inservice/.5 Records Prep
March 11-22	Spring Break-No School
APRIL	
April 18	Kindergarten Roundup
April 19	Teacher Non-Duty Day - No School
MAY	
May 27	Holiday (Memorial Day)
JUNE	
June 5,6,7,10,11	Emergency Close Days (make-up)

Last day for students will be June 4 and the last day for teachers will be June 5 if no emergency closure (make-up) days are used. The Board reserves the right to change the calendar to respond to unforeseen circumstances.

Legend

- First day of school
- Inservice
- End of quarter
- Family Advocacy Day
- No school for students
- Kndg Roundup
- Emergency closure days (make-up)
- .5 day records, .5 day inservice
- New Teacher Meetings
- Staff Development - early dismissal for students

July 2018						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
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September 2018						
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October 2018						
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21	22	23	24	25	26	27
28	29	30	31			

November 2018						
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December 2018						
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January 2019						
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February 2019						
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March 2019						
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April 2019						
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May 2019						
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June 2019						
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23	24	25	26	27	28	29
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NORTHWEST CALENDAR

2018 - 2019

July	4	Holiday / Admin. offices closed
	16	Administrators Report
	24	New Teachers Report
	25	Returning Teachers Report
25-27,30		Teacher Staff Development
	31	Teacher Classroom Prep
August	1	First day of school for grade 6
	2	First day of school for grade 7
	3	First day of school for all students
	7	District Inservice/Bldg Inservice
	8	Convocation/Bldg Inservice
	29	Early Release/Family Advocacy
	31	No School/Prof Dev - FA
September	3	Holiday / No School
October	11	Last Day of 1st Quarter
	12	No School/.5 records prep/.5 inservice
	15	First day of new grading period
	17	No School/Prof Dev - PLC
	18	No School/Family Advocacy
	19	No School/Teacher Non-Duty Day
November	19-23	Holiday / No School
December	20	Last Day of 2nd Quarter
	21	No school/.5 records prep/.5 inservice
	22-31	Winter break
January	1-4	Winter break
	7	No School/Teacher Inservice (a.m.)
	8	Classes Resume/New grading period
	21	Holiday / No School
February	13	Early Release/Family Advocacy
	15	No School/Family Advocacy
	18	No School/Holiday
March	7	End of 3rd Quarter
	8	No school/.5 records prep/.5 inservice
11-15		Spring Break
	18	First Day of new grading period
April	19	No School/Teacher Non-Duty Day
May	27	No School/Holiday
June	6,7,10,11,12	Emergency Closure Days

Last day for students will be June 5 (1/2 day) and the last day for teachers will be June 5 (1/2 day students, 1/2 day records prep) if no emergency closure (make up) days are used. The Board reserves the right to change the calendar to respond to unforeseen circumstances.

August 1 - October 11 48 days
 October 15 - December 20 41 days
 January 8 - March 7 40 days
 March 18 - #June 5 56 days

Legend: Administrators Report Professional Dev.
 First day of school New Teacher Meetings
[] End of grading period No school for students
{ } Family Advocacy Day Emergency Closure Days
+ 1/2 day records, 1/2 day inservice
/ Staff Development - early dismissal for students

July 2018						
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August 2018						
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September 2018						
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October 2018						
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November 2018						
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December 2018						
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January 2019						
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February 2019						
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March 2019						
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April 2019						
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May 2019						
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June 2019						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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Please refer any comments or suggestions to:
Lisa Garcia-Stewart, Director of Student Services
2010 N. 59th Street
Kansas City, KS 66104
(913) 551-3200