

# Dubois Elementary School Student-Parent Handbook 2024-2025



## ***\*\* Our Pledge To Do Good \*\****

I pledge to be a good person, to be kind.

To keep my mind open and be understanding of others.

To be good to my body.

To be Safe, Outstanding, Accountable  
and Respectful.

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## ADMINISTRATION

Superintendent/SPED Director/ 504 Coordinator.....Steve Splichal  
Phone: 307-455-5545 / Fax: 307-455-2178  
[ssplichal@fremont2.org](mailto:ssplichal@fremont2.org)

K-12 Principal / Curriculum Director / Homeless Liaison/Title I & IX Director .....Tad Romsa  
Phone: 307-455-5524 / Fax: 307-455-2654  
[tromsa@fremont2.org](mailto:tromsa@fremont2.org)

### F.C.S.D. #2 BOARD OF TRUSTEES:

Jerry Falco	Board Chair	<a href="mailto:jfalco@fremont2.org">jfalco@fremont2.org</a>
Shawn Hess	Board Member	<a href="mailto:shess@fremont2.org">shess@fremont2.org</a>
James Hinkle	Board Member	<a href="mailto:jhinkle@fremont2.org">jhinkle@fremont2.org</a>
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Leah Vermeire	Board Member	<a href="mailto:lvermeire@fremont2.org">lvermeire@fremont2.org</a>



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**Twitter** - <https://twitter.com/FremontCSD2>



**Instagram** - [Instagram@fremontcounty2](https://www.instagram.com/Instagram@fremontcounty2)

Under the Every Student Succeeds Act, all parents/guardians have the right to request information about the qualifications of their child's teacher. If you wish to obtain this information, please contact the K-12 Principal, Mr. Tad Romsa at 455-5524.

Fremont County School District No. 2 does not discriminate on the basis of race, color, national origin, sex, age, disability, religion, sexual orientation or gender identity in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. For additional information, please refer to the district's non-discrimination Policy AC. The following person has been designated to handle inquiries regarding non-discrimination: Superintendent Steve Splichal, P O Box 188, Dubois, WY 82513 (307) 455-5545.

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write to *USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410* or call 1-800-795-3272 (voice) or 202-720-5964 (TTY). USDA is an equal opportunity provider and employer. If you feel that you have been discriminated against in any manner, please refer to the District's Policy Manual for all grievance policies and procedures. Policy Manuals are located at the Central Office and on the F.C.S.D. #2 website. For further information, please contact the Superintendent Mr. Steve Splichal at 455-5545.

## Principal's Welcome

Parents and students are responsible for knowing and abiding by the regulations in this Student Handbook which has been approved by the Board of Education.

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August 2024

Dear Students and Parents,

Welcome to Dubois Elementary School, where children kindergarten through fifth grade attend school. You will find our teachers and students to be friendly, helpful, and willing to help you get acquainted. We know your child will have an enjoyable and successful school year. If you have any questions or concerns about any part of the school program, please call our office at 307-455-5524 or check our website at <http://www.fremont2.org>

This handbook was developed to help you be informed of school policies and practices at the Elementary level.

**The vision** of Dubois Schools is to develop a community of enthusiastic, responsible learners.

**The mission** of Dubois Schools is Every Day Counts: Educate, Engage, Empower.

Dubois K-5 School is known for its high expectations, high academic performance and high levels of parent involvement. Our staff works closely together to ensure the success of each child. Our small class sizes allow teachers to focus on the individual learning of each student.

Dubois K-5 parents and volunteers are the best! We have countless hours volunteered each year to help us provide many wonderful learning opportunities for our students.

Dubois K-5 School is a place where students can feel safe and supported as they strive to accomplish academic success.

We look forward to welcoming your student and for the start of a wonderful school year.

**Together WE make the difference!**

*Tad Romsa*

K-12 Principal

[www.fremont2.org](http://www.fremont2.org)



**Facebook** – <https://www.facebook.com/FremontCountySchoolDistrict2/>



**Twitter** - <https://twitter.com/FremontCSD2>



**Instagram** - [Instagram@fremontcounty2](https://www.instagram.com/fremontcounty2)

## FREMONT COUNTY SCHOOL DISTRICT #2 ELEMENTARY PERSONNEL

Baker, Brock	Activities / Route Bus Driver
Baker, Stone	Transportation / Maintenance Director
Brown, McCall	Preschool 3-yr old program Teacher
Carter, Tracy	Paraprofessional
Chandler, Karen	K-12 Counselor / ELL Coordinator
Claar, Sandra	Supt. & Board Administrative Asst./AP
Dixon, Nancy	Human Resources/Payroll
Eisnnicher, Felicia	K-12 Custodian
Gilgen, Deputy Dani	Student Resource Officer
Graff, Sadie	Kindergarten Teacher
Harbaugh, Greg	Bus Driver/Maintenance
Harris, Melissa	5th Grade Teacher
Hinkle, Anna	School Nurse / Food Services Director
Hutchison, Megan	4th Grade Teacher
Johnson, Rachelle	SPED Paraprofessional
Kenyon, Charne	Food Service Assistant Cook
Matrin, Erin	1st Grade Teacher
McCabe, Jo Ellen	K-12 Administrative Assistant / Office Mgr.
McLain, Joi	Preschool
Miller, Nicole	K-12 Academic Resource Teacher
Naylon, Piper	2nd Grade Teacher
Neale, Caleb	Technology Director
O'Brien, Dan	K-12 Head Custodian
Osegueda, David	Title I Teacher
Potts, Jessica	Preschool Para
Reese, Tim	K-12 Art Teacher
Rich, Sampson	K-12 Physical Ed Teacher
Robinson, Sammi	K-12 Academic Resource Teacher
Romsa, Tad	K-12 Principal/Homeless Liaison, Title I, IX & Curric Dir
Sabatka, Paula	District Librarian
Sanderson, Erik	Bus Driver / Custodial
Schumann, Sherri	K-12 Custodian (PM)
Scott, Caitlin	SPED Paraprofessional
Seabolt, Katie	3rd Grade Teacher
Shaw, Diana	Pre-K Teacher
Slider, Jenifer	School Social Worker
Splichal, Steve	FCSD #2 Superintendent/SPED Director/504 Director
Strain, Penny	K-12 Academic Resource Teacher
Vaden, Marika	School Psychologist
Wadge, Rebecca	SPED Paraprofessional
Weiner, RYanne	Food Services Head Cook
Wilson, Jacinda	K-12 Music Teacher
Ysen, Amanda	Business Manager

# GENERAL SCHOOL INFORMATION

## BUILDING HOURS

- 7:30 a.m. – 4:00 p.m, front doors unlock for students/visitors at 7:40 a.m.
- There will be no student supervision prior to 7:40 a.m. Doors remain locked.
- Children will not be let into the building unless they have a scheduled activity.

## SCHOOL HOURS

- Kindergarten – Fifth Grade: 8:00 a.m. – 3:25 p.m.
- Children must go directly to their rooms at 7:55 a.m.
- Children should be directed to the appropriate waiting area before classes begin. Children should stay in their assigned area unless they have permission to leave for an important reason. For example, most children will be in the cafeteria for breakfast until the first bell rings at 7:55 a.m.

## BEFORE AND AFTER SCHOOL

Students are not to arrive at school before 7:40 a.m. or stay after 3:25 unless participating in a school-related activity. If plans for getting home after school should change please email or call the office. **Children without notes, emails, or calls will be expected to either ride bus/walk home -or- attend Boys & Girls Club after school and parents -expected to ride the bus to Lights-On and parents can pick them up there.**

## DISMISSAL FROM SCHOOL (REGULAR DAY)

- All students K-12 are dismissed at 3:25 pm.
- Please contact the school by 2:30 p.m. only if your child's daily after school routine is changed. After 2:30pm, there is no guaranteed delivery as the office is a busy area. .
- Be sure to check our website for calendar activities ([www.fremont2.org](http://www.fremont2.org))

## GENERAL RULES AND EXPECTATIONS

- **Follow directions** and instructions of **ALL** Staff.
- Keep hands, feet and all objects to yourself.
- Be respectful of everyone.
- Be responsible for yourself and your environment.
- Clothes are not playthings; never grab or pull on them.
- No hats or hoods are to be worn inside the building except for special circumstances as determined by the office.

## HALLWAY EXPECTATIONS

- **Follow directions.**
- Keep hands, feet, and objects to yourself.
- Be respectful of everyone and responsible for yourself and your environment.
- Students and classes are to be quiet in the halls.
- Walk on the right side of halls at all times.
- Go directly out of the building when school is dismissed.

## ATTENDANCE

Regular attendance at school is vitally important to each student as it can directly affect his/her progress academically and his/her development of attitudes and habits for later life. The more absences a student accumulates, the less he or she can be expected to adequately participate in and understand classroom activities. Statistics nationally, as well as directly in this district, verify that students with few absences generally earn higher grades and are more successful. Learning to regularly attend and to be on time is a tool which is not only beneficial in school but will help students to be successful in college as well as business.

Please call the school to notify us if your child will not be attending school on a specific day. It is our practice to call parents when students are absent if we have not received a phone call from the student's parent or guardian. In the event that no contact was made, please send a note excusing your child's absence when they return to school. An unexcused absence occurs when the parent/guardian has not notified the school of their child's absence prior to the start of school on the day following an absence.

- **Tardy:** Any student who is not in class by the time the final bell signifying the start of class rings shall be tardy unless a written note excusing the tardy is provided by another teacher or administrator.
- **Absence:** An absence means not being in attendance at any class in which the student is enrolled but shall not include an absence as a result of participation in school activities.. Absence due to a medical requirement not to attend school due to a contagious disease or mandatory quarantine shall not be considered an absence for purposes of this regulation but shall still require proper parental notification to the school.
- **Excused Absence:** Absences will be deemed excused as provided for in policy JH.
- **Unexcused Absence:** An unexcused absence is defined as provided for in policy JH.
- **Tardies:** A student will be allowed a total of three (3) tardies per nine week period. Beginning with the fourth tardy during any nine week period, a twenty minute detention will be given to the student.
- If a student does not show up for detention, another detention is automatically added. The only excuses that will be accepted for missing a detention are if a student is absent the day of detention or is a bus student. When a student accumulates 3 or more detentions, double time will be served (40) minutes until the student is back to one detention.
- **Unexcused Absences:** Students whose absences are unexcused may receive detention or suspension from school. Students whose absences are unexcused will not be allowed to make up work in the class or classes which they were absent from.

**ABSENCES:**

When a student is absent regardless of whether it is excused or unexcused for a total of five (5) times during any semester, the teacher shall send written notification to the student and parent stating the class or classes which the student has been absent from for five (5) times specifically notifying the parent of the importance of complying with the attendance policy.

After a student is absent from any one or more classes for a total of eight (8) times during the semester, the principal and/or guidance counselor shall schedule a conference with the student and the student's parents to discuss the absences, the importance of attendance and attendance policy.

After the student has been absent for ten (10) times for any class or classes during the semester, the parent and student shall be given a final notice of the number of absences and that any further absences may result in future absences being declared unexcused.

**Compulsory Attendance** - students who demonstrate attendance problems, and are not yet sixteen or have not yet completed the tenth grade, will be referred to the Department of Family Services (DFS) and/or the County Attorney's office. If a student has five (5) or more unexcused absences in any one (1) school year, the County Attorney may initiate proceedings in the interest of the child under the Juvenile Court Act (W.S. 14-6-201 through 14-6-252).

**TARDIES:**

- Students are to check into the office when arriving to school at or after 8:00 am
- Tardy is defined as a student not in their room at 8:00 am
- Tardies are excused for medical appointments, illness, or any other justified request approved by the administrator
- A parent phone call to inform the office of a tardy situation alone does not excuse the tardy, unless it meets the above criteria





## **BREAKFAST AND LUNCH SCHOOL MEALS AT FCSD#2**

A meal program that meets the USDA dietary requirements for your child will be made available. This means that lunch provides one-third of the daily nutritional requirements; breakfast provides one-fourth. All students participating in the school meal program will receive a student ID number. Meal account money can be used for breakfast, lunch, or for extra milk purchases. Applications for the free and reduced price meals are available in the school office.

### **BREAKFAST EXPECTATIONS**

- All students are to come into the cafeteria and have a seat at the tables.
- Students should not be waiting on friends in the hallway, in the breakfast line or saving seats for others.
- Students should not be running in the hallway to the cafeteria or in the cafeteria.

### **CAFETERIA EXPECTATIONS**

- Students, Staff and Guests will follow directions, instructions and expectations of lunchroom supervisors
- Stay in line and keep hands, feet, and objects to self.
- Be respectful of everyone and responsible for yourself and your environment.
- Use good manners at all times in the lunchroom.
- DO NOT play with your food
- Pick up all the trash and food that you drop
- Eat your own food only.
- Ask permission to leave the lunch table.
- Use your inside voice for quiet conversation.
- Walk at all times.
- No gum in the lunchroom.

### **SCHOOL MEALS INFORMATION:**

FCSD #2 operates a nutritious breakfast and lunch program daily. Students are also welcome to bring a sack lunch. Students may purchase extra milk or juice at the current price.

- The free/reduced meal program does not cover extra milk (\$.50), and juice (\$.40).
- If your household account has a negative balance, your child will not be able to charge items for purchase until the negative balance is paid.
- Students must take a full reimbursable meal to receive the free/reduced meal benefit. (See [fremont2.org/foodservice](http://fremont2.org/foodservice) for details)
- Students are sent back by our cafeteria staff to choose missing components on their trays if they do not have a reimbursable meal.
- Students must take all of the components of a reimbursable meal, however, they are NOT required to consume all of their meal.
- FCSD #2 implements a "share table." All unopened pre-packaged food items, unopened milk and fruit cups, and whole fruit are placed on the share table if they choose not to eat them. Other students can take the items, avoiding waste.
- Students are not to bring sweetened drinks or pop to consume at mealtime. 100% fruit juice is okay.

- If a student is not a big eater or does not like certain foods, please request a smaller portion so food is not wasted.
- Students are responsible for keeping our school lunchroom neat and clean. Students clean up spills and sweep excessive floor messes as needed.

### **UNPAID LUNCH BALANCE FOOD SERVICES Code: EFDA**

FCSD #2 discourages households and staff from charging meal accounts into a negative balance. Students and staff will continue to receive a regular scheduled meal if their account has a negative balance. The meal account will be charged as normal. Communication will be focused between the school and the household rather than the student. Payments to household accounts can be made online using VANCO via Infinite Campus or in the K-2 office. Students may continue receiving meals with a negative lunch balance so long as parents/guardians are taking actions to rectify their account. A copy of this policy will be provided to every household at the beginning of each school year and to all new students upon enrollment.

**THE BOARD OF TRUSTEES OF FREMONT COUNTY SCHOOL DISTRICT #2 RESERVES THE AUTHORITY TO DEEM NO CREDIT, GRADE OR DIPLOMA TO BE EARNED UNTIL SUCH TIME A STUDENT HAS MET THE DISTRICT'S REQUIREMENTS FOR SUCH CREDIT, GRADE OR DIPLOMA AND THE STUDENT HAS MADE PAYMENT FOR ALL INDEBTEDNESS DUE THE DISTRICT.**

### **Free & Reduced Breakfast/Lunch Program**

\*\*If you were eligible for Free or Reduced meals last school year, you will continue to receive those benefits for the first 30 days of school. After the 30th day, if you have not re-applied, you will be charged full price for meals. Remember to reapply each school year. Applications are available after July 1 each year and mailed to each household prior to the start of school.

**Free & Reduced lunch applications are available to print on our school's website and are available outside of the front office. You may qualify for meals at no cost or the reduced rate of only \$.30 for breakfast and \$.40 for lunch.** Please feel free to apply or reapply anytime throughout the school year. Please call our Food Service Director, Anna Hinkle, if you have any questions at 455-5510.

**Meal prices for the 2024-2025 school year are as follows:**

<b>Breakfast</b>	Full Pay	Reduced	<b>Lunch</b>	Full Pay	Reduced
K-5	\$1.75	\$.30	K-5	\$2.75	\$.40
Staff/Guest	\$3.50	NA	Staff/Guest	\$5.00	NA

## **ACCESS TO INAPPROPRIATE MATERIAL**

To the extent practical, technology protection measures (or “Internet Filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Attempts to access inappropriate materials may result in disciplinary consequences and/or loss of technology privileges.

## **BICYCLE / SCOOTER / SKATEBOARD RIDERS**

All students who ride bikes or scooters to school are expected to wear safety helmets for their protection. Review proper bike safety and rules of traffic safety with your child. Riders must cross in identified crosswalks and walk bikes, scooters and skateboards on campus during the school day. (A bike rack is provided in front of the school.)

## **BUS INFORMATION**

### **Bus Rules- Don’t Lose Your Riding Privilege - Follow These Rules**

- **Observe the same conduct as in the classroom.**
- Glass containers of any kind are not permitted on the bus.
- Remain seated and facing forward at all times while the bus is in motion.
- Do not extend your head, hands, arms, or other objects out of the bus. Do not throw items of any kind inside the bus or out of the windows.
- When crossing the roadway at a bus stop, be sure to cross ten (10) feet in front of the bus and wait for the driver to signal you across.
- Occasional riders must have written permission from their parent(s) or guardian to be transported by bus to a friend's house. A regular rider must have written permission to get off the bus at a location other than the rider's destination.
- Cooperate with the driver at all times. He/She is authorized to assign seats when necessary.
- Under no circumstance should a student chase a ball or loose school papers near or underneath a bus. Tell the driver if an item has gotten away; he/she will assist in a safe retrieval, if possible.
- Non-regular route students ride the buses at the option of the school district's administration. A note will be required from the student's parent -or the office- and must be given to the bus driver.
- After three consecutive "no-shows" without proper notification of the director or driver, the bus riding student will be dropped from the route until such time that the parent contacts the **Transportation Department** to request that the bus services resume.

## **BUS EXPECTATIONS AND GUIDELINES FOR PROBLEMS**

- Initially, drivers should warn individual riders about misconduct. If a discussion can be held privately, this is preferred.
- If a driver has been unable to change the conduct of the misbehaving student, the student should be informed that an *Incident Report* is being submitted to the **School Principal**.
- The Transportation Director will make every effort to meet with the student and the appropriate administrator to discuss the misconduct and consequences of future misconduct. A copy of the misconduct notice will be forwarded to the parents or guardian of the student.
- A second misconduct notice will result in the suspension of bus service for three school days.
- A third misconduct notice will result in the suspension of bus service for five school days.
- If a fourth *Incident Report* is submitted by a driver, the student will be suspended for the remainder of the semester, or at least thirty days if the occurrence is near the end of the first semester. Parents will be offered an opportunity for a hearing with the Superintendent, Administrator, Transportation Director, and bus driver.
- In all instances above, the *Incident Report* shall be signed by the student's parent or guardian and returned to the driver before transportation will be resumed.
- Severe misconduct, as determined by the Transportation Director, may be grounds for immediate suspension of bus service, without regard to the number of previous notices.

## **COMMUNICATION**

- K-12 Website: [www.fremont2.org](http://www.fremont2.org)
- Staff email addresses are available in this handbook and on the school's website under SCHOOL INFO /Teachers & Staff.
- Generally, teachers are available for phone calls after school until 4:00 p.m.

## **COMPUTER USE**

Students will be expected to follow all school guidelines for computer and internet use; failure to do so may result in loss of privilege.

## **CONFERENCES**

Conferences will be scheduled with all parents. At this time the progress reports will be discussed. If, due to an emergency, you are unable to keep your appointed conference time, a make-up conference will need to be rescheduled with your child's teacher during the following week. One formal conference per year will be held based on teacher recommendation and by invitation only. Parents or teachers, as needed, may call additional conferences. In the spring, Student Led Conferences will be scheduled.

## DISTRICT AND STATE ASSESSMENTS

All students of F.C.S.D. #2 will participate, at the appropriate level, in any testing required by FCSD #2 and/or the State of Wyoming to meet the required standards of education as required by the District and the State. The resulting scores of these tests are recorded on the official transcript of high school students and will remain on the student's permanent record and may be used as a condition of graduation.

<b>Elementary through High School:</b>	
<b>WYTOPP Interim (Fall)</b>	<b>Sept.10 - Oct. 4, 2024</b>
*ELA & Mathematics :	Grades 3-5
*Science:	Grades 4
*Writing:	Grades 3,5
<b>WYTOPP Interim (Winter)</b>	<b>Jan. 7 -Jan. 31, 2025</b>
*ELA & Math:	Grades 3-5
* Science:	Grades 4
*Mathematics:	Grades 3-5
*Writing:	Grades 3, 5
<b>WYTOPP Summative:</b>	<b>Mar., 2025</b>
* Writing:	Grades 3,5
<b>WYTOPP Interim (Spring):</b>	<b>Apr. 15 - May 9, 2025</b>
*ELA & Math:	Grades 3-5
*Science:	Grades 4
*Writing:	Grades 3,5
<b>WYTOPP Summative:</b>	<b>Apr. - May, 2025</b>
*ELA & Math:	Grades 3-5
<b>NAEP – January - March, 2025</b>	
National Assessment of Educational Progress as required by state and federal regulation in alternating years. Grades 4	
<b>FASTBRIDGE–</b>	
Screening of early literacy, math and reading to inform lesson/unit planning. Grades K-4	

## DOGS

To avoid any possible harm to a child which might be caused by a dog, owners are asked to keep their dogs away from school during school hours. The school will ask the Town of Dubois to remove dogs present on the school grounds. It is ok to have a dog for show and tell as long as it is on a leash, fully vaccinated, and the teacher and office have been notified prior.

## DRESS CODE

Neatness, decency, and good taste are guidelines of the district dress code. Students must dress in a manner that is not obscene; offensive; or substantially or materially disruptive to the learning environment. Apparel that is sexually suggestive; promotes violence, illegal activities, drugs, alcohol, and/or tobacco-vape products; or is determined to be gang related is prohibited. Student apparel and grooming must also meet requirements of any courses which are part of the approved curriculum in which they are enrolled.

## **EDUCATION, SUPERVISION AND MONITORING**

It shall be the responsibility of all members of the Dubois K-12 School staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Expectations for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Technology Director or designated representatives.

## **ELECTRONIC DEVICES    Code: JICJ**

### **STUDENT USE OF CELL PHONE AND OTHER ELECTRONIC EQUIPMENT**

Student possession and use of cellular phones and other electronic devices on school grounds, at school-sponsored activities, and while under the supervision and control of School District employees is a privilege, which will be permitted only under the circumstances described herein. Students may use cellular phones and other electronic signaling devices on campus before school begins, during passing periods, during lunch, and after school ends. In special circumstances, the building principals may authorize the use of cell phones by students.

The school is not responsible for lost, damaged or stolen devices.

Except under special circumstances authorized by building administration, the use of cell phones during instructional time is prohibited.

These devices must be non-accessible (kept in the student's backpack, purse, etc.) and must be turned off during the instructional block.

Other exclusions may be imposed at the discretion of coaches and other activity supervisors during activities.

Students may not operate a cell phone or other electronic device with video recording, audio recording or photographic capabilities in a locker room, bathroom, or any other location where such operation may violate the privacy rights of another person. Any student who violates this prohibition shall be subject to discipline up to and including expulsion.

The unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Any unauthorized use of such device with the apparent intent to "cheat", including texting or other electronic means to convey information, is prohibited. Therefore, unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers and supervisory aides. A first or second offense shall require confiscation of the device to be turned in to the school administration. These confiscated devices will be returned to the student or to the student's parent or guardian at the end of the school day, at the discretion of the administrator. A third offense will result in confiscation and additional disciplinary action as deemed appropriate by the administrator and may include a suspension from school or a recommendation for expulsion from school.

## FIELD TRIPS

Educational field trips will be scheduled to enhance our classroom experiences. Parents will be informed in advance so preparations can be made. Occasionally, parental involvement will be requested to help with supervision. Permission slips will be required for field trips **except** for in-town trips or Gilligan's Island (the outdoor classroom).

It will be the student's responsibility to inform their parents of planned local field trip activities. A permission/medical release slip is to be filled out for each student at the beginning of the current school year for local field trips.

## FOOD ALLERGIES

*Please alert the school nurse immediately of any food allergies.*

## FOOD AND CLASSROOM SNACKS

Students play, work and think hard all day at school. That's why it's important to fill them up with the kind of food that will keep them going strong! Please help your child by making sure they have snacks for their locker or cubby. *Please focus on snacks that contain less sugar such as trail mix, pretzels, jerky, unsweetened applesauce, etc... and remember to replenish frequently.*

Parents should contact their child's teacher to schedule a time to bring celebration treats to school. Parents are responsible for sending any appropriate tableware if required with the treats. Be sure to check with the teacher regarding any food allergies.

## GYM

The gym is open to students only when an adult is available to directly supervise.

## GUARDIANSHIP

To ensure the safety of students, please share with the office any copies of legal papers pertaining to the custody or guardianship of a student.

## HEALTH INFORMATION & IMMUNIZATIONS

Wyoming State Law Requires your child to be properly immunized as designated by the State Health Officer. Upon enrollment, please provide the school nurse with a copy of your child's most recent immunization records.

Children attending a public or private school, preschool, Head Start or child caring facility must be vaccinated against the following diseases based on their age:

Chicken Pox (Varicella)	Diphtheria	Hepatitis B
Hib	Measles	Mumps
Pertussis	Polio	Pneumococcal
Rubella	Tetanus	

**\*\*A copy of the above must be given to the nurse for all newly enrolled students and students entering Kindergarten within 30 calendar days. After 30 days your child WILL NOT BE**

**allowed to attend school unless they are currently under a “Conditional Enrollment” with your medical provider.**

**\*\*If you choose to have a medical or religious exemption for your child’s immunizations, plan accordingly. The information for exemptions can be found on the Wyoming Department of Health website. A copy of the exemption must also be given to the nurse within 30 calendar days or the child will NOT BE allowed to attend school.**

#### **STUDENT ILLNESS and EXPOSURE PROTOCOL:**

Guidelines from the Wyoming Department of Health, the CDC, local Health authority guidance and orders, along with guidance from the Wyoming Department of Education will be adhered to concerning COVID related illness and protocol. The most current guidelines are found on our website.

**PLEASE notify the school nurse of any illness or medical condition for which your child is being treated or monitored.** Upon registration for the school year, a Health Information Form must be filled out completely to best care for your student.

We ask that you please inform the school if testing for COVID-19 has occurred. This information will be confidential.

If your student exhibits symptoms that are *consistent* with COVID-19 *or* other communicable diseases as listed, **PLEASE DO NOT SEND THEM TO SCHOOL!** If students exhibit any of these symptoms at school, they will be put in a separate area, until a parent or guardian picks them up from school.

#### **The following symptoms are not all inclusive but are indicative of potential illness:**

Students should be screened for these symptoms daily prior to being sent to school and will be sent home from school if developed during school hours.

- Fever (100 or higher) or feeling feverish
- Repeated chills
- A new or worsening cough
- New or worsening shortness of breath or difficulty breathing
- New or worsening fatigue
- New or worsening muscle or body aches
- New or worsening headache
- New loss of taste or smell
- Sore throat
- New congestion or runny nose
- New abdominal pain
- Diarrhea - repeated loose or watery stools
- Vomiting - any episode. If the event is unwitnessed at school, the nurse may use their discretion based upon student health assessment.

**PLEASE notify the school nurse of any illness or medical condition for which your child is being treated or monitored.** Upon registration for the school year, a Health Information Form must be filled out completely to best care for your student.



**Other health condition considerations that may keep students home from school, or result in the need for students to be sent home from school:**

**When students may return to school:**

**Please supply the school with the release to return to school if greater than 3 days of school day absences.**

**FEVERS:** Keep your child home until they have been fever-free, WITHOUT fever reducing medicine, for 24 hours. Returning to school too soon may slow your child's recovery and make others sick as well. If your child needs medication to feel better to attend school, please keep them home.

**VOMITING OR DIARRHEA:** Keep your child home for 24 hours after the **LAST** time they vomited or had diarrhea. If your child needs medication to control either of these symptoms, please keep them home!

**ANTIBIOTICS:** Keep your child home for 24 hours after the FIRST dose of antibiotics and per your healthcare provider's instructions. If your child started antibiotics, but still has FEVER or further severe symptoms, or they are still having a productive and frequent cough, fatigued, generally run down or not feeling well in general, please keep them home. An extra day of rest will speed their recovery. .

**HEAD LICE:** Students will be sent home if live lice are identified. Students may return to school once treatment has been initiated.

**\*\*\*\*In the event of a student medical emergency, school personnel will call 911 then contact the parent/guardian. The student may be transported to a medical facility via ambulance.\*\*\***

**HOMEWORK**

Purposeful homework is appropriate for all students. Homework assignments will be made according to the needs, age, and ability of the individual student and is intended to help students improve their basic skills and/or complete daily assignments.

- We expect students to do their own homework assignments.
- Any unfinished work during the school day will be homework and due the following day.
- Students will be required to make up assignments that are missed in their absence.
- Parents/guardians are strongly encouraged to contact the school to pick up missed assignments.

**INAPPROPRIATE NETWORK USAGE**

To the extent practical, steps shall be taken to promote the safety and security of users of the Dubois K-12 School online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

## **LIBRARY BOOKS LOST/DAMAGED**

Any lost or damaged library book will be billed to the parent. The cost involved will include the cost to repair or replace the library book.

## **LOST AND FOUND**

Unclaimed items found at school will be turned into the lost and found. Small items like glasses, jewelry, etc. may be found in the office. You can help by clearly labeling all items of wearing apparel that will be removed at school. Items such as overshoes, tennis shoes, notebooks, caps, and coats should be marked. **Any articles in the lost and found box for an extended period of time will be considered abandoned and will be donated to the Opp-Shop.**

## **NEW STUDENT TRANSITION PROGRAM**

Each new student will meet with the district guidance counselor for assistance in the transition to Dubois Schools. The counselor will be a resource to new students and parents to help each child learn about our school and to become acquainted with others and to enable our staff to learn the needs of each student. Our purpose is to integrate new students within their new school setting as quickly as possible.

## **MOVIES**

Teachers may occasionally show a feature length video during the school day. Videos will be directly related to the curriculum, and must adhere to the following guidelines:

- Legally obtained and privately owned videos used in the classroom for curriculum support require principal approval at least two weeks in advance of viewing.

## **PARTY INVITATIONS**

Please do not send party invitations for distribution in class unless all children are invited. Students' feelings are hurt when they are excluded.

## **PERSONAL ITEMS**

Students may not bring toys, games or inappropriate materials to school. Items brought to school for classroom sharing will remain in the classroom at all times.

- **Dubois K-12 School will not be responsible for lost or stolen items.** If there is an argument over ownership, the item will be confiscated by the teacher/principal until rightful ownership can be established.
- The bicycle racks are not locked and the district cannot assume responsibility.
- Movies which are taken on bus trips are limited to G and PG rating **only**.
- Electronic/musical devices may be used on activity buses, if permissible by sponsor. These are not to be used at school.

## PLAYGROUND EXPECTATIONS

- Good sportsmanship is expected.
- All students should stay on the assigned playground.
- Keep body and play equipment away from the building; you must have permission to go into the building.
- Bats, baseballs and footballs are not to be used at recess and should not be brought to school.
- The swings and play equipment are to be used safely.
- Ice sliding and snowball throwing are **NOT** permitted.
- It is an expectation that students will arrive at school daily with the proper outerwear for recess.
- Food, gum, and candy are not allowed at recess.

\*\*\* If student fails to follow rules, the consequences given will most likely be the loss of recess time  
\*\*\*

- **PROCEDURE FOR DETERMINING INSIDE OR OUTSIDE RECESS (Using the weather station data found in the K-12 Office)**
- If the temperature or wind-chill (RealFeel) is BELOW 0 – we will **NOT** have outdoor recess
- If it is raining or lightning – we will **NOT** have outdoor recess
- When the weather station is not operational, weather determinations will be made using NOAA Weather [NOAA Weather--Dubois](#)

The administration, faculty, and staff of Dubois K-12 reserve the right to enforce reasonable dress guidelines to ensure a safe and orderly educational environment. Guidelines cannot take into account every possibility, so the cooperation of students and parents is requested and appreciated. Students should consider the following guidelines with respect to attire:

- Full head coverings, i.e. hats and hoodies, etc. are not to be worn in the building from 8:00 AM until school ends.
- Clothing with references to alcohol, drugs, or gangs is prohibited.
- Clothing with offensive language or symbols is prohibited.
- Clothing which promotes or conveys hate messages is prohibited.
- Clothing that may endanger the student or others, including visible chains and spikes, are prohibited.
- Clothing that is distracting so that it interferes with the teaching and learning process are prohibited.
- Clothing that does not properly cover the human form is not appropriate for the school environment and includes:
  - Cut-off shirts, strapless tops, sagging pants, see through shirts or other similar clothing.
- A coach, director, or sponsor may extend dress and appearance guidelines that exceed the list above.

Students wearing inappropriate clothing shall be sent to the office. If the inappropriate attire can be substituted with a T-shirt and/or sweat pants, the office will provide the student with such clothing in exchange for the inappropriate attire. The student will receive his/her own attire back with the return of the substituted clothing. Each apparel offense after the first incident will result in a deduction of points from the behavior code. Any clothing or jewelry that disrupts or impedes the educational environment will be addressed on an individual basis.

### **PROHIBITED ITEMS**

Items that are disruptive to school activities are not permitted at school. State law prohibits firecrackers, matches, firearms of any type, weapons of any type, tobacco, alcohol, and illegal substances. Possession of these items will lead to disciplinary action at school, including suspension and/or expulsion. If a student has inadvertently brought prohibited or questionable items, please contact a teacher or principal.

### **PTO**

Dubois Elementary School has an active and supportive Parent Teacher Organization! Find out more about how you can get involved and contact the school principal.

### **RELEASING STUDENTS**

Students may not be released to anyone other than a parent or legal guardian during school hours without explicit permission from parents.

### **REPLACEMENT OR REPAIR OF SCHOOL PROPERTY**

The board shall seek restitution according to law for loss and damage sustained by the district. The principal shall notify the superintendent of any loss of, or damage to, district property. The superintendent or designate shall investigate the incident. The cost involved in repairing the damage and/or replacing equipment will be determined after consultation with appropriate personnel. When a juvenile is involved, the superintendent or designate shall contact the parents and explain their legal responsibility. The parents shall be notified in writing of the dollar amount of loss or damage. Routine expectations will be followed for any necessary follow-up to secure restitution from the responsible party. Restitution payments shall be made by juveniles or their parents to the business office, and accounts shall be kept. Persons of legal age shall be held responsible for their own payments. If necessary, provisions may be made for installment payments.

### **REPORT CARDS**

**Elementary Report Cards** provide a score of 1 to 4 on standards in each Wyoming Content and Performance Standard for grades 1-5. Standards Reports indicate your student's proficiency toward grade level standards.

Progress reports and grade cards will be available online via Infinite Campus. A paper copy can be requested by contacting the office at the end of each quarter.

## **SCHOOL CLOSURE**

FCSD2 will send out an Infinite Campus and ParentSquare email/text/phone call message at or before 6am in the morning **if** it is determined that school will not be in session normally. This message will go out to all parents and school staff and it will include details about the school closure. **No message will be sent out if FCSD2 decides that school will be in session normally.**

FCSD2 will also post this message to our website at [www.fremont2.org](http://www.fremont2.org) as well as on our facebook page at [facebook.com/FremontCountySchoolDistrict2](https://facebook.com/FremontCountySchoolDistrict2)

A school closure means that **all of FCSD2 will be closed**. The Main-K12, Administration, Bus Barn, and Little Rams buildings will be closed and all staff will be sent home.

## **SCHOOL NURSE**

The school nurse will be available during school hours. **All student health issues should be brought to the attention of the school nurse. Students will see the nurse prior to going home due to any illness, regardless of grade level..** When the nurse is out of the building, classroom teachers will handle the basic needs of the students, (bandages, cough drops, lip balm etc.). A complete and thorough health history should be given during student registration on the Health Information Form. If at any time a meeting to discuss the health needs of your child is needed, please arrange to do so.

The school nurse will screen students annually in selective grades for vision and hearing. When completed, parents will receive these results.

Student allergies will be taken seriously when documented correctly. Please be specific when completing the Health Information Form for your child. Specific environmental and food allergies will be listed on this form. If your child requires an Epi pen for allergic reactions, please plan to provide one for them to keep at school. This will also require a medical provider's order and signature. For food substitutions, special diets, or milk a: *"Medical Statement to request Special Meals, Accommodations, and Milk Substitutes"* must be completed and signed by the medical provider.

## **SCHOOL RESOURCE OFFICER - S.R.O.**

Our School Resource Officer is a law enforcement officer who provides security and crime prevention services in our school. SROs work closely with administrators in an effort to create a safer environment for both students and staff. The responsibilities of SROs are similar to regular police officers in that they have the ability to make arrests, respond to calls for service, and document incidents that occur within their jurisdiction. School resource officers typically have additional duties to include mentoring and conducting presentations on youth-related issues such as the D.A.R.E. program.

## **SCHOOL SERVICES / PROGRAMS / ACTIVITIES**

*We have many special services and activities available to children throughout the school year including but not limited to:*

- Art
- Music, Band & Choir
- Physical Education
- School Counselor / School Social Worker
- Special Education
- Speech/Language Therapist
- Title I Intervention
- Teton Science School (5th grade)
- Book Fair and Library Program
- Field Trips
- Missoula Children's Theatre

## **SOCIAL MEDIA COMMUNICATIONS**

School information can also be found on the [Dubois K-12 Facebook Page](#). At Dubois Schools, we are proud to embrace the power of social media as a tool to communicate and engage with our parents, students, and community. We encourage positive and productive feedback from fellow stakeholders. Negative behavior or attacks on any student or employee, by a student, employee, parent, or any other member of the public is disruptive to our district's positive learning environment and will not be tolerated.

## **SUPPLIES**

F.C.S.D. #2 will furnish textbooks and workbooks. Your child's teacher will inform you of other necessary supplies. Classroom Supply lists are published annually and are available at the office and on the district's website.

## **TELEPHONE USAGE**

Students will not be allowed to use the phone or be called from class except in an emergency. The teacher will give permission first and then the student must ask the office personnel for permission to use the phone.

- Calling for homework or to make arrangements to stay with a friend is not an emergency.
- Arrangements for transportation or where your child goes after school should be made prior to arrival at school.
- If an emergency or change of plans occurs please call the office. Please call at least an hour prior to dismissal. If our office is not contacted at least an hour prior to dismissal, students will follow their usual routine.

## VISITORS

We encourage parents to visit Dubois Elementary School as long as it does not interrupt the education process. There are many opportunities for volunteers to come into our building with a predetermined purpose. To ensure safety:

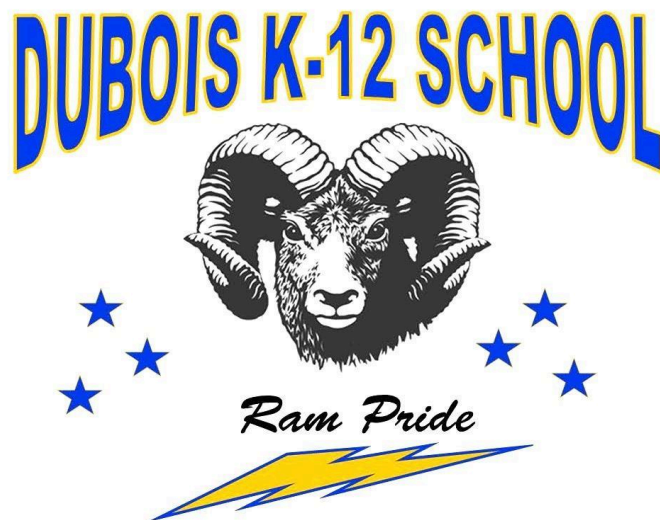
- Individuals on school grounds beyond the office area **must check in at the office and obtain a visitor badge.**
- Visitors who disrupt or interfere with the normal educational routine will be asked to leave.
- Visitors must check in with the office even if the activity is outdoors

## VOLUNTEERS

Volunteers are welcomed and encouraged! We recognize the importance of the involvement between family/community and the school. School volunteers work under the school staff's direction with the principal's approval. School volunteers are bound by the policies, rules and regulations of the district, serve without financial compensation and are not covered by workers compensation. All volunteers at DES must complete this training and a yearly background check prior to volunteering.

## YEARBOOK

Yearbook sales will be handled through the Yearbook adviser for all students K-12.



# SCHOOLWIDE POSITIVE BEHAVIOR SUPPORT (PBIS)

## DES Behavior Definitions and Consequence Matrix

### Dubois Elementary Behavior Definitions and Consequence Matrix

Behavior Violation	Minor	Major	Possible Consequences
<b>Inappropriate Language</b>	Student uses word in casual conversation with peers	Student uses word toward an adult or peer in an angry manner	<p>K-2 Review expectations and reflect about which expectation wasn't being followed. Brainstorm and make a list of more acceptable words (provide practice, and reinforcement for using these words) that could be used instead. Verbal apology first time, second time call parent. Detention if it continues.</p> <p>3-5 Conference with child privately. Write an apology letter (have set graphic organizer to use for the apology letter). Written reflection and plan --review which expectation wasn't being followed--why the inappropriate words language was used-- what will be done to insure better choice of language is used next time. Brainstorm and make a list of alternative words that could be used to communicate intended message and or express themselves. Look up 20 more appropriate words to use instead of word used, and write definitions.</p>
<b>Physical Contact or Aggression</b>	Physical contact such as horseplay, pushing or shoving in line	Aggressive contact with intent to harm, possibly causing injury to one or both parties.	<p>K-2 Break from activity, check on victim. Timeout from peers. Loss of privilege. Teach/ practice appropriate conflict resolution and or relationship skills. Apology--make amends with other student (victim of aggression or physical contact). Parent contact for repeat offenses.</p> <p>3-5 Explicit teaching and practice of expectation. Student is isolated from peers for set amount of time. Self control paragraph that is copied and then taken home and signed by parent. Buddy classroom- could be used for time away from peers, to complete self control paragraph, etc. also student would ask permission before rejoining peers in own classroom.</p>



<b>Disrespect</b>	Student refuses to follow directions, talks back and/or delivers socially rude interactions	Repeatedly refuses to follow directions, talks back, and/or delivers socially rude interactions	<p>K-2 Model, reteach, practice appropriate behavior. Reflection time. Written apology.</p> <p>3-5 Timely conference with student. Self reflection time--plan for making amends. Communicate intended message in a more appropriate tone of voice and respectful manner, along with apology to those affected. Loss of privilege Removal from peers or classroom--buddy classroom. If removal from the classroom is required the student must ask permission to re-join class before returning *Repeat offenses--principal conference &amp; parent contact</p>
<b>Defiance/ Non-Compliance</b>	Student engages in brief or low intensity failure to respond to an adult and/or peers.	Repeatedly refuses to follow directions, talks back, and/or delivers socially rude interactions	<p><b>AVOID POWER STRUGGLES:</b> Using a calm and neutral tone of voice, set the expectation and walk away. Offer choice ex."you may do this or this" (both of "this" being something you need done). State the expectation and consequence then give timeline and set timer for student to begin complying, and walk away.</p> <p>K-2 Loss of privileges. complete tasks during recess. Loss of unstructured or free time. Reflection. Repeated offense or extended offense: Removal from classroom.</p> <p>3-5 Loss of privileges. complete tasks during recess. Loss of unstructured or free time. Reflection. Written statement from student listing reason for refusal and acceptance of consequence for refusal, ex.failing grade of assignment, to be taken home and signed by parent. Repeated offenses or extended offense: Removal from classroom.</p>
<b>Disruption/tantrum</b>	Student disrupts the class again after given a verbal correction	Student disrupts the class a third time	<p>K-2 Removal from activity or peers. Time in calm down spot- to gain control. Removal from classroom to buddy classroom. Reflect.</p> <p>3-5 Buddy classroom, ask permission for re-entry, apology letter to class &amp; teacher, make up work on own time. Self control essay. Brainstorm/make list of alternative ways to calm down. Specials--loss of privilege in class (i.e. loss of activity participation)</p>

<b>Property Misuse</b>	Student engages in low intensity misuse of property	Student uses property in a way which is not intended to be used or damages property	<p>K-2 Natural Consequences, Specials--loss of privilege to use property being misused. Lose privilege and clean up or repair if needed</p> <p>3-5 Lose privilege. Look up value of property misused, record value and make plan for retribution of that value if replacement or repair is needed. Clean or replace/ repair damaged property. Parent contact.</p>
<b>Dress Code Violations</b>	Student wears clothing that does not comply with the student handbook	Repeatedly wears clothing that does not comply with the student handbook	<p>K-2 E-mail to parent. First offense: warning and cover-up/alternate outfit issued from office; Second offense, call home.</p> <p>3-5 Cover up 1st time, if it happens again, the student could: turn shirt inside out, get a pair of shoes from the gym, or call home. Teacher Discretion *flip flops/heels - sit out at recess due to lack of safety of footwear. repeat offenders- parent contact.</p>
<b>Technology Violation</b>	Student has personal technology out/ or on during school hours	Student engages in inappropriate use of technology	<p>K-2 Loss of privilege. Parent contact.</p> <p>3-5 Loss privilege. Student written statement that states specifically how technology was violated and acknowledgement of consequence if it was to happen again--taken home to be signed by parent. Parent contact. Parent pick up or DT for multiple violations.</p>
<b>Tardy</b>	Student is not in the classroom at the bell	Student is tardy 3+ in a quarter	<p>K-2 E-mail to parent. Handled by office</p> <p>3-5 parents of tardy students should be required to sign student in. After multiple tardies parents should have to speak to a member of admin/support staff to problem solve and come up with a plan. Tardy to specials or groups within the school day; student will make up time to that teacher during free time or recess.</p>
<b>Lying/Cheating</b>	Student delivers a message that is not true and/or deliberately violates a rule	Student copies or plagiarizes another person's work or allows another person to plagiarize his or her work	<p>K-2 Removal from preferred activity. Redo work at recess (cheating). Parent contact. Reflection.</p> <p>3-5 Re-do assignment during free or unstructured time.--for cheating Look up definitions for plagiarism for cheating and honesty for lying--write definitions and sentences describing how they participated in either--Reflect over expectations written plan for following said expectation--take home for parent signature.</p>

<b>Teasing</b>			<p>K-2 Verbal apology. Written apology. Loss of privilege. Watch for continued teasing which may require a bullying report.</p> <p>3-5 Verbal/written apology. Student says five nice things to student who was teased instead. Loss of privilege. Reflection.</p>
<b>Harassment/ Bullying</b>	(major only)	Student delivers disrespectful messages, verbal or nonverbal, to another person, that causes that person to feel threatened or uncomfortable	<p>K-2 Parent contact. Follow bullying protocol.</p> <p>3-5 Conference with teacher, conference &amp; apology with teacher and bullied student. Parent conference. Refer to bully protocol. Handled through the administration and/or counseling team. Detention.</p>
<b>Forgery/Theft</b>	(major only)	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name on a document requiring a signature	<p>K-2 Parent contact--Major behavior: office visit</p> <p>3-5 Parent contact. Return/Replace item stolen. Conference with SRO. Office visit. Detention.</p>

## GUIDE TO GOOD CONDUCT

A school is known by the quality of the people involved with its students, faculty, administration, supportive staff, and board of education. A good measure of this quality lies in the goals set by and for the school by members of these groups. Likewise, a good measure of an individual lies in the personal goals of achievement and conduct that will compile a school record needed for future education or employment.

Dubois K-12 School will be committed to developing high quality, fair and clear principles for our community of learners based on Social, Emotional and Character Development (SECD) principles that are created by students, staff, families and stakeholders. A strong connection exists between Social, Emotional and Character Development (SECD), school behavior, and academic performance. Social and emotional factors relative to student success promote a healthy school. Social, Emotional and Character Development (SECD) provides a foundation for our community of learners, which positively impacts student's feelings of connectedness, and creates a sense of autonomy about their schooling and other aspects of their lives. These principles will be expected to be modeled by all staff and taught to all our students. Students will gain a sense of competence that encompasses academic, emotional and physical safety for each child to succeed and be college and career ready.

## **JURISDICTION OF SCHOOL OFFICIALS**

School officials may discipline students for misconduct as defined in this Code of Conduct, which occurs in and around school property, libraries or activities or using school provided equipment.

While misconduct which occurs outside the school environment, is generally addressed by local law enforcement, school officials may discipline students for such conduct when the conduct impacts the school environment, educational objectives and the greater interests of the school district. Accordingly, school officials may discipline students for conduct occurring:

- While on or about school premises;
- While on school buses to and from school, on school-sponsored field trips, and while attending or participating in extracurricular activities;
- While engaged in school related activities on or off premises;
- While on school property, but during non-school hours; and/or
- While off school premises if the misconduct is directed toward school personnel;
- When the misconduct is facilitated by school district provided technology and/or other devices

## **SEARCH AND SEIZURE ON SCHOOL PREMISES**

### **Purpose and Objective**

To maintain order and discipline in the schools, school officials are empowered to conduct searches of student and school property. Accordingly, students who bring contraband on to school property or to school-related activities may be searched in order to secure the school environment so learning can take place, and to protect students, staff and visitors from any potentially harmful effects stemming from the contraband. The Administration may utilize reasonable suspicion searches, metal detectors and canines as necessary to carry out and further the objectives of this policy. A student's failure to submit to searches and seizures as provided in this policy will be considered grounds for disciplinary action up to and including expulsion.

## **FORMS of SCHOOL DISCIPLINE**

Administrative and teaching personnel may take actions regarding student behavior which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions given by building administration may also include in-school suspensions during the day. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. The K-12 administrator may develop building-specific protocols for the imposition of student discipline.

In this section, references to "Principal" shall include the building principal, the principal's designee, or other appropriate school district personnel.

Any student who is suspended out of school or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

## **BULLYING**

Bullying is a form of harassment and taken very seriously. FCSD#2 recognizes the negative impact that bullying can have on the health and safety of students, staff, and the learning environment. Bullying includes intimidating, threatening, abusive, or harmful conduct that is objectively offensive and: (1) there is an actual or perceived imbalance of power between the one or more persons engaging in prohibited conduct and the target of the behavior and the conduct is repeated or forms a pattern; (2) occurs in a pattern or is a continued behavior; and (3) may materially and substantially interfere with a person's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.



***Bullying is when you keep picking on someone because you think you're cooler, smarter, stronger or better than them.  
Bullying is never okay, cool or acceptable.***

### **Reporting Procedures:**

- Victims: All students who believe they have been the victims of bullying shall promptly report the bullying to a school staff member. Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- Witnesses: All students who witness bullying shall immediately report the bullying to a school staff member. Any school staff who witness bullying shall immediately intervene and take appropriate action to stop the bullying.



### **What to do if someone is bullying you:**

- Tell someone you trust about it. If it is easier for you, write that person a note.
  - People you might want to tell are: parents, teachers, the principal, or older friends.
- If the person you told cannot help you or does not do anything, find someone else.
  - Never keep being bullied a secret.
- Try not to let the bully see you are upset.
  - Bullies are looking for signs that you are upset and they may do it more.
- Avoid areas where the bully feels comfortable picking on you.
  - Places where teachers cannot see you such as corners of the playground, empty hallways, and behind large furniture in the classroom or library.
- Try to surround yourself with friends and people who will stand up for you.

### **What to do if you see someone who is being bullied:**

- Get friends together and TALK to the bully.
  - Let the bullies in your school know that bullying is not accepted at your school.
- Don't cheer the bully on or stand around to watch.
  - The bully might like the attention, and pick on the person even more.
- If you see someone being bullied, find someone to help stop it.
  - Get another friend, a teacher, or the principal.

- Be nice to, include, and get to know the people who are being bullied.
- Try to make friends with the bully, too.
  - Show them other ways to interact.
  - They don't need to bully others to be accepted or cool.

### IN SCHOOL SUSPENSION/OUT OF SCHOOL SUSPENSION (ISS/OSS)

ISS will be used as a disciplinary measure for behavior issues. In ISS students are isolated in a designated area to allow time to complete work and reflect on their actions. In addition, students receiving ISS will not be allowed to participate in any extracurricular activities during their suspension.

OSS will be used as a disciplinary measure for behavior issues. The length of OSS will be determined by offense. In addition, students receiving OSS will not be allowed to participate in any extracurricular activities during their suspension.



## **Title I School-Parent Compact**

### **2024-2025 Dubois Elementary & Middle School**

Dubois Elementary & Middle School and the parents of the students participating in the activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop a partnership that will help children achieve the State's high standards.

#### **School Responsibilities**

Dubois Elementary & Middle School will:

**Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

In order to assure achievement of this goal, Dubois Elementary & Middle School will:

- Implement a curriculum that aligns to the appropriate grade-level standards.
- Monitor teachers' preparation for implementation of a standards-aligned curriculum through lesson planning.
- Support the use of differentiated instructional techniques in every classroom, including the use of technology when/where appropriate.
- Implement the use of data to drive instructional decisions throughout the year using multiple measures.
- Implement a Response to Intervention (RTI) Program to meet the needs of identified students who are struggling in Math and ELA.
- Focus professional conversations around the three essential questions for student achievement:
  - What do we want each student to learn?
  - How will we know when each student has learned it?
  - How will we respond when a student experiences difficulty?

#### **2. Hold parent-teacher conferences during which this compact will be the foundation as it relates to the individual child's achievement.**

Dubois Elementary & Middle School hosts an annual Back to School Night as well as parent-teacher conferences. Dubois Elementary & Middle School encourages a two-way open-line of communication. At any time, a parent or teacher may request a meeting.

**3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**

- Dubois Elementary and Middle School provides quarterly report cards to all students.
- Students receiving additional services through RTI or Special Education receive additional updates of their progress.
- All teachers use a live parent portal that includes up-to-date attendance and academic achievement data. (Infinite Campus)
- Assessment results and related reports are communicated to parents.

**4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**

At Dubois Elementary and Middle School, we believe questions are best addressed at the appropriate level. Therefore, any concern related to the classroom is first referred to the classroom teacher. Parents are encouraged to e-mail or directly phone their child's teacher with any concerns. We work to provide parents a response within 24-48 hours of any contact.

**5. Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities, as follows:**

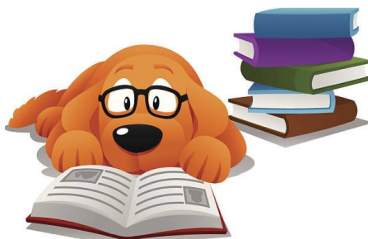
Parents may:

- Attend field trips with students
- Attend special classroom events and student presentations
- Attend special school-wide events

**Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- Monitor attendance.
- Ensure that homework is completed
- Volunteer in child's classroom.
- Participate, as appropriate, in decisions relating to my child's education.
- Stay informed about my child's education and communicate with the school by promptly reading all notices (including those posted to the website) from the teachers, the principal, and other district administration.
- Serve to the extent possible, on parent advisory/involvement groups.
- Support school discipline and attendance policies and procedures.





**FREMONT COUNTY SCHOOL DISTRICT NO. 2**  
**BOARD POLICIES FOR PARENTS**

This section of the Student and Parent Handbooks contains policies on which the school district must provide annual notification to parents. Policies are adopted to meet the United States and Wyoming Constitutions, federal and state statutes, case law, and State Board of Education rules and regulations, as well as federal regulations. Please take this opportunity to review these important policies. If you desire to review additional policies they can be accessed on the School District website under [District Policy Manual](#).

<a href="#"><u>AC</u></a>	<a href="#"><u>NONDISCRIMINATION/EQUAL OPPORTUNITIES</u></a>
<a href="#"><u>ACE</u></a>	<a href="#"><u>NONDISCRIMINATION ON BASIS OF HANDICAP/DISABILITY</u></a>
<a href="#"><u>ACR</u></a>	<a href="#"><u>NONDISCRIMINATION/HARASSMENT COMPLAINT PROCEDURES</u></a>
<a href="#"><u>EBAA</u></a>	<a href="#"><u>NOTIFICATION OF PESTICIDE APPLICATION</u></a>
<a href="#"><u>EFDA</u></a>	<a href="#"><u>PAYMENT/DEBT SCHOOL LUNCH COLLECTION</u></a>
<a href="#"><u>IJOA</u></a>	<a href="#"><u>FIELD TRIPS</u></a>
<a href="#"><u>IJOA-R</u></a>	<a href="#"><u>FIELD TRIPS</u></a>
<a href="#"><u>JB</u></a>	<a href="#"><u>EQUAL EDUCATIONAL OPPORTUNITIES</u></a>
<a href="#"><u>JBA</u></a>	<a href="#"><u>DISCRIMINATION - STUDENT COMPLAINT PROCEDURE</u></a>
<a href="#"><u>JEABD</u></a>	<a href="#"><u>HOMELESS CHILDREN POLICY</u></a>
<a href="#"><u>JH</u></a>	<a href="#"><u>STUDENT ABSENCES AND EXCUSES</u></a>
<a href="#"><u>JICEA</u></a>	<a href="#"><u>HARASSMENT, INTIMIDATION, AND BULLYING</u></a>
<a href="#"><u>JII</u></a>	<a href="#"><u>STUDENT GRIEVANCES</u></a>
<a href="#"><u>JLCD</u></a>	<a href="#"><u>ADMINISTERING MEDICATION TO STUDENTS</u></a>
<a href="#"><u>JLJR</u></a>	<a href="#"><u>SECLUSION AND RESTRAINT</u></a>
<a href="#"><u>JRA</u></a>	<a href="#"><u>STUDENT RECORDS</u></a>
<a href="#"><u>JRA-E2</u></a>	<a href="#"><u>NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS</u></a>
<a href="#"><u>JRA-E3</u></a>	<a href="#"><u>NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)</u></a>
<a href="#"><u>JRA-R</u></a>	<a href="#"><u>PROCEDURES AND PRACTICES OF THE SCHOOL DISTRICT GOVERNING THE MAINTENANCE, TRANSFER, AND DISCLOSURE OF STUDENT EDUCATIONAL RECORDS</u></a>
<a href="#"><u>JRAC</u></a>	<a href="#"><u>STUDENT PRIVACY PROTECTION AND PARENTAL RIGHT OF INSPECTION TO CERTAIN MATERIAL</u></a>
<a href="#"><u>KBDA</u></a>	<a href="#"><u>PARENTAL INVOLVEMENT (Title I Schools)</u></a>
<a href="#"><u>KI</u></a>	<a href="#"><u>VISITORS TO SCHOOLS</u></a>
<a href="#"><u>KIB</u></a>	<a href="#"><u>SEX OFFENDERS ON SCHOOL PROPERTY</u></a>

## INFORMATION FOR PARENTS



**IF YOUR FAMILY LIVES IN ANY OF  
THE FOLLOWING SITUATIONS:**

- In a shelter
- ◆
- In a motel or campground due to the lack of an alternative adequate accommodation
- ◆
- In a car, park, abandoned building, or bus or train station
- ◆
- Doubled up with other people due to loss of housing or economic hardship

Your school-age children may qualify for certain rights and protections under the  
federal McKinney-Vento Act.

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**Your eligible children have the right to:**

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference and is feasible.

\* If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.

- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

If you believe your children may be eligible, contact the local liaison to find out what services and supports may be available. There also may be supports available for your preschool-age children.




Local Liaison

Tad Romsa, FCSD2 K-12 Principal  
(307) 455-5510

State Coordinator

Shannon Cranmore  
307-777-3672

If you need further assistance with your children's educational needs,  
contact the National Center for Homeless Education:

1-800-308-2145 • [homeless@serve.org](mailto:homeless@serve.org) • [www.serve.org/nche](http://www.serve.org/nche)

### NOTICE OF CHILD FIND

Fremont County School District #2 is responsible for **Child Find identification** and evaluation for all students suspected of having a disability residing in the district. This includes children ages 3 through 21 years of age who are in public schools, private schools, are being homeschooled, or are kindergarten eligible, but not enrolled. Early identification and intervention is essential to help ensure school success. If a child is having significant difficulty with vision, hearing, speech, behavior, is experiencing slow development typical for his/her age, physical impairments, or learning difficulty, he/she may be a child with a disability. For support, referral or evaluation please contact Tad Romsa, K-12 Principal at 307-455-5510. The district provides voluntary Child Find screening services through coordination with Child Development Services of Fremont County. Fremont County School District No. 2 meets the mandated Child Find requirements of the IDEA

## STUDENT TECHNOLOGY USE POLICY

### Acceptable Use

The intent of this section is to ensure that **ALL** uses of the district's computer network are consistent with the district's mission statement, strategic plan and Fremont County School District #2 graduation criteria. Such access serves as a natural extension of the educational lessons learned within the classroom by:

- Providing access to educational resources and reference materials.
- Reinforcing the specific subject matter taught.
- Requiring the use of critical thinking skills.
- Promoting tolerance for diverse views.
- Teaching socially appropriate forms of civil discourse and expression.

These expectations do not attempt to define **ALL** required or prohibited behavior by users, but rather an operating framework for the user to follow. Each user **MUST** exercise good judgment and appropriate conduct. For purposes of these expectations, the district's "computer network" includes all the district's computers and peripheral equipment (including, but not limited to, telephones and fax machines), the District's local and/or WiFi network, and access to the Internet through district computers or the district's local and/or WiFi network.

### Opportunities and Risks of Computer Network Use

Fremont County School District #2 believes the value of information, interaction and benefits that access to the district's computers and the Internet offers far outweighs the potential hazards of its use, and that more would be lost by not providing its students, faculty and staff access to this technology and information.

An inherent risk of making these global network resources available is that some users might encounter sources that could be considered controversial or inappropriate. Because global information resources are transitory and uncontrolled, the school cannot predict or totally control what users may or may not locate. The District has chosen, on a "best effort" basis, to limit access only to educationally appropriate resources. This "best effort" basis would include, but not be limited to, the following:

- Staff supervision
- Security software
- User training

Fremont County School District #2 does not support or condone access to educationally inappropriate resources. Users **MUST** utilize good judgment when accessing global information resources and be wary of the integrity and content of the information resources, regardless of the source of the technology.

The district will provide students with a student email account that can be accessed through any computer with Internet access. The district may review all files, including electronic communications that are created on, stored on or sent to, from or via the computer network. The district reserves the right to participate and cooperate fully in any investigation requested or undertaken by either law enforcement authorities or a party alleging to have been harmed by the use of the district's computer network. Evidence of illegal activity may be reported or turned over to

appropriate authorities.

No use of the district's computer network is guaranteed to be error-free and totally dependable, therefore it cannot be held liable for any unforeseen difficulties that may arise. The district cannot be held accountable for information that is retrieved through the use of technology.

### **User Conduct and Responsibilities**

Guidelines for access to the district's computer network within this document apply to **ALL** students, administrators, faculty, staff and other employees of the district. These guidelines are not all-inclusive. A user who commits any act of misconduct not specified may also be subject to disciplinary action. Disciplinary actions are consistent with district policies governing such behavior, such as its policy on student behavior and staff contacts.

The district's computer network is part of the educational curriculum and not intended to be used as a public forum for general use. Access to the computer network is a privilege - not a right - and carries with it responsibilities. **ALL** users of the district's computer network are expected to abide by district policies and rules of behavior. These guidelines are provided here so that users are aware of the responsibilities that the use of technology places upon them.

Users have the opportunity to access the district's computer network for **educational or professional purposes only**. Exercising that privilege requires that the user accept the responsibility for all material they access, view, download and/or produce. It is necessary for users to evaluate the validity of the information they access via the district's computer network and acknowledge the source of information when appropriate.

**ALL** users of the district's computer network are representatives of FCSD #2 and should act accordingly. Guidelines for acceptable use include, but are not limited to, the items listed below. Users will:

- Use appropriate language.
- Avoid offensive or inflammatory dialogue.
- Adhere to copyright rules and assume that any software that they did not create is copyrighted (unless it is labeled "freeware" or "public domain").
- Not reveal any personal information (i.e., address, phone number, etc.) for themselves or others.
- Note that email is not guaranteed to be private. People who operate the school information systems do have authorized access to email; others may have access if authorization has been provided by appropriate school personnel.
- Use technology only for legal activities.
- Be responsible at all times for proper use of their access privileges and avoid impersonation, anonymity or unauthorized sharing of security measures and/or their account(s).
- Take responsibility for any technology-related activities that they borrow or are used under their account or password.
- Maintain integrity of technological resources from viruses, physical abuse, potentially damaging messages, etc.
- Respect the rights of others to utilize technological equipment by not utilizing it for

non-school purposes.

- Abide by any and all policies and procedures of networks, systems and information resources linked by and through school technology.

Misuse of the district's computer network constitutes gross disobedience or misconduct and is unacceptable. Examples of this misuse are any that:

- Disrupt the proper and orderly operation and discipline of the school.
- Threaten the integrity or efficient operation of the district's computer network.
- Violate the rights of others.
- Are socially inappropriate or inappropriate for a student's age or maturity level.
- Are primarily intended as an immediate solicitation of funds.
- Are illegal or for illegal purposes of any kind.

Use of the district's computer network for any unacceptable use will result in the suspension or revocation of computer network privileges, disciplinary action, and/or appropriate legal action.

Examples of district computer network misuse that will result in disciplinary action include, but are not limited to, the following:

- Using obscenities or inflammatory dialogue.
- Taking any steps that threaten, or which may be reasonably interpreted to threaten, any person, group of persons, building or property with harm, regardless of whether the user intends to carry out such a threat.
- Harassing other users.
- Using another user's account(s).
- Misrepresenting oneself as another user.
- Violating the rights of others or their privacy and safety.
- Accessing, viewing, downloading, displaying, transmitting, creating, or otherwise possessing or disseminating material that contains pornography, obscenity, or sexually explicit, pervasively lewd and vulgar, indecent or inappropriate language, text, sounds or visual depictions.
- Accessing district blocked Websites, via codes or other improper routes.
- Using technology resources for personal business or commercial, private or personal financial gain, including gambling.
- Vandalizing data, programs, networks or information resources.
- Degrading or disrupting systems or equipment.
- Damaging technology hardware or software - **Students will be held financially responsible for intentional damage.**
- Spreading computer viruses.
- Gaining unauthorized access to resources or entities.
- Violating copyright laws or other intellectual property rights.
- Using technology resources for illegal activities.
- Accessing, using or possessing any material in a manner that constitutes or furthers fraud (including academic fraud), libel, slander, plagiarism or forgery.
- Attempting to commit any action that would constitute an unacceptable use if accomplished successfully.

Violations of these guidelines and/or district policy will be dealt with seriously. Consequences may include, but are not limited to, loss of access to the district's computer network. Users are subject to

additional consequences as described in the district's policies and regulations. Illegal activities may also result in referral to law enforcement officials.

#### District Responsibilities and Confidentiality

The district reserves the right to monitor and log the use of its technology and computer network, monitor network utilization by users, and examine user files and materials as needed. Therefore, users cannot expect absolute privacy from district personnel as it relates to the use of the district's computer network. Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files, by persons outside or from persons inside our district. FCSD #2 reserves the right to deny individual users access to specific technology as a consequence of misuse.

#### Disciplinary Actions

Failure to comply with these expectations and/or the regulations governing the use of the district's computer network will result in disciplinary action. FCSD #2 reserves the right to deny individual users access to the district's computer network as a consequence of misuse.

##### Minimum action:

- Staff/user conference or reprimand

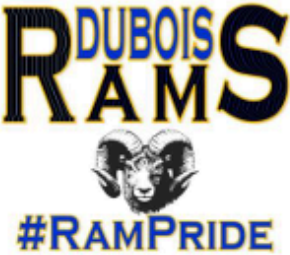
##### Additional actions as deemed appropriate:

- Staff/parent contact for student misuse
- Referral to administration for student discipline
- Loss of access to specific technology and/or designated areas for a minimum of three days to two weeks (**Note:** Multiple infractions may result in extended or permanent loss of technology privileges)
- Confiscation of inappropriate item(s)
- Restitution/restoration
- Administrative and/or Board of Education action, including suspension and expulsion



# Dubois K-5 School Supplies List

2024-2025


<p><b>Ms. Graff's Kindergarten</b></p> <ul style="list-style-type: none"> <li>1 box of 24 crayons</li> <li>1 pack of pencils (please no mechanical pencils)</li> <li>1 pack of big erasers</li> <li>1 pkg small Expo markers</li> <li>Large package of glue sticks</li> <li>2 vinyl pocket folders</li> <li>2 composition notebooks (spiral notebooks rip too easily)</li> <li>3 boxes of facial tissues</li> <li>4-6 large boxes of snacks for classroom snacks</li> </ul> <p><b>1 extra set of seasonally appropriate clothes</b></p> <p>1 backpack large enough to fit their folders (some are just too short)</p> <p>1 thick-plastic or metal water bottle</p> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>	<p><b>Mrs. Martin's First Grade</b></p> <ul style="list-style-type: none"> <li>12 pencils (#2 lead)</li> <li>1 box of crayons, 24 count only</li> <li>1 10 count pack of markers</li> <li>1 pkg of post it notes</li> <li>1 pkg. dry erase markers (black only please)</li> <li>1 pack of erasers</li> <li>1 pair scissors</li> <li>1 plastic/vinyl pocket folder</li> <li>1 pencil box (no bags)</li> <li>1 water bottle (label with name)</li> <li>2-4 large boxes of prepackaged snacks</li> <li>2 box facial tissues</li> <li>1 large container of disinfectant wipes</li> <li>1 backpack (label with name)</li> </ul> <p>Please do NOT label items unless specified.</p> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>	<p><b>Ms. Naylan's Second Grade</b></p> <p><b>Class/Community Supplies: do not label</b></p> <ul style="list-style-type: none"> <li>5 pencils, #2 lead only</li> <li>1 box regular crayons 24 count ONLY</li> <li>1 pack color pencils</li> <li>3 erasers</li> <li>2 gluesticks</li> <li>1 pkg dry erase markers</li> <li>2 large containers disinfectant wipes</li> <li>2 boxes of facial tissues</li> </ul> <p><b>Personal Supplies: please label</b></p> <ul style="list-style-type: none"> <li>1 pencil box- NO BAGS</li> <li>1 pair scissors</li> <li>1 pocket folder</li> <li>2 big boxes of healthy pre-packaged snacks</li> <li>1 water bottle</li> <li>1 backpack</li> </ul> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>
<p><b>Mrs. Seabolt's Third Grade</b></p> <ul style="list-style-type: none"> <li>50 pencils, #2 lead</li> <li>3 spiral notebook</li> <li>2 plastic/vinyl pocket folders</li> <li>1 pack of markers</li> <li>1 glue stick</li> <li>3+ dry erase markers</li> <li>1 pack colored pencils</li> <li>1 pair scissors</li> <li>pencil box</li> <li>1 large container of disinfectant wipes</li> <li>water bottle</li> <li>2 large boxes facial tissues</li> <li>1 backpack with name labeled</li> </ul> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>	<p><b>Mrs. Hutchison's Fourth Grade</b></p> <ul style="list-style-type: none"> <li>1 1-subject notebook</li> <li>5 pencils, #2 lead</li> <li>1 pair scissors</li> <li>1 glue stick</li> <li>3 dry erase markers</li> <li>2 2-pocket folders</li> <li>1 pack colored pencils</li> <li>1 Pencil Case</li> <li>Daily Snack(s)</li> <li>1 box of facial tissues</li> <li>1 container of disinfectant wipes</li> <li>1 water bottle</li> <li>1 backpack-or-bookbag (label with name)</li> </ul> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>	<p><b>Ms. Harris's Fifth Grade</b></p> <p><b>Personal Supplies:</b></p> <ul style="list-style-type: none"> <li>1 Pencil Box with: <ul style="list-style-type: none"> <li>scissors, glue stick, 2 large erasers &amp; colored pencils</li> </ul> </li> <li>1 plastic folder w/pockets</li> <li>5 pocket folders</li> <li>2 1-subject wide-ruled notebooks</li> </ul> <p><b>Class/Community Supplies: do not label</b></p> <ul style="list-style-type: none"> <li>12 pencils, #2 lead/ no plastic coating</li> <li>3+ dry erase markers</li> <li>1+ large container of disinfectant wipes</li> <li>1+ large box facial tissues</li> <li>1 water bottle</li> </ul> <p><b>*Gym Shoes: Non-Marking Soles ONLY</b></p>
<p><b>PLEASE LABEL ALL SCHOOL ITEMS WITH STUDENT'S NAME IN PERMANENT MARKER</b></p>		
<p>K-12 Gym Shoes: Non-Marking Soles only. All gym shoes will be for GYM USE ONLY. No shoes worn outside will be permitted as their pebbles and/or dirt damage the floor. NO SKATER SHOES, PLEASE!</p> <p><b>**The Music Classroom would appreciate boxes of pencils and/or facial tissues.</b></p>	<div>  <div> <p><b>1st day of School is Aug. 27, 2024</b></p> <p>.....</p> <p>Log on to our website for the most current information</p> <p><a href="http://www.fremont2.org">www.fremont2.org</a></p> </div> </div>	



# 2024 - 2025

6/18/2024

## F.C.S.D. #2 Bus Route Schedule

SCHOOL / LEVEL:		SCHOOL HOURS:		
Elementary : K - 5 grade Middle & High School: Grades 6-12		8:00 - 3:25 8:00 - 3:25		
7:10	Leave Parking Area-Dinwoody	 <b>EAST ROUTE BUS</b> <b>Mr. Erik Sanderson</b>	3:31	School Departure
7:13	Riverbend/ US HWY 26		3:34	Lights On Drop-off
7:18	East Fork		3:36	Lander / Welty St
7:25	5920 US HWY 26		3:38	3rd / Welty St
7:28	Kingfisher Rd./Bridge		3:39	Leseberg Ave/Painted Hills Dr
7:30	Leseberg Ave/Mason Dr.		3:43	Leseberg Ave/Mason Dr.
7:32	Leseberg Ave/Painted Hills Dr		3:45	Kingfisher Rd./Bridge
7:36	415 Meckem St (Lights On bldg)		4:02	Dinwoody Parking Area
7:37	Lander/ Welty		4:06	Riverbend/ US HWY 26
7:39	3rd/ Welty		5:19	East Fork Rd.
7:42	Drop-off at K-12 School		5:22	6233 US HWY 26
			5:26	5921 US HWY 26
<b>A.M.</b>	<b>Pick-up Location:</b>		<b>P.M.</b>	<b>Drop-off Location:</b>
7:00	Diamond D	 <b>WEST ROUTE BUS</b> <b>Mr. Greg Harbaugh</b>	3:31	School Departure
7:05	Buffalo Buttes		3:34	Lights On
7:25	Dunoir Station		3:40	Diamond D
7:30	Stoney Point		3:42	Stetter Ranch
7:33	Mustang Meadows		3:50	Super 8
7:36	Taylor Creek Exxon/Warm Springs		3:55	Taylor Creek/Warm Springs
7:38	Super 8		4:00	Mustang Meadows
7:40	Fremont Street		4:10	Boondoggle Dr
7:45	K-12 School		4:15	Dunoir Station
			4:25	Fremont Street
<b>NOTE:</b> Drop-off/pick-up times are estimated only. Students should be at their bus stop 5 minutes before the time indicated above. Adjustments will be made to accommodate other students along each route. If you live further than two miles from the listed bus route stops, please contact the District's Central Office for an Isolation application. To talk to your bus driver or for further information, please call Stone Baker at our Transportation Center at (307) 455-5540				



**2024 - 2025**

6/18/24

## ACTIVITIES BUS ROUTE SCHEDULE

Drop-off Time:	Drop-off Location:
5:40	K-12 School Departure
5:44	Painted Hills
5:45	Kingfisher Road
5:55	East Fork Rd
6:00	Red Rocks
6:02	Red Creek Ranch
6:05	Dinwoody Parking Area
6:25	Clubhouse Drive
6:26	Taylor Creek/Warm Springs
6:28	Mustang Meadows
6:32	Stoney Point Rd
6:36	Dunoir Station
6:45	Rhoades Street

East

West

NOTE: Drop-off/pick-up times are estimated only. PARENTS/GUARDIANS should be at their child's bus stop 5-minutes before the time indicated above. Adjustments will be made to accommodate other students along each route. For further information, please call Mr. Stone Baker at the School Transportation Center at 455-5540



