



REGISTRATION EDITION

JULY 2018

From the Superintendent...

Greetings from the Monmouth-Roseville #238 School District. As we approach a new school year I wanted to take the time to provide you with some important information for 2018-2019.

First and foremost, I want to ensure our students, staff, community members, parents and guardians that each and every decision the Board of Education and administration makes, and every project we tackle, must line up with our strategic plan to "empower students to take the next step". This phrase found on all our publications is not just a slogan but a guiding factor in all of TitanNation's business. This is important to you because we invite you to join us in cultivating an attitude of excellence and empowerment. We fund projects, curriculum, training, staff positions and facility updates not because we have to but because we want to. We want our students to have access to the best supplies, our parents to have streamlined communication, and our staff updated facilities and technology. That is why when the new school year begins on August 22,

2018 you will notice some changes.

Many projects were completed over the summer on various buildings including: HVAC upgrades at Harding and the High School, a security vestibule at Central Intermediate, new phone and intercom systems at Lincoln, Harding and Central and roof work at Lincoln, the Junior High and Willits, as well as playground updates for the Tiny Titan preschool classroom in Roseville.

Our staff is growing too! The High School is adding a guidance counselor, we're developing an efficient process for our non-English speaking students with the addition of the Director of Language Learning as well as adding two new Student Support Specialists who will target increasing graduation rates at M-R and decreasing attendance issues and discipline events.

In addition, look for a redesigned website and newly developed app to be rolled out later this summer in pursuit of streamline communication for parents and our community.

Finally, and maybe most importantly, I want you to know the Board of Education has extensively reviewed our budget for

2018-2019 and with the release of additional funds from the State of Illinois promised to our District, we have decided to cut registration fees. This reduction, and the initial, basic school supplies provided to your children, are just some of the ways we want families to know that we are striving to partner with you to empower our students.

Please be sure to read the following information in this document. It contains information for all Monmouth-Roseville #238 parents, students and other stakeholders to outline and explain important events for the beginning of the 2018-2019 school year. Please review all of the information contained in this document and please call us at (309) 734-4712 if you have any questions. **Please pay particular attention to the registration dates and the requirements for student immunizations and physicals. There are new procedures in place for registration and we have included that information in this newsletter.**

Professionally Yours,
Edward D. Fletcher

Dear Parents/Guardians:

The following information is for all Monmouth-Roseville #238 parents and students to outline and explain important events for the beginning of the 2018-2019 school year. If you have any questions, please call the District Office at 734-4712.

STUDENT REGISTRATION

*NOW Available Online &/or On Site

The online registration portal will be open in July and is available to returning families. On-site Registration is for new, or any, family in the district requiring assistance.

New to the District Students

August 8th - 10am-7pm

Monmouth-Roseville High School or Junior High

Returning students NOT using online portal

August 9th - 10am-7pm

Monmouth-Roseville High School or Junior High

DIRECTORY OF MONMOUTH-ROSEVILLE SCHOOLS

Monmouth-Roseville CUSD #238

District Offices

105 North E Street, Monmouth, IL
734-4712

Monmouth-Roseville High School

325 West 1st Avenue, Monmouth IL
734-5118

Monmouth-Roseville Jr High

200 East Gossett, Roseville IL
426-2682

Central Intermediate School

401 East 2nd Avenue, Monmouth IL
734-2213

Harding Primary School

415 East 9th Street, Monmouth IL
734-4915

Lincoln Early Childhood School

325 South 11th Street, Monmouth IL
734-2222

STUDENT FEES

Most K-12 fees for the 2018-2019 school year can be paid online through the Tyler SIS Parent Portal. Parents can use the online payment to deposit money into the meal accounts and, optionally, other assorted fees (registration, library fines, textbook, etc.). Parents can select what accounts to display and enter the amount to be deposited into each account and enter credit or debit card information or log in to a PayPal account. The online pay option will provide an easy and convenient way for parents to make payment to their child's account throughout the year. In order for you to use the Tyler SIS parent portal and the online payment, we must have a parent/guardian email on file in our student information system.

REGISTRATION FEES

Kindergarten through Sixth Grade \$15.00
Seventh through Eighth Grade \$30.00
Ninth through Twelfth Grade \$50.00

ADDITIONAL JUNIOR HIGH/ HIGH SCHOOL FEES

These fees are not waived for any reason.

Band Fee (when applicable)..... \$30.00
Driver's Education (when applicable)..... \$50.00
PE Shirt (when applicable)..... \$10.00
PE Shorts (7th & 8th grade when applicable)..... \$12.00
Yearbooks (K-8th grade optional & payable to vendor)..... \$11.00

HEALTH REQUIREMENTS

Examination Requirements

A physical examination is **required** by the state of Illinois and Monmouth-Roseville School District for all children entering the District from another state **and** for students entering Pre-Kindergarten, Kindergarten, 6th and 9th. These completed examinations are filed with the school **and must be presented to the appropriate school by or on the first day of the 2018-2019 school term. If these forms are not in the hands of the school on that day, the students will not be admitted to class unless a written note accompanies the child, with the doctor's or dentist's name and appointment time.** All local health care providers have the necessary blank forms for these examinations.

The law requires students, upon entering the 6th and the 12th of any public, private, or parochial school to receive an immunization containing meningococcal conjugate vaccine (MCV4) in accordance with the recommendations of the Centers for Disease Control and Prevention's Advisory Committee on Immunization Practices (ACIP). The immunization requirement consists of one dose of the MCV4 vaccine for 6th grade entrance and 2 doses for 12th grade entrance, unless the first dose was administered to a child who was 16 years of age or older, in which case only one dose would be required at 12th grade entrance.

Students entering 6th grade must have completed the **Hepatitis B** vaccine series.

Students entering any grade level (Kindergarten-12th) shall show proof of having received two doses of the **measles, mumps and rubella** vaccines.

Students entering Kindergarten, 6th, or 9th grade for the first time shall show proof of having received two doses of the **varicella** vaccine. Only those students who have been immunized or have had the disease (Chicken Pox) will be considered immune.

All students entering, advancing, or transferring into 6th, 7th, 8th, 9th, 10th, 11th, or 12th grades will be required to show proof of receipt of one dose of Tdap vaccine (combined tetanus, diphtheria, acellular pertussis) regardless of the interval since the last Tdap, DT or Td dose.

You will receive a letter if the school has not received acceptable documentation relating to any of the medical requirements. **October 15th is the exclusion date** for all children not having completed the required physical examination and required vaccinations. The student will not be allowed to return to school until all of the medical requirements are completed or an appointment has been made for completion of all the state medical requirements.

Also, **dental exams are required** for Kindergarten, 2nd, and 6th graders.

A **vision/eye exam** is required for Kindergarten students and any student entering from out-of-state.

Sports physicals will not be accepted as 9th grade school physicals. However, 9th grade school physicals will be accepted for participation in sports. A separate sports physical is not necessary for 9th graders having completed the required school physical.

A sports physical is required for participation in sports at both Junior and Senior High Schools.

ATHLETIC PHYSICALS

Students in Sixth through Twelfth Grades who plan to participate in athletics must have an athletic/concussion examination before they will be permitted to participate in the first practice of any sport. Parents should note that an athletic physical is good for one calendar year. Therefore, it is best to schedule an athletic physical before their season begins. The Monmouth-Roseville Sports Boosters and OSF are providing low cost athletic exams over the summer. Please check the district website for dates & times. If your 6th and 9th grades student is an athlete their full physical will satisfy the athletic physical.

STUDENTS ENTERING KINDERGARTEN AND/OR NEW TO THE DISTRICT

To be eligible for admission to kindergarten, a child must be 5 years old on or before September 1 of that school term. **Any student enrolling in the school district for the first time must present an original certified copy of a birth certificate before enrollment can be completed.** Birth certificates can be received from the office of records (County Clerk) of the county and state in which a person was born. The school cannot accept hospital or baptismal certificates. Proper evidence of a recent physical examination, a dental examination, an eye examination, the Illinois required immunizations and proof of residency must also be submitted upon enrollment regardless of the age or grade level. New students are asked to bring a copy of their previous transcript and/or individual education program.

SCHOOL SUPPLY LISTS

Your student will need school supplies throughout the school year, depending on their grade and usage. To begin the school year each Prek - 6th grade classroom teacher will have a basic set of supplies for your child(ren). These supplies are provided to help families offset the expense of returning to school. The initial supplies in your child's classroom are not intended to last all school year. Expect your student to need crayons, scissors, pencils, folders, etc. Your child's teacher will let you know when more supplies are needed. Many families choose to take advantage of the back to school sales and stock up on common items. Junior High and High School supply needs vary by class and a complete list can be found on the website or confer with your child's teacher. And remember, the schools will always welcome donations of tissues and hand sanitizers.

Pre-K

1 Back Pack/Book Bag

Kindergarten

1 Back Pack/Book Bag*

5 Crayons 24 count

1 Box Sandwich &/or Gallon Bags

1 Box Kleenex

1 Disinfecting Wipes

1st Grade

1 Back Pack/Book Bag*

1 Small supply box

2 Crayons 24 count

1 Hard cover 3 ring Binder 1"

1 Box Quart bags

2 Box Gallon bags

1 Box Kleenex

1 Disinfecting Wipes

2nd Grade

1 Back Pack/Book Bag*

1 Earbuds or Headphones

1 Small supply box

2 Crayons 24 count

1 Box Dry Erase Markers

1 Box Kleenex

1 Disinfecting Wipes

3rd Grade

1 Back Pack/Book Bag*

1 Earbuds or Headphones

1 Pencil bag

1 Crayons 48 count

1 Box Black Dry Erase Markers

1 Packet Post-it Notes

1 Box Kleenex

1 Disinfecting Wipes

4th Grade

1 Back Pack

1 Earbuds or Headphones

1 Crayons 24 count

| | | |
|-----------------------------|-------|------------------------------------|
| 1 | | Box Black Dry Erase Markers |
| 1 | | Packet of Post-it Notes |
| 1 | | Box Kleenex |
| 1 | | Disinfecting Wipes |
| 5th Grade | | |
| 1 | | Back Pack |
| 1 | | Earbuds or Headphones |
| 1 | | Crayons 24 count |
| 1 | | Box Dry Erase Markers |
| 1 | | Packet of Post-it Notes |
| 1 | | Box Kleenex |
| 1 | | Disinfecting Wipes |
| 6th Grade | | |
| 1 | | Back Pack |
| 1 | | Earbuds or Headphones |
| 1 | | Crayons 48 count |
| 1 | | Box Quart bags |
| 1 | | Box Dry Erase Markers |
| 1 | | Bundle Post-it Notes |
| 1 | | Box Kleenex |
| 1 | | Disinfecting Wipes |

Junior High & High School
Items vary by class, check the website or confer with your student's teachers for supply needs.

BREAKFAST AND HOT LUNCH PROGRAM

Check out the Breakfast/Lunch Menus link on the District webpage for the most up-to-date information. The school cafeteria will be in operation Wednesday, August 22 for the first day of school.

K – 8th Grade students eat free! *Monmouth-Roseville Junior High, Lincoln Early Childhood School, Harding Primary School and Central Intermediate School, Grades K-8th*, will participate in the Community Eligibility Provision (CEP) program, which is available to schools participating in the National School Lunch and School Breakfast Programs, for School Year 2018-2019. (Formerly referred to as the Community Eligibility Option). **The CEP program allows qualifying school sites to feed breakfast and lunch to every student in the school free of charge, regardless of household income.**

Prices for the 2018-2019 school year, when applicable, are:

| | |
|------------------------------|--------|
| Breakfast | |
| Reduced Students | .30 |
| PreK - 6 th Grade | \$1.55 |
| Grades 7-12 | \$1.65 |
| Adults | \$2.00 |
| Extra Milk | .30 |
| Lunch | |
| Reduced Students | .40 |
| PreK - 6 th Grade | \$2.20 |
| Grades 7-12 | \$2.65 |
| Adults | \$3.50 |
| Extra Milk | .30 |

| | |
|--|-----------------------|
| Lincoln Early Childhood School (K-1st only) | |
| Breakfast: | Lunch: |
| 7:50-8:20 a.m. | 11:05 a.m.-12:25 p.m. |
| Harding Primary School | |
| Breakfast: | Lunch: |
| 7:50-8:20 a.m. | 10:40 a.m.-11:40 a.m. |
| Central Intermediate School | |
| Breakfast: | Lunch: |
| 7:50-8:20 a.m. | 10:50 a.m.-1:00 p.m. |
| Monmouth-Roseville Jr. High School | |
| Breakfast: | Lunch: |
| 7:35-7:55 a.m. | 11:14 a.m.-12:39 p.m. |
| Monmouth-Roseville High School | |
| Breakfast: | Lunch: |
| 7:50-8:05 a.m. | 11:30 a.m.-12:00 p.m. |

The CEP program does NOT extend to siblings enrolled or attending Monmouth-Roseville High School. Households are encouraged to submit a current Free/Reduced application each year if they feel their older students may qualify for those benefits. The automatic 30 day carryover of benefits from the prior school year will expire as of October 5, 2018. Applications for the 2018-2019 school year will be available at registration or may be downloaded from the District's website as of August 1, 2018.

M-R High School students must qualify for free/reduced meals either by income, direct certification or shared status by having a sibling who resides at the same address and qualifies for direct certification. Families sponsoring Foster or Runaway, Migrant or Homeless students need to complete separate paperwork to confirm their status. Household direct certification status letters will be mailed out by July 30, 2018, to **ONLY** those families with students to be enrolled in Grades 9-12.

Please bring this document with you to registration. If you feel that you have children who should qualify and have not received a household status letter for students enrolled at Monmouth-Roseville High School by registration, please contact Teresa Allen, Food Service Director at 309-734-3300 or tallen@mr238.org.

There is a closed lunch period at the Elementary and Junior High Schools. Students will either be provided a school lunch or must bring their own, with minor exceptions as established by the building principal. Each building has separate rules regarding meals brought in to the building. Please check at registration.

The lunch program at the High School is open to grades 9 through 12. SCHOOL LUNCH MEALS AT THE HIGH SCHOOL must be ordered each day in the office before 8:30 a.m. Students not on the sign-up sheet will have to wait until all other students are fed prior to going through the lunch line.

Students restricted to the building will be provided a school lunch. Please maintain a positive balance in your student's account or submit free/reduced paperwork to cover the charges. Parent/guardians may make deposits and view their student's activity through their Tyler parent portal.

A student's CEP or Free/Reduced application status does NOT cover the ALA carte charge of milk purchased with a lunch brought from home. ALL district students MUST maintain a positive balance in their meal account to purchase ANY ALA carte items. Open campus students may charge no more than two MEALS before being given an alternative entrée. Parents/guardians are responsible for paying any negative charges within 30 days or making arrangements with the food service office.

USDA regulations require that special diet requests for students with disabilities are honored. USDA does NOT require that special dietary requests for non-disabled students are honored. Monmouth-Roseville C.U.S.D. # 238 attempts to accommodate all special dietary requests that will not require excessive expense or labor to the program.

Parent/guardians should supply a meal from home until all food substitution paperwork is approved. The district's 'Offer vs. Serve' meal program may allow a student to "choose" foods that meet requirements, but still avoid restricted foods.

Monmouth-Roseville C.U.S.D. # 238 Food Service will be operating an Offer versus Serve Program for both breakfast and lunch at all school sites. Non-disabled students will be able to pick and choose what they will eat and thus may not require the district dietary form. The students will be able to avoid foods that may contain food allergens or are not approved for their special dietary needs, and still have the required items for a reimbursable meal.

Check to see if your student's school is a Peanut Aware school site and ask about the different rules regarding meals/snacks provided from home.

PreK TINY TITAN (3 – 5 year old) CLASSROOMS

Due to the ISBE grant that Monmouth-Roseville receives for preschool/prek classrooms, enrollment may be based on any number of risk factors, including but not limited to: income, developmental need, age and family questionnaire. If you have a 3, 4 or 5 year old child that you would like to be considered for Tiny Titans, please contact Lincoln Early Childhood School to set up a developmental screening.

FIRST DAY OF SCHOOL

All K – 12th grade students will attend school, Wednesday, August 22, 2018 with a 2:00 dismissal. Pre-K students visit the classroom open house style on August 22, 2018.

| | |
|---|--|
| Lincoln Early Childhood School Begin: 8:25 a.m. | K, 1st Grades Dismiss: 2:00 p.m. Pre-K a.m. & p.m. No busing this day |
| Parent Visit Day | 2nd-3rd Grades Dismiss: 2:00 p.m. |
| Harding Primary School Begin: 8:25 a.m. | 4th-6th Grades Dismiss: 2:00 p.m. |
| Central Intermediate School Begin: 8:25 a.m. | Pre-K No busing this day 7th-8th Grades Dismiss: 1:50 p.m. |
| Monmouth-Roseville Jr. High Parent Visit Day | 9th-12th Grades Dismiss: 2:08 p.m. |
| Begin: 8:00 a.m. | |
| Monmouth-Roseville High School Begin: 8:10 a.m. | |

ANTICIPATED HEAT DAYS

In anticipation of hot weather, all M-R schools will release according to the 2:00 Dismissal schedule August 22nd – August 31st.

LENGTH OF SCHOOL DAY

Please do not drop your students off school prior to breakfast as supervision is not provided. Monmouth-Roseville has implemented an Early Out Friday schedule to maximize staff improvement and collaboration. Please refer to the official school calendar for more information. The following start and dismissal chart will be used to determine school hours:

| | | | | |
|--|----------------------|---------------------|-----------------------|--------------------------|
| Lincoln Early Childhood School (K-1st) | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:25 a.m. | 10:30 a.m. | 2:00 p.m. | 3:10 p.m. |
| Lincoln Early Childhood School (Pre-K am) | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:50 a.m. | No School | ** | 11:20 a.m. |
| Lincoln Early Childhood School (Pre-K pm) | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 12:15 p.m. | 12:15 p.m. | ** | 2:45 p.m. |
| Harding Primary School | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:25 a.m. | 10:30 a.m. | 2:00 p.m. | 3:10 p.m. |
| Central Intermediate School | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:25 a.m. | 10:30 a.m. | 2:00 p.m. | 3:10 p.m. |
| Monmouth-Roseville Jr High School | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:00 a.m. | 10:00 a.m. | 1:50 p.m. | 2:45 p.m. |

| | | | | |
|---|----------------------|---------------------|-----------------------|--------------------------|
| Monmouth-Roseville Jr High Pre-K Class | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 7:50 a.m. | 10:00 a.m. | 1:30 p.m. | 2:30 p.m. |
| Monmouth-Roseville High School | REGULAR START | 2 HOUR DELAY | 2:00 DISMISSAL | REGULAR DISMISSAL |
| | 8:10 a.m. | 10:10 a.m. | 2:08 p.m. | 3:04 p.m. |

***Half day Prek classroom hours on 2:00 p.m. dismissal days are undetermined as of the time of print. Please look for updated information in August.*

SCHOOL CANCELLATION

During an emergency (loss of water, loss of electricity, ice storm, blowing snow storm, fog, etc.) students may be sent home early. Parents should plan in advance to have someone responsible for their children if they are sent home early from school. When this occurs, the administration will announce this through the School Messenger call and text system to all parent supplied numbers including the local radio stations, website and social media.

SCHOOL MESSENGER SERVICE

Monmouth-Roseville #238 uses a messaging service to widely communicate throughout the district. This service is called School Messenger and enables us to personally communicate with parents and guardians about emergency situations, school events and important issues impacting your child. It will allow us to send personalized voice messages to your family's home, work or cell phones, e-mail communication and even text messages. It is important that your school has all of your current telephone numbers and e-mail addresses so that you will not miss out on any important communications.

During registration you will be able to identify a primary phone number(s) and e-mail address(es) as well as phone numbers and e-mail addresses for in case of emergencies. Keep all contact information up-to-date with your school secretary.

TRANSPORTATION

Bus routes will be approximately the same as last year. Confirmation of bus routes and "pick up" and "drop off" times will be available at registration.

STOP ARM LAW

Please be aware that our bus drivers are required to activate the stop arms on their buses whenever students are getting on or getting off the bus. This means that no one should pass the bus or buses going in either direction while the stop arm is activated.

ATTENDANCE/ ABSENCE POLICY

Regular punctual patterns of attendance are expected of each student enrolled in the Monmouth-Roseville #238 School District. Absences and tardiness are to be kept to a minimum. When a student is absent because of illness, parents must notify the student's attendance office by phone the morning that the student is absent.

EVERY STUDENT SUCCEEDS ACT

The Every Student Succeeds Act (ESSA) was signed by President Obama on December 10, 2015. This reauthorized the previous version of the law, No Child Left Behind (NCLB) Act. The federal government is currently working on the rules and process of this bipartisan measure. District #238 will provide more information as soon as the federal government has done their work on this new law.

NOTIFICATION OF RIGHTS UNDER FERPA AND THE ILLINOIS SCHOOL RECORDS ACT

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses.

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are:

1. The right to inspect and copy the student's education records within 15 school days of the day the District receives a request for access. The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. The principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. The District

charges \$.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. These rights are denied to any person against whom an order of protection has been entered concerning the student.

- The right to request removal from the student's academic transcript one or more scores received on college entrance examinations. A parent/guardian or eligible student may ask the District to remove certain scores of college entrance exams from their student's academic transcript. Students often take college entrance examinations multiple times in order to improve their results. Test publishers provide the results from each examination taken to the student's high school. Schools must include each of these scores on the student's transcript, which may result in academic transcripts having multiple scores from a single college entrance exam. A parent/guardian or eligible student may not want certain scores to be sent to postsecondary institutions to which the student applies. To request the removal of scores on college entrance examinations, the parent/guardian or eligible student must submit a written request stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be removed.
- The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes is inaccurate, irrelevant, or improper. A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.
- The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent. Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.
- The right to a copy of any school student record proposed to be destroyed or deleted. The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first.
- The right to prohibit the release of directory information. Throughout the school year, the District may release directory information regarding students, limited to:
Name
Address
Gender
Grade level
Birth date and place
Parent/guardian names, addresses, electronic mail

addresses, and telephone numbers

Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs

Academic awards, degrees, and honors

Information in relation to school-sponsored activities, organizations, and athletics

Major field of study

Period of attendance in school

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

- The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent. Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the parent/guardian, or student who is 18 years of age or older, request that the information not be disclosed without prior written consent. If you wish to exercise this option, notify the building principal.
- The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-4605

SPECIAL EDUCATION

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office.

The school and district will comply with the Individuals with Disabilities Education Act (IDEA) and the Illinois State Board of Education's Special Education rules when disciplining students with disabilities. Behavioral interventions will be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability as determined through a manifestation hearing. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures.

A student in grades 3-12 who is eligible for special education may be excused from physical education courses if:

- The student's parent/guardian agrees that the student must utilize the time set aside for physical education to receive special education support and services,
- The student's Individualized Education Program team determines that the student must utilize the time set aside for physical education to receive special education support and services. The agreement or determination must be made a part of the Individualized Education Program; or
- The student has an Individualized Education Program and is participating in an adaptive athletic program outside of the school setting, and the student's parent or guardian documents this participation.

A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program.

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's 4 years of high school, qualifies for a certificate of completion after the student has completed 4 years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class.

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

WAIVERS FROM SPECIFIC UNITS OF CURRICULUM

The State of Illinois requires the district to teach units on human awareness and AIDS (Acquired Immune Deficiency Syndrome) prevention during the school term in First through Twelfth Grades. Parents who do not wish their students to participate in these units of study because of religious or personal convictions are to sign a waiver excusing their students from such instruction. Waiver forms will be available for parents' use at the time of student registration. Students excused from these specific units of work will be required to do other comparable work for class credits.

COMPLAINTS ABOUT CURRICULUM, INSTRUCTIONAL MATERIALS AND PROGRAMS

Persons with complaints about curriculum, instructional materials and programs should complete a curriculum objection form and use the Uniform Grievance Procedure. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a curriculum objection form and using the Uniform Grievance Procedure.

ADMINISTERING MEDICINES TO STUDENTS

Students will not be permitted to take medication while at school unless such medicine is given to them by school personnel acting under specific written request of the parent or guardian and under the written instructions of the student's physician. When such a request is made by a parent or guardian, a full release from the responsibilities pertaining to the administration and consequences of such medication must also be presented to the nurse by the student's parent or guardian. Inhalers for asthmatic students are an exception to this policy as the student may keep them readily available.

PARENTAL NOTIFICATION OF TEACHER QUALIFICATIONS

In accordance with Public Law 107-110, Section 1111, in schools receiving Title I, Part A funding, parents may request information regarding the professional qualifications of their students' classroom teacher. In addition, a school that receives Title I, Part A funds will provide to each individual parent timely notice if that parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

PESTICIDE REGISTRY

In 1999 the Illinois General Assembly passed laws requiring that public schools notify parents/guardians and employees at least 48 hours prior to any pesticide applications on school property. The term "pesticide" includes insecticides, herbicides and fungicides. The notification requirement extends to both indoor and outdoor pesticide applications. Excluded from the notification requirement are antimicrobial agents (such as disinfectants, sanitizers or deodorizers), and insect and rodent baits.

The Monmouth-Roseville #238 School District will make every possible effort to have any necessary applications administered when staff and students are not in attendance. And finally, only baits will be used when possible.

The Monmouth-Roseville #238 District has therefore established a registry of people who wish to be notified. These registry forms will be available at student registration. By doing so you will either receive a letter or phone call 48 hours prior to any application.

ASBESTOS

Each school has a current asbestos management plan on file. These plans are available at their respective offices or the district office.

EDUCATION OF HOMELESS CHILDREN

When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

- continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
- enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

EQUAL EDUCATIONAL OPPORTUNITIES

Equal educational and extracurricular opportunities are available

to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

SEX EQUITY

No student shall, based on sex, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to education and extracurricular programs and activities. Any student may file a sex equity complaint by using the Uniform Grievance Procedure.

HARASSMENT OF STUDENTS PROHIBITED

No person, including a District employee or agent, or student, shall harass or intimidate another student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status. The District will not tolerate harassing or intimidating, hostile or offensive educational environment. For additional information on this topic, please see Board policy 7:20, Harassment of Students Prohibited.

MONMOUTH-ROSEVILLE #238 WEB PAGE

The web page provides sports schedules, registration information, student activities, teacher newsletters and several other items. You can access it by going to www.mr238.org.

STUDENT PICTURES ON THE WEB PAGE

In order to protect the children of our school district and still recognize student achievement parents will indicate at registration whether or not they give permission for their student's photo to be published in the local media or on the Internet (District/School websites).

TYLER SIS Parent Portal

Monmouth-Roseville School District #238 has implemented an online site to view your student's attendance, grades, schedule, discipline information, assignments, emergency contact information and lunch account balances. This access is provided via a real-time Web-portal that is directly linked to the district's new Tyler Technologies Student Information System.

In order for you to access Tyler SIS parent portal, we must have a parent/guardian email on file in our student information system.

Tyler SIS ACCESS FOR STUDENTS IN 4th-12th GRADES

Tyler SIS will also allow students to access information about their progress at school through the Internet. The student will be able to view attendance, grades, schedules and assignments. In order to begin using the new Tyler SIS student portal, each student will be given a login and password. If students have any questions about the Tyler SIS student portal they can contact the school counselor when they return to school in the fall.

CELL PHONES

Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others is prohibited. All cell phones, smartphones and similar electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

If a student is suspected of having inappropriate pictures or videos on their phone on school property, legal authorities will be contacted.

CYBER BULLYING

Cyber bullying involving Monmouth-Roseville #238 students is prohibited. Cyber bullying is bullying through the use of technology or any electronic communication. Cyber bullying becomes a school issue when it disrupts the learning environment and can include problems caused by communications from home computer to home computer and cell phone to cell phone. It also becomes a school issue when it compromises the values of the school, becomes obscene or uses school owned technology.

"SEXTING"

Sending, receiving or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as "sexting," is prohibited. Students may not without limitation, create, send, share, view, receive or possess an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone or cellular phone.

HANDBOOKS

Again this year in a way to reduce costs, Monmouth-Roseville #238 will be providing the handbook online. This can be accessed from our website, www.mr238.org. At registration you will have the option to receive a hard copy of the handbook or agree to go online to access it. You will still be required to sign an acknowledgement form indicating which way you would like to receive the handbook.

RACE AND ETHNICITY DATA STANDARDS

In the fall of 2007, the US Department of Education issued new guidelines on the collection and reporting of race and ethnicity data for public school students and staff. These guidelines were developed to obtain a more accurate picture of the nation's diversity. The new data collection process requires respondents to answer a two-part question, indicating ethnicity first and then on or more of five races.

The Illinois State Board of Education will begin using these new categories starting with data to be reported in the 2010-2011 school year. This requires school districts to re-identify race and ethnicity for all students and this is to be done by parents or guardians. If a student's parent or guardian declines to indicate race and/or ethnicity, observer identification by school district staff is required.

The information will be used in the same manner as previously collected data, e.g. in reporting and analyzing test results by race and ethnicity. This information will not be used to check immigration status, and the confidentiality of individual student information will be protected.

At registration you will be asked to complete the necessary form to identify race and ethnicity for your child/children. There will be one form per student and be sure to answer both parts of the two-part question. Remember that school district staff is required to provide any missing information by observer identification.

ADDRESSING THE BOARD

It is the desire of the Monmouth-Roseville #238 Board of Education to make ample time available for persons wishing to address the Board. Comments and suggestions are always welcome. However, the board requests that comments be made only during the time allotted on the agenda.

Following the allotted time for public comment, the Board may or may not choose to respond. The Board does not wish to enter into debate with the gallery. The board meeting is open to the public for the purpose of allowing the public to listen to discussion concerning the operation of the district. It is not a meeting for the purpose of debating issues with the public.

If members of the public wish to have an issue addressed at the regular meeting, they may request the item be placed on the agenda. The agenda is planned well in advance of the meeting; therefore, requests must be submitted in writing to the Superintendent at least five working days prior to a regularly scheduled meeting.

The Superintendent serves as the executive officer of the Board; therefore, it is suggested that issues of concern might better be discussed with him first. With discussions being held on a more informal basis and with more time allotted, both sides of the issue may be better understood.

The Board would like to ask for your cooperation in this matter and would like to assure you it is interested in public input and appreciates your interest in Monmouth-Roseville C.U.S.D. #238.

Pre-K OPEN HOUSE

Monmouth-Roseville #238 Tiny Titan Pre-K, both Lincoln and Junior High classrooms, will host their Open House on the first day of school, August 22 during the school day. Teachers will be available for students and families to meet and visit. Busing will begin Thursday, August 23rd. Busing arrangements will be made at Registration.

OPEN HOUSE/ BACK PACK NIGHT

Each building will host a Back Pack/Open House night. Students and their families will be able to bring in their school supplies and put them in their lockers or in their rooms. Teachers will be available for families to meet and visit.

August 20, 2018

5:30 p.m. - 7:00 p.m. Junior High 7th - 8th Grade

August 21, 2018

5:00 p.m. - 6:30 p.m., Lincoln K-1st Grade (Not Prek)

5:15 p.m. - 6:45 p.m., Harding 2nd - 3rd Grade

5:30 p.m. - 7:00 p.m., Central 4th - 6th Grade

6:00 p.m. - 7:30 p.m., High School 9th - 12th Grade

August 22, 2018

8:00 a.m. - 2:00 p.m., Lincoln & Roseville PreK

FREE DEVELOPMENTAL CHECKUPS

Give your child a great start in school: participate in a free developmental checkup at Lincoln Early Childhood School. All children ages birth to five years are encouraged to participate. This screening will address the following areas of your child's development: hearing and vision, visual-motor skills, language and cognition skills, and gross motor skills. After your child completes the age-appropriate screening his/her results will be explained by our highly qualified staff.

The Pre-K program maintains a waiting list of 3 - 5 year olds who desire to attend Tiny Titan Pre-K. A screening is required prior to acceptance and can be scheduled by calling the Pre-K office at 734-2222. Screening results will determine eligibility in the Tiny Titan Preschool for All (3-5 years) program for the 2018-2019 school year.

Non Profit
U.S. Postage
PAID
Kellogg Printing Co.
Monmouth, IL 61462

MONMOUTH-ROSEVILLE SCHOOL DIST. # 238

MONMOUTH, IL 61462
105 NORTH E STREET

