



REGISTRATION EDITION

JULY 2019

From the Superintendent...

Greetings from the District Office! I hope that this newsletter has found your loved ones enjoying some sunshine and family time. We have been busy working this summer to get ready for the new 2019-2020 school year.

Some of the exciting changes you will notice in the fall are the many building improvements to our schools. The tiniest of Titans will stay cool now that Lincoln's air-conditioning is installed (just in time for our first Summer School session) and so will spectators at the High School as the gymnasium is now also air-conditioned. At Harding and Central students will benefit from the renovated library/media centers, the High School home economics classroom has had a complete kitchen upgrade

and the Junior High office had a security vestibule installed.

In addition, there will be some educational additions that I believe will become pillars in our educational goals. For example, we are very proud of a new partnership with both Monmouth College and Carl Sandburg College. Staff at Central Intermediate School will work closely with Monmouth College for a place based education environment. That means as the Monmouth College Education Department develops new teachers our classrooms will benefit from extra staff and cutting edge educational theories. Our high school students will directly benefit from a new program that embeds an Associate's Degree into our class schedule.

I am very excited about all of these opportunities. I believe that our students

are getting a head start when they attend Monmouth-Roseville. Our District is continually making improvements with your student in mind.

As August approaches we look forward to registration, new teacher orientation, back pack nights and the first day of school. The following information in this newsletter contains everything you need to know to be ready for the new year. Please read through carefully. If you have any questions please call your building secretary as they will return to the office on Monday, August 5th.

Check www.mr238.org regularly for updates. See you soon!

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 2019-2020 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 open in July and is available to returning families. Watch www.mr238.org for link. On-site registration is for any family, new or returning requiring assistance.

New to the District Students

August 7th - Noon - 6pm
Monmouth-Roseville High School or Junior High

Returning students NOT using online portal

August 8th - Noon - 6pm
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 2019-2020 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

Band Fee (when applicable) \$30.00
Driver's Education (when applicable) \$50.00
PE Shirt (when applicable) \$10.00
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 2019-2020 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.

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 grade 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 in class. 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
	Donations needed: Tissues & 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
	Donations needed: Tissues & 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	Hard Cover 3 ring Binger 1"
	Donations needed: Tissues & Disinfecting Wipes, Sandwich &/ or Gallon Bags	
	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 Pencils
	Donations needed: Tissues & Disinfecting Wipes, Sandwich &/ or Gallon Bags	

- 5th Grade**
- 1 **Back Pack**
 - 1 **Earbuds or Headphones**
 - 1 **Colored Pencils 12 count**
 - 1 **Box Dry Erase Markers**
 - 1 **Packet of Post-it Notes**
 - 1 **Box of Pencils**
- Donations needed: Tissues & Disinfecting Wipes, Sandwich &/ or Gallon Bags**

- 6th Grade**
- 1 **Back Pack**
 - 1 **Earbuds or Headphones**
 - 1 **Colored Pencils 12 count**
 - 1 **Box Dry Erase Markers**
 - 1 **Packet Post-it Notes**
- Donations needed: Tissues & Disinfecting Wipes, Sandwich &/ or Gallon Bags**

***No wheels on backpacks please
Tennis Shoes are required for PE classes**

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 your school’s webpage for the most up-to-date information.

NEW!! Prek – 12th Grade students eat free! ALL Monmouth-Roseville schools 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 2019-2020. (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.**

Lincoln Early Childhood School (K-1st only)
Breakfast: 7:50-8:20 a.m.
Lunch: 10:50 a.m.-12:25 p.m.

Harding Primary School
Breakfast: 7:50-8:20 a.m.
Lunch: 10:40 a.m.-11:40 a.m.

Central Intermediate School
Breakfast: 7:45-8:20 a.m.
Lunch: 10:50 a.m.-1:00 p.m.

Monmouth-Roseville Jr. High School
Breakfast: 7:35-7:55 a.m.
Lunch: 11:14 a.m.-12:39 p.m.

Monmouth-Roseville High School
Breakfast: 7:50-8:05 a.m.
Lunch: 11:30 a.m.-12:00 p.m.

A direct certification notification will be emailed to qualified households by August 1st. If you feel you have children who should qualify and have not received a household status letter please speak with Teresa Allen, Food Service Director at 309-734-3300 or tallen@mr238.org. CEP (Community Eligibility Provision) status does not qualify any students for free books or fees. Household income forms will be available at registration. Income will be verified prior to qualifying any household.

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.

There is an open lunch period at the High School. Students are allowed to leave campus if they choose. Students eating a lunch at school should order their lunch in the office each day before 8:30 a.m. 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. Parents/guardians are responsible for paying any negative charges within 30 days or making arrangements with the food service office.

Prices for the 2019-2020 school year, when applicable, are:

Breakfast	
Reduced Students	30
PreK- 6th Grade	\$1.50
Grade 7-12.....	\$1.60
Adults	\$1.95
Extra Milk.....	35
Lunch	
Reduced Students	40
PreK- 6th Grade	\$2.25
Grade 7-12.....	\$2.70
Adults	\$3.55
Extra Milk.....	35

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. 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. Parents and guardians should supply a meal from home until all food substitution paperwork is approved.

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 – 9th grade students will attend school, Wednesday, August 21, 2019 with a 2:00 dismissal. Pre-K students visit the classroom for Open House on August 21, 2019. 10 - 12th grade students will attend school, Thursday, August 22, 2019.

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

ANTICIPATED HEAT DAYS

In anticipation of hot weather, all M-R schools will release according to the 2:00 Dismissal schedule August 21nd – August 30th.

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	10:50 a.m.	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.	Start @ 11:45 a.m. Dismiss @ 1:45 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.

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 available 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.

RELEASE DURING SCHOOL HOURS

For safety and security reasons, a prior written or oral consent of a student’s custodial parent/guardian is required before a student is released during school hours; (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

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

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 finalized 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.

2. 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.

8. 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.

9. 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:

1. 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,
2. 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
3. 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.

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. Contact the District Nurse with any questions you may have at bjohnston@mr238.org.

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.

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:

- (1) 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
- (2) 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. In addition, the many sponsors and groups at M-R CUSD have a wide variety of social media accounts. We ask that TitanNation use discretion when engaging in social media conversations. For a complete list of District accounts visit the Social Media link on the District website.

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. In addition, Tyler360, the downloadable app is available in the App or Google store. Details on the District website.

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 and replaces the Family Link portal used in the past. The student will be able to view attendance, grades, schedules and assignments. In order to begin using the new Tyler SIS student portal, the student will need a login and password. All student username/password information will be sent via the student Google E-mail on July 20th when the new Tyler SIS portal is activated. If students have any questions about the new 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. 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, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone or cellular phone.

HANDBOOKS

In effort to be environmentally responsible, Monmouth-Roseville #238 has provided the Student Handbook online. This can be accessed from our website, www.mr238.org. At registration you will be required to sign an acknowledgement form indicating you have received the handbook. If you prefer a hard copy of the Student Handbook please contact your school office.

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.

PUBLIC SUGGESTIONS AND CONCERNS

The School Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern at any District of School office. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most

able to respond in a timely manner. Each concern or suggestion shall be considered on its merit.

STUDENT APPEARANCE

A student's appearance, including dress and grooming, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency.

RANDOM DRUG TESTING PROGRAM

Monmouth-Roseville Junior High and High School will start random student drug and alcohol testing for students involved in extra-curricular activities and for student who park on school district property. A complete list of FAQs and a list of Board sanctioned extra-curricular activities can be found on www.mr238.org, at registration and at your student's school.

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 19, 2019

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

August 20, 2019

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 21, 2019

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

(Bus routes begin Thursday, August 22, 2019)

MONMOUTH-ROSEVILLE SCHOOL DIST. # 238
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