

Boston School

130 Wilson Creek Rd, Boston, KY 40107

Phone (502) 833-4644, Phone (502)350-2200 or Fax (502) 833-4645

School Hours 8:15 am – 3:20 pm Office Hours 7:30 am – 4:15 pm

The mission of Boston School is to develop life-long learners in collaboration with the community.

Welcome

The faculty and staff of Boston School would like to welcome you as we begin a new school year. This handbook is designed to help you and your child become familiar with our school policies, procedures, and curriculum. We encourage you to take time to read this handbook and discuss the contents with your child. If you have any questions about the information in this handbook, please contact the school. Please review and discuss this handbook with your child/children. **Please sign and return the back page to your oldest child's homeroom teacher.**

Belief Statements: BELIEVING

B-uilding relationships with student, staff, families, and community helps remove barriers to learning because "Together is Better." (Covey's 6th Habit-"Synergize")

E-veryone can be successful when effective, varied, and researched based instructional learning practices are utilized.

L-earning occurs from access to all types of education and "Boston Best achievements are recognized and celebrated throughout the year.

I-mplementing a balanced assessment practice provides meaningful feedback.

E-xpectations influence achievement so that "we can begin with the end in mind." (Covey's 2nd Habit)

V-isiting the school improvement plan and mission, vision, beliefs regularly help maintain a focus on teaching and learning. (Covey's 3rd Habit-"Put First Things First")

I-mplementing a rigorous, intentional, and aligned curriculum prepares students to be college and career ready. (Covey's 1st Habit-"Be Proactive")

N-urturing a safe school environment conducive to learning. (Covey's 3rd Habit- "Put First Things First")

G-rowing leadership capacity throughout the school community supports a climate of collaboration and growth mindsets. (Covey's 4th Habit "Think Win-Win")

Visitors

Boston School strives to be a welcoming school, but we take the safety of our students very seriously and appreciate your cooperation in complying with our requirements for visitors. All visitors must report to the office to sign in and pick up a visitor's pass to wear during the visit. **Please enter the front doors and report to the office.** Personnel will determine the appropriate measures dependent upon the purpose of the visit.

- Parents who are spending quality time with their child /children at breakfast must exit the building by 8:10,
- Parents coming for lunch, may wait in the lobby until the class comes down and will need to leave after the lunch period is over.
- Any student work or other items must be dropped off at the office, and the student will be called to the office to pick it up.
- Parents who need to visit with a teacher will report to the office and a call will be made to the room to see if the teacher is available.
- Parents are urged to make appointments with teachers to discuss students' needs or concerns.
- Changes in student transportation must be submitted to the front office in written form. **Phone calls to change after school transportation will not be permitted,** unless in emergency situations.

One-Call Now

This is an automated calling system used for attendance, lunch charges, school cancellations, and periodically for school announcements.

Arrival and Dismissal

The school day is from 8:15am-3:20pm. The earliest arrival time for students is 7:30 a.m. Upon arrival at school, all students will report to the gym. Children eating breakfast will be given

permission from the teacher on morning duty to proceed to the cafeteria. **If your child arrives after 8:15 a.m., the student must be signed in by a parent/guardian in the office.**

Dismissal: Our first dismissal bell rings at 3:20. This is for students that are car riders. All other children stay in the classroom with teacher. Car numbers are assigned by the office for parents wanting to pick up their child/children at the lobby. A daycare worker will go to each classroom to pick up daycare students. Also, a 21st Century worker will come and pick up their students at each classroom teachers door. Middle School students are dismissed by their teachers to these areas. At about 3:30, Middle School students will be called to walk with their teacher to the bus at the back of the building. The rest of the classrooms are dismissed with their teachers to the back of the building for late bus riders. The teachers are to walk the students to their own bus. Parents must also have a car number displayed from their car mirror. Car riders must wait in the vestibule and will be released as parents arrive. ***Parents should call the office if there are any transportation changes before 2pm.***

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2014-2015
NELSON COUNTY SCHOOL DISTRICT
CALENDAR

(Adopted January 21, 2014)

Aug. 1 - Closed: Professional Development
Aug. 4- Closed
Aug. 5-Closed: Staff Work Day
Aug. 6 - First Day for Students
Aug. 29-Closed: Staff Work Day
Sept. 1- Closed: Labor Day Holiday
Sept.5-Mid-Term
Oct. 3- End of First Quarter
Oct. 6 - Oct. 10- Closed: Fall Vacation
Oct. 13- First Day of Second Quarter
Nov. 3- Closed
Nov. 4- Closed: General Election Day
Nov. 13 - Mid-Term
Nov. 26- Closed
Nov. 27- Closed: Thanksgiving Day Holiday
Nov. 28- Closed
Dec. 19 - End of Second Quarter
Dec. 22 - Jan. 2-Closed: Winter Vacation
Jan. 5- First Day of Third Quarter
Jan. 19- Closed: Martin Luther King, Jr. Day Holiday
Feb. 5 - Mid-Term
Feb. 13- Closed: Staff Work Day*
Feb. 16 – Closed: Professional Development*
March 11- End of Third Quarter
March 12- First Day of Fourth Quarter
March 13- Closed: Professional Development
April 6 – April 10 – Closed: Spring Vacation
April 27 -Mid-Term
May 1 - Closed*
May 19- Closed: Primary Election
May 22- Last Day for Students
May 26 –Closed: ½ Staff Work Day*
* Potential Make-Up Days for 2014-2015: Feb. 13 & 16, March 13, May 2, May 26-29, and June 1-5.
The State Testing Window
Is May 4 - May 22 (Omitting May 19).

Closing and Cancellation

In the event of inclement weather, school cancellations will be announced as soon as possible. The Nelson County School District adheres to the following procedures in inclement weather.

- Information is available from the district through the Messenger service (automatic calling service).
- Delays and closings will be announced locally on WBRT radio and PLG-TV and on Louisville television stations WAVE, WHAS, WLKY and WDRB.
- If an announcement is made saying school will open at a later time, parents should not leave children at the schools earlier than the delayed starting time.
- If a delayed starting time is announced, parents and students should continue to monitor the situation because, depending on the weather, the schools eventually could be closed.
- District childcare programs may operate even if schools are closed. Check local media for announcements. - If schools are closed, events scheduled for that afternoon and evening at the elementary and middle schools will be canceled. Some events at the high school may occur. Listen to WBRT or watch PLG-13 for information.

Parents and students should not call the schools or the board of education for closing information. Phone lines need to be kept open in case of emergencies. If there are no announcements made, you can assume that the schools will be open.

Admission Guidelines

In order to enroll at Boston School in Nelson County: a child must be of legal school age; have a birth certificate from the Department of Vital Statistics in state of birth; a copy of the Social Security card, have an up-to-date immunization certificate; have had a physical examination, copy of an eye exam conducted by an optometrists, a copy of a dental exam; and reside with a parent, legal guardian, or legal custodian in the district served by Boston School. Proof of residence is required at registration. Exceptions to this are students residing outside the Nelson County District who have met the out-of-district admission conditions and pay tuition to attend.

Withdrawal Guidelines

In the event that a child's residence changes to another school district or that his/her parents choose to enroll him/her in another school, the following procedure is prescribed:

1. The parent should visit the school in order to receive refund/settle accounts with Food Services or for lost books, etc. and to confer with the child's teacher or office personnel. This insures that the child's possessions can be given to the parents.
2. The parent should immediately enroll the child in his/her new school and have that school request all records from our office.
3. On receipt of a request from the new school, copies of your child's records will be promptly sent to the new school.

Family Education Rights and Privacy Act

The Family Education Rights and Privacy Act (FERPA) affords parents and "eligible students" (students over 18 years of age or who are attending postsecondary institution) certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within forty-five (45) days of the day the District receives a request for access.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or in violation of the student's privacy or other rights.
3. The right to consent to disclosure or personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent.
4. 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, 600 Independence Avenue, SW, Washington, DC 20202-4605.

Attendance-Board

THE NELSON COUNTY SCHOOL SYSTEM BELIEVES THAT SCHOOL ATTENDANCE IS CRITICAL TO SUCCESSFUL SCHOOL ACHIEVMENT. THE NELSON COUNTY SCHOOL SYSTEM ALSO BELIEVES THAT GOOD SCHOOL ATTENDANCE WILL LEAD TO GOOD ATTENDANCE IN THE WORK FORCE, BETTER LEARNING IN THE CLASSROOM, HIGHER GRADE ACHIEVMENT AND AN OVERALL BETTER SCHOOL EXPERIENCE.

I. Compulsory attendance law KRS 159.150; any student absent from school without valid excuse for three (3) or more days, or tardy three (3) or more times, or a combination of both is a truant. Any student who has been reported as a truant for two (2) or more times is a habitual truant. When a student is declared a habitual truant, the parent may be notified by a certified letter and/or by a personal visit. If truancy continues, both parent(s) and student may be required to attend a Truancy Mediation Program. As a final recourse, court proceeding will be instituted if truancy continues. For the purposes of establishing a student's status as a truant, a student's attendance record is cumulative for an entire school year. When students transfer from one Kentucky district to another, attendance information from the previous district shall become part of their official attendance record for that school year.

A. Excused absences-an excused absence or tardiness is one for which work may be made up, such as:

1. Death or severe illness in the pupil's immediate family;
2. Illness of pupil. (Parent notes are accepted for five (5) all day or part of the day per semester for students in grades Kindergarten through fifth (k-5) and for three (3) all day or part of the day per semester for students in grades six through twelve (6-12)). All other student absences due to illness require a note from health professional.
3. Medical, dental, or legal appointments that cannot be scheduled outside of school hours. (Times and dates shall be verified by the health professional or court official.) Students will be excused only for the length of time of a scheduled doctor's appointment and a reasonable amount of travel time. Doctor's excuses shall state the dates(s) and/or number of days for which the student will be excused. When a student must miss more than five (5) consecutive school days due to illness or surgery, the parent/guardian is to contact the attendance office or the Director of Pupil Personnel who will explore the possibility of home/hospital instruction.
4. Court appearances requiring the student's attendance. (The student will be excused only for the length of time of the scheduled court appearance and a reasonable amount of travel time);
5. Other valid reasons as determined by the principal. (The principal's determination may be appealed to the superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures.)

B. Unexcused absences

All other absences shall be considered unexcused. Examples of unexcused absences are:

- Out-of-school suspensions
- Vacations
- Shopping
- Missing the bus

Nelson County School System District-Wide Dress Code Policy

Shirts: (boys and girls):

Type: Polo shirt with fold-down collar, buttoned to avoid exposure; dress shirt with fold-down collar; turtleneck or mock turtleneck. (Button down shirts must be button all the way up)

Sleeve: Shirts may be long or short sleeve (no sleeveless or sheer).

Sleeves cannot extend below the wrist.

Midriff: Front, back or side may not be exposed at any time.

Sweatshirts/sweaters/vests:

All sweatshirts and sweaters/vests (v-neck, crew neck or cardigan) must be worn with dress code shirts (fold-down collar) or turtlenecks underneath. Attached hoods are acceptable, but must be removed from the head upon entering the building.

Pants/Overalls (boys and girls):

Colors: Any solid color

Types: Twill, chino, corduroy, denim or jean with plain or pleated front. Elastic waist slacks may be worn. No sweat/nylon jogging pants are allowed.

Pants are to be worn at the waist (no sagging or excessively tight pants). Overalls must be worn with shirts that have sleeves.

Skirts/Jumpers/Dresses (girls):

Types: Twill, chino, corduroy, denim or jean (**no spandex/lycra or stretch material**). Must meet or extend to the knee. Slits may not be shorter than the knee. Shorts may be worn under the dress, skirt or jumper, but may not extend below the hem. Dresses must have sleeves and backs. Jumpers must be worn with shirts that have sleeves.

Walking Shorts (boys and girls):

Types: Shorts must extend to the knee area.

Hats:

Hats must be removed upon entering the building.

Shoes:

All sandals or shoes must have a back.

Backpacks:

No rolling backpacks are permitted.

No BINDERS for primary students are permitted unless they have a 504 or IEP.

There are consequences if dress code is not followed. If not followed then you will be given an outfit from FRSYC. Please return within 2 days of using their clothes.

General Expectations

- Any apparel or appearance (including but not limited to hair color, jewelry, make-up, hair style, etc.) that calls attention to itself will be responded to as deemed necessary. The administration has the final authority in determining appropriate school attire and appearance.
- Students may not carry or wear anything that advertises drugs, alcohol, tobacco products or anything that promotes or suggests lewd, dangerous or unacceptable messages.
- Clothing must not have holes or tears and must have finished hems. Pants and skirts must not drag the ground.
- Only one out of dress code day per month is permitted (or if scheduled cumulatively, cannot exceed ten per year). However, individual reward certificates can be issued for motivation. Out of code days will be determined by the school administration. Student payment to participate will not be permitted.
- While students are expected to dress appropriately at afterschool functions, they are not required to follow the dress code.

Food Service-Student Meal Charges & Mealpay Plus

Students are limited to no more than five (5) charges. Charges are allowed for students who have forgotten to bring money for breakfast or lunch and have no way to secure any money at the time. Students who have reached the charge limit:

- Must bring a sack lunch from home OR
- An alternate meal will be provided of cheese and crackers, fruit/vegetable, and milk OR
- soy peanut butter and crackers, fruit/vegetable, and milk. (no peanut products are used in the lunches)
- Parents will be notified of outstanding charges.
- The student's name is turned over to the principal or the principals designee as well as the
- Child Nutrition Director for corrective action

The Free and Reduced Price Lunch Program

Free and reduced price lunches are available to students who qualify and meet the eligibility guidelines. Students who qualified last school year are automatically qualified for the first 30 days of the school year. However, a new application must be completed for the upcoming school year within 30 days from the start of the school year for the child to continue on the program.

Applications are sent home the first day of school. If you did not receive one, call your child's school and request that one to be sent home to you. Applications are accepted any time during the school year. Parents who have any changes in employment or income during any time of the year may apply for benefits. Foster children automatically qualify for free lunch once an application is received and approved office of Food Service and Nutrition. No child is discriminated against because of race, sex, color, or national origin, age, or disability.

Lunchroom Manners

Each cafeteria has an adult lunchroom monitor responsible for supervising and helping the children at meal time. These adults are hired to monitor the students and encourage good eating habits and good manners during meal time. Students are encouraged to use good manners in the dining room. This includes sitting at their seats until excused by the lunchroom monitor, talking softly at the table and cleaning up after themselves.

Food Sale Standards

The type of food sold in the schools will contribute to the daily nutritional needs of the children, providing healthy food choices and well-balanced meals to children, following the Dietary guidelines provided by the Department of Agriculture. In order to increase the acceptance and consumption of nutritious foods, we have the opportunity of using the government program "Offer versus Serve" option at all of our lunchrooms. This provision is intended to reduce food waste by allowing children to choose three of the five meal components offered each day. Several different choices of entrée items are offered each day.

Soft Drinks and Restaurant foods are not permitted in the cafeteria during the school day.

How to pay for lunches

As many of the parents already know, the Nelson County Food Service Program uses a computerized lunch program system. This convenient system allows parents to pre-pay for meals in any amount on any school day. Each child has their own four-digit unique Personal Identification Number (PIN). You can be confident that no one else can use their account or will know their meal status. We encourage you to purchase your child's meals in advance. You may purchase your child's meals for days, weeks or even months in advance. Pre-paid funds are credited to your child's account. This ensures that the student is entitled to a meal every day and eliminates the hassle of lost or forgotten money. Students may purchase extra on their accounts unless requested by a parent in writing or by phone to the Food Service Manager Office.

Breakfast/ lunch prices for the 2014-2015 school years

K-8th grade prices are: **breakfast \$1.25, lunch \$2.00 for K-5 students, \$2.25 for 6th-8th and adult prices at \$3.00.**

For those that qualify, the price for a reduced breakfast is \$0.30 and lunch is \$0.40

MealpayPlus

MealpayPlus provides convenience and information to manage school meal accounts. Visit the website at www.mealpayplus.com to learn more.

Discipline

The faculty and principal shall implement the policies and procedures in the Nelson County Code of Acceptable Behavior and Discipline Manual and the Boston School Student Handbook. School-wide rules as stated below in the handbook. A discipline referral form will be sent to the principal when a student is referred for discipline issues. A copy of this form will be sent home. This form must be signed and returned to school.

School Wide Rules with Specific Requirements in Common Areas

(Specific expectations and procedures will be given out by grade level)

- 1. Be Respectful**
- 2. Be Responsible**
- 2. Be Safe**
- 4. Be an active learner**

Disruption of Instructional Time

Due to the fact that instructional time is so vital and must be guarded from distractions and disruptions, we ask that phone calls to teachers occur during teacher planning periods or class visits/conferences be scheduled in advance.

Bus Regulations

Providing a safe and efficient system of bus transportation for our students is an important and essential part of our school program. To ensure that our buses remain safe and secure for everyone, we ask that all students obey the following safety regulations at all times.

1. Obey and respect the requests of the driver.
2. No part of the body is to be extended outside the bus at any time.
3. Cross the road at least 10 feet in front of the bus and look both ways before crossing the road.
4. Students shall not distract the driver.
5. Help keep the bus neat and clean.
6. Animals are not allowed on the bus.
7. Objects that are large enough to take up seating space or block aisles are not allowed on the bus.
- 8. No eating or drinking on the bus.**
9. Do not change seats after the bus starts.
- 10. Students are not allowed to change their regular patterns of transportation without a written request from the parent and approval of the school principal.**
11. Students should be ready to board the bus when it arrives at the designated stop. Do not cross the road until the bus stops.
12. When boarding the bus students are to take their assigned seat as designated by the driver.
13. The back door of the bus is to be used only in case of emergency.

Students that choose not to follow the safety rules will be held responsible for their non-compliance. Corrective disciplinary measures will include parent notification, parent conferences, and as a last resort – bus suspension. Please keep our buses safe and orderly by remembering the bus rules.

Please call all transportation changes in by 2pm every day.

Medication

When a child needs to take **over-the-counter or prescribed** medication at school, **the parent's and doctor's signatures** are required on the school **authorization form** before medication will be dispensed to the child. All medications must be in the original container and brought to school by **parent**. All medications are dispensed from the office by a trained staff member. This includes over the counter medication such as Tylenol, aspirin, and cough drops. Our school nurse is shared with the New Haven School and is only here on designated days.

Take Home Envelope

Student and school information will be sent home on **Thursdays (Elementary students information will be** in a large envelope or green folder). All students will have information pertaining to class work, assignments and valuable school information. Please take time to view this information.

Address & Telephone Changes

Please notify the school immediately if there is a change in your address, telephone number, baby sitter or person to contact in an emergency. This information is very important in case your child becomes ill or injured.

Reporting to Parents

Reporting of student's social and academic progress will be provided on a quarterly basis after each 9 weeks. The marks a student receives may be determined by classroom participation, completion of class work and homework assignment and demonstrated mastery of content material. Midterm progress reports are sent home each quarter for students in grades 4-8. Parents should be notified if the child's grade falls below 75% in any subject. Please check the school calendar for mid-term dates. Elementary teachers (K-5) will hold parent-teacher conferences at the end of the 1st grading period and as often as needed thereafter. Middle school teachers will conduct conferences as needed. Parents are strongly encouraged to attend. The chart below reflects the grading system that is used by the Nelson County School System.

A = 100 - 92 B = 91 -84 C = 83 - 76 D =75 - 70 F = 69 - 0

Parent Portal

Nelson County School District offers parents an opportunity to view their child's attendance, progress and grades through a program called Parent Portal. Boston School offers parent portal trainings upon requests. We encourage parents to use this valuable tool to stay informed on their child's progress.

Homework Procedure

Homework is defined as assignments to be completed outside the classroom that are designed to reinforce classroom curriculum. They are used as a review of content material, and allow teachers to reflect on effectiveness of the lesson and determine student understanding and needs. Homework gives parents a chance to view what their children are learning in class and how they are doing. Middle school has their own homework procedures and these are addressed with the students on the first days of school starting along with papers going home to let the parents know about the expectations for middle school students.

TEACHER RESPONSIBILITIES

Teachers will:

1. Give homework as needed.
2. Give homework that extends students learning on classroom topics.
3. Give students feedback on homework.
4. Provide instructional follow-up on homework as needed.
5. Make sure that students understand and can explain how their homework assignments related to what they are learning in class.
6. Teachers will contact parent by phone or letter prior to referrals to the principal (or principal's

designee).

PRINCIPAL REPSONBILITIES

The principal (or designee) will:

1. Follow up on referrals from teachers on students that continually do not turn in assignments.
2. The principal will determine the need for appropriate consequences and/or parent contact.

Homework will never be a part of a system of punishment. Assignments not completed in class may be sent home for completion but should not be considered punishment. It should be recognized not all homework is in the form of written assignments. Some homework should involve students and parents reading together, and taking part in cultural and creative activities. Parents are urged to actively involve themselves in their child's homework. Homework assignments offer an opportunity for valuable interaction and information between parent and child in support of learning.

Physical Education-Health

Students should have tennis shoes to wear on their Physical Education days. It is also recommended they wear suitable clothing on those days. If a child is sick or not able to participate, a note from a parent or doctor is needed.

Promotion and Retention

Promotion of our students from one grade to the next will be based on the student's demonstration of emotional, intellectual and academic growth during the school year. In the event, a student does not show evidence of meeting the minimum expected progress; the teacher will notify the parent as soon as concerns are noted. The final decision to promote or retain a student shall be made by the teacher and the principal after discussion and involvement with the parents.

Extended School Services

Through our ESS program, students are offered remediation in reading, math and writing throughout the school day.

STLP: Student Technology Leadership Program

To participate in this club, students must fill out an application and be interviewed. Students learn how to use different technology from digital cameras to computer software programs. They also perform different services, such as cleaning computers around the school. Every spring the students and their sponsor will present a technology based project at the district STLP showcase.

Academic Team:

Boston School has a Quick Recall and Future Problem Solver Academic Team. Students are invited to try-out for the team in September. The team practices during the school year and goes into competition in January (Middle School) and February (Elementary) for the Governor's Cup. All students earn points not only for themselves, but also for their school. Individuals and teams advance on their own merit from District to Regional Finals (Middle school teams can advance from regional to state level).

Assignment of Students

The principal, in collaboration with designated staff, shall prepare a student assignment plan that best supports students success for the following school year for approval. By the third week in May, a detailed written request for special consideration of a student placement must be provided to the principal. Additions or amendments to the student assignment plan shall be reported to the school council at the August regular meeting date. All students will receive a grade level supply list with the final report card at the end of the current year. Class size will be reviewed and established by the council, annually. The principal shall have the authority to make an assignment change throughout the year. If a parents has a suggestion for the next year on student assignments it must be submitted by the first week of May.

Field Trips

In accordance with the Nelson County Board of Education Policy 09.36, two field trips per year are allowed for each homeroom. These field trips are planned by the teachers, approved by the principal and will be educational in nature. Chaperones wanting to attend the field trip must:

Chaperone Requirements

A criminal background check when chaperone will be supervising children.

These must be completed prior to chaperone selection.

Chaperone Selection:

1. The teacher(s) will determine the number of chaperones needed for the field trip and/or activity. These parameters shall be considered in determining this number: preschool regulations, ratio of students to adult due to activity (for supervision and safety), available tickets per sessions and for specific activities consider male/female ratio of chaperone.
2. Teachers will send home field trip and/or activity information four (4) weeks prior to the trip. Parents/guardians will have an opportunity to inform the teacher if he/she would be able to chaperone.
3. Parents/guardians will have three (3) days to inform the teacher if they would like to be considered for the trip. **After three (3) days, the teacher will randomly draw names from the interested parents/guardians. Within three (3) days of the drawing, the selected parents/guardians will be notified by the teacher.** This would allow parents/guardians sufficient time to make arrangements with work schedules.
4. A parent/guardian may be selected as a chaperone once per year. The only exception shall be when an insufficient number of parents are available to chaperone the trip and/or activity.
5. Parents/guardians will be given first consideration over grandparents (unless guardian) or other family members.

Students

- No child shall be excluded from a field trip or activity due to the inability to pay for the cost of the trip and/or activity or due to a disability.
- Only students of the class shall be permitted to participate in the field trip. **Chaperones may not take younger siblings on class field trips, because this would distract from their ability to monitor the safety of our students.**

Transportation

- Bus transportation shall be provided and approved by the Nelson County Transportation Department.
- Parents/guardians, who have been chosen to chaperone, may ride the bus if space is available for all chaperones. **Transportation information will be provided to parents in the original notification regarding the field trip.** Teacher(s) shall prepare and provide a list of students, chaperones and teacher(s) to the office and bus driver before loading the bus.

Title 1 Program

Our district receives federal funds for Title 1 programs as part of the No Child Left Behind Act (NCLB). Under NCLB, you have the right to request information regarding the professional qualifications of your child's teacher(s). If you request this information, the district will provide you with the following:

1. Whether the teacher has met the state requirements for licensure and certification for the grade levels and subject matters in which the teacher provides instruction;
2. Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
3. The college major and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
4. Whether your child is provided services by para-educators, and if so, their qualifications.

If you would like to request information, please contact Karen Johnson by phone at 349-7000 or by e-mail at tim.beck@nelson.kyschools.us Please include your child's name, the name of the school your child attends, the names of your child's teacher(s) and an address or e-mail address where the information may be sent.

Yellow Jacket Center -Day Care Provider

Yellow Jacket Center will be open from 6:00a.m.-7:45a.m and 3:00 p.m. -6:00 p.m. Monday –Friday and 6:00 a.m. – 6:00 p.m. on non-school days. There is a charge for this service. Prearrangements must be made with the center to accommodate these needs. Contact the coordinator at 833- 1257 or (502)-249-0145

Lost and Found

Lost and found items are kept in the office. Students and parents are encouraged to check for lost items promptly. Unclaimed items will be donated to the Family Resource Center or Goodwill.

Solicitation

No one is to engage in any type of buying or selling of articles on school property unless it is part of a school sanctioned fund-raising event.

Parent Teacher Association (PTA)

The PTA meets quarterly with general members and monthly as a board. We encourage all parents to become an active member of the PTA. This organization enables parents and teachers to work together in providing support and financial assistance to help improve the school programs for our students. Membership is \$5.00 per person.

School Based Decision Making Council

The School Based Decision Making Council determines the meeting date and time at the July regular meeting. Unless otherwise stated or advertised. This participatory management system allows for local input, involvement and ownership in the policies, practices and procedures that guide the total educational program at our school. This meeting is open to the public and all parents are invited to attend.

Telephone Usage

Telephones are for teacher use only. Students that use their phone or school phone to call home will need to come to the office to make that call. Students are allowed to use a school phone in emergencies. Parents who need to get messages to their child need to call the school office before 2:00 p.m. and leave their message. Students will not be removed from class to receive a phone call. Teachers will relay any message to the student. Student cell phone use will require a student to come to the office to make the call.

All cell phones will remain off during school hours and placed in a back pack or purse with the exception of Middle School students who are given approval to use their personal devices for instructional purposes only.

Family Resource Center

The mission of this center is to bring together the total assets of family, school and community to empower families as partners in the educational process and help eliminate barriers that interfere with student learning. Services offered through the center include referral services, home visits, holiday and clothing assistance, educational programs and much more.

Care of School Property

The school district provides textbooks, materials, equipment and other items for students. Every student is expected to use the best of care to such property. It is the student's responsibility to see that the item checked out to him/her is cared for properly. Students who lose, disfigure, or do other damage to school property will be disciplined and required to pay for damage done for replacement.

Students' Personal Effects

Radios, electronic games, toys and related contraband have no real educational value in a school setting. These compete for the student's attention or present a safety problem; therefore they are not allowed at school. Parents are requested to actively support this school/board policy by not allowing their child/children to bring them to school. If any of these items are brought to school, they will be confiscated and the parent will be required to pick them up in the office. They will not be returned to the student.

Boston Learning Center

The Boston Learning Center is a program that is federally funded by the 21st Century Grant that Boston School was awarded in 2011. The BLC partners with other organizations in the community to provide family nights, family literacy, and extended learning time. The highlight of our Center is the Afterschool Program which operates **3:20-6pm** Monday through Thursday. Students are able to stay after school during the week and receive a nutritious snack, homework help, reading and math intervention, enrichment activities, and bus transportation.

Some of the enrichments are academically based in math, science, social studies, and reading. Other enrichments are offered to provide our students with more learning and leadership opportunities in health and sports, arts, and technology education. These activities have included Archery, Band, Make and Take, Chess Club and Let's Move in the past. The afterschool program will start two weeks after the beginning of school. Be looking for enrollment information sent home with your child. We look forward to serving you in the 2013-2014 school year!

The Nelson County Board of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Sara Wilson, Executive Director of Student Support

288 Wildcat Lane
Bardstown, KY 40004
502-349-7000, extension 2328

Handbook Compliance Signature Page

(Please remove this last page and return to school)

As a parent and/or guardian of the child/children listed below, I acknowledge that we have received the student handbook containing the rules and regulations of Boston School. The signature below indicates that we have read and understand the rules, attendance policy, dress code, FERPA, and regulations of this code of conduct.

Date: _____

Print Student(s) Name Student(s) signature

_____	_____
_____	_____
_____	_____

Parent Signature

THIS SHEET MUST BE SIGNED, DATED AND RETURNED TO THE OLDEST CHILD'S HOMEROOM TEACHER.

Parents and students who do not return their signed form must still abide by the rules and regulations as set by the Boston School's School Based Decision Making Council and the Nelson County District policies and procedures.