

To: Glenwood School Board

From: Salazar, McMullen, O'Grady

Date: 3-7-23

RE: Proposed changes to the 23-24 Elementary Family Handbook

- All names, staff assignments, and dates will be updated.
- ~~Removed description of NE Childhood Center and direct families to Preschool Via link~~
- ~~Consequences for inappropriate behavior needs to change from "to be administered" in heading to "may be administered". This will match the heading to description.~~
- ~~Parties/Daily Snacks section moved from page 34 to under birthday treats on page 24~~
- ~~Parties/Daily Snacks may change to add orders to Food Service if food service can accommodate.~~
- ~~Add Curriculum information for all grade levels is open on the district website for public view.~~
- ~~Early release school days are scheduled each year to allow for teacher training, planning, and parent teacher conferences. These days are listed on the 2023-2024 school calendar in this handbook. Monthly newsletters will serve as a reminder of the early release days. Please check your child's Friday Folder at NE and at West Wednesday Folder for scheduled changes on the school day. Please see teacher communication for schedule changes.~~
- ~~Counseling is the preferred verbiage per the Iowa Department of Education:~~  
**PSYCHOLOGIST (Our AEA rep is not a school psychologist)**
- ~~The Glenwood Community Schools utilize a school psychologist part time through the Area Education Agency. Parents and teachers may request a student be referred to the psychologist. Follow up conferences are held with parents to assist in helping the child.~~
- ~~We would like to change pupils to be consistent throughout the document.~~
- ~~If you have questions or concerns about your child's progress or development, please discuss the options with your child's teacher. Visit the classroom, and see how your child interacts and compares to others his/her age. If a meeting is needed to review learning progress, parents should feel free to schedule a conference with school personnel. Retention is not a sign of failure.~~

## **VISITORS AND GUESTS**

- ~~Parents/Guardians are encouraged to visit, except for the first two weeks and the last two weeks of the school year. A parent/guardian will be contacted should a non-parent request to visit a student during the school day. As a courtesy to the teacher, all visits and sharing (i.e. animals, pets) need to be pre-arranged. Please try to limit your classroom visit to one hour and avoid disrupting the regular classroom routine by bringing cameras or young children. A great time for parents to visit is lunch time. Please call 527-4886 ext 3112 (West) 527-4875 ext 2703 (NE) before 9:00 to order lunch. It is the district policy that students or friends from other schools will not be permitted to visit. A background check is required to attend any recess.~~

- Upon ~~online~~ registration, parents are asked to ~~select~~ sign a permission slip of approval for their child to attend any and/or all field trips during the school year. You will be notified by your child of the dates, times and locations of field trips.
- One of the cruelest blows a child can receive is to stand empty handed, watching others open invitations to a party. No child should have to experience this misery. Therefore, if you do not have the facilities or resources to invite all the boys and/or girls in your child's class, please mail invitations to the guests' homes. We will not pass out invitations to select groups of students. ~~Teachers can not forward electronic invitations.~~ We encourage you to reach out to families personally. These incidents may seem trivial to an adult, but to a child, they can be extremely hurtful. Please do not allow your child to contribute to the unhappiness of another. We appreciate your cooperation in following this policy
- Cell phones /I Watches/Apple Watches or any internet /phone capable device may be brought to school but should be turned off and not used once students enter the building and not turned on **until they are outside of the building until after the 3:25 dismissal and they are outside the school building.** Students then
- School hours and school day will be up for edits determined by food service and transportation.
- Add a section with the Heading **Custody/Protection Orders** include the following:

if you have any concerns about another parent, who no longer lives in the home, picking up your child, please make sure your child's classroom teacher and the office are aware of this situation. It is the parent's responsibility to provide the office with all legal documents regarding restraining orders and custody situations.

This is placed under camera monitoring section

Add this to the table of contents

## **CUSTODY/PROTECTION ORDERS**

When parents are divorced, both parents may have equal rights where their children are concerned. **If a court order exists that limits the rights of one parent, a copy of the court order must be provided to the school(s) for the child's file. If the court order is not on file at the school(s), we must provide equal rights to both parents.** If you have any concerns about another parent, who no longer lives in the home, picking up your child, please make sure your child's classroom teacher and the office are aware of this situation.

**Please provide the school with specific rights or needs for divorced or separated parents, if you need separate conferences, or duplicate report cards.**

## **HEAD-LICE**

1. Identification of students to be examined will be made based upon observable signs and symptoms by teacher or nurse or at request of parent or guardian.
2. Upon observation of signs and symptoms, trained school personnel will perform an exam of the student's hair.
3. Identification of live head lice or nits close to the scalp (1/2") is necessary before treatment can be recommended.
4. Effort will be made to contact the parent or guardian for immediate notification of identified head lice.
5. If unable to locate the parent, the child will be allowed to continue school work, but have modified seating arrangements to prevent head to head contact.

- ~~6. Parent(s) or guardian(s) of the affected student will be given printed instructions and specific instructions for treatment. Recommendations will be given regarding treatment of family, home environment, and other persons who may have had recent exposure to the student or home.~~
- ~~7. If one case of head lice is found in a class, efforts will be made for the school nurse or other trained personnel to check classmates and notes will be sent home to the parents.~~
- ~~8. Preventative information will be sent home to parents in the form of newsletters according to need as identified by the school nurse.~~
- ~~9. Student(s) may be rechecked upon return to school. (Parents will be encouraged to remove all nits)~~

**~~All volunteers must complete a background check with the district in order to volunteer.~~**

- ~~● Delete tech guidelines and link board tech policy~~

## **~~New Curriculum Section~~**

### **~~CURRICULUM~~**

~~The Glenwood Community School District will support a challenging, varied curriculum that is built on a solid foundation of essential skills and concepts such as English language arts, science, social studies, and math.~~

~~The curriculum will be designed to require all students to stretch their capabilities, teaching critical thinking and the processing of information. The district will make it a priority to work through area preschools, as well as, its own necessary academic and life skills for a successful start to their elementary education.~~

~~Foundational skills and concepts will be emphasized at all grade levels and will be taught using the best of traditional and innovative instructional methods. Technology will be incorporated into the curriculum as an effective instructional and learning tool. The curriculum will be regularly reviewed to ensure that course offerings provide students ample opportunities to prepare themselves for post-graduation success in either higher education or vocational fields. The District will pursue cooperative relationships with colleges, universities, businesses and industries to expand the availability of advanced and real world learning opportunities. Varied means of grading and assessment will be used to encourage students to undertake challenging course work in both academic and vocational tracks while communicating clearly a student's level of proficiency to curricular standards.~~

~~Student's academic experiences will be enhanced at all grade levels through involvement with foreign languages and the fine arts. Student's exposure to foreign languages will begin in the early elementary grades. Participation in the arts and other extra-curricular activities will be encouraged and supported with enthusiastic teachers, instructional resources and facilities.~~

## **New apptegy section for handbooks:**

### **Apptegy/Thrillshare**

~~In 2023, GCSD transitioned from School Messenger to Apptegy/Thrillshare. Thrillshare is a quick alert messaging service that the Glenwood Community School District is using for emergencies, weather-related closures/delays, attendance and general communications such as important school announcements and e-news. Thrillshare will enhance the district's ability to communicate regularly with parents and staff in multiple languages using text messages, phone calls, and emails.~~

~~Thrillshare also gives us the ability to communicate via an app specifically dedicated to GCSD that is available for download on both Android and Apple platforms. Thrillshare is also tied to district social media accounts so that messaging can be distributed to a number of sources through one platform.~~

~~In order to ensure that your contact information is correct and up to date, it is imperative that you have a Parent PowerSchool account set up and that you review, edit, and provide contact information that is correct during Online Registration. If your phone and email information is correct in PowerSchool, you will automatically be signed up to receive text, phone, and email messages from Thrillshare. Social media and the GCSD Thrillshare app will require voluntary participation on your part through Facebook, Twitter, Instagram, or downloading the app. Outside of Online Registration, if you have changes in your phone numbers or emails, please contact your student's building to have the information changed in PowerSchool. These corrections will automatically be changed in Apptegy/Thrillshare.~~