

RIMROCK

Elementary School

(Revised 27 Feb 2014)

4855 Brennan Bend

Idaho Falls, ID 83401

Telephone (208) 552-4667

FAX (208) 552-4694

www.rimrockraptors.org

Parent and Student Handbook

Bonneville Joint School District No. 93

Principal: Dan Page
Counselor: Lori Wickham
Secretary: Carol Arpke



WELCOME TO RIMROCK ELEMENTARY SCHOOL

Elementary school years are a very special time in a child's life. Students will be learning many new skills: academic, social, self-concept, motor coordination, etc. Parents play a vital role in helping a child reach his/her maximum potential. Research in child development indicates that 90% of a child's learning takes place at home—much of it well before the child enters a formal classroom! Children spend a great deal of time learning from their first, best teachers—their parents. Indeed, as parents, your involvement in your child's learning experiences will have a dramatic impact on how well he/she succeeds in school and later in life. By working together we can help all our children achieve their maximum potential and become the best person possible, socially, emotionally and academically.

We look forward to serving alongside you as your children experience the joys of learning. A positive attitude for achieving and your child's success in school are highly and directly influenced and fostered by your home atmosphere and what is taught and reinforced there. Your participation at school and encouragement for learning will indeed be major contributors to your child's success. We strongly encourage all Rimrock parents to volunteer and participate in school and with their child's class as often as possible.

We wish all Rimrock families a successful school year. We pledge to actively pursue our Rimrock mission: to love our students and provide rigorous academic challenge to them every day.

Dan Page
Rimrock Principal



VISION:

To foster a partnership of educators, parents, students and community members who will ignite a passion for learning and provide a high quality education in a safe and loving environment.

MISSION:

To love our students and provide rigorous academic challenge

VALUES:

- **A** safe and caring environment.
- **R**igorous academic challenges.
- **A** welcoming and receptive atmosphere for families.
- **I**nvolvement of parents and community members.
- **D**emonstration of honorable character traits by all Rimrock stakeholders.
- **M**eaningful enrichment programs.



RIMROCK STAFF 2013-14

KINDERGARTEN

Nancy Killpack
Jessica Riding

SECOND GRADE

Jeanell Coyne
Deborah Melander
Patti Sutter

FOURTH GRADE

Julie Abbott
Art Hood

SIXTH GRADE

Natalie Burr
Michael Kennelly

SPECIAL EDUCATION

LeeAnn Preussner
Denise Bullen (Assistant)

COUNSELOR

Lori Wickham

PRINCIPAL

Daniel Page

SECRETARY

Carol Arpke

CAFETERIA

Jennifer Daniels (Head)
Trenna Kuchenbecker
Marie Olsen

FIRST GRADE

Nicole Brinton
Aleah Ramos
Lauri Thurber

THIRD GRADE

Jacquie Hopkins
Carmen Manges
LeeAnn Smith

FIFTH GRADE

Leslie Cook
Carene Mackintosh
Kya Range

CROSSING GUARDS

Sara Hix (21st St.)
Amber Johnson (21st St.)
Keri Hennefer (Intersection)

CUSTODIAL

Joe Pitman (Head)
Pat Richeson

COMPUTER LAB

Brenda Fromm

LIBRARIANS

Lesley Huls
Kristina Lance

CLASSROOM ASSISTANTS

Andrea Hosmer
Amber Johnson

Rimrock Elementary School

Bell Schedule

2013-2014

Classes begin at 8:30 and dismiss at 2:56. Students should not arrive before 8:10.

A.M. Kindergarten

8:25 Warning Bell
8:30 Tardy Bell
10:15-10:25 Recess
11:20 Dismissal

P.M. Kindergarten

12:06 Tardy Bell
1:45-1:55 Recess
2:56 Dismissal

First Grade

8:25 Warning Bell
8:30 Tardy Bell
10:20-10:30 Recess
11:35-12:15 Lunch
1:35-1:45 Recess
2:56 Dismissal

Second Grade

8:25 Warning Bell
8:30 Tardy Bell
10:25-10:35 Recess
11:40-12:20 Lunch
1:35-1:45 Recess
2:56 Dismissal

Third Grade

8:25 Warning Bell
8:30 Tardy Bell
10:30-10:40 Recess
11:55-12:35 Lunch
1:45-1:55 Recess
2:56 Dismissal

Fourth Grade

8:25 Warning Bell
8:30 Tardy Bell
10:35-10:45 Recess
12:10-12:50 Lunch
2:56 Dismissal

Fifth Grade

8:25 Warning Bell
8:30 Tardy Bell
10:45-10:55 Recess
12:25-1:05 Lunch
2:56 Dismissal

Sixth Grade

8:25 Warning Bell
8:30 Tardy Bell
10:40-10:50 Recess
12:40-1:20 Lunch
2:56 Dismissal

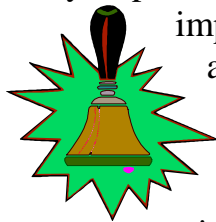
School dismisses at
1:30pm on Wednesdays
beginning October 9 and
concluding April 30.

Kindergarten times for
early dismissal Wednesdays
are 8:30am to 10:40am for
the morning session, and
11:20am to 1:30pm for the
afternoon session.

RIMROCK POLICIES

Absence and Tardy Policies

Good school attendance is an extremely important factor of each student's education and has many carry-over implications for later life. It is very important that students are in attendance at school daily and are punctual. If a student must be absent from school, parents are requested to call the office before 9:00 A.M. to report the absence for that day. If parents find it necessary to take students out of school for a period of time, a written request for the absence should be submitted to the principal in advance. Students are required to take outside recess and lunch breaks (weather permitting). If a student is ill, he/she should stay home. Upon a student's return from a verified illness, parents may request that the student be kept indoors for a day or two. Commencing with the third day, a doctor's statement must be submitted requesting the student remain indoors. If not submitted, the student will be required to go outside for recess. Any time a student is tardy, he/she must report to the office to obtain an admission slip before being admitted to class. If the student has a medical or dental appointment, please notify the school that your child will be arriving late or removed from class early. An addition, please notify the school of all absences for your child. As per District 93 Board Policy, if a student is absent **five times in a semester**, a letter will be sent home informing parents of the absences. Additional letters are sent at **7, 9 and 14 absences**. The "**14-Absence**" letter informs parents of possible legal consequences (application of a Truancy Officer) to the family. In addition, when a child reaches **7 tardies in a semester**, a letter will be sent home to inform parents of the problem and urge them to help their child be punctual. **Chronic tardiness** could be referred to a Truancy Officer. School attendance in Idaho Code is compulsory. Legal consequences of non-attendance are serious, and every effort should be made for faithful and punctual attendance.



Releasing Students from School

Rimrock assumes responsibility for your child's well-being during school hours. Students may be released to their parents during the school day after the parent has signed the Student Release Log located in the office. This precaution is taken for the protection of your child. We ask your cooperation and assistance by observing this policy.

General Registration

Typically Rimrock offers early registration for incoming kindergarten students during an event in March called “Kindergarten Round-up.” The Round-up is to help District 93 ascertain incoming student numbers and growth for the upcoming school year. The general registration is for all students (*including kindergarten students who registered at the Round-up*) and occurs the middle part of August prior to the beginning of school. During the general registration classroom and lunch fees are paid, busing is established, and parents are informed of the classroom assignments of their children. Parents may consult the upcoming school year calendar on the District 93 web page to learn the precise general registration date for elementary schools. Parents of students transferring from other schools should arrange to provide: 1) Up-to-date immunization records; 2) Proof of residency in the Rimrock attendance area; 3) The child’s birth certificate.

Kindergarten Round-up (early registration)

Children entering kindergarten are required to be 5 years old on or before September 1st of the school year in which they are enrolling. By Idaho Code parents must bring a State of Idaho birth certificate and up-to-date immunization records to complete the enrollment. Rimrock requires that parents also bring proof of residency in the Rimrock attendance area. Fees are collected at the fall general registration.

State of Idaho Code Required Immunizations (An immunization waiver is available for religious, health or cultural reasons.)

DPTS	5 doses	Last one after 4 years of age.
POLIO	4 doses	Last one after 4 years of age.
MMR	2 doses	First at twelve months and second after four years of age but before beginning school.
HEP A	2 doses	First at one year of age. Second dose before age two.
HEP B	3 doses	Series starts at birth. Every three months thereafter.
Varicella	2 doses	First at twelve months and second after four years of age but before beginning school.

Withdrawal

If the need arises to withdraw your student from Rimrock, please notify the office at least three days in advance so that we are able to prepare the transfer materials and smoothly transition your student to the new school. Please assure that all school property has been returned. Cost if replacement of missing materials will be applied.

Rimrock Exterior Doors

In the interest of safety, all Rimrock exterior doors except the front double doors are kept locked at all times. Children may not enter the school by any other means without the permission of an authorized adult. During lunchtime, children must exit the school to the playground through the front double doors. When lunch recess ends, teachers will open their classroom exterior doors to admit students into class. During the morning and afternoon 10-minute recesses, teachers may permit their students to exit and enter the building for recess through their classroom exterior doors. We require all visitors to enter the school through the front doors and always sign in.

Open Enrollment

Rimrock accepts students from other schools from within or out of District 93 provided we have enough seats in the classes. If a class reaches 85% of *capacity* Rimrock reserves the right to deny open enrollment. *Capacity* is defined as 23 students for K-1st; 26 students for 2nd-3rd; and 32 students for 4th-6th grades.

Rimrock also reserves the right to deny open enrollment to students with behavior or legal issues. Once open enrollment is granted, the student will be required to meet *all* school behavioral and classroom academic expectations, or the open enrollment could be subsequently denied. Open enrollment applications must follow District 93 policy and are required to be renewed on a yearly basis.

Placement of Students

Every teacher and student has unique talents and needs. We will do our best to place your child in the class that will provide the environment for him/her, while at the same time balance (behavior, academic, gender) among same grade level. Many factors are considered this decision: academic, emotional, social, and the personal needs of each student are



best maintaining classes of the in making behavioral, considered by

teachers, ancillary staff, the counselor and principal when placing children in classes. *Parents may not select teachers or determine classroom placement.*

However, if parents wish to become involved in the placement process, a letter or email must be sent to the principal on or before the *first school day in May*. This letter should describe the educational needs of the child. If requesting a teacher, *two choices* should be offered along with the reasoning and purpose for such a placement. This information will be considered along with that of staff when placing children. School personnel cannot guarantee placement with a specific teacher. *Parent letters are not considered confidential.* They are sometimes shared with involved teachers.

Report Cards/Parent-Teacher Conferences

Report cards will be distributed at Parent-Teacher Conferences after the first and second nine-week quarters. Report cards will be sent home with students at the conclusion of the third and fourth quarters. At anytime, if the need arises for a conference, parents should not hesitate to contact their child's teacher, the counselor or principal.

Homework

Rimrock teachers are encouraged to assign homework to their students. Homework is *valuable to learning!* It is an extension of the learning that takes place at school. Homework provides practice and reinforces classroom learning and opportunities for direct parent involvement, independent practice and study, research and creative thinking. Studies clearly show that homework advances and enhances learning. Parents can assist their children by arranging a quiet and comfortable space for their children in which to work, and by seeing to it that assignments are completed and returned on time.



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Homework guidelines:

1. Assign HW each day of the week but rarely Friday
2. Generally plan for approximately +/- 10 minutes of HW per grade level
3. Never introduce new concepts via HW

Late Work Policy

Kindergarten – Second Grades:

When classwork or homework is not completed, the student will miss recess to complete it. Parents will be contacted concerning persistent late work problems.

Third – Sixth Grades:

Any classwork or homework turned in after the due date will receive 70% of the earned score.

If the work is not turned in to the teacher within one week after the due date that is posted in PowerSchool, the assignment will receive 0% and cannot be made up for credit.

Bicycles, Scooters and Skate Boards

Bicycles, scooters and skateboards may be ridden to school and must be kept in the bike rack. Children are encouraged to wear a helmet. For safety reasons, bicycles, scooters and skateboards may not be ridden on school grounds. Bicycles and scooters should be locked to the bicycle rack to ensure their safekeeping.

PTO Officers and Activities

2013-14 PTO Officers:	President-	Cassie Stauffer
	Vice President-	Tina Davis
	Secretary-	Melissa Kirtley
	Treasurer-	Joy Taylor
	Board Member-	Elyse Powell
	Board Member-	Tracy Hanks
	Board Member-	Taneil Serr

Book Fair – This activity provides an opportunity for families to purchase books at school in the fall and spring at reduced prices.

Teacher and Staff Appreciation Day - Recognition and appreciation of school staff shown through a small gift.

Spooktacular – Support teachers in Halloween Carnival.

FAME Fine Arts Mini Experience—Taught two days each month for half an hour.

Box Tops for Education- PTO collects General Mills box tops for education. Each teacher collects the box tops for his/her classroom and they are kept in the library. General Mills reimburses the PTO 10 cents per box top.

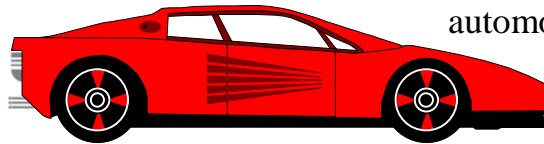
Fundraising – Raises and provides funds for various Rimrock causes



Parents Driving Students to School

Traffic before and after school is busy and dangerous for little children. We ask parents to use the drive-through southeast of Rimrock to drop off and pick up your students by

NOT use visitor school for drive-off. Students are

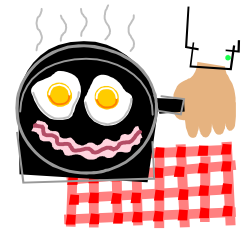


automobile. We ask that you parking in front of the through pick up or drop **NOT** allowed to enter

any parking lot to a waiting vehicle without an adult escort. We also ask that parents **NOT** access the school bus drive-through for pick up or drop off. Doing so places you at risk of receiving a traffic ticket. Please drive carefully at all times and follow the natural traffic flow. Please use care in following the painted lanes for pick up, drop off and parking. Following Rimrock traffic rules creates order and facilitates your entry and departure from school. But most importantly it will reduce traffic danger to our children.

School Breakfast Program

Students have the opportunity to eat breakfast at school. Students need to arrive at 8:00 A.M. to participate in the breakfast program. They may enter the cafeteria and sit quietly at a table. The cost of the breakfast is \$1.50 for students and \$2.15 for adults. Milk costs 35¢. The price for Free and Reduced breakfast is 40¢ unless you qualify for free. Applications can be picked up in the office.



School Lunch Program

Students have the opportunity to eat hot or cold lunch at school. The cost for hot lunch is \$2.05 for students, \$3.30 for adults and 35¢ for a carton of milk. The Free and Reduced price is 40¢ unless the student qualifies for free. We ask that you purchase lunches for the entire week or month for accounting purposes. Please send lunch money *in an envelope with your child's and the teacher's name and "Lunch Money" or "Breakfast Money" written on the front.*

Lunchroom Rules

Speak in soft voices.

Stay in your seat. Raise your hand if you need assistance.

Respect the cafeteria, your table, other students and the Duty Aides in charge.

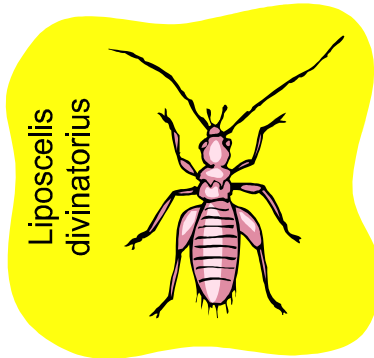
Be polite and clean.

Cold Weather

We are committed to the safety of all school children. From time to time emergency conditions may arise. If the temperature is -20 degrees or below by thermometer, or if blowing and drifting snow or wind chill makes travel to and from school unsafe, the district will make every reasonable effort to notify the public of the decision to cancel school. Radio, TV and texting will be utilized for this purpose. Please prepare your child for the temperatures of an Idaho winter by dressing them properly with a heavy coat, hat and gloves or mittens. We have "in days" when temperatures drop to 0 degrees or below (with wind chill). We usher students into classrooms, the library or gym. Otherwise, as stated in the attendance section, students are required to take recess and lunch break outside unless exempted by a note from a parent or guardian as per Rimrock policy.



Head Lice



Millions of school children nationwide get head lice every year. Having head lice is not a sign of socioeconomic status, uncleanness or poor health habits or hygiene. It does occasionally exhibit itself in classrooms and presents personal trauma to a student and his/her family when it is discovered. Head lice are common nation-wide and can be easily transmitted from one student to another. As a result, District 93 has a “nit-free” policy that requires any student found to

possess head lice or their eggs (“nits”) be excluded from school until all lice and nits are removed. Students will be placed in the custody of the parent and checked before school re-entry to assure that the student has been treated and all nits and lice have been removed. In order to avoid embarrassment to a student and family, every effort will be made to maintain the confidentiality of the head lice problem. Good resources to assist you in ridding your household of this problem are:

www.HeadLiceInfo.com or www.headlicetodeadlice.com.

Dispensing Medication

Medical treatment that requires dispensing medication is the responsibility of the parent and the family physician and should rarely be administered by school personnel. The only exception is when it is deemed necessary by the family physician and parent that medication be administered during school hours. On those occasions school personnel may administer the medication after a Parent Request/Permission form has been filled out and signed by a physician, parent and



the principal. Parents and family physicians are encouraged to work out a schedule of giving medication outside of school hours. Students may not carry medications on their person unless special permission is granted (e.g. diabetes). **Prescribed medications must be contained in the original prescription labeled bottle.** “Medications” are defined as: *all prescribed or over-the-counter medications, diabetes medications and associated devices, allergy treatments, and bronchial inhalers.*

Media Center

Classes routinely visit each week, but students may visit as needed with permission of their teacher who will issue a library pass. Reference books may not leave the media center at any time. Kindergarten students may check out one book at a time for one week. First through sixth grade students may check out two books at a time for one week. A book may be renewed up to two times if needed by bringing it to the media center. A fine of 10¢ per school day will be assessed for each book that is overdue, with a maximum fine of \$5.00 per item. Fines may be paid with money or donated canned food (1 can = 50¢). A student may not check out books if he/she owes a fine or has overdue books. If an item is lost or damaged, parents are responsible for replacement or repair costs. If a book is marked lost, parents will be notified and given two weeks before payment is due. For lost items, the price of the item plus a \$5.00 dollar processing fee will be charged. If the item is subsequently found, the cost of the item will be refunded, minus the \$5.00 processing fee. No food, candy, gum, or drinks are allowed in the media center at any time. Students are expected to behave in a quiet manner, be courteous to others, and treat the books with respect. If, in the judgment of the librarian, a student behaves inappropriately while in the media center, he/she may be denied use of the library for a period of time to be determined by the librarian and principal.



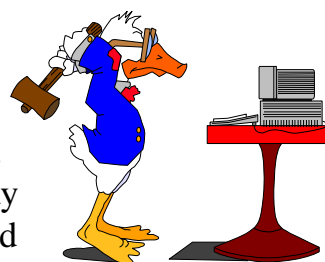
ACCELERATED READING ACHIEVEMENT EXPECTATIONS

1. Student AR goals are developed quarterly. The goals are based on points and comprehension percentage. Both must be met per quarter to achieve the goal. K-1st comprehension percentage 70%; 2nd-6th 80%. AR performance may count up to 25% of a student's reading grade.
2. AR daily reading time and comprehension percentage must be consistent across grade levels.
3. Only books that fall in the student's Zone of Proximal Development (ZPD) will count toward the student's goal. After students meet their goal, they may read books outside their ZPD.
4. Students may take AR tests only under the supervision of the classroom teacher.

5. AR tests may be taken at Family Reading Night under the supervision of a teacher.
6. Rimrock PTO awards AR T-shirts at the year end Awards Assembly. T-shirt awards are based on students having met their quarterly AR goals.
7. Students who achieve AR quarterly goals will be recognized via the AR Wall of Fame and announcements.

Computer Use

Students and parents are required to sign a District 93 *Computer/Network Acceptable Use Agreement* in order to use any school computers. The school's computer laboratory, library AR computers and classroom computers are provided to enhance the educational opportunities and experiences for our students. Children will be denied computer use until the signed form is on file. If a student abuses his/her computer privileges or in any way violates the computer use agreement, access may be revoked for a period of time determined by the principal. Criminal charges could apply, and the school could pursue legal action against the student. The *Computer/Network Acceptable Use Agreement* will be sent home for parents to review and sign prior to allowing student access to the computers.



Electronic Devices

Cell phones, hand held video games, CD players, MP3 players, two-way radios, and other such electronic devices are not allowed at school. They tend to contribute to theft problems as well as deter a child's full attention during instruction. If an electronic device is discovered at school, school personnel have authority to seize it. On the first offense the item may be recovered by the student's parent at the end of the school day on the condition that it or any other electronic device is not brought back to school. On a second offense, the device will be seized and could be held in the principal's office for the remainder of the school year. Parents may recover the item at any time upon the condition that it not return to school.

Selling on Campus

Students may not sell anything on campus during school hours without written or verbal permission from the principal. This policy includes sales of items that benefit clubs, scouting or philanthropic organizations.

RIMROCK DRESS CODE

Rimrock Elementary School follows the dress code outlined in the district's Code of Student Conduct, a copy of which may be obtained at the district office or viewed on the district's web page.

Student Responsibilities

Keep dress and grooming clean, healthy, sanitary and safe. Follow dress and grooming standards established by the School Board that will not disrupt the favorable learning atmosphere or decorum of the school, and complies with the following guidelines as set forth by the Board:

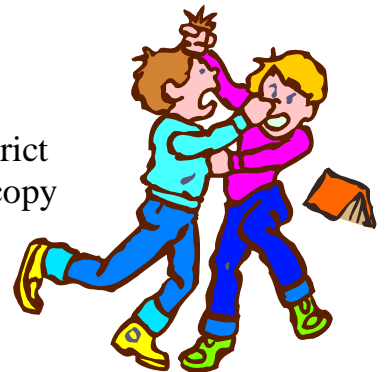
- Pants and dresses must extend beyond the child's fingertips when he/she is in a standing position.
- Shirts must have sleeves that cover the shoulder. No tank tops, sleeveless T-shirts, or shirts with shoulder straps, by themselves, are allowed.
- Clothing may not be worn at school that displays excessive bare skin, displays profane, vulgar or suggestive images, slogans or words, or contains images or words depicting alcoholic beverages, illegal drugs or tobacco.
- Hats of any kind are not permitted to be worn at school unless part of a sanctioned school activity.

RIMROCK DISCIPLINE POLICY

Rimrock Elementary School follows the Bonneville School District No. 93 Code of Student Conduct for disciplinary procedures, a copy of which may be obtained at the district office or viewed online at the district's web site.

Weapons

Bonneville Joint District No. 93 has a "zero tolerance" policy for students who bring any kind of weapon to school. This policy includes look-alike or toy weapons or any objects or substances that may be a threat to the health and safety of others or a disruption to the educational process. Possession or use of these objects or substances without prior permission or notification of school officials could result in formal suspension procedures or expulsion from school for 365 calendar days.



Discipline Procedures

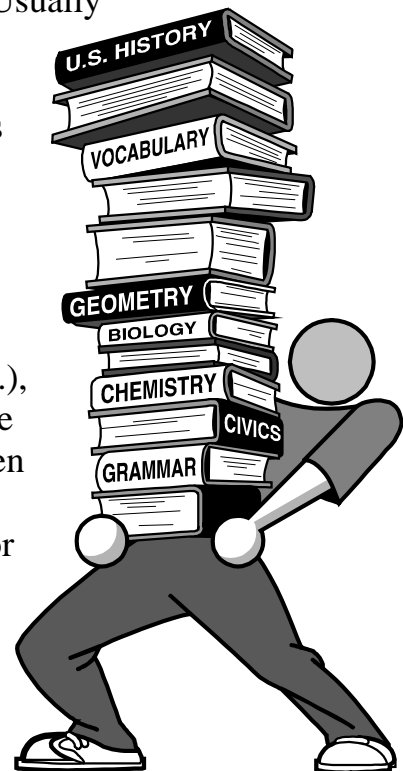
A student may be cited with a *disciplinary referral* if he/she engages in inappropriate behavior at school. A disciplinary referral usually results in consequences or loss of privileges. Teachers generally manage their classroom disciplinary issues without resorting to writing a referral. However, they do reserve the right to apply a disciplinary referral that “refers” the student to the principal when they deem it necessary. A student could also be sent to the office where the principal issues the referral. Parents will always be notified if their child has been given a disciplinary referral by a teacher or the principal. Usually disciplinary referrals are applied when *major* disciplinary occurrences arise. At the teacher or principal’s discretion however, a referral could be issued for *minor* infractions as well, often depending on the attitude of the student.

Minor infractions include but are not limited to: lack of respect, swearing, abuse of lunchroom privileges (bad manners, littering, excessive noise, etc.), spitting, abuse of bathroom privileges, harassment, (teasing, taking balls, etc.), abuse of hallway privileges, (running, shoving, etc.), unsafe behavior on the playground (snowballing, knocking children off hills, unsupervised sliding on the ice, tackling, etc.), arguing. Any minor offense could be interpreted as a major offense if severity warrants.

Major disciplinary incidents include but are not limited to: physical or verbal abuse, vandalism, leaving school property without permission, intentional and constant disruption of a classroom, possession or use of weapons (real or play), possession of dangerous or potentially injurious playthings, possession, distribution or use of illegal substances (drugs, alcoholic beverages, tobacco products), cheating, stealing, dishonesty, willful disobedience, disrespect or defiance.

Consequences for Inappropriate Behavior

Disciplinary actions generally include detention during lunch and/or recess, suspension (in or out of school), time out, cafeteria and/or school service, denial of privileges, parental contacts and conferences, etc. Fights are almost always addressed with out-of-school suspension. Students are taught that if they resort to violence to settle a dispute rather than use their voice (talking it out or seeking help from an adult), they have chosen to be suspended from school for one or more days, depending on the degree of violence of the fight or frequency of fighting. This is a judgment call made by the principal, who will make every effort to be fair but firm.



General Playground Rules

1. Students must always keep hands and feet to themselves.
2. Students may not throw rocks or snowballs.
3. Students may not play tackle football or “King of the Hill.”
4. Students may not twist, throw, jump out of or swing in upside down or double positions on the swing sets.
5. Students may not stand on top of any playground equipment.
6. Students must always stay in plain sight of the playground duty aide.