

2009-2010
STARKEY ELEMENTARY SCHOOL
1030 WEST MAIN STREET
KERRVILLE, TEXAS 78028
(830) 257-2210

Dear Parents,

As a new year begins, we want to welcome you and wish you the very best for this upcoming school year!

This booklet contains most of the general information you will need to know about Starkey Elementary. We hope you find it helpful in answering any questions you might have.

Our school is a warm, caring place where children feel good about themselves as learners. While our primary focus is to provide a strong academic foundation, we feel it is important to provide enrichment activities such as Family Reading Night, Field Day, Challenge Lab, music programs, orchestra, art, and other activities that encourage special interests and talents.

Parents are urged to become involved in our school; our Parent Teacher Organization (PTO) offers many opportunities for volunteer services. You are encouraged to visit our school at any time.

If, after reading this handbook, you have any questions or concerns, please call 257-2210 or come by our office. We look forward to working with you.

Diane Stern, Principal

STARKEY ELEMENTARY SCHOOL
MISSION STATEMENT

Starkey Elementary's primary objective is to provide a positive, caring environment in which children are actively involved. We recognize individual differences in children and strive to inspire a lifelong love of learning. As teammates, the home, school, and community endeavor to meet the needs of each child intellectually, emotionally, physically, and socially.

DAILY SCHEDULE

Grades K-5	7:55 a.m. - 3:00 p.m.
Office Hours	7:30 a.m. - 4:00 p.m.
Breakfast Schedule	7:15 a.m. - 7:45 a.m.

Lunch Schedule:

Kindergarten	10:45 a.m. - 11:20 a.m.
1 st Grade	11:00 a.m. - 11:35 a.m.
2 nd Grade	11:25 a.m. - 12:00 p.m.
Transitional	11:35 a.m. - 12:10 a.m.
3 rd Grade	11:40 a.m. - 12:15 p.m.
4 th Grade	12:05 p.m. - 12:40 p.m.
5 th Grade	12:25 p.m. - 1:00 p.m.

Students are supervised at all times during the school day by either a teacher or teacher's aide. Students walking to school or being transported by car should arrive at school no earlier than 7:00 a.m. (A crossing guard will be on duty each day beginning at 7:00 a.m. on Harper Rd.) Children should be picked up from school prior to 3:25 p.m. No adult supervision is provided prior to 7:00 a.m. or after 3:25 p.m. Students remaining after 3:25 p.m. will be taken to the on-campus afterschool childcare, and parents will be charged for these services.

AFTERSCHOOL DAYCARE

Several daycare facilities in Kerrville provide afterschool care for children of working parents. The Y.M.C.A provides afterschool care on the Starkey campus until 5:30 p.m. daily. Information is available by calling 896-8000.

TEACHER CONFERENCE PERIODS

8:05 a.m. - 8:55 a.m.	5 th Grade
9:00 a.m. - 9:50 a.m.	4 th Grade
9:55 a.m. - 10:45 a.m.	L.A.M.P.
10:45 a.m. - 11:35 a.m.	3 rd Grade
12:15 p.m. - 1:05 p.m.	Kinder & Transitional
1:10 p.m. - 2:00 p.m.	2 nd Grade
2:05 p.m. - 2:55 p.m.	1 st Grade

Parent-teacher conferences are an important way for teachers and parents to communicate and to serve our children. If a child is experiencing learning difficulties, the parent may contact the principal (257-2210) to learn about the district's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for special education evaluation. At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is warranted, the parent will be notified and asked to provide consent for the evaluation. The district must complete the evaluation and report within 60 calendar days of the date the district receives the written consent. The district must give a copy of the report to the parent. If the district determines that the evaluation is not needed, the district will provide the parent with written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parents of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - Rights of Parents of Students with Disabilities*.

CAFETERIA PRICE LIST

Students:	Breakfast	\$1.00
	Lunch	\$1.50
	Extra Milk	\$.50
Visitors of any age	Breakfast or Lunch	\$3.50

Students may choose to bring a lunch from home or purchase a lunch from our school cafeteria. Meal tickets (debit system with a descending balance) may be purchased in the cafeteria or online at www.kerrvilleisd.net. Parents/visitors who wish to have lunch with a student are encouraged to do so, but may not access the student's account to pay for the adult meal. District policy prohibits the charging of any school meals or ala carte items.

Kerrville I.S.D. participates in the National School Lunch Program which offers free and reduced lunches based on financial need. Information may be obtained from the school secretary or by calling the Child Nutrition office at 257-2215. Students who were enrolled in K.I.S.D. at the end of

last school year and who qualified for free or reduced meals are automatically qualified for the first 30 days of the new school year. During that time, a new enrollment form must be completed. An application from any other school district is non-transferable to Kerrville I.S.D. Only one application per family is required.

Parents may bring a special meal to their own child at lunch, but may not bring food for any other children. Cupcakes may be provided for the entire class to celebrate a child's birthday. The cupcakes will be served in the cafeteria at the end of the scheduled lunch time.

ATTENDANCE & TARDIES

School begins promptly at 7:55 a.m. Students who arrive on campus between 7:15 a.m. and 7:45 a.m. should go directly to the cafeteria (Grades 3-5) or gym (Grades K-2). At 7:45 a.m. students are permitted to go to their classrooms.

It is very important that your child arrives at school on time every morning. Our tardy bell rings at 7:55 a.m. Parents of children who have frequent tardies will be expected to meet with the Assistant Principal to work toward a positive solution to what can be a serious problem.

The importance of regular attendance cannot be overemphasized. A child should be in school every day that he/she is physically able. It is extremely difficult to successfully keep up with class work if attendance is irregular. Parents are encouraged to schedule doctor's and dentist's appointments so that the student will not miss instructional time, if possible.

Students who are not in attendance for 90% of the school year will be denied credit for the year and must repeat the grade the following school year unless the campus "Attendance Committee" rules to grant credit based on extenuating circumstances. State law requires an official daily attendance period. At Starkey, attendance is taken daily at 10:00 a.m. If a student is present at 10:00 a.m., he/she is counted present for the entire school day. If absent at 10:00 a.m., he/she is counted absent for the entire school day, unless the temporary absence is resulting from a documented appointment with a doctor or dentist and the child returns to school following the appointment.

According to state law, acceptable causes for absence from school include:

1. personal illness,
2. illness or death in family,
3. medical or dental appointments,
4. quarantine,
5. weather or road conditions making travel dangerous
6. observance of a religious holiday, and
7. any other unusual cause acceptable to the principal.
 - a. All requests under this category must be submitted in writing to the principal 2 days in advance.
 - b. The principal shall not approve any absence resulting from:
 1. a recreation or business trip,
 2. working, or
 3. babysitting.

STEPS TO FOLLOW WHEN ABSENT:

1. Call the school on the day of your child's absence. Write a note to your child's teacher the day your child returns to school stating your child's name, the date, days of the absence, and the reason for the absence. Your child should give this note to his/her teacher. Absences longer than 5 consecutive days require a note from a doctor.
2. Your child will be expected to make up assignments missed during the absence. Assignments that are not made up will be recorded as zeros.

MAKE-UP WORK:

Students are given the opportunity to make up work missed during an absence and shall receive the grade earned on the make-up assignment. The make-up work must be submitted to the teacher within three days unless other arrangements are made with the teacher.

When your child is absent and you wish to make arrangements to pick up make-up work, please call the school office no later than 9:00 a.m. This allows teachers time to gather materials and write instructions for your child during their conference periods. Please plan to wait until after 3:00 p.m. to pick up make-up work. Teachers are asked to send make-up work to the office for your pick-up convenience.

CHILDREN LEAVING SCHOOL

To insure the safety of your children, **students will be released only to adults whose names appear on their enrollment cards.** If your child has permission to leave school with someone other than a parent or legal guardian, you must notify the office in writing. Please sign your child out in the office when you need to pick him/her up from school early. The secretary will call for your child over the public address system, and he/she will meet you in the office.

CLASSROOM INTERRUPTIONS

Classroom interruptions must be limited. Please plan with your child any changes in routine BEFORE the child comes to school. Also help him/her remember items which are to be brought to school. To minimize class interruptions, parents are asked to drop off items forgotten from home (i.e., lunches, books, homework, etc.) in the office. Items will be delivered to the classrooms during non-instructional time. Please do not go to a classroom without first checking in with the office staff.

ANNOUNCEMENTS & MOMENT OF SILENCE

Announcements are made once a day, at 7:55 a.m. Following morning announcements, a short period of silence is observed. This moment of silence is intended to be an individual activity. There shall be no attempt by any District employee to influence in any way another person's thoughts during the moment of silence. The school recognizes a student's right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instruction or other activities of the school. The school will not require, encourage, or coerce a student to engage in or refrain from such prayer or meditation during any school activity.

IMMUNIZATIONS

Students must be current on all immunizations in order to start and remain in school. All requirements are mandated by the Texas Department of Health. Proof of immunizations is required to be on file in the school clinic prior to the first day of school. Students who are not current will be

excluded from school until the required immunizations are obtained and proof is presented to the school nurse. Medical and religious exemptions must be presented for evaluation by the school nurse.

MEDICATION/COMMUNICABLE ILLNESS POLICY

If prescription or over-the-counter medication (including cough drops) must be taken by a student during school hours, that medication must be kept in the school clinic and be given by specified school personnel according to the following regulations:

1. **All medications must be delivered to the school clinic by the parent or guardian.** The medication must be received in the original container and be labeled with the student's name, directions, and the dosage amount, time, and duration.
2. A written request to administer the medication, signed by the parent or guardian, must be received in the school clinic.
3. Only medications with FDA approval will be administered. Homeopathic agents, medications from outside the United States and home remedies will not be administered.
4. When the duration of the medication is completed, unused portions of the medication must be picked up by the parent/guardian or permission given to the nurse to destroy the remainder. At the end of the school year, all medication not picked up by the parent/guardian will be destroyed.
5. Hypodermic injections may be given at school by the nurse only when the family physician addresses a written request for this service to the school nurse, giving detailed information concerning the administration of the medication and patient follow-up. Parents will be required to furnish sterile, disposable syringes and needles with the medication.
6. A student may possess and self-administer asthma medicine only if the student has the School Asthma Action Plan completed by the student's physician and signed by the parent. This form must be on file in the nurse's office.

First Aid will be provided for injured children, and ill children will be cared for until the parent or emergency contact arrives to assume care of the child. K.I.S.D. school nurses will not transport students in their personal

vehicles. You will be required to pick your child up at school if he/she has a temperature of 100 degrees or above or if the nurse considers him/her to have a potentially contagious condition. A child should not attend school unless free of fever, vomiting, or diarrhea for at least 24 hours. If the child has a special health problem or his/her health status changes during the school year, please notify the nurse. If your child has a milk or food allergy and cannot eat certain items in the school cafeteria, a written statement from the child's doctor must be given to the nurse and the cafeteria manager.

The school district is mandated by the Texas Department of Health to exclude any child from school who is found to have head lice (pediculosis). All students who have lice will be excluded and must have their hair rechecked and be free of all lice and eggs before returning to class. Periodic head checks will be performed at school, and positive cases identified and referred to the parent for treatment. If you find head lice at home, please let the school nurse know so she can check the appropriate classes.

In addition to health education provided by the classroom teacher, the school nurse will conduct supplemental health lessons under the guidelines of the K.I.S.D. Human Sexuality Curriculum.

- Kindergarten, first and second grades will have the opportunity to participate in lessons regarding hand washing, infection control, and dental hygiene.
- Fourth grade students will have the opportunity to view a video and participate in a discussion about personal hygiene.
- A video and discussion regarding "Growing Up" will be provided to fourth and fifth grade students. Boys and girls will be separated for these programs.
- Occasionally other health videos will be shown to students in all grades. Subject areas may include animal safety, first aid for children, bike safety, nutrition, and sunburn prevention.

All supplemental health lessons will be previewed and/or conducted by the school nurse and are subject to the approval of the principal.

PEST CONTROL

The school periodically applies pesticides as part of an integrated pest management program. All persons applying pesticides are required to receive special training in pesticide application and pest control. In addition, the school has a policy that requires use of non-chemical pest control techniques whenever possible. Parents having questions about pesticide use, including the types and timing of treatments, may contact the K.I.S.D. Maintenance Department at 257-2216.

PHYSICAL EDUCATION

Physical Education is a subject required by the State of Texas and should be considered just as important to your child's development as the rest of his/her studies. Each child is required to participate in the physical education class. Parents are responsible for advising physical education personnel by written note if a child is to be excused from PE for a period of one or two days for medical reasons. Children will not be excused from PE for longer than three days without written recommendation of a doctor. It is recommended that students wear tennis shoes for safety reasons.

SCHOOL INSURANCE

A low-cost student accident insurance program is available through KISD. Information is sent home with each student at the beginning of the school year or may be obtained from the school office.

DIRECTORY INFORMATION

Certain information about a student is considered directory information, including: name, address, telephone number, date and place of birth, and most recent previous school attended. Directory information may be released by the District to anyone who requests it unless the parent objects in writing to the release of the student's information.

TEXTBOOKS & LIBRARY BOOKS

School policy requires that all textbooks be covered. Students who owe money for lost textbooks or damaged textbooks will not be issued additional textbooks until all fees have been paid. These students will be allowed to use the textbooks at school during each school day but will not be permitted to take the books home. Lost or damaged books must be paid for in full. A student who owes money for a lost or damaged library book will not be permitted to check out library books until all fees have been paid.

TELEPHONE

The school telephone is used for business and emergency calls only. Students will not be allowed to use the telephone to make afterschool arrangements or to arrange for forgotten items to be brought to school. PLEASE HELP YOUR CHILD PLAN AHEAD.

VISITORS

Parents are welcome to visit Starkey Elementary at any time. When planning to visit a class, parents are asked to check with the principal in advance. Scheduling a visit is necessary because some activities, such as testing situations, do not lend themselves to classroom visitations.

All parents and other school visitors are asked to report to the school office upon arrival on campus. Visitors will be asked to sign in and wear a visitor identification badge. This requirement is designed to safeguard student security and to assure that all visitors have legitimate business at Starkey Elementary.

SCHOOL SAFETY

From time to time, students, teachers, and other staff will participate in drills of emergency procedures. When the alarm is sounded, students should follow the directions of the teachers and others in authority quickly, quietly, and in an orderly and safe manner.

EMERGENCY INFORMATION

If you change your address, home telephone number, cell phone or work number, please notify the school secretary immediately. It is very important that we are able to contact you in case of emergency.

INCLEMENT WEATHER

Please listen to a local radio station or check the KISD website for any announcements regarding school closings due to inclement weather.

PARENTAL INVOLVEMENT

Parent-Teacher Organization:

The Starkey P.T.O. exists to promote the welfare of our children. This organization sponsors many educational opportunities, volunteer services, family activities, and gifts to the school. Parents are encouraged to join and participate in the activities of the Starkey PTO.

CAMPUS IMPROVEMENT TEAM:

Each school year, the principal will select parents, community members, and business representatives to serve on Starkey's Campus Improvement Team. This group, along with teacher representatives and other campus professional staff members, serves as an advisory committee to the principal during the development of the Campus Improvement Plan (campus goals and objectives). Any parent interested in serving on the committee should contact the principal. The community and business representatives cannot have children enrolled at Starkey, nor can they be employed by the District.

PARENTS: PARTNERS IN EDUCATION:

Education succeeds best when there is a strong partnership between home and school, a partnership that thrives on communication. Parents are partners with teachers, administrators, and the Board, and are encouraged to:

* Take an active part in helping us establish our *Campus Improvement Plan* by: (1) attending the *Campus Improvement Plan* hearing each fall, (2) offering ideas and

suggestions to members of our Campus Improvement Team throughout the year, and/or (3) talking directly to the principal.

- * Review the *Parent Handbook* carefully.

- * Encourage your child to put a high priority on education and to commit to making the most of the educational opportunities provided by the school.

- * Become familiar with the academic programs offered here at Starkey and feel free to ask the principal any questions, including concerns about placement or assignment.

- * Attend Board meetings to learn more about ongoing operations of the District.

- * Exercise your right to review teaching materials, textbooks, and other aids, and to examine tests that have been administered to your child.

- * Be aware of your right to temporarily move your child from an instructional activity that conflicts with your religious or moral beliefs.

- * Review your child's school records when needed. Monitor your child's progress; contact teachers as needed.

- * Become a school volunteer. (Contact the school office, 257-2210)

Under the **No Child Left Behind Act**, you have a right to request information regarding the professional qualifications of your child's teacher, as well as any paraprofessional who may provide services to your child.

TIVY HIGH SCHOOL HOMECOMING - MUMS/GARTERS

Please do not allow your children to wear homecoming mums or garters to school, and please do not have mums/garters delivered to school. Elementary children find it difficult to concentrate on their work while they or their classmates are wearing mums/garters.

CLASS PARTIES

The Starkey P.T.O. sponsors classroom Christmas, Valentine's and Easter parties each year. No gift exchanges between students are allowed.

COUNSELING/GUIDANCE

The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, emotionally, and socially. The counselor:

1. makes new students feel at home in our school,
2. provides individual counseling when a student, teacher, or parent deems it necessary,
3. provides a testing program designed to help students and their parents learn as much as possible about the student's capabilities,
4. provides small-group counseling on various topics, as needed,
5. provides classroom activities designed to help students develop appropriate social interaction skills and positive self-concepts, and
6. welcomes the opportunity to discuss issues with students, parents, and teachers.

HOMEWORK

TIME ALLOTMENTS: The following time allotment guidelines will be considered to avoid overburdening students with homework on any given night. However, students who do not use study time wisely or who may be inappropriately placed in language arts or math classes may consistently exceed the following time allotment guidelines. A parent-teacher conference is advised when this occurs.

1st grade	15 minutes per night
2nd grade	25 minutes per night
3rd grade	35 minutes per night
4th grade	40 minutes per night
5th grade	50 minutes per night

(All of the above times are subject to an additional 15 minutes of optional reading time at the discretion of the teacher.)

REPORT CARDS

Report cards are issued to parents once every six weeks. At the end of the first three weeks of a grading period, parents will be notified if the student's grade average is near or below 70. If a student receives a six-week grade of less than 70 in any class or subject, the parent will be asked to schedule a conference with the teacher of that subject. A grade average of 69 or below is considered failing. A conduct or work habit grade of N or U will prevent a student from being on the Honor Roll.

RETENTION POLICY

Students shall be promoted from one grade to the next on the basis of academic achievement. Students must achieve all of the following standards prior to promotion.

1. Have an overall average of 70 or above in Language Arts, Mathematics, Science, and Social Studies.
2. An average of 70 or above in Language Arts and an average of 70 or above in Math.
3. Must be in attendance a minimum of 90% of the number of school days.

In addition, students in third grade must pass the reading portion of the Texas Assessment of Knowledge and Skills (TAKS) in order to be promoted to fourth grade. Students in fifth grade must pass the reading and math portions of the TAKS test in order to be promoted.

ADVANCED PLACEMENT

Advanced Placement testing is available upon parents' request. In order to advance one grade level, the student must score at least at the 90th percentile on an approved achievement test at the grade level to be skipped and score 70 or above on an assessment of the Texas Essential Knowledge and Skills at the grade level to be skipped. These requirements must be met in the core areas of language arts, math, and either science or social studies. In addition, the student may not have exceeded the number of allowed absences. Parental and district approval is required for advanced placement.

Parents must apply for "credit by exam" in writing so that exams may be ordered and secured. A certified staff member will administer the tests.

STUDENT RECORDS

A cumulative record is maintained for each student from the time the student enters K.I.S.D. until the student withdraws or graduates. This record moves with the student from school to school. By law, both parents, whether married, separated, or divorced, have access to a student's records unless a parent's rights have been legally terminated and the school has been given a copy of the court order terminating these rights.

COMPLAINTS & GRIEVANCES

Parents who have concerns or questions about anything related to their child's education should first discuss the problem with the teacher. If the teacher's resolution of the problem is not satisfactory to the parent, the parent may request a conference with the principal. If the principal's decision is not satisfactory, the parent may request a conference with the Superintendent or his designee. If the problem has not been resolved to the parent's satisfaction, the parent may appear before the Kerrville Board of Trustees.

PEDESTRIAN TRAFFIC

Children who walk to and from school daily should receive clear directions from their parents to come directly to school in the morning and return home immediately after dismissal in the afternoon. (Children should never stop to play on the playground at dismissal.) Designate the safest possible route. Encourage your children to develop and use safe habits. Crosswalks should be used. Avoid crossing private yards and property. Use sidewalks when available.

BICYCLES

Students riding bicycles to school should:

1. ride near the right side curb;
2. never carry passengers;
3. walk, never ride, bikes on Main street during heavy traffic periods (7:30 - 7:55 a.m. and 3:00 - 3:15 p.m.);
4. walk, do not ride, bikes on school grounds between 7:30 a.m. - 3:15 p.m.;
5. walk bikes across busy intersections, including crosswalks,

6. always lock bikes to the bike racks.

Bike helmets are recommended for all bike riders.

SCHOOL BUS REGULATIONS

Students who live two or more miles from school are eligible for bus transportation. Bus routes, stops, and times are determined by the District transportation office. Bus riding is a privilege which may be revoked for inappropriate student behavior.

The following rules shall apply to student conduct on school transportation:

1. Passengers shall follow the driver's directions at all times.
2. Passengers shall board and leave the bus in an orderly manner at the designated bus stop nearest their home.
3. Passengers shall keep books, feet, and other objects out of the aisle of the bus.
4. Passengers shall not deface the bus and/or its equipment.
5. Passengers shall not extend head, hands, arms, or legs out of the windows, hold any object out of the window, or throw objects within or out of the bus.
6. Passengers shall not smoke or use any form of tobacco on school buses.
7. Usual classroom conduct shall be required. Unruly conduct, including the use of obscene language, will subject the passenger to disciplinary action.
8. Upon leaving the bus, the student shall not cross immediately in front of the bus until directed to do so by the driver.
9. Pre-K and kindergarten students riding home from school on the bus must be met at the bus stop by a parent or other adult.

When a discipline concern arises on a bus, the driver will talk to the student about his conduct. This serves as a warning to the student. If a student continues to disobey the rules, the driver will complete a "Bus Conduct Report", and disciplinary action, including bus suspension, will occur. Video cameras may be placed in any school bus in Kerrville as authorized by the K.I.S.D. Board of Trustees.

DISCIPLINE

In order for students to take advantage of available learning opportunities and to be productive members of our campus community, each student is expected to:

- Demonstrate courtesy
- Behave in a responsible manner
- Be prepared for each class, with appropriate materials and assignments
- Meet District standards of grooming and dress (See K.I.S.D. Dress Code)
- Follow all campus and classroom rules and procedures
- Respect the rights of all students, teachers, and staff
- Respect the property of others, including campus property and facilities
- Adhere to the K.I.S.D. Student Code of Conduct

These rules and expectations apply:

- During the regular school day
- While a student is going to and from school on District transportation
- Within 300 feet of school property
- While a student is in attendance at any school-related activity, regardless of time or location

Each teacher has developed her own discipline plan that is always in effect within the classroom. Each teacher's expectations are posted in the classroom and are thoroughly discussed with the students so that they will understand the expectations of their teachers. Parents will receive a copy of their child's "Classroom Behavior Plan" during the first two weeks of school.

GENERAL SCHOOL RULES & EXPECTATIONS

1. Students are to behave in a manner that allows other students to learn. Behavior that distracts students or the teacher is not acceptable.
2. Students are to avoid using profanity or other inappropriate language that is hurtful to others.
3. Students are to behave in the cafeteria in a manner that allows others a pleasant atmosphere in which to eat their meals.

4. Students should not throw objects at other students, hit other students, or act in any manner that can bring harm to another individual.
5. Knives and other sharp objects, matches, lighters, or tobacco products are never permitted at school.
6. Students should not bring toys or pets to school without obtaining prior teacher approval. Bats, balls, etc., which receive teacher approval for recess use should be checked in to the teacher each morning to avoid classroom disruptions.
7. Students are not permitted to buy, sell, or trade personal belongings at school.
8. Students should not bring money to school except to pay for lunches. Money should never be left in a student's desk.
9. Students may not distribute party invitations at school.
10. Students may not bring Ipods, CD players, or any other electronic devices to school. A student may have a cell phone in his/her backpack but may not use it or display it during school hours.
11. School is a child's place of business, and children who are dressed in appropriate school clothing seem to do a better job. Students may wear shorts in warm weather. Clothing with alcoholic beverage labels or logos, controlled substance labels, designs which promote violence or otherwise distract from the learning environment, are not permitted. **(See KERRVILLE INDEPENDENT SCHOOL DISTRICT DRESS CODE.)**
12. Students should not bring valuable items to school.
13. Students may not leave school grounds or school-sponsored events without permission.
14. Stealing from students, staff, or the school is prohibited.
15. Damaging or vandalizing property owned by others is prohibited.
16. Students shall not commit extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person), or force an individual to act through the use of force or threat of force.
17. Students shall not engage in inappropriate physical or sexual conduct.
18. Possession or selling of look-alike drugs or items attempted to be passed off as drugs and contraband is prohibited.

Violations of school rules may result in teacher-

student conferences, time-out, withdrawal of privileges, isolation during lunch or free time, a phone call or note to parents, assigned school duties, lunch detention, after-school detention, restitution, or referral to the office. Repeated or serious offenses may result in removal from class, in-school suspension (I.S.S.), out-of-school suspension, Alternative Education Program placement, expulsion, or referral to local law enforcement officers. When a student has been formally removed from class, the principal may not return the student to the teacher's class without the teacher's consent unless the placement review committee determines that the teacher's class is the best or only alternative available.

The **Kerrville I.S.D. Student Code of Conduct** is available online at www.kerrvilleisd.net, or a hard copy may be obtained in the school office. This code, adopted by the Board of Trustees, provides information and direction to students and parents regarding standards of behavior, as well as consequences of misconduct.

A student cannot avoid school-imposed disciplinary action by transferring to another campus or withdrawing from enrollment. Any such penalty may be imposed by another campus in the district or by a campus to which a student returns after withdrawing from enrollment.

Parental questions or complaints regarding disciplinary measures taken should be addressed to the teacher or campus administrator.

GUN-FREE SCHOOL ZONE ACT OF 1990

This law makes it a Federal offense for an individual to possess a firearm in a school zone. Smoking is prohibited on all school property.

DRUGS AND ALCOHOL

Any student who intentionally sells, gives, possesses, uses, or is under the influence of marijuana or any controlled substance; or any student who intentionally sells, gives, or delivers to another person an alcoholic beverage; or on more than one occasion possesses, uses, or is under the influence of an alcoholic beverage shall be subject to expulsion.

NONDISCRIMINATION STATEMENT

It is the policy of the Kerrville Independent School District to make the employment, programs, services, facilities, activities, and accommodations in the district accessible to ALL persons. **The Kerrville Independent School District does not discriminate on the basis of race, color, national origin, sex, or disability in the employment, programs, services, or activities offered by the district.**

Dan Troxell, Superintendent, has been designated the compliance coordinator for the requirements of Title IX. He is located at 1009 Barnett Street, Kerrville, TX, and may be reached by telephone at 257-2200. Ron Chew has been designated the district coordinator for Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. The Rehabilitation Act of 1973, commonly referred to as "504", is a nondiscrimination statute enacted by the United States Congress. The purpose of the Act is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. An eligible student under Section 504 is a student who (a) has, (b) has a record of having, or (c) is regarded as having, a physical or mental impairment which substantially limits a major life activity such as learning, self-care, walking, seeing, hearing, speaking, breathing, working, and performing manual tasks. Ron Chew may be reached by telephone at 257-2203.

ASBESTOS

Kerrville I.S.D. complies with Federal and State regulations concerning asbestos. Should a parent desire to review the asbestos management plan for the Starkey campus, a copy of the plan is available by contacting the K.I.S.D. Maintenance Department at 257-2216.

BACTERIAL MENINGITIS

(The following information is being provided as required by Senate Bill 31.)

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord --- also called the meninges. It can be caused by viruses, parasites, fungi, and bacteria. Viral (aseptic) meningitis is common; most people recover fully. Medical management of viral meningitis

consists of supportive treatment and there is usually no indication for the use of antibiotics. Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

There are two common types of bacteria that cause meningitis:

- *Strep pneumoniae* causes pneumococcal meningitis; there are over 80 subtypes that cause illness
- *Neisseria meningitidis-meningococcal meningitis*; there are 5 subtypes that cause serious illness-A, B, C, Y, W-135

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 1 year old) and adults with meningitis may have:

- Severe headache
- High temperature
- Vomiting
- Sensitivity to bright lights
- Neck stiffness, joint pains
- Drowsiness or confusion

*In both children and adults, there may be a rash of tiny, red-purple spots or bruises caused by bleeding under the skin. These can occur anywhere on the body. They are a sign of blood poisoning (septicemia), which sometimes happens with meningitis, particularly the meningococcal strain.

How serious is bacterial meningitis?

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability, such as deafness, blindness, amputations or brain damage (resulting in mental retardation or paralysis) even with prompt treatment.

How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body.. They are spread when people exchange saliva (such as by kissing; sharing drinking containers, utensils, or cigarettes).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks or even months. Being a carrier helps to stimulate your body's natural defense system.

The bacteria rarely overcomes the body's immune system and causes

meningitis or another serious illness.

What is the risk of getting bacterial meningitis?

The risk of getting bacterial meningitis in all age groups is about 2.4 cases per 100,000 population per year. However, the highest risk group for the most serious form of the disease, meningococcal meningitis, is highest among children 2 to 18 years old.

How is bacterial meningitis diagnosed?

The diagnosis is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood. Spinal fluid is obtained by a lumbar puncture (spinal tap).

How can bacterial meningitis be prevented?

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. This vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85-90%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

What you should do if you think you or a friend might have bacterial meningitis?

Seek prompt medical attention.

For more information

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention: www.cdc.gov and the Texas Department of Health: www.tdh.state.tx.us.

Starkey Elementary School Traffic Plan

We have assigned grade levels to specific after-school loading areas so our traffic will be more evenly distributed. If you have more than one child and they are assigned to different loading areas, please tell all of your children to meet you in the Main Street loading area, located at the front of the building.

For student safety, every child should exit his/her vehicle on the passenger side, next to the curb. If this is not convenient, the parent should park in a designated parking spot and walk the child to the sidewalk.

It is absolutely essential that all parents follow our traffic plan consistently. Your cooperation and patience is greatly needed and appreciated.

Harper Road Loading Area: Kinder, Transitional, First & Second Grade

1. In the parking lot off Harper Road, please pick up and drop off students in the loading zone, located next to the curb.
2. During afterschool dismissal, students will be loaded into the passenger side of the car by a school employee. Students may not be loaded into the driver's side of the car facing the passing zone.
3. Please do not park in the loading zone and get out of your car. You are welcome to park in the parking lot behind the loading zone if a parking space is available. If you do park your car in the parking lot, you will need to pull your car into an empty parking space, turn off the engine and walk across the designated crosswalk to get your child. Please hold your child's hand at all times until you return to your vehicle.
4. The passing lane should be used for moving traffic only. PLEASE DO NOT STOP IN THIS LANE.
5. Please exit to the right only onto Harper Road between 2:55-3:15 p.m.

Main Street Loading Zone: Grades 3-5

1. In the loading zone off Main Street, please pick up and drop off students in the lane located next to the curb. Please do not park and leave your car in the loading zone.
2. The passing lane should be used for through traffic (moving traffic) only: PLEASE DO NOT STOP IN THIS LANE.
3. Please do not double park on either side of the "island."
4. **STUDENTS WILL NOT BE PERMITTED TO CROSS THE STREET WITHOUT AN ADULT.**
5. **The curbs along W. Main Street across from the front of the school have been designated by the City of Kerrville as a "No Parking" zone.**
6. Students may be picked up from the loading zone area only – no students will be loaded into cars parked near the flag pole or Starkey sign.