

NIXON ELEMENTARY SCHOOL
2017-2018 PARENT-STUDENT HANDBOOK & CALENDAR
200 NIXON DRIVE, HIAWATHA, IOWA 52233
558-2188





Cedar Rapids Community School District

Strategic Plan

VISION

Every Learner: Future Ready

MISSION

To ensure all learners experience a rigorous and personalized learning experience so they have a plan, a pathway, and a passion for their future.

CORE BELIEFS

LEADERSHIP: Leadership is a collaborative action that empowers stakeholders to promote improvement.

INNOVATION: Innovative educational experiences foster creativity, promote personalized learning, and connect students’ passions to their future world.

EQUITY: Equity of voices, resources, opportunities, and expectations is critical for the current and future success of every student.

STUDENT OWNERSHIP: Students are empowered to take ownership when they engage as partners in their learning.

CULTURE/CLIMATE: All community members are valued and thrive in a safe, diverse, engaging, and growth-oriented culture/climate while exhibiting respect for the well-being of self, others, and the learning environment.

STUDENT LEARNING: All students deserve high quality instruction which provides academic, social, and emotional learning to prepare for a successful future.

FOCUS AREAS

STORY: Develop and execute a robust marketing and community relations plan to reclaim and advance our story.

WORKFORCE: Align workforce and workforce programs around vision and goals and build a high performance culture.

FACILITIES: Re-imagine, re-envision, and re-invest in our facilities to create future ready learning and work environments.

LEARNING: Define, align, and operationalize future ready outcomes, programs, and measures at each level.

EQUITY: Embrace and value the diversity of all learners: students, staff, and families.

**DISTRICT MISSION:
Every Learner Future Ready**

NIXON MISSION:

The mission of the Nixon Elementary staff is to provide personalized opportunities for students to be life-long learners and responsible citizens.

DISTRICT VISION:

We know our Cedar Rapids elementary students are successful when we ensure all learners are provided with a rigorous academic program, personalized learning and opportunities for exploring their passions to be future ready.

NIXON VISION:

Nixon students will persist and succeed by having a growth mindset to become active and lifelong learners. They are determined to be future ready by taking on current academic and social challenges because they are confident, prepared, and take ownership of their learning.

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SCHOOL HOURS

- 8:20.....Students arrive and breakfast is served
- 8:45.....Students go to classrooms
- 8:50.....Tardy Bell

Students **may not** play on the school playground before or after since staff supervision is not provided. In the morning Students should wait quietly at their assigned entrance until a teacher admits them into the building. Upon dismissal students should leave the school grounds immediately.

NIXON ELEMENTARY STAFF 2017-2018

Dee CrozierOfficePrincipal	Nicole Kennedy.....105Autism – BD	Amy GrundmeyerIMCMedia Specialist
Suzanne LayherOfficePrincipal Secretary	Sam Smothers105Paraeducator	Christin BolineIMCMedia Secretary
Denise KinsellaOfficeCounselor	Luanne Vlk.....105Paraeducator	Carina Meeker.....202Autism – BD
Julia Hendred.....OfficeSpecial Ed Facilitator	Dorry Ross107Preschool	Nick Niemeyer202Paraeducator
Caren WastaOfficeNurse	Rose Giunta107Paraeducator	Amber Tatum.....203Third
Diane HuntOfficeHealth Secretary	Libby Richardson.....108Preschool	Tara Casey-Toll.....204Third
Amy Boyles.....100Kindergarten	Karen Tinkey.....108Paraeducator	Jessica Gabriel208Fourth
Marsha Aspinall100Paraeducator	Chris Gallagher.....108Paraeducator	Dianne Hunstad.....209Fourth
Sheila Machart.....101Kindergarten	Kaitlin Scott.....110 ...Preschool Special Education	Zach Mertens205Fifth
Renee Steuber-Hudson.101Paraeducator	Teresa O’Connor110Paraeducator	Rainey Miller.....207Fifth
Amy Aarhus.....106First	Stacy Reutzel110Paraeducator	Laura Butschi206Multi-Cat
Andrea Schoenbeck109First	Mary Aull.....111Special Education	Gennifer Lashley.....206Multi-Cat
Jenny Cochran102Second	Jill Klein.....111Speech	Maria Dunham.....210 Volunteer Coordinator
Brooke Harmer103Second	Brent PaulsonGym.....PE	Amy Foster210 Title 1
Angie Orr104Autism – BD	Lisa Pannkuk200 Art	Jeni Goebel.....210 IDS
Kim Herr.....104Paraeducator	Chelsea O’Donnell201Music	Jake RingwaldEngineer
		Kim Tognetti.....Custodian 1

NON-DISCRIMINATION POLICY

It is the policy of the Cedar Rapids Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (employment only), marital status, sexual orientation, gender identity, and socioeconomic status (students/program only) in its educational programs and its employment practices. This is a grievance procedure for processing complaints of discrimination. District employees with questions or a grievance related to this policy should contact Linda Noggle, Executive Director of Human Resources/Talent Management at lnoggle@cr.k12.ia.us or 319-558-2000. Students and others should contact Rod Dooley, Executive Director of Equity/Title IX Coordinator/504 Compliance Officer at rdooley@cr.k12.ia.us or 319-558-2000. The District mailing address is 2500 Edgewood Rd NW, Cedar Rapids, IA 52405-1015.

2017-2018 NIXON DAILY SCHEDULE

11:10 – 11:50.....	Recess/Lunch	K/1
11:40 – 12:20.....	Recess/Lunch	2/5
12:10 – 12:50.....	Recess/Lunch	¾

COMMUNICATIONS

Teachers will sometimes telephone parents at home or at work or email during the school day if there is a need to discuss a problem involving their student. Other times, teachers will communicate in writing. Parental calls to teachers should be made between 8:00 – 8:30 A.M. or immediately after school. Except for emergencies, calls which are received during class time will require a call-back since teachers are not called from their classroom teaching assignment.

2017

August

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9 <i>New Teacher Pre-Service</i>	10 <i>New Teacher Pre-Service</i>	11 <i>New Teacher Pre-Service</i>	12
13	14 <i>New Teacher Pre-Service</i>	15	16	17 <i>Teacher Pre-Service</i>	18 <i>Teacher Pre-Service</i>	19
20	21 <i>Teacher Pre-Service</i>	22 4:00 – 6:00 PM Open House <i>Teacher Pre-Service</i>	23 Day 1 First Day of Classes- Early Dismissal 2:20	24 Day 2	25 Day 3 Staff Learning Day – Early Dismissal 2:20	26
27	28 Day 1	29 Day 2	30 Day 3	31 Day 1 <i>Id al-Adha</i>		

EARLY DISMISSAL PROCEDURES FOR SEVERE WEATHER CONDITIONS

On rare occasion it is necessary to dismiss the students before the usual 3:50 P.M. dismissal time. Early dismissal will be broadcasted on radio and TC and a school message will be used and sent to current phone number. To be sure children are safe and that parents will know where their children will be, the school recommends the following:

1. Tell your child where to go is school is dismissed early. Plans must be made ahead of time and clearly outlined for the child since it is impossible to contact each parent.
2. Make alternate plans in case the first plan does not work (no one at home).
3. If both parents work and the child is to go home, the child should phone a parent from home.

DRILLS-FIRE, TORNADO, LOCKDOWN

Emergency drills are held periodically throughout the school year. During drills the students are required to act in a quiet, calm, and orderly manner. The fire drill is a continuous buzzing while the tornado and lockdown are announced over the intercom.



BICYCLES

We do not encourage primary age students to ride bicycles to school. Students who ride bicycles should:

- 1). Use appropriate hand signals and follow traffic regulations.
- 2). Use courtesy and care when riding bicycles.
- 3). Park bicycles in the space provided.
- 4). Lock bicycles to the bicycle rack.
- 5). Report anyone who is tampering with bicycles.
- 6). Walk bicycles on sidewalk.

ACCIDENTS AND EMERGENCY INFORMATION

Accidents serious enough to require a parent's attention, doctor's care, or hospitalization have demonstrated a need for an emergency card be on file. You will be asked to fill out a card at registration or on the first day of school. Please be sure to list people you want in charge of your child's needs when you can't be reached.

In case of an emergency when an ambulance is necessary, school personnel will make decisions until parents or responsible adults can be reached.

HEALTH INFORMATION

A registered nurse is assigned to Nixon one day a week. She is on call for emergencies and can be reached any school day. A health secretary is assigned to our school daily. She is trained to give first aid for minor injuries and dispense medication.

Medication

Prescription medications must be stored in the clinic and are given to the students by the nurse, health secretary, or school secretary. Only prescription drugs are to be administered at school. The medication should be brought to school by parents. At that time parents will be asked to complete a permission form about the prescription.



SCOOTERS, SKATEBOARDS, & IN-LINE SKATES

Use of scooters, skateboards, heellies, and in-line skates is prohibited on any school property on the advice of the School District Safety Committee and the District's Insurance advisor.

2017

September

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Day 2 1 Staff Learning Day – Early Dismissal 2:20 <i>Id al-Adha</i>	2
3	4 <i>Labor Day- NO SCHOOL</i>	Day 3 5	Day 1 6	Day 2 7	Day 3 8 Staff Learning Day – Early Dismissal 2:20	9
10	Day 1 11	Day 2 12 <i>5:30 – 6:30 PM Back To School Picnic</i>	Day 3 13	Day 1 14	Day 2 15 Staff Learning Day – Early Dismissal 2:20	16
17	Day 3 18 <i>6:00 – 7:00 PM PTA Meeting</i>	Day 1 19	Day 2 20	Day 3 21 <i>Rosh Hashanah</i>	Day 1 22 Staff Learning Day – Early Dismissal 2:20 <i>Rosh Hashanah</i>	23
24	Day 2 25	Day 3 26	Day 1 27	Day 2 28 <i>Walk-a-Thon</i>	Day 3 29 Staff Learning Day – Early Dismissal 2:20 <i>8:00 – 8:45 Title 1 Math Morning</i>	30 <i>Yom Kippur</i>

Nixon Attendance 558-2190

Breakfast \$1.70

Lunch \$2.65

Adult \$3.55

Extra Milk \$.50

ARRIVAL AT SCHOOL

Students are encouraged to arrive at school no sooner than 8:30 a.m., unless they plan to eat breakfast at school, which is served at 8:20 a.m. Students are counted tardy at 8:50 a.m. Scheduled supervision begins at 8:30 a.m.

Exceptions are made for those students participating in before-school activities. Upon arrival, students are to report directly to their activities of their classrooms.

ABSENCE AND TARDINESS

We encourage regular attendance and punctuality. A student arriving at school after 8:50 a.m. must check in with the main office before going to their classroom. Parents are asked to please call the attendance line voice mail and notify us of a child's absence. Please call 558-2190 and leave the message.

Repeated unexcused absences and tardiness will be referred to the district Student Services Office for further action.

DOGS AT DISMISSAL

Due to the unpredictable nature of dogs and the safety of students, dogs are not allowed on school grounds at dismissal time. We take our liability for the safety of our students very seriously. We thank you for understanding and keeping the pooches at home!

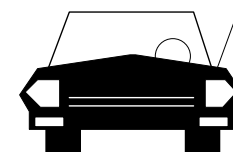
AFTER SCHOOL ACTIVITIES

During the school year Nixon may sponsor a number of extra-curricular activities. Schedules for extra-curricular activities will appear in the Bobcat Bugle or a special letter.

Wednesday evenings are reserved for nonschool-sponsored activities. Nixon School will not schedule any activities after 4:30 on Wednesday.

PARKING

- 1) Please do not leave unattended vehicles in the bus zone.
- 2) Cars are not permitted in the bus loading zone.
- 3) Please do not double park in the bus zone as this necessitates students crossing a lane of traffic and slows the movement of traffic.



BUS STUDENTS

Some students are bused to Nixon for regular and special programs. Buses pick up and unload students at the main entrance. All bus students are under the direct and complete supervision of the driver. Students are expected to comply with all of the rules and regulations of the transportation department. Students scheduled on bus routes are expected to ride the bus home from school unless notification is received from parents.

CRCSD ATTENDANCE PROCEDURES

It is a District expectation that attendance is documented every day in every class by every teacher.

Each school will follow the daily attendance procedures established and follow-up with families of students who have not been accounted for.

School staff will work to establish positive relationships with families and students, identifying barriers and offering support.

A pyramid of interventions had been designed for the elementary, middle school, and high school levels that include supports at the following levels.

Tier 1: Contact with Family

0–2 absences / trimester (for students with identified attendance issues)

3 absences/ trimester (all other students)

Tier II: Family Meeting and Attendance Plan

4-6 absences/trimester

Tier III: Family Meeting and District Contract

7-9 absences/trimester

Tier IV:

10+ absences/trimester

2017

October

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Staff Learning Day – NO SCHOOL FOR STUDENTS	Day 1 3	Day 2 4	Day 3 5	Day 1 6 Staff Learning Day – Early Dismissal 2:20	7
8	Day 2 9 <i>Columbus Day</i>	Day 3 10	Day 1 11	Day 2 12	Day 3 13 Staff Learning Day – Early Dismissal 2:20 8:00 – 8:45 AM <i>Grandparents Breakfast</i>	14
15	Day 1 16 6:00 – 7:00 PM <i>PTA Meeting</i>	Day 2 17	Day 3 18	Day 1 19	Day 2 20 Staff Learning Day – Early Dismissal 2:20 <i>America Reads Day</i>	21
CONFERENCE WINDOW						
22	Day 3 23	Day 1 24	Day 2 25	Day 3 26	Day 1 27 Staff Learning Day – Early Dismissal 2:20	28
CONFERENCE WINDOW						
29	30 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS	Day 2 31 <i>Halloween</i>				

BREAKFAST PROGRAM

Breakfast is served daily from 8:20 – 8:40 a.m. Participating in the breakfast program does not necessitate students arriving earlier than 8:20 a.m. Students are expected to be in their classrooms by 8:50 a.m.

SCHOOL LUNCH PROCEDURE

Lunch money may be deposited in your child's account from 8:40 – 8:55 a.m. in the cafeteria. Lunch prices for students are \$1.70 for breakfast \$2.65 for lunch, and \$.50 for an extra milk. If you have more than one child, money needs to be deposited in each child's account. This account operates like a bank account. Students may use it to eat breakfast, lunch, or to buy an extra milk.

Most students at Nixon eat hot lunch every day as there is a choice of three main dishes with additional items being self-served. Please check your student's account frequently to avoid a negative balance and extra bookkeeping for the cafeteria staff.

Parents are invited to eat with their children throughout the year. If planning to eat with your child, please send \$3.55 (adult price) to school in the morning. This speeds our lunch line and assists our cooks in planning adequate food.

SODA POP IS NOT ALLOWED IN OUR CAFETERIA.

MONEY COLLECTION

NO MONEY IS TO BE COLLECTED, DONATED, OR ASSESSED TO STUDENTS IN THEIR HOMEROOMS WITHOUT PRIOR APPROVAL OF THE PRINCIPAL.

STUDENT CHECKOUT

When a student needs to leave school early, parents/guardian are requested to notify the office *in writing* to assure student safety. When you come to pick up the student, please report to the office. In order to increase building security all parents/guardians who are picking up their child at the end of the day are asked to wait *outside* until dismissal time at 3:50.

STUDENT VISITORS

Children:

No school age child may visit an elementary classroom unless this visit is approved by the principal and the child is accompanied by an adult. We discourage visitations of school age students such as cousins, friends, etc. from other schools during their "vacation times", as our priority is to teach and monitor Nixon students. We also discourage pre-school visitors with parents as this tends to distract our student learning activities.

Adult:

The welcome mat is out for visitation to our rooms on most days. There are a few days, however, when school functions better without visitors. Such times are during parties (unless you are helping), standardized testing, the first few days of school, days before vacation, and the last week of each trimester. Parents are asked to call the teacher prior to visiting as classroom schedules vary. All visitors are requested to stop in the main office prior to a visit in the building.

VOLUNTEERS

Any person interested in volunteering their time and efforts to assist students or staff should contact the school office. Volunteers are used for helping students with classroom assignments, clerical tasks, assisting on class trips, and a variety of other activities. All volunteers are required to fill out the necessary paperwork before volunteering.



PTA



The Nixon PTA is an active and supportive group of teachers, administrators, and parents in the school system. We welcome all new members. Our officers for 2017-2018 are:

President.....Tomi Fuchs tomifuchs07@gmail.com
Vice PresidentJanie Fawcett..... janiefawcett@msn.com
SecretaryLaura Butschi LButschi@cr.k12.ia.us
Treasurer.....TBA

2017

November

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 3 1	Day 1 2	Day 2 3 <i>Staff Learning Day – Early Dismissal 2:20</i>	4
5	Day 3 6	Day 1 7	Day 2 8	Day 3 9	Day 1 10 <i>Staff Learning Day – Early Dismissal 2:20</i>	11 <i>Veterans Day</i>
12	Day 2 13	Day 3 14	Day 1 15	Day 2 16	Day 3 17 <i>Staff Learning Day – Early Dismissal 2:20</i>	18
19	Day 1 20 <i>6:00 – 7:00 PM PTA Meeting</i>	Day 2 21	22	23 <i>Thanksgiving Day</i>	24	25
HOLIDAY BREAK						
26	Day 3 27	Day 1 28	Day 2 29	Day 3 30		

SCHOOL BUSES

Students are expected to ride the bus home each day unless the office is notified by the parents or guardian. There are definite conduct standards for those riding buses and such standards contribute to the safe transportation of students. The following outline represents the district regulations relative to student conduct while riding a school bus.

WAITING AT DESIGNATED BUS STOPS

1. Children must stand a safe distance from the roadway unless specifically directed otherwise.
2. Children shall follow the published schedule.
3. Children shall practice safety precautions at all times.

BOARDING THE BUS

1. Children shall not move toward the bus at the school loading zone until the bus has been brought to a complete stop.
2. Children shall not push when boarding the bus.
3. Children must board the bus in single file.
4. Children must follow the driver's instruction regarding seating arrangements.
5. Children shall go directly to their seats and not block the aisle.

RECEIVING AND DISCHARGING PUPILS

Children shall enter and exit from the right front entrance of the school bus and if a roadway must be crossed, the children shall pass in front of the bus, look both directions, and proceed to cross the roadway only on a signal from the bus driver.

CONDUCT WHILE RIDING THE BUS

1. Children may converse quietly with persons seated near them.
2. Children shall not sing, whistle, yell, or make other loud noises when on the school bus.
3. Children must face forward while riding the school bus.
4. Children shall not change seats or annoy other riders.
5. Children shall not eat, smoke, or strike matches while on the school bus.
6. Children must not put any part of their body out of the bus windows.
7. Children carrying large parcels may be asked to leave them with the driver during the bus ride.
8. Children shall not damage bus equipment.
9. Children shall not throw anything out of the bus window.
10. Children must be quiet when the bus is approaching the railroad crossing.
11. Children are to remain on the school bus in case of a road emergency.

MIS-CONDUCT CONSEQUENCES

If a violation of the above mentioned rules is noted by the driver on a written "School Bus Conduct Form", a copy will be sent to the parent. A written warning or a bus suspension will be the consequences depending on the infraction. The principal will notify the parent of any misconduct.

2017

December

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Day 1 1 <i>Staff Learning Day – Early Dismissal 2:20</i>	2
3	Day 2 4	Day 3 5	Day 1 6	Day 2 7	Day 3 8 <i>Staff Learning Day – Early Dismissal 2:20</i>	9
10	Day 1 11	Day 2 12	Day 3 13 <i>December 13- December 20 Hanukkah</i>	Day 1 14	Day 2 15 <i>Staff Learning Day – Early Dismissal 2:20</i>	16
17	Day 3 18	Day 1 19	Day 2 20	Day 3 21	22 <i>Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS</i>	23
24	25	26	27	28	29	30
	HOLIDAY BREAK					
31	<i>Christmas</i>					

NIXON SCHOOL DISCIPLINE POLICY

The Nixon staff views discipline as a teaching and learning opportunity. We have implemented a computer system (SWIS) to track problem behaviors and communicate effectively with parents. If a student receives an office referral, a form will be sent home or a phone call will be made to inform the parent. Parents' signatures are requested on forms as acknowledgement of receiving the information.

OFFICE REFERRAL DEFINITIONS

Minor Problem Behavior	Definition
Inappropriate language	Low intensity of inappropriate language
Physical contact	Non-serious, but inappropriate physical contact
Defiance/disrespect Non-compliance	Brief or low-intensity failure to respond to adult respects
Disruption	Low-intensity, but inappropriate disruption
Property misuse	Low-intensity misuse of property
Other	Any other problem behaviors that do not fall within the above categories

Major Problem Behavior	Definition
Abusive language/ Inappropriate language/ Profanity	Verbal messages that include swearing, name calling or use of words in an inappropriate manner
Bomb threat/false alarm	Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion.
Combustibles/weapons	Student is in possession of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, knife, etc.)
Defiance/disrespect/ Insubordination/ Non-compliance	Refusal to follow directions, talking back and/or socially rude interactions.

Disruption	Behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of seat behavior.
Dress Code Violation	Student wears clothing that does not fit within the dress code guidelines practiced by the school.
Fighting/physical aggression	Actions involving serious physical contact where injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).
Theft/forgery	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission.
Harassment/tease/taunt	Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.
Lying/Cheating	Student delivers message that is untrue and/or deliberately violates rules.
Other	Problem behavior causing this referral is not listed above. Staff using this area will specify the problem behavior observed.

2018

January

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 HOLIDAY BREAK New Year's Day	Day 1 2 Classes Resume	Day 2 3	Day 3 4	Day 1 5 Staff Learning Day – Early Dismissal 2:20	6
7	Day 2 8 6:00 – 7:00 PM PTA Meeting	Day 3 9	Day 1 10	Day 2 11	Day 3 12 Staff Learning Day – Early Dismissal 2:20	13
14	15 Staff Learning Day – NO SCHOOL FOR STUDENTS Martin Luther King's Birthday	16 Staff Learning Day – NO SCHOOL FOR STUDENTS	Day 1 17 Begin 2nd Semester	Day 2 18 5:00 – 6:00 Title 1 Read- ing Night	Day 3 19 Staff Learning Day – Early Dismissal 2:20	20
21	Day 1 22	Day 2 23	Day 3 24	Day 1 25	Day 2 26 Staff Learning Day – Early Dismissal 2:20	27
28	Day 3 29	Day 1 30	Day 2 31			

DRESS CODE

Students should come to school, dressed comfortably in order to be active participants in the learning process. Our mission is to provide a safe and orderly environment that is conducive to learning. Appropriate clothing should not interfere with classroom activities, safety, or the school mission in any way. The following guidelines shall apply:

- Clothing should be clean and allow students to walk, run, and play safely. Shoes that tie are recommended.
- Inappropriate clothing that should not be worn includes, but is not limited to: short shorts, halters, strapless garments, backless sun dresses, exposed sports bras, ribbed undershirts, see-through clothing, and clothes that expose midriff.
- Jewelry and other accessories that may cause injury or distraction to the educational process should not be worn, especially in during P.E., or recess.
- Any garment, regardless of what it is called, should be worn no shorter than mid-thigh.
- Pants and shorts must be appropriately sized and worn at the natural waistline. Students must wear a belt if pants are too big to stay up at the natural waistline.
- Shirts must be shorter than the hemline of shorts or skirts.
- Clothes, jewelry, and other accessories that contain suggestive, vulgar, or violent slogans or pictures (i.e. WWF items) or advertise illegal products, such as alcohol or tobacco, are not allowed.
- Hats, caps, and scarves cannot be worn in the building.
- Clothing, hairstyle, and body markings, including fake tattoos, glitter, and make-up, which in the judgment of the principal or teacher may disrupt the educational process, are not allowed.

RECESS DRESS

Generally speaking, during the months of December, January, February and the first half of March, all students need to wear boots, a warm winter coat, mittens and something to cover their head as recess will be outside if the temperature is acceptable for outside recess (10 degrees including wind chill). At times we'll have either:

- Regular outside recess
- Blacktop outside recess or,
- Inside recess.

If at all possible, regular outside recess will be held. Students need to be dressed as indicated in the paragraph above.

RECESS

Since recess is a regularly scheduled part of the school day, students are expected to participate in recess activities. All students are expected to go outdoors unless a note from home requests that they stay indoors, or unless the teacher feels there is a sufficient reason for the pupil to stay inside. Occasionally, parents ask permission to have children remain inside for recess because of illness or other reasons. Parents requesting children to stay inside must understand that no supervision is provided to these children since staff are supervising children participating in outside recess, completing assignments and fulfilling other responsibilities that demand their time during recess and noon time. If you feel your child needs to be inside for recess for longer than three days, a doctor's note stating the nature of the student's limitation is required.

RECESS DURING INCLEMENT WEATHER

Students should dress appropriately for changing weather conditions. In winter, students will be expected to go unless the temperature is below 10°F. When the temperature is below 10°F, the outdoor recess will be adjusted. Other conditions, such as wind chill, moisture, etc., will be considered when determining if children will go outside.

PLAYGROUND EXPECTAIONS

1. Play on the blacktop and designated play areas.
2. Behave courteously and use proper language.
3. Show good sportsmanship.
4. Wear appropriate clothing.

Hiawatha City Code 2.1-1.047 prohibits throwing snowballs and other missiles in such a manner as to endanger any person or property.

GYM SHOES

If children do not wear rubber soled shoes to gym class. They will have to remove their shoes. Gym activities are often dangerous when wearing certain types of shoes.

2018

February

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 3 1	Day 1 2 <i>Staff Learning Day – Early Dismissal 2:20</i>	3
4	Day 2 5	Day 3 6 <i>5:00 – 8:00 Play Station Family Night</i>	Day 1 7	Day 2 8	Day 3 9 <i>Staff Learning Day – Early Dismissal 2:20</i>	10
11	Day 1 12 <i>Lincoln's Birthday</i>	Day 2 13	Day 3 14	Day 1 15	Day 2 16 <i>Staff Learning Day – Early Dismissal 2:20</i>	17
CONFERENCE WINDOW						
18	Day 3 19 <i>6:00 – 7:00 PM PTA Meeting President's Day Washington's Birthday</i>	Day 1 20	Day 2 21	Day 3 22	Day 1 23 <i>Staff Learning Day – Early Dismissal 2:20</i>	24
CONFERENCE WINDOW						
25	26 <i>Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS</i>	Day 2 27	Day 3 28			

BIRTHDAY TREATS

Birthday celebrations are scheduled once a month. What does that mean? Students may only bring health treats on their designated Birthday Friday Celebration day.

Students should only bring enough treats for their classrooms. Any treats brought other than the day of Birthday Celebration will be sent home.

This year there will be guidelines as to what type of treat your child may bring. However we encourage parents to work together to provide a variety of healthy options on the celebration days.

The Birthday Friday	Celebration Schedule is as follows:
July/August Birthdays	Friday, August 25
September Birthdays	Friday, September 29
October Birthdays	Friday, October 27
November Birthdays	Friday, November 17
December Birthdays	Friday, December 15
January Birthdays	Friday, January 26
February Birthdays	Friday, February 23
March Birthdays	Friday, March 30
April Birthdays	Friday, April 27
May/June Birthdays	Friday, May 26

Students will, also, be recognized on these Fridays at lunch and will receive a Happy Birthday pencil. If you have any questions, please let the class room teacher or the office know. Thank you for helping us meet the requirements of the Wellness Policy.

TOYS AT SCHOOL

Games and equipment are supplied by the school system for children to use during recess. We request that students not bring toys, balls, radios, Ninetnedo games etc., to school to show or share unless directed to, as an activity sponsored by the teachers. The school will not be responsible for items that are lost, stolen, or damaged which were brought to school without the consent of school personal.

SCHOOL TELEPHONE

Permission must be obtained from their teacher before using the telephone. School staff members have top priority in use of telephones after school; therefore, children are encouraged not to use the school telephone at this time except in cases of emergency/ After school plans are to be arranged prior to the beginning of the school day. The office phone is not available to students for making these decisions at the end of the school day.

Students will not be allowed to use cell phones during school hours. If the phone is missing the school district is not responsible.

PETS DURING SCHOOL HOURS

Pets are not allowed to visit classrooms for show and tell due to the fact that we can not predict the temperament of the pet in an unfamiliar setting, and we do not know if the pet has had shots or caring fleas/disease. Another concern is for students that have allergies to pets. If you feel that you want to allow pet visits in your classroom; use the below criteria.

Certified therapy dogs will be allowed to visit – given the following criteria:

- Therapy certification and/or record of vaccinations need to be on record in the office.
- Each visit needs to be pre-approved by the principal.
- The dog needs to be on a leash at all times.
- Students will need to approach the dog from a designated side.
- The teacher needs to verify students that have animal allergies and notify parents that the dog will be visiting.
- Require hand washing after touching the dog.

PRIVATE HOME PARTIES

Home party invitations will not be distributed at school unless a whole class is being invited. This will help avoid hurt feelings of students not receiving invitations.

2018

March

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 1 1	Day 2 2 <i>Staff Learning Day – Early Dismissal 2:20</i>	3
4	Day 3 5	Day 1 6	Day 2 7	Day 3 8	Day 1 9 <i>Staff Learning Day – Early Dismissal 2:20</i>	10
11	12	13	14	15	16	17
SPRING BREAK/HOLIDAY						
18	Day 2 6:00 – 7:00 PM PTA Meeting 19	Day 3 20	Day 1 21	Day 2 22	Day 3 23 <i>Staff Learning Day – Early Dismissal 2:20</i>	24
25	Day 1 26	Day 2 27	Day 3 28	Day 1 29	Day 2 30 <i>Staff Learning Day – Early Dismissal 2:20</i>	31 <i>Jewish Passover March 31-April 6</i>

HOMEWORK

At the discretion of the teacher, certain activities are used as extensions of the school program in grade K-5. These activities would have information gathering, public service, skill building, or general and practical experience benefits.

Examples of activities that might be used are:

- make-up work after absences
- creative writing work to be done at home
- participating in home or community safety programs
- using individual mathematics or sight word flash cards
- extra work in reinforcing basic skills in mathematics, language arts, or reading
- collecting or reading material and/or writing reports for any class
- grades 3rd – 5th may use an action planner (assignment book) that should be seen and signed by a parent

SCHOOL ACTIVITIES

Special classroom activities are decided upon by the students and teachers. Special activities will usually center on class academic areas and seasonal themes. The classroom teacher will inform parents if their child is being asked to help with refreshments, serve on a committee, or other special needs.

FIELD TRIPS

At the beginning of the school year parents will be asked to go to Power School to complete a district level authorization card. Teachers may also send home additional permission slips for each field trip.



INTRAMURALS PROGRAM

Students may participate in the intramural program, which provides seasonal activities for boys and girls in fourth and fifth grade. Parental permission forms are available from the physical education instructor.

COUNSELING PROGRAM

The counselor is available to work with both children and parents. The counselor may have contact with your child through:

1. Individual Counseling
2. Group Counseling
3. Classroom Guidance

Children are referred to the counselor by parents, school personnel, or self-referrals. When a child will be seen on a regular basis, parents will be contacted.

The counselor is also involved in determining appropriate classroom placement for students as well as developing strategies to meet the needs of individual children.

The counselor frequently works with parents to help develop problem solving and child management techniques, to refer families to appropriate community service agencies, and to work with families when special programming is recommended for their children. Parent groups are also held to cover such areas as management techniques and child growth/development. Such groups are voluntary and notification is given to all Nixon parents.

Any parent who has a question or concern about his/her child's social, emotional, or academic adjustment is urged to contact school personnel. It is only through such communication that the child's needs can be met.

CONSUMABLE FEES

School fees will need to be paid at the beginning of the year. In the event your check is returned it will be represented electronically along with the state fee.

2018

April

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <i>Easter Jewish Passover March 31-April 6</i>	Day 3 2	Day 1 3	Day 2 4	Day 3 5	Day 1 6 Staff Learning Day – Early Dismissal 2:20	7
8 <i>Orthodox Easter</i>	Day 2 9	Day 3 10	Day 1 11	Day 2 12	13 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS	14
15 <i>6:00 – 7:00 PM PTA Meeting</i>	Day 3 16	Day 1 17	Day 2 18	Day 3 19	Day 1 20 Staff Learning Day – Early Dismissal 2:20	21
22	Day 2 23	Day 3 24	Day 1 25	Day 2 26	Day 3 27 Staff Learning Day – Early Dismissal 2:20	28
29	Day 1 30					

PROGRAM FOR ACADEMIC AND CREATIVE TALENT (PACT)

The elementary school PACT department provides advanced learning experiences for high ability students. PACT Resource Specialists serve the schools on a rotating schedule, offering students the opportunity to participate in challenging activities in such areas as science, humanities, mathematics, and language arts. ACE, Prime Time and PACT are the three programs offered in our elementary buildings.

ACE (KINDERGARTEN & 1st GRADES)

ACE (Academic Challenge Experiences) is a kindergarten and first grade program. The ACE program manager will visit all kindergarten and first grade classrooms a minimum of four times throughout the school year. Lessons will focus on and develop the student's ability to think creatively, critically, logically and to problem solve. Data collected will be used by the classroom teacher and PACT department to aid in determining the need for extensions and future programming.

PRIME TIME (2nd & 3rd GRADES)

Prime Time is a demanding academic program that serves second and third grade students. Students selected for Prime Time have demonstrated potential in a specific intellectual area. There will be opportunities for enrichment in the fall for 2nd grade students. All students in 2nd grade are screened in January. All students in 3rd grade are screened in September and January. Students are selected for this program based on the results of the screening activity, district assessments and teacher observations. Those students selected will meet with the PACT Resource Specialist weekly.

PACT (4th & 5th GRADES)

PACT provides challenging curriculum experiences for high ability students in fourth and fifth grade. Multiple criteria will be used to select students for PACT classes. Criteria include: PACT unit screening scores, achievement tests, ability tests and teacher observations. Students selected will meet with the PACT Resource Specialist weekly.

CLASS LIST FOR NEXT SCHOOL YEAR

Several factors are taken into consideration when assigning students to classrooms for the coming year...achievement level (particularly in reading), gender, and social maturity are a few. Every effort is made to form heterogeneous groups that will enable students to work together in with the teacher in academics as well as in social pursuits.

Since education is our main concern, keeping friends together is not a priority. In fact, it is hoped that changes can be made each year, providing students with the opportunity to work and play with a variety of students and to form new friendships yearly.

Students with special needs (learning, behavior, etc.) will be given as much special consideration as possible. The staff, counselor, and principal should be aware of these specific needs due to their contact with the students. Parental input regarding circumstances of which the staff is not aware is appropriate. This input needs to be an advocate for all the children and should assure all an equal opportunity during their elementary years.

This means that parents may not select their children's teachers, but are encouraged to give input into how they view their child's needs. No promises are made. Assignments for each school year will be available at the August registration.

LOST AND FOUND

A box is located in the lower hallway that contains clothing found at school. Parents and children are urged to check the box for lost articles.

PERSONAL BELONGINGS

All personal belongings brought to school are the responsibility of the student. All items stored in lockers should be permanently marked with the student's first and last name. These items include clothing, lunch boxes, school bags, etc.

If it is necessary to bring valuables to school, they should be given to the teacher or office for safe keeping. Valuables should not be brought to school unless requested by the teachers. Students should not bring toys, dolls, radios, games, etc., to school unless permission has been given by the teacher. Cell phones must be turned off and kept in backpack. Any phone on and in the student possession in the classroom will have the phone taken to the principal and the parent must then pick it up.

2018

May

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 2 1	Day 3 2	Day 1 3	Day 2 4 <i>Staff Learning Day – Early Dismissal 2:20</i>	5
6	Day 3 7 <i>Orthodox Ascension</i>	Day 1 8	Day 2 9	Day 3 10	Day 1 11 <i>Staff Learning Day – Early Dismissal 2:20</i>	12
13	Day 2 14	Day 3 15	Day 1 16	Day 2 17 <i>5:00 – 7:00 School Carnival</i>	Day 3 18 <i>Staff Learning Day – Early Dismissal 2:20</i>	19
20	Day 1 21 <i>6:00 – 7:00 PM PTA Meeting</i>	Day 2 22	Day 3 23	Day 1 24	Day 2 25 <i>Staff Learning Day – Early Dismissal 2:20</i>	26
27	28 <i>Memorial Day- NO SCHOOL</i>	Day 3 29	Day 1 30	Day 2 31 <i>LAST DAY OF CLASSES - Early Dismissal 2:20 Last Day for Preschool</i>		

Nixon Attendance 558-2190

Breakfast \$1.70

Lunch \$2.65

Adult \$3.55

Extra Milk \$.50

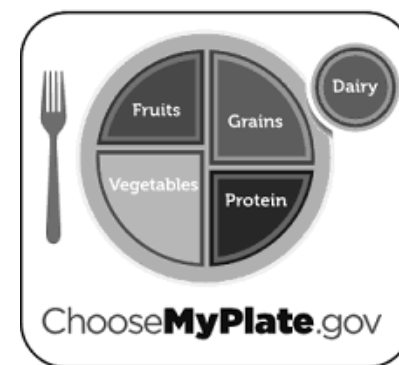
Better Health = Better Learners Commitment to Student Wellness



All school districts are required to have a wellness policy. Find ours on the CRCSD website.

CRCSD commitment to wellness:

- Provide health literacy education in the curriculum
- Meet or exceed the Healthy Kids Act requirements for physical activity
- Serve school meals that reflect the Dietary Guidelines for Americans, model appropriate portion sizes and provide a well-balanced meal
- Discontinue using unhealthy foods for fundraisers
- Ensure all food and beverages made available during the school day (including snacks) meet District Nutritional Guidelines
- Celebrate events involving food not more than one time each month
- Discontinue using food/food coupons as rewards or incentives
- Ensure physical activity is not used for or withheld as a punishment



We need your help! Here's how to support your children's education:



- Follow the Smart Snack Guidelines when providing meals/snacks (unhealthy treats will not be distributed)
- Send food items only when requested by school staff (must be Smart Snack approved)
- Help plan and support fundraising events that do not involve food
- Join the school or district wellness council

For more information, visit www.cr.k12.ia.us/our-district/wellness/.

The District Wellness Policy is in the District Notifications section of the handbook.

Questions? Contact Stephanie Neff, Health and Wellness Supervisor, at 319.558.4786 or sneff@cr.k12.ia.us

2018

June

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <i>Staff Learning Day – NO SCHOOL FOR STUDENTS Potential Inclement Weather Makeup Days</i>	2
3	4 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	5 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	6 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	7 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

CHAPTER 102 – REPORTING CHILD ABUSE

Chapter 102 of the Iowa Administrative Code establishes procedures for investigating incidents of abuse of students by school employees. The procedures include the designation of investigators for the

2017-2018 School Year. The following are the designated Level I investigators for the CRCSD. Any of the following persons may serve as an investigator.

Any person may file a Level I complaint against a Cedar Rapids Community School District employee by completing a Level I complaint form and turning it in to his/her building principal. The complaint may be turned in to any of the individuals on the below list. These forms may be obtained in any school's main office or at the Educational Leadership and Support Center, 2500 Edgewood Road NW, Cedar Rapids, Iowa, in the Human Resources Office.

LEVEL I INVESTIGATORS

PRIMARY: Val Dolezal, Executive Director

ALTERNATES: Greg O'Connell, Principal, Coolidge Elementary School,
Chuck McDonnell, Principal, Jefferson High School, and Wendy Parker, Executive Director

LEVEL II INVESTIGATOR

(if a case is designated as "founded", it is turned over to the Level II Investigator Agency: Cedar Rapids Police Department who will appoint a designee.

Distributed by: Human Resources: 6//2017

Revised: Board Secretary: 6/13/2017

Approved by Board of Education: 6/12/2017



2017-2018 Calendar

Start-Finish

August 23, 2017 (Early Dismissal)
May 31, 2018 (Early Dismissal)

Calendar Legend

- New Teacher Pre-Service
- Teacher Pre-Service
- First Day of Classes/Early Dis.
- Last Day of Classes/Early Dis.
- Regularly Scheduled Early Release for Professional Learning – All Students
- End of Semester
- Finals – High School
- Holiday Break (No School – All District Offices Closed)
- Break (No School)
- Staff Learning (No School for Students)
- Staff Progress Reporting (No School for Students)
- Inclement Weather Make-Up

SCHOOL HOURS:

Elementary School Hrs: 8:50 – 3:50pm
Middle School Hrs: 7:50am – 2:50pm
High Schools Hrs: 7:50am – 3:00pm

EARLY DISMISSAL HOURS:

Elementary School Hrs: 8:50am – 2:20pm
Middle School Hrs: 7:50am – 1:20pm
High School Hrs: 7:50am – 1:30pm

LATE START HOURS:

Elementary School Hrs: 10:50am – 3:50pm
Middle School Hrs: 9:50am – 2:50pm
High School Hrs: 9:50am – 3:00pm

Conference Windows:

October 16-27 (ES/MS/HS)
February 12-23 (ES/MS Only)

Additional time may be added to the school day beginning March 19, 2018 and/or at the end of the year

July 2017						
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		
31						
August 2017						
1	2	3	4			
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31			
September 2017						
4	5	6	7	8	1	
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		
October 2017						
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30	31					
November 2017						
	1	2	3			
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30			
December 2017						
				1		
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		
January 2018						
1	2	3	4	5		
8	9	10	F 11	F 12 S		
15	16	17	18	19		
22	23	24	25	26		
29	30	31				
February 2018						
			1	2		
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28				
March 2018						
			1	2		
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29	30		
April 2018						
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30						
May 2018						
	1	2	3	4		
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	F 30	F 31			
June 2018						
					1	
4	5	6	7	8		
11						

July
4 Holiday

August
9-14 New Teach Pre-Service
17-22 Teacher Pre-Service
23 First Day of School/Early Dismissal

September
4 Holiday

October
2 Staff Learning - No Students
30 Staff Progress Reporting – No Students

November
22 Break - No School
23-24 Holiday – All Offices Closed

December
22 Staff Progress Reporting – No Students
25-26, 29 Holiday – All Offices Closed
27-28 Break – No School

January
1 Holiday – All Offices Closed
11-12 High School Finals/Semester End
15-16 Staff Learning – No Students

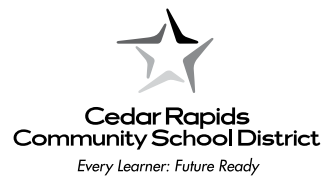
February
26 Staff Progress Reporting – No Students

March
12-15 Break
16 Holiday

April
13 Staff Progress Reporting – No Students

May
23 Metro Graduation – 7:00pm
24 KHS Graduation – 7:00pm
25 WHS Graduation – 7:00pm
26 JHS Graduation – 7:00pm
28 Holiday
30 High School Final
31 High School Final/Last Day of School/Early Dismissal

June
1 Staff Learning – No Students
1, 4-7 Potential Student/Staff Learning
Inclement Weather Make-Up



Non-Discrimination Policy

It is the policy of the Cedar Rapids Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (employment only), marital status, sexual orientation, gender identity, and socioeconomic status (students/program only) in its educational programs and its employment practices. This is a grievance procedure for processing complaints of discrimination. District employees with questions or a grievance related to this policy should contact Linda Noggle, Executive Director of Human Resources/Talent Management at lnoggle@cr.k12.ia.us or 319-558-2000. Students and others should contact Rod Dooley, Executive Director of Equity/Title IX Coordinator/504 Compliance Officer at rdooley@cr.k12.ia.us or 319-558-2000. The District mailing address is 2500 Edgewood Rd NW, Cedar Rapids, IA 52405-1015.

July 19, 2017