

FESTUS R-VI

# Summer Academy

## HANDBOOK

**Grades 5-8**  
**(Held at Festus High School)**  
**Summer 2023**

**Festus R-6 School Mission Statement**

**“Educating All Children to Meet Tomorrow’s Challenges”**

**Mr. Dean Navratil, Principal**  
**(636-937-5410)**



Summer Academy Handbook (Grades 5-8)

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# *Festus Public Schools*

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## REORGANIZED SCHOOL DISTRICT

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1515 Mid-Meadow Lane Festus, Missouri 63028 Telephone: 636/937-4920 Fax: 636/937-8525

*Dr. Nicki Ruess*  
Superintendent

*Mr. Jonathan Earnhart*  
Assistant Superintendent

*Dr. Lucas McKinnis*  
Assistant Superintendent

Dear Parents and Guardians:

This summer, your child can experience the Festus R-VI School District summer school program called, *Summer Academy*. The *Summer Academy* program will be in session for only twenty days. The dates for the program will be Thursday, June 1st through Thursday, June 29th (**there will be no school held on Monday, June 19th**). Although the district offers summer school for students entering kindergarten through high school, *Summer Academy* is specifically designed for those students entering grades 5<sup>th</sup> through 8<sup>th</sup> for the upcoming school year. **Our program will be held at Festus High School this year. (\*We DO NOT have late start Wednesdays. We begin each day at 8:10.)**

*Summer Academy* is designed with the interests of your child in mind. Students will be engaged in a variety of engineering design challenges and exploratory classes. Each day, students will be pushed to create, design, test, collect data, and redesign. Major design projects include water rockets, balloon race cars, and catapults! Students will learn to work together to problem solve and then compete against other teams.

In addition, students will be able to choose their preferred exploratory classes. Teachers have created a wide range of interesting classes from *The History of Video Games* to *Food Wizards*! You can find a full list of exploratory class descriptions on the registration form.

We also have some field trips planned! We will be visiting Quonset Lanes and the B&B Cinema in Festus! We also have a few surprises in store for the students!

*Summer Academy* is open to regular district students and students who may reside outside of the district. I hope you will encourage your child to take advantage of this worthwhile program. Questions regarding the Summer Academy may be addressed to Dean Navratil at 636-937-5410.

Sincerely,

*Dean Navratil*

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## **OTHER DISTRICT INFORMATION**

### **Transportation Center**

636-937-5716

### **Food Service**

636-937-7747

### **Nurse's Office**

636-937-5410 Ext.5

## **DESCRIPTION OF SUMMER PROGRAM**

The summer program is an extended learning program free to all students. It is a five day a week program for 20 days with bus transportation. We will offer a daily lunch for students, as well as a grab-and-go breakfast. The cost of breakfast is \$1.35 and lunch is \$2.70.

## **STUDENT HOURS**

Students attend from 8:10 am to 3:25 pm each day. We DO NOT have late starts on Wednesdays.

## **DATES OF PROGRAM**

Thursday, June 1st, 2023 – Thursday, June 29th, 2023. (No school will be held on Monday, June 19th)

## **STUDENT INFORMATION**

Student directory information (i.e. address, phone number, parents' names, etc.) should be updated in the office if there are any changes. Since student safety is our number one concern, we need to be able to contact parents and emergency contacts as quickly as possible.

## **DISCIPLINE PROCEDURES**

Our summer school program is a privilege. Students who consistently violate school policy will be removed from the program. Disrespect and consistent disruptive conduct of any kind will not be tolerated. Inappropriate language, fighting, assault etc, is unacceptable. Festus R-6 District/Intermediate and Middle School Discipline policies and regulations apply to summer school.

## **EXPECTATIONS, RULES, AND DISCIPLINE**

Expectations

Our students are expected to...

1. be prepared to learn.
2. follow directions.
3. respect others and themselves.
4. tell the truth.
5. be the best they can be.

## **RULES**

Please understand that this is not a comprehensive list of rules, and that each teacher has individual classroom rules. Rules can be added/changed as necessary throughout the summer program. Students/parents will be notified of any rule updates. Parents, students, and visitors are expected to abide by school rules in the classroom, hallways, cafeterias, outdoor athletic areas, the buses, and on field trips. Rules are straightforward and are based on the concept of treating others with respect. Violations of rules that result in students being harassed and/or bullied will be dealt with swiftly. Our first priority is to create an environment where children are and feel safe so that our main goal of learning can take place. A few rules of note are listed below.

1. Safety of students is our number one priority. Students should behave in a manner that keeps themselves and others safe. This includes following all safety procedures and teacher instructions.
2. Students are to mark all of their personal belongings with their name and grade/class. Any personal item brought to school is the sole responsibility of the students. If any item is lost, misplaced, broken, etc. the student is responsible, not the school.
3. Students are expected to take pride in school property and treat it with respect. Students who deface, damage, or lose school property will be required to compensate the school for the damage or loss.
4. This is a smoke free campus. Smoking will not be tolerated on any area of school property, either inside or out.
5. The Festus R-VI School District expects student dress and grooming to be neat, clean, and in good taste so that each student may share in promoting a positive, healthy and safe atmosphere within the school district. Students should wear clothing that covers the midriff and shorts of an appropriate length. Students may not wear clothing that advertises cigarettes, alcohol, drug paraphernalia or that has inappropriate language, or may disrupt the educational process. Flip-flops are discouraged as the children will be going outside almost daily.
6. Verbal and Physical violence/bullying **will NOT be tolerated**. Students who have been subjected to bullying, hazing, discrimination, and/or harassment should report these incidents immediately to their teacher or the office.

## **DISCIPLINE**

School rules and expectations have been established to provide a safe environment where learning can take place. We will work with students to help them follow rules and expectations. Should a student violate school rules, policy, or expectations, the teacher and/or administration can take disciplinary action.

There are unacceptable behaviors that result in an IMMEDIATE REFERRAL to and action by the principal, they are:

- Fighting
- Foul language
- Destruction of School Property
- Possession of anything that could bring harm to oneself or others
- Theft
- Possession of illegal substances
- Bullying, discrimination, and/or harassment
- Disruption of the educational process

There are a variety of consequences that can occur for misbehavior. This is not a full list, but covers the majority of consequences administered.

- Isolation
- In-school suspension (ISS)
- Out-of-school suspension (OSS)
- Probation or suspension from special activities
- Referral to counseling
- Safe Schools Referral (Please see *Safe Schools Act*)
- Loss of bus riding privileges.

## **ARRIVAL PROCEDURES TO SUMMER SCHOOL**

STUDENTS SHOULD ARRIVE NO EARLIER THAN 8:00 am, as there is NO supervision for them earlier. All Students should report to the high school cafeteria until released to their first class. Students being dropped off will enter the lobby through the front of the building and make an immediate left to get to the cafeteria. (See map below)

## **DISMISSAL PROCEDURES FROM SUMMER SCHOOL**

Students riding the bus will be dismissed first. Students walking home or being picked up by a parent will not be released from the building until the buses have left at 3:25. Students CANNOT ride a different bus home unless the parent signs a note and the classroom teacher or office issues a bus pass. This must be taken care of no later than 10:00 AM the morning of the request. Parents can call the office with any bus changes if there is an emergency.

If you need to change transportation arrangements for the afternoon or make last minute plans to pick up your child, we require that you notify the office no later than 2:30 PM.

## **PARENT DROP OFF AND PICK UP LOCATION**

Parents will drop off and pick up students at the top of the stairs at the front of the high school on Westwind Drive.



## **FOOD SERVICE**

We will provide a student lunch daily, as well as a grab-and-go breakfast. The cost of breakfast is \$1.35 and lunch is \$2.70.

## **STUDENT ILLNESS/INJURY PROCEDURES**

Students will be given temporary care in case of illness or injury during school hours. If your child has a medical problem, please make sure the school nurse is informed. Please notify the nurse if any changes or updates are needed during the school year. It is very important that correct telephone numbers (home, work, cell and emergency) are on file in the main office in case parents or emergency contacts need to be contacted.

### **Students are to be kept home if they have:**

- o temperature of 100 degrees or greater
- o head lice
- o vomiting
- o diarrhea
- o red, draining eyes
- o sore throat accompanied by fever
- o persistent, uncontrollable cough

Students cannot return to school until they have been fever, vomiting, and diarrhea free for 24 hours without the use of medications. In cases of diagnosed pink eye or strep throat, students must be on antibiotics for 24 hours before returning to school. Complying with these stipulations will ensure the protection of your child and all students.

For any communicable disease, control measures and interventions will be implemented as required by law and in accordance with guidelines provided by the Missouri Department of Health and Senior Services, and the local county and state health departments.

Students with a known life-threatening or potentially life-threatening condition are to have an 'Action Plan' completed by their physician and kept on file in the nurse's office. Some examples of these include Allergy Action Plan, Asthma Action Plan, and Seizure Action Plan. The parent must also provide any medications required as part of that plan to the school nurse. It is the parent's responsibility to discuss the child's condition with the appropriate school staff, including the school nurse.

No prescription medication will be given to students unless the medicine is in the original container with the prescription label, which must include the child's name, name of the medicine, dosage, time to be given/how often to be given, and doctor's name, along with signed authorization from the parent to administer the medication. We discourage the use of over-the-counter medications at school unless absolutely necessary. No over-the-counter medications will be given to students unless the medicine is in the original bottle or box that clearly states the manufacturer's instructions, along with a signed note from the parent that includes the child's name, name of medication, dosage, time to be given or how often, and length of time the child is to take medicine. All medications are to be stored in and dispensed from the health room. Only package directions will be followed for over-the-counter medications unless a signed note from a physician is provided.

In most instances students will be permitted to transport medications to school. All medications must be immediately brought to and stored in the nurse's office. The nurse will obtain a pill count upon taking

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possession of the medication and a parent/guardian will be called to verify the count. It is preferred that a parent/guardian pick up medications from the health room when necessary.

Any student found with a head lice infestation will be sent home for 24 hours to be treated. (JHC-AP2). Infested students must be picked up and may not ride the bus home. Before the student will be permitted to return to class, he/she must be brought to school by a parent or guardian to be examined by the nurse. If live head lice are found, the student will be sent back home with the parent or guardian for further treatment. The student will have to be brought to school and rechecked by the nurse until approved for return to school. A student who has been identified as having nits but not a live head lice infestation will be reexamined within 5 days of the initial identification. If nits are still present, parents/guardians will again be instructed on treatment options. The process will repeat until the student is free of nits.

## **SAFE SCHOOL ACTS HOUSE BILL 1301 & 1298, EFFECTIVE AUGUST 1996**

### **School Discipline Policies**

This legislation outlines several policy requirements focusing on promoting safe school environments. Local boards of education in each school district are required to establish a written discipline policy, including specifying the district's policy on corporal punishment and procedures in which punishment will be applied. Pupils and their parents or legal guardian must be provided a copy of the disciplinary policy. All employees of the district are to receive annual instruction on the content of the disciplinary policy.

### **Reporting Requirements**

District administrators are required to report acts of school violence to teachers and other school employees who have direct responsibility for the child's education or interact with the student on a professional basis. The section defines "acts of violence" and "violent behavior" including a listing of felonies that are required to be reported. Any portion of a child's IEP relating to demonstrated or potentially violent behavior must be reported to any teacher or district employee directly responsible for the child's education or who interacts with the student within the scope of their duties.

### **Student Suspension**

Current law requires a minimum of a one-year suspension for a student bringing a weapon to school. This amendment allows the suspension to be either one year or an expulsion and expands the definition of weapon. Civil war era weapons, when used for a civil war reenactment on school property, are exempted.

### **Discipline Records**

Districts are required to compile and maintain records of any "serious violation" of district policy. Records will be made available to district personnel with the need to know based upon their assigned duties and shall also be sent to any district a student subsequently attends.

### **Abuse Investigations**

This section outlines investigations of alleged abuse based upon the use of corporal punishment within the district. The amendment would authorize the juvenile officer to designate another law enforcement officer to investigate these allegations in conjunction with school personnel. School personnel are considered mandated reporters and are required by law to report all suspected incidents of abuse to the proper authorities.



### **Children with Disabilities**

Section 162.680.RSMO. contains the state prohibition on denial of educational services based upon a child's disability. This section is amended to provide that if violent behavior by a child with a disability causes a substantial likelihood of injury the school shall initiate procedures to change the student's educational placement.

### **Transfer of Documents**

School officials enrolling the pupil must request, within forty-eight (48) hours, a transfer of documents from all school districts the pupil attended within the previous twelve (12) months. Any school district receiving that request shall respond within five (5) business days of that request. The request must include the disciplinary records required under this legislation. Transfer of school records is prohibited to persons not employed by the school district or another school district or to any governmental entity other than a school district, juvenile or family court, unless written permission is granted by the parent, guardian, or student, if the student is eighteen (18) years of age or older. Violation of this subsection is a Class B misdemeanor and a civil action is authorized upon a district's failure to comply. The State Board of Education is authorized to establish rules relating to the enforcement of this section.

### **Removal of Students**

Districts are authorized to immediately remove a pupil posing a threat to themselves or others. Prior disciplinary action may not be the sole basis for such removal. Removal of a pupil with a disability is subject to state and federal procedural rights. Boards are required to make a good-faith effort to have the parent or other custodian present at suspension or expulsion hearings.

### **Re-admission Conference**

Section 167.171 outlines the procedural requirements relating to the suspension or expulsion of students. A new subsection requires a conference prior to readmission of a student suspended for more than ten (10) days for an act of school violence, or where the pupil poses a threat or harm to themselves or others. Written notice of the conference shall go to the parent or guardian. The section specifically prohibits readmission of a student convicted or indicted of specific criminal acts. An exception is provided for children with disabilities as identified under state eligibility. A conference is required if a student attempts to enroll in a district during suspension or expulsion from another district. The school district may recognize the disciplinary action if it is determined that the behavior would be subject to suspension or expulsion in that district.

### **Communication with Juvenile Officers**

Juvenile Officers must notify school officials when students have committed certain specified criminal acts. The notification must include a description of the conduct and the dates when the conduct occurred, but shall not include the name of the victim. This report shall be shared with teachers or other district employees with a need to know based upon the scope of their assigned duties. The superintendent is required to notify the appropriate juvenile or family court upon the suspension of any student within the jurisdiction of the court when the suspension is in excess of ten (10) days.

**Notice of Violent Acts**

Principals are required to notify the superintendent and law enforcement if any person is believed to have committed first, second or third degree sexual assault or deviant sexual assault against a pupil or school employee while on school property, on a school bus, or involved in a school activity. The principal must also report possession of a controlled substance or weapon by people in school. A teacher must immediately report to the principal knowledge of an assault or possession of a weapon or controlled substance. This section grants good-faith civil immunity for school employees providing information to law enforcement. Refusal by a school official relating to their reports requirements under this section and Section 160.261 is defined as a misdemeanor punishable by a fine of up to \$500 and imprisonment in a county jail not to exceed one year.

**Violence Prevention Programs**

The Department of Elementary and Secondary Education is authorized to identify programs relating to violence prevention to be administered by the public schools. The State Board of Education is authorized to adopt rules approving such programs. Academic credit may not be offered for participation in these programs. Beginning no later than the 1998-99 school year and thereafter, districts are authorized to administer violence prevention programs for kindergarten through twelfth grade. The Department of Elementary and Secondary Education is authorized to fund programs relating to violence prevention.

**Statement of Disciplinary History**

School districts may require a parent, guardian, or other custodian to provide a statement indicating whether a student was previously expelled, violated policy on weapons, alcohol or drugs, or willfully inflicted injury on another. Persons making a false statement would be guilty of a Class B misdemeanor. The Statement would be maintained as a part of the student's record.

# **SUMMER ACADEMY 2023**

## **Grades 5-8**

Please sign, and date the form below and return it to school. The document will be kept on file for the duration of our summer program.

I have read and understand the Festus R-6 School District Summer Academy Handbook.

Printed Student Name: \_\_\_\_\_

Printed Parent Name: \_\_\_\_\_

\_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_