



Savannah R-III School District Elementary Handbook

2023-2024

MISSION STATEMENT

The mission of the Savannah R-III School District is to nurture, inspire, challenge, and encourage every student by providing the education to become a productive member of society.

The MISSION of the Savannah R-III Elementary Schools is to encourage cooperation between parents, students, community members, and our staff to provide a climate where every student is encouraged to achieve their academic potential and become a literate, responsible adult. We will strive to give students opportunities to express themselves and develop their talents in academics, the arts, technology, and athletics. All students will have a clear understanding of our high academic expectations to build on their present strengths to become critical thinkers and problem solvers with a solid foundation of basic skills.

The Savannah R-III Elementary Schools will be child-centered, clean and safe, with a healthy atmosphere. All students will be encouraged to exhibit democratic values, ethics, and principles in their daily activities and interactions.

Elorie Boeh, Amazonia Principal
Jason McDowell, Minnie Cline Principal
Meghan Holt, Minnie Cline Assistant Principal
Kristi Raines, Helena Principal
Kelly Warren, John Glenn Principal

2023-2024 School Calendar

Savannah R3 School District

408 West Market
816-324-3144 (Fax) 816-324-5594
Savannah, MO. 64485

Aug. 14 - 17	Professional Development
Aug. 18	Opt Out Day #1
Aug. 21	First Day for Students
Sept. 4	Labor Day (NS)
Sept. 22	Homecoming 2 hr Early Release
Sept. 25	Professional Development
Oct. 20	Professional Development
Oct. 23 - 26	Parent Teacher Conferences
Oct. 27	Comp Day (NS)
Nov 22 - 24	Thanksgiving Break (NS)
Nov. 27	Professional Development
Dec. 22 - Jan 5	Winter Break
Jan 8-9	Professional Development
Jan 10	First day of 2nd Semester
Jan 15	MLK Jr Day (NS)
Feb 12	Professional Development
Feb 19	President's Day (NS)
Mar 4	Professional Development
Mar 25 - 29	Spring Break
Apr 1	Professional Development
May 19	High School Commencement
May 21	Last Day of School 2 hr Early Release
May 22	District Celebration
May 23	Opt Out Day #2

Make Up Days

This calendar includes upto 36
make up hours.

January 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Semesters / Quarters

1st Semester			81
Oct. 20	1st Quarter		43
Dec. 21	2nd Quarter		40
2nd Semester			85
Mar. 15	3rd Quarter		41
May 21	4th Quarter		40

Special Days

Fall Homecoming (Parade at 2 pm)	Sept. 22
Parent Teacher Conferences	Oct. 23-26
Winter Homecoming	Feb. 2
High School Commencement	May 19

Contract Days

Student Contact Days	166
Professional Development Days	12
Comp Day	1
Summer Academy Opt out Days:	2
Aug 18 & May 23	
Teacher Contract Days	181

NS School Closed
Early Release

Staff PD (no school for students)
First / Last Day of Classes

Opt Out

Parent Teacher Conferences
1/2 PD - 1/2 Work

SAVANNAH R-III ATTENDANCE PROCEDURES

We believe that attendance in school is important. We believe when a student misses school, regardless of the reason, he/she is missing something of value. We believe all students need to learn the value of developing a pattern of good attendance and punctuality. Frequent absences of students from the learning experiences disrupt the continuity of the instructional process for everyone. **There is no such thing as a completely excused absence, as all absences will affect a student's educational experience to some extent.** It is strongly suggested that parents/guardians schedule special family events in conformity with the school calendar.

Any time a student is absent from school, the parent/guardian needs to provide written or verbal documentation/verification/certification in reference to the absence and present it to the attendance office on or before the day the student returns. Students leaving for a doctor's appointment or other necessary reasons must be signed out by an approved party at the attendance office. **All notified absences will be considered "confirmed." Students will be allowed one day to make-up any learning for each day of confirmed absence.**

An "unexcused" absence will be recorded for students who are truant, suspended or whose absence is not confirmed. Work missed during an unexcused absence will be made up according to each building's procedure.

As a school we are legally obligated to monitor student attendance and to report any cases JED-AP(1) A doctor's statement may be required for an extended illness or an accrued amount of absences that we feel qualify as educational neglect, regardless of whether the absences are confirmed or unexcused. This is Board Policy, therefore as a student begins to accrue absences, a review of the student's progress will take place. Interventions such as scheduling parent conferences, mandating summer school, requiring retention, notifying the Children's Division and/or the Prosecuting Attorney of Andrew County may be considered.

Steps to follow when absent:

1. Parents should call the school each day the student misses for each incident.
2. A doctor's statement should be provided to the school upon returning
3. Excessive absenteeism can result in mandatory summer school attendance or retention.
4. A note will be sent home after 5 absences.

Attendance at activities after absence:

To attend and/or participate in a school-sponsored activity, a student must be at school by noon on the day of the activity if he/she has been absent that morning. If the absence is a day or more, the student must be in attendance all day on the day of the activity. Any student who goes home ill during the day will not be allowed to participate in or attend an activity that night.

TARDY POLICY

Students who are late or leave early will be given a tardy slip. After five (5) tardies, parents will be notified and a letter regarding the problem will be put in the student's permanent file. After 10 tardies, school personnel may meet with parents concerning tardiness. Parents will be notified at this time.

Persistent tardiness creates a genuine hardship for a student as well as the entire class as it disrupts the learning environment and as such is also regarded as a very serious problem. If persistent tardiness continues, school officials may contact outside social or state agencies.

A student is tardy after 7:40 a.m.. at Amazonia, John Glenn, Helena, and Minnie Cline.

STUDENT CHECKOUT

No child will be released from school to anyone other than a parent or guardian unless prior verified arrangements have been made. We are sure you will appreciate our concern in this matter. Please report to the office to sign your child out to be released from school. The student will be notified to come to the office upon parent arrival.

CAMPUS PROCEDURES / POLICIES FOR SCHOOL ADMISSIONS

All students seeking admission to the district and its instructional programs must satisfactorily meet all residency, academic, age, immunization, health, disciplinary and other eligibility prerequisites as established by Board policies, rules and procedures, and by state law. Proof of residency must be provided to the school at the time of enrollment: i.e. utility bill, rental agreement, etc. Students enrolled prior to 3:00 p.m. may start with instruction the following day.

IN DISTRICT TRANSFERS

Parents requesting a transfer to another elementary school within the district must complete and send a transfer request form which can be found on savannahr3.com. This must be completed each year to be considered by the superintendent. Approval will be based on size of classes each year. Please email your request to Carrie Hansen at

carrie.hansen@savannahr3.com.

ADDRESS CHANGE

The office must be notified immediately of any change of address or phone numbers during the school year. It is also important to have additional phone numbers on file in case of an emergency with a student or in the event of early dismissal. If school personnel are unable to contact parents, family services or law enforcement may be contacted. Parents have the opportunity to update address and phone numbers through the parent portal in the district student information system. If changes are made in the student information system, please notify the school office as well.

WITHDRAWING FROM SCHOOL

If it becomes necessary for a student to withdraw from school, the parent/guardian will contact the office. The new school your child will be attending will request the necessary school records. Please be sure that all balances are paid in full and all school resources are returned before withdrawing from school.

CURRICULUM

The program in grades K-5 is a self-contained management system. Courses are: reading, mathematics, language, social studies, science, art, writing, vocal music, technology, library, and physical education. Scheduling for special education and Title I classes is done at a time when the students will miss the least amount of educational interaction in the regular classroom.

EXTRA-CURRICULAR

A variety of organizations and extracurricular activities are offered to Savannah R-III students. Participation is a privilege and not a right. This privilege carries with it responsibilities to the school, to the organization, to the student body, to the community, and to the student as well. Extra-curricular experiences contribute to the student's knowledge, skills, and emotional patterns (attitudes, ideals, appreciation, etc.), thereby making him/her a better person and citizen. Sponsors and administration will determine when conduct prohibits an individual's eligibility to participate.

FLOWERS and BALLOON POLICY

If a student receives flowers or balloons, the student may pick them up in the office at the end of the school day. Flowers and balloons will not be transported on school buses. NO LATEX balloons at John Glenn!

FIRE AND DISASTER DRILLS

It is mandated that intruder, fire, and disaster drills be conducted during the school year. In compliance with these regulations, the Savannah R-III School District has established procedures to be carried out in evacuating and protecting the students. Regular intruder, fire, and disaster drills will be conducted.

HOMEWORK POLICY

The Savannah R-III School District believes that certain amounts of homework are beneficial to the education of our student population. Homework assignments need to be distinguished from "work not finished during school time." Work brought home from school is often identified as "homework" when, in fact, it was work that was assigned for completion at school. Homework is a purposefully planned activity that is designed to apply the objective of a concept that has already been taught in class. Assignments for children to complete and turn in are carefully planned and tailored to the time available to complete them. When a student is absent, the parent should call the school office to report absence and request/schedule a time to pick up homework. It is the student's responsibility to pick up the missed assignments and hand them in. Students will be allowed one day to make-up any learning for each day of confirmed absences.

ALTERNATIVE RECESS

K-5 students may receive an alternative recess due to inappropriate behavior, continuous incomplete work, or violation of school policies.

LOST OR STOLEN PROPERTY

Savannah R-III School District is not responsible for lost or stolen property. Personal items should not be brought to school. If a student brings personal items and/or electronics devices, the school is not responsible if it is broken or stolen.

BREAKFAST/LUNCH INFORMATION

The Savannah R-III School District provides nutritious meals for both breakfast and lunch. Weekly meals include a wide variety of foods including fresh fruits and vegetables. Menus are sent home monthly with all students, grades K – 5.

1. Parents are encouraged to sign-up for the Parent Portal through the school office so they can easily track their children's meal purchases. A current email, phone number, and address is also important so parents can receive notifications from the building cashier regarding their children's account.

2. Money should be pre-deposited into the student's individual meal account. Parents now have three options when making payments: online via the Parent Portal in the student information system, a check with the child's first and last name written on the memo line, or with cash placed in a sealed envelope with the child's first and last name and amount enclosed written on the outside of the envelope. Please put the classroom teacher's name on the envelope.
3. Students with Food Allergies or Disabilities must have a "Medical Statement for Student Requiring Special Meals" completed and signed by a licensed physician.
4. Breakfast will be served at all elementary buildings. **The cost will be \$2.25 for students. Staff will pay \$2.45. Reduced rates are \$.30**
5. **School lunches are provided for \$2.85.** Students are given one entree and required to take at least three of the five requirements (milk, bread, protein, vegetable, fruit) from the serving tray. Extra milk will cost **\$0.60** for students buying or bringing their lunch. Pop, soda, and tea from home are not permitted. **Staff will pay \$3.75 for lunch.**
6. Free and reduced breakfast and lunch prices are available to students who qualify. **We strongly encourage you to apply.** We ask that you complete the form sent home and return it as soon as possible. It is important to notify the office immediately if any changes in your application occur. **Reduced breakfast prices are \$.30 and lunch prices are \$.40.**

PARTIES

Students will not be allowed to pass out party invitations in the classroom unless the entire class receives an invitation. In addition, the office/teacher is not allowed to give out addresses or phone numbers to parents or students.

SNACKS/BIRTHDAY TREATS

Classroom snacks MUST be individually wrapped, pre-packaged foods only. They must also be considerate to specific classroom allergies as well.

RECESS

All children are expected to go outside (weather permitting) for recess unless they have a doctor's excuse. Students will participate in indoor recess when the temperature falls below 20 degrees Fahrenheit. Please dress appropriately for the weather.

SAFETY MEASURES

Education is Savannah R-III School's top priority. We feel that it is wise to continually review and improve our efforts to make our school buildings as safe as possible. It is important that all students feel safe at school. Our goal is that all parents and students are aware of the measures taken to ensure the safety of the students, teachers, and staff, for example: telephones are in every classroom, there is an all-call system over the building, and all outside doors are locked during school hours. Fire, Tornado, Earthquake, Intruder, and Bomb Threat action plans are in-place and practiced, a "Safety Action Plans" flipchart is hung by every room door, visitor check-in procedures and badges are required, and identification badges are worn by all staff members. Volunteers must complete an application as well as pass a background check.

SCHOOL SCHEDULE

The elementary buildings will begin promptly at **7:40** am and dismiss at **2:40** pm Monday through Friday. Elementary doors open at 7:15 a.m. Students are to go to the designated area and wait to be dismissed from their classes.

TEACHER ASSIGNMENT

Teacher assignment requests from parents are not accepted. We strive to assign students according to a variety of factors in order to create a heterogeneous group for each classroom.

ELECTRONICS/ CELL PHONES/ PERSONAL ARTICLES

Students are not allowed to bring personal items to school that will be a distraction from the learning process, to themselves, or to others. **No cell phones, smart watches, or any other handheld electronic devices are to be used at school** unless authorized by school personnel and utilized for educational purposes. Toys, jewelry, trading cards, virtual pets, etc. are a major distraction for some students and can easily be lost, broken, or stolen at school. To avoid these problems, any item that is a distraction will be taken from the student and returned to the parent in person upon request. The school is not responsible for items that are lost, stolen, or damaged.

Students may bring items for show-and-tell with teacher approval as long as the parents understand that the school cannot be responsible for safeguarding the articles.

TRANSPORTATION

The Savannah R-III School District offers transportation services (Durham Bus Barn: 324-1400) to students in this district. Durham's Ridership Policy states, "Once a student is registered to ride a bus, the student will remain a rider unless they fail to ride three days consecutively without giving notice to Durham. If a student is removed from bus transportation, a call must be made to Durham to re-establish ridership which can take up to three days."

It is not only the transportation department's responsibility in this district to make each trip safe and trouble-free, it is also the student's responsibility, with help from his/her parents, to learn the riding rules and obey them in order to continue to use this service. So "Don't Lose Your Riding Privilege" and let us all work together to provide a safe environment for all students on the school bus.

District provided transportation carrying students are considered extensions of the school environment. Discipline for students whose conduct is improper or jeopardizes the safe transportation of students may be suspended from transportation services and disciplined according to district policy, rules, and/or code of conduct per board policy (EEA-Student Transportation Services).

School buses, bus stops, and other forms of transportation provided by the district are considered school property, per board policy JFCC-Student Conduct on School Transportation.

Bus discipline will be in line with discipline guidelines as outlined in the student handbook. Bus suspensions can be used in place of OR in conjunction with ISS/OSS/detention as determined by the principal/administrators of the school. Additional bus expectations that are posted on each bus:

1. Observe classroom conduct.
2. DON'T eat on the bus.
3. ONLY drinks with lids are allowed.
4. Stay seated, facing the front.
5. Keep your hands and feet to yourself.
6. Be courteous, NO SWEARING.
7. DON'T damage the bus.
8. Keep the bus clean.
9. All items MUST BE KEPT in the student's book bag at all times on the bus. Balloons, vases, flowers, toys, balls, etc. are NOT allowed on the bus.
10. Students are allowed only 1 AM and 1 PM stop for the school year, unless there is a change of residency. No guests or visitors may ride the bus.
11. The driver/monitor will be in charge.

***If a student receives a bus discipline notice, a parent or guardian must sign the notice.**

A written note or phone call is needed for a change in your child's daily dismissal plan. **Please make phone calls prior to 1:00 p.m. to allow for proper communication between the office and the teacher.** Please send a written note if your child is to remain after school for any reason. This is for your child's safety and protection.

VISITORS

All visitors must sign in at each school and may need a background check, depending on the nature of the visit. In order to maintain a healthy and safe environment, we will continue to have all students dropped off through the drop off line or the bus. To ensure student safety, parents will not be allowed to walk students to their classrooms or throughout the building.

WEBSITE

For more information about the Savannah R3 School District, please visit our website at: www.savannahr3.com
Each of our school sites can be easily accessed on the schools link.

SCHOOL CANCELLATIONS AND EARLY DISMISSALS

School cancellation or early dismissal notification will be announced through local radio stations Q COUNTRY 92.7, KQ2, and FOX 26 news broadcasts. You will receive important messages about school closings, early dismissals, and reminders for school events via text messages, email, and/or social media.

SUSPECTED CHILD ABUSE OR NEGLECT

All school personnel are mandated by federal law to report any suspected child abuse or neglect. It is our responsibility to call any suspected abuse or neglect to the attention of the Missouri Department of Social Services – Children's Division, not to prove abuse or neglect.

Children's Division personnel, possibly accompanied by law enforcement officials, may meet with the child at school to investigate any reported concerns. Parents are not required to be notified in such cases.

SEPARATED OR DIVORCED PARENTS

Under Missouri law and Savannah R-III School District Policy KDA, it is presumed that natural parents have equal authority to make educational decisions regarding their children. Similarly, when parents are informally separated, they continue to have equal rights to custody and control of their children until the marriage dissolution action is filed and ruled upon by a court. Such equality is altered only if a formal separation agreement between the parents regarding custody and/or educational decision-making powers has been changed.

Divorced parents must provide the school with a **copy of the most recent court-approved legal documentation, not verbal or written information from family,** defining parental custody rights. Maintenance of this documentation is the most effective step that a parent can take to minimize the chances of a child custody battle at school. If there is any doubt as to whether a decree or order is presently valid, school officials will notify law enforcement for assistance.

NON-CUSTODIAL CAREGIVERS

Non-custodial caregivers need to have a relative caregiver affidavit on file. It will be good for one year from notarization.

DISCIPLINE

Each staff member of the Savannah R-III Elementary School District is responsible for setting student behavior expectations and guidelines for the well-being of all students, in accordance with Savannah R-III School District policies. A student's behavior should conform to acceptable standards of conduct as established by the principal and teachers.

The staff requests parental support in helping to maintain appropriate conduct in the schools. Children's behavior should reflect self-respect and consideration for the rights, feelings, and property of others. A copy of the board policies dealing with student conduct can be located on the district website.

DRESS CODE

The Board of Education recognizes the value of allowing individual student expression as well as the necessity of protecting student health and safety while maintaining an atmosphere conducive to education. Student dress code procedures must be designed with the goal of balancing these competing interests.

All dress code procedures will adhere to health and safety codes and comply with applicable law. Dress that materially disrupts the educational environment will be prohibited. No procedure will impose dress and grooming rules based on gender in violation of Title IX. District procedures will specifically define ambiguous terms, and examples will be provided when practicable.

School clothing should be reasonable and appropriate for the educational setting and must not be a distraction to other students. Guidelines include:

1. Dress appropriately for the weather. Students will go outdoors for recess whenever possible.
2. No obscene, rude, or suggestive pictures or sayings may be worn on clothing.
3. No clothing shall promote or advertise alcoholic beverages, gangs, or unsuitable products.
4. No crop tops shall be accepted.

P. E. POLICY

All children are expected to participate in Physical Education class unless they have a doctor's excuse.

LIBRARY POLICY

Students are scheduled to attend the school library one day per week. Students attend more often with the approval of the classroom teacher. All books should be returned when due in order to retain library privileges. Lost or damaged books must be replaced. Internet use will require a signed statement by the student and the parent acknowledging appropriate use only.

STANDARD REFERENCED (K-5)

Standards referenced scoring is implemented in Grades K-5. Students will be scored based on a proficiency scale that represents their progression of learning for the grade level standards.

<u>Score</u>	<u>Description</u>
4	Advanced

3	Proficient (Mastering)
2	Basic (Emerging)
1	Below Basic (Developing)
N/A	Not Assessed

GRADE REPORTING

A copy of your child's progress will be sent home at the end of each semester. One will be sent in January and one in May. You may continue to review your child's grades through Teacher Ease at any time.

RETENTION POLICY

The Missouri Law 167.645 states the following: *No public student shall be promoted to a higher grade level unless that student has a reading ability level at or above one grade level below the student's grade level; except that the provisions of the subsection shall not apply to students receiving special education services pursuant to sections *162.670 to 162.999, RSMo.* The school personnel shall make a reasonable effort to inform the parent/guardian of the student's problems as the year progresses and work with the parent/guardian to correct the deficiencies. Should retention continue to be a real possibility, school personnel will make a reasonable effort to meet with the teacher, parents, and administration to exchange ideas and reach a group consensus. The school administration shall make the final determination.

PERMANENT RECORDS

According to the Family Rights and Privacy Act of 1974, the parent/guardian is permitted to inspect and review educational records relating to the student.

TEXTBOOKS

The school furnishes textbooks. Payment for books lost, stolen, or damaged beyond repair will be made in accordance with the replacement costs.

PARENT-TEACHER CONFERENCES

We always welcome requests for conferences. It is very important that you know what is going on with your child at school. Please schedule all conferences in advance by calling the school office. At this time, the secretary will assist you in arranging a conference with your child's teacher.

Required parent-teacher conferences will be held in the fall. Information about conferences will be available closer to that time.

GEMS PROGRAM

The GEMS program is offered to second grade - fifth grade students who qualify for the program based on classroom teacher input, scores on achievement tests, and IQ scores. Refer to the GEMS Handbook on the Savannah R-III Website.

COUNSELING SERVICES

A counselor will be available on a regular basis. The counselor will be there to assist students and to provide counseling services. Counselors may work with students on an individual basis. Students, parents, or school staff may request referrals.

TITLE I PROGRAMS

Amazonia Elementary School and Minnie Cline Elementary School are School Wide Title I Programs and receive Title I services. The District Title I Handbook is distributed to families and located on the district webpage.

PARENT-TEACHER ORGANIZATION

Parent organizations are very important to the support of the total school program. Some of the benefits enjoyed by the students through their efforts include field trips, programs, equipment, class games, parties, library books, and volunteers. A strong parent organization means a strong school. Please support our local parent organization. Working together gives the school an opportunity to develop new ideas, which will enrich the educational experience for our students.

If school is canceled, activities of outside organizations are also canceled.

CLASSROOM PARTIES

Each classroom may have two parties that parents may attend throughout the year- Halloween and Valentine's Day. For health reasons, students are not allowed to have homemade treats at school. Please refrain from bringing treats with any form of nuts, peanut butter, or peanut oil. Please contact the classroom teacher about individual allergies of specific

students.

FROM THE SCHOOL NURSE

HEALTH SERVICE

Students who become ill or injured at school should report to the health office. The school nurse may determine appropriate action. If the student is considered too ill to remain in class, a parent or guardian will be contacted. Written permission must be obtained from a parent/guardian to administer all medication. All medication must be in the original container and must be transported to and from the school office by a parent/guardian. The district will not administer the first dose of any medication. The school nurse will provide the necessary information and forms for medication to be administered at school.

The school is required by law to have your child's state birth certificate number for our records.

Minimum Immunization For School Attendance:

Children will be required to be adequately immunized at the time of entrance to school. To attend school, all students must have received the minimum number of immunizations required for polio, measles, mumps, rubella, diphtheria, tetanus, pertussis, Hepatitis B and Varicella. Dates of immunizations will be kept on file as required by state law. All students must present documentation of month, day, and year of each immunization. There may be health or religious reasons for not receiving immunizations. These should be discussed with the school nurse. The required immunizations are:

2023-2024 MISSOURI SCHOOL IMMUNIZATION REQUIREMENTS

- All students must present documentation of up-to-date immunization status, including month, day, and year of each immunization before attending school.
- The Advisory Committee on Immunization Practices (ACIP) allows a 4-day grace period. Students in all grade levels may receive immunizations up to four days before the due date.
- Missouri-required immunizations should be administered according to the current ACIP schedule, including all spacing, (CDC.Gov/vaccines/schedules).
- To remain in school, students "in progress" must have an Immunizations In Progress form (Imm.P.14) on file. In progress means that a child has begun the vaccine series and has an appointment for the next dose. This appointment must be kept and an updated record provided to the school. If the appointment is not kept, the child is no longer in progress and is noncompliant. (i.e., Hep B vaccine series was started but the child is not yet eligible to receive the next dose in the series.)
- Religious (Imm.P.11A) and Medical (Imm.P.12) exemptions are allowed. The appropriate exemption form must be on file. Unimmunized children are subject to exclusion from school when outbreaks of vaccine preventable diseases occur.

1. Last dose on or after the fourth birthday and the last dose of pediatric pertussis before the seventh birthday.
Maximum needed: six doses.

2. **8-12 Grades:** Tdap, which contains pertussis vaccine, is required.

3. **Grade 8-11:** One dose of MCV is required. Dose must be given after 10 years of age.

Grade 12: Two doses of MCV are required unless the first dose was administered to a student who was 16 years of age or older, in which case only one dose is required. At least one dose must be given after 16 years of age.

4. **Kindergarten-12 Grade:** Last dose must be administered on or after the fourth birthday. The interval between the next-to-last and last dose should be at least six months.

5. First dose must be given on or after twelve months of age.

6. There must be at least four weeks between dose one and two; at least 8 weeks between dose two and three; at least 16 weeks between doses one and three and final dose must be given no earlier than 24 weeks of age.

7. First dose must be given on or after twelve months of age.

Kindergarten-12 Grade: As satisfactory evidence of disease, a licensed health care provider may sign and place on file with the school a written statement documenting the month and year of previous varicella (chickenpox) disease.

Prevention and control of communicable disease. Section 167.191 RS MO 1986:

- It is unlawful for any child to attend public school while afflicted with any contagious or infectious disease, or while liable to transmit such a disease after having been exposed to it.
- Children who are running a fever of 100 degrees or more will be required to leave school for their own well-being and the protection of others.
- **Students must be fever free, without medication, for 24 hours before returning to school.**
- Any child may be excluded from school until a physician determines the child cannot infect others, or until the recommended exclusion period has passed.
- Students diagnosed with Strep Throat or Conjunctivitis (Pink Eye) will be excluded from school activities until 24 hours after treatment is started.
- **No vomiting or diarrhea for 24 hours before returning to school.**
- In order to protect all students, students with nits and/or lice are not allowed to attend school. If a child is found to have either, he or she will be required to leave school immediately to be treated. Students who have been sent home may return **no sooner than the following school day accompanied by a responsible adult** to be cleared for re-admittance by the school nurse or the principal's designee. A parent may contact the Andrew County Health Department and/or the school nurse for advice on eliminating the infestation.

ADMINISTERING MEDICINES TO STUDENTS

If under exceptional circumstances a child is required to take oral medication during school hours and the parent cannot be at the school to administer the medication, the school nurse and/or the principal's designees will administer the medication in compliance with the regulations that follow:

Prescription Drugs

A. Short-term (i.e., antibiotics, etc.)

1. The medication shall be in the original container labeled with the physician's prescription.
2. Parents shall authorize school personnel to give medication (medication slips obtained in the Nurse's office).

This authorization acknowledges the parent's approval, dosage, time, amounts, date prescribed, name of medication, purpose of medication, possible side effects, and the termination date for administering the medication. It is suggested that there be enough dosage sent to school for the day, not the entire amount of the prescription.

B. Long-term

1. Arrangements will be made for students on daily, long-term medications and will follow the above guidelines except for the amount of medication sent to school. Note: If medication is not picked up at the end of the school year, medication will be thrown away. Non-Prescription Drugs (Tylenol, Advil, Cough Cold Remedies, etc.)
 - a. Oral medication that is non-prescriptive may be administered under the supervision of the school nurse and/or the principal's designee if authorized by the parent. Students are not to carry medication with them at school.
 - b. Parents shall authorize school personnel to give medication using the medication slips obtained in the Nurse's office and providing dosage, times, amounts, name of medication, purpose, possible side effects and the termination date for administering the medication. It is suggested that there be enough dosage sent to school for the day if possible.

HEALTH SCREENINGS

The schedule is as follows: kindergarten, first, third and fifth grade students and any new students will be screened for vision, hearing, height and weight. Screenings will be done at the request of a parent or a teacher as well. These will be conducted throughout the year.

PUBLIC NOTICE

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant

and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Savannah R-III School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Savannah R-III School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Savannah R-III School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Savannah R-III School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Special Services Department office at 401A N 8th St, Savannah, MO 64485 between the hours of 7:30 a.m.to 3:30 pm.

This notice will be provided in native languages as appropriate.

Please refer to the Savannah R-III website for all Board policies, including:

- Prohibition Against Illegal Discrimination and Harassment (Board Policy AC)
- Building and Grounds Security (Board Policy ECA)
- Technology Usage (Board Policy EHB-AP)
- Programs for Homeless and Migrant Students (Board Policy IGBCA-IGBCB)
- Bullying (Board Policy JFCF)
- Hazing (Board Policy JFCG)
- Weapons in School (Board Policy JFCJ)
- Interrogations, Interviews, and Searches (Board Policy JFG)
- Student Discipline (Board Policy JG-R)
- Bus or Transportation Misconduct (Board Policy JFCC)
- Disrespectful or Disruptive Conduct or Speech (Board Policy AC)
- Drugs/Alcohol (Board Policies JFCH and JHCD)
- Technology Misconduct (Board Policies EHB, KKB, and procedure EHB-AP)
- Truancy or Tardiness (Board Policy JED)
- Suicide Awareness and Prevention (Board Policy JHDF)
- Parent/ Family Involvement in Instructional and Other Programs (Board Policy IGBC)

For a complete look at all Savannah R-III School District Board policies, please see following link:

https://simbli.eboardsolutions.com/SB_ePolicy/SB_PolicyOverview.aspx?S=6&Sch=6