

Perry Central Elementary School Administration

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Perry Central School Corporation Board of Education 2024-2025

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Perry Central Community Schools Administration

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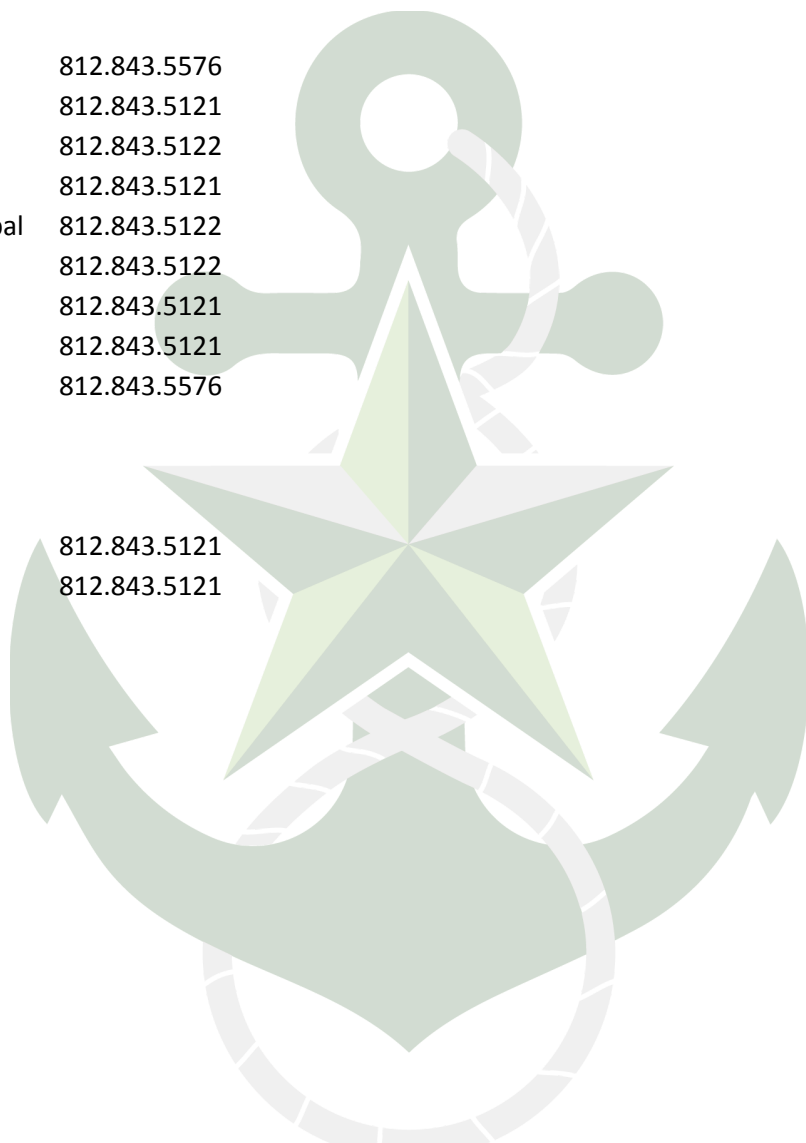
Mr. Mike Bishop - Transportation Director 812.843.5121

Mr. Levi Clark - School Resource Officer 812.843.5576

School Nurse

Mrs. Jill Little 812.843.5121

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MISSION AND VISION STATEMENT

PERRY CENTRAL SCHOOL CORPORATION MISSION

Building tomorrow's potential...today.

PERRY CENTRAL SCHOOL CORPORATION VISION

Perry Central is a school where the teachers nurture and the community encourages student success as we become a 90/90/90 corporation.

- 90% or more reading at grade level
- 90% or higher success in state testing
- 90% or more graduate career and/or postsecondary ready

SCHOOL HOURS

During normal operation, the school day begins at 8:00 and ends at 2:55 p.m. Students in Grades (K-6) who arrive at school before 7:40 a.m. should go directly to the dome. Students who arrive at school late should check-in at the office to receive a tardy slip in order to be admitted to class.

VISITORS

For the safety and security of guests and students, visitors are required to present themselves at the office upon arrival at Perry Central. In the office, visitors will sign-in and receive a visitor badge. Upon departure, visitors are asked to return to the office to sign-out. Perry Central students are not permitted to bring student guests to school.

ATTENDANCE

Regular and punctual attendance is essential for the optimum growth and development of students. The Indiana Compulsory Attendance Law supports this claim. The Perry Central School Board has set a policy that allows students to miss up to four (4) unexcused days per semester. Excessive absenteeism may lead to a student not receiving promotion to the next grade level.

Absences are defined as follows:

Excused Absence: an absence excused by a doctor's note or by a school nurse for a medical reason, a death in the family, funerals, parent request absence, or court dates.

Unexcused Absence: an absence not permitted by a parent, absence without a note or call from parent, or truancy from school. These days count as part of the 4 days allowed per semester. After four (4) unexcused absences a parent letter will be sent. After seven (7) unexcused absences in a semester a second letter will be sent to the parent informing of days missed. After ten (10) days unexcused absences, we will request a hearing at the Perry County Circuit Court Attendance Court and/or report to the Department of Child Services, as stated by Indiana Law.

If your child will be absent from school, please call the office to report the absence as soon as possible on the day he/she will miss school.

EARLY RELEASE OF STUDENTS

Teachers are not authorized to release students to parents who come to the classroom. All students taken from the building during the regular school day must be signed out at the school office. Whenever possible, dental and medical appointments should be made for non-school days, or after the regular school day ends.

HEALTH OFFICE

The health office for elementary students is located near the Elementary Commons Area. There is a full-time nurse on duty during regular school hours. If a student becomes sick or injured he/she will be sent to the health office.

If after observation, the illness or injury appears to warrant contact with a parent, reasonable effort will be made to contact parents. Parents may be requested to come and pick up a student at that time. If sickness or a minor injury occurs near dismissal time, the student may be sent home on the bus. In the event of serious illness or injury parents and alternative source of contact cannot be informed and illness/injury is thought to be of such a nature to require the services of a doctor, the child will be taken to a doctor or hospital for treatment. This action in no way implies that the personnel or school assumes financial responsibility for the illness/injury. During the school year if changes are made in employment, telephone numbers, or alternative contacts, please call the elementary office (812-843-5122), so the emergency information can be updated.

There are some students who have special health problems. The principal and nurse should be advised of those students who require immediate or special attention for conditions such as hemophilia, diabetes, epilepsy, heart condition, or any other physical condition. It is imperative that these students have up-to-date emergency information on file at all times. Students who are required to take any form of medication, prescribed by a doctor or over the counter medication (including aspirin), must take the medication to the health office when they arrive at school. A note from the parent/doctor as to how the medication is to be administered must accompany the medication. Students will report to the health office to take all medication.

The school nurses work with parents to ensure that student immunizations are in compliance with state law.

GRADING

Report cards are issued each nine weeks to show students progress. The Indiana College and Career Readiness Standards are used to establish the reporting topics for each grade level. Every student will be assessed at the end of each quarter to determine the level of mastery in math and language arts. Grades K-6 will utilize a standards based grading system.

HONOR ROLL

Outstanding academic work is recognized through an honor roll. Students are selected for an honor roll for each grading period. To be placed on the honor roll students in grades 3-6 must demonstrate the following: Distinguished: all A's in academic subjects; Honor: must have more A's than B's or an equal number of A's and B's in academic subjects; Honorable Mention: no grade less than a B, but at least one A in the academic subjects. Students must also receive credit or a B or better in non-academic subjects and citizenship.

FEES

Students may need to bring money to school to pay various fees during the school year. It is requested that separate checks be written for each item. Unless specified differently, checks should be written to Perry Central Activity Fund. The purpose of the check or cash should be clearly marked on the check or envelope, along with the student's name.

CAFETERIA

Perry Central operates a cafeteria, which offers students hot, nutritious lunches each school day. Breakfast is also available to students in the cafeteria each day. A pin number for each child is used for accounting of lunches and breakfasts eaten. Money to be used for meals is placed in an account. As money runs out, students and parents are given notice to replenish the account.

EDUCATIONAL EXCURSIONS

Perry Central teachers plan trips away from school, which support curricular objectives. Normally each grade level plans one trip per school year. A parent or guardian must sign a permission slip before a student is allowed to go on a school trip. A limited number of parent chaperones may be asked to accompany the class on the trip. Chaperones should follow school rules and accept the responsibility of following the procedures set by the teachers. Students are expected to exhibit excellent behavior as they represent Perry Central away from school.

CONFERENCES

Parent-Teacher conferences are encouraged. If the teacher feels a conference is necessary, the school will contact the parent. If for any reason, a parent wishes for a conference with the teacher, the parent should contact the teacher. When parents have concerns or issues to discuss, they are encouraged to discuss the issue with the classroom teacher first. If the situation is not resolved, parents may address the issue with the elementary administration. Teachers, administration, and parents share common goals of creating the best learning experiences for students.

PERSONAL ITEMS

Students are encouraged to not bring toys, trading cards, athletic items, pets, electronic equipment, or any nonessential personal items onto school property unless authorized by a staff member. Perry Central is not responsible for lost or stolen items.

LOST AND FOUND

All found items will be placed in the lost and found area outside the elementary library. The school cannot assume responsibility for students' losses. Proper marking of personal property can reduce these losses. Please mark all items such as coats, jackets, sweaters, lunch boxes, etc.

TELEPHONE USE

Telephones in the building are for school business only. Students are allowed to use only the telephones in the elementary office and only for limited circumstances. Cell phones and other electronic devices may be used by students in classrooms with the permission of the teacher and under the supervision of the teacher. It is the child's responsibility to not have their personal phone or electronic device in sight during the instructional day, unless the staff member has approved it. Be aware that some teachers may choose to collect cell phones at the beginning of the day, and return to the student at the end of the day. If messages need to be relayed to students, please contact the office or his/her teacher. Internet usage on personal devices must be via the corporation Internet filter. Violations will result in cell phones and/or other devices being confiscated and sent to the office. Students may collect these items at the end of the day. A second offense will require parents to collect cell phones and electronic devices from the office.

DRILLS

Emergency drills are conducted periodically according to state regulations. Teachers will review designated safety routes with students. Emergency evacuation routes and procedures are posted in each room.

SCHOOL CLOSING / SCHOOL DELAY / DISSEMINATION OF INFORMATION

Perry Central uses a phone service provided by Skylert. This service attempts to call the available number cataloged in our database Skyward to contact staff, parents and guardians in case of a delay/closing/emergency. This service may also be used for more mundane information conveyance such as lunch account balances, attendance notices, sporting events,

etc. Other means of dissemination: radio stations WTCJ-Tell City; WKCM–Hawesville: WBKR-Owensboro; WITZ-Jasper; WBDC-Huntingburg and TV Stations WAVE-Channel 3 Louisville and WTVW-Channel 7 Evansville.

Students need to know where they should go in case of an early dismissal. After school care, ***Lights-On is closed whenever school is canceled for an unscheduled reason.*** We appreciate parents informing their children where they are to go for an emergency closing. When students know where they are to go in these situations, it helps us by keeping phone lines open, getting buses on the road as quickly as possible and ensuring students' safety.

AFTER SCHOOL PROGRAMS

“Lights-On” is available Monday through Thursday on regular school days from 3 – 6:00 p.m. Friday hours of operation are 3:00-5:00 pm. Through multiple grant sources, programming is available for students after school at no charge to families. Lights-On offers a snack as well as daily workshops, small group tutoring, and homework help. Parents are asked to send a note with their children if they should stay after school. In the event of a change of family plans, parents may call the elementary office with a request for students to stay after school. PLEASE call prior to 2:00 for end of day changes.

Eighth Period is an after school tutoring service provided by grant funding. Students who require extra instruction for academic needs have the opportunity to sign up. Students who are failing a subject or have incomplete assignments may be required to attend eighth period. Parents will be notified by the school if eighth period is required.

DRESS

At Perry Central Junior-Senior High School, we believe in fostering an inclusive and respectful learning environment where all students can thrive. Our dress code policy aims to promote individual expression while maintaining a safe and inclusive atmosphere for everyone. We believe that students should have the freedom to choose clothing that fits their personal comfort and cultural practices within the broad guidelines of modesty. We appreciate the partnership of students, parents, and staff in upholding these principles.

General Guidelines:

- A. All students are expected to dress in a manner that is safe, comfortable, and appropriate for the learning environment that does not cause a distraction or disruption to the educational process.
- B. Clothing should adequately cover essential areas of the body, including chest, back, torso, and undergarments.
- C. Clothing should not promote violence, hate speech, discrimination, or any form of harassment.
- D. Clothing should not display or promote the use of alcohol, drugs, tobacco or any illegal drug.
- E. Clothing should not display explicit or offensive content, including profanity, nudity or violence.
- F. Headgear, such as hats, caps, or religious head coverings, may be worn indoors unless it obstructs others' view or poses a safety concern.
- G. All shoes must be closed-toe for elementary students.

SCHOOL PROPERTY

Students are expected to be responsible for all textbooks, library books, desks, and school property issued to them. Students are expected to pay for property that is lost or damaged.

ACCEPTABLE USE POLICY (AUP) FOR TECHNOLOGY

The computers, networks, and systems are the property of the corporation, and all computer software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the Internet, email, computers, and network. The system is designed to keep a record of all activity on and off the Internet, and this information is also corporation property. It is important for all users to understand that no use of the Internet or email can ever be guaranteed private. The AUP can be found on the school's website detailing the restrictions, rights, and other criteria for users.

BUS RULES

Riding a school bus is a privilege extended to students by the school district. Students must follow rules posted on the bus. Failure to comply with bus rules may result in removal from the bus for a limited or permanent time.

SUBSTANCE ABUSE POLICY

The Perry Central School Board supports the concept that students will function at school with greater effectiveness if they are not under the influence of an illicit mood-altering chemical. The board believes that a penalty consisting of suspension or expulsion is appropriate and may act as a deterrent for those who choose to use alcohol or other illicit drugs at school or school-related functions. The board believes that abuse of alcohol/drugs may lead to chemical dependency. Therefore, in addition to a penalty or disposition the board mandates that students under the influence or possession of illicit alcohol/drugs meet with a substance abuse counselor.

STUDENT DISCIPLINE

Education is a cooperative effort where teachers and students are brought together for learning to take place. An environment, which permits order and efficiency, must be provided. A goal is to instill a sense of self-discipline in students so that individuals do not allow themselves to infringe upon the rights of others as they seek an expression for their own just and legal privileges as members of the school and society. The responsibility for development and maintenance of this self-discipline falls to the combined effort of students, parents, teachers, administrators, and the community that established the value system we accept. When self-discipline fails, regulations for management of school behavior must be outlined by those responsible for education. The Perry Central School Board has established policies and appointed administrators to carry them out. Respect for all school employees and fellow students is expected. Each classroom teacher has established expectations and procedures. Students realize that failure to follow classroom expectations will also result in consequences. Consequences may include, but are not limited to reprimand, conduct cuts, written report on behavior, suspension, restriction or denial of extracurricular activities, counseling, conferences, rearranging class schedules, and disciplinary probation.

The following rules define student misconduct and/or substantial disobedience for which a student may face disciplinary action including suspension or expulsion:

1. Disruption of school functions/activities (Student walkout IC 20-8.1-5.1)
2. Participation in any unlawful activity
3. Causing or attempting to cause damage to school property, stealing or attempting to steal school property
4. Causing or attempting to cause damage to private property, stealing or attempting to steal private property
5. Possession of a firearm or dangerous weapons (Indiana Code and Perry Central policy will be followed)
6. Assault on a school employee, student, or staff
7. Possession, use, distribution, sale, intent to sell, or purchase of narcotics, drug paraphernalia, alcoholic beverages, depressants, stimulant drugs, look-alike drugs, or any item that is portrayed as a drug
8. Possession or use of laser pointers or similar devices (items will be confiscated)
9. Disrespect toward faculty or staff members

10. Possession and/or use of tobacco products or e-cigarettes
11. Disruption of a classroom
12. Violation or repeated violation of school rules/regulations or standards of conduct
13. Public Displays of Affection such as kissing, hugging, and embracing
14. Failing to follow the directions of administrators, teachers, or staff
15. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law
16. Threatening or intimidating any person for any purpose, including obtaining money or anything of value. Threatening (whether specific or general in nature) injury to persons or damage to property, regardless of whether there is a present ability to commit the act.
17. Habitual truancy
18. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons
19. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person
20. Bullying
21. Students in non-designated areas
22. Engaging in speech or conduct, including clothing, drawings or depictions, that is profane, indecent, lewd, vulgar, or refers to drugs, tobacco, alcohol, sex, or illegal activity
23. Computer hacking, tampering, or vandalizing and improper computer usage
24. Taking, recording, displaying and/or distributing pictures (digital or otherwise), video or audio recordings without the consent of the student or staff member in a situation not related to a school purpose or educational function
25. "Sexting" or using a cell phone or other personal communication device to possess or send text or email messages containing images reasonably interpreted as indecent or sexual in nature.
26. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores
27. Tampering with and/or unauthorized use of security cameras, security systems, and fire alarms
28. Reporting by telephone, in writing, or in person a threat known to be false or tampering
29. Forging a signature or changing dates on any school-related document or presenting any school related document (doctor's note) with a signature known to have been forged
30. Misconduct on a school bus or other school transportation
31. Sexual misconduct – This includes but is not limited to: Indecent exposure, sexual battery, engaging in sexual behavior on school property, and engaging in sexual harassment of a student or staff member

*The penalty for a first offense or any offense could be greater depending upon the severity of the situation and the findings of an administrative investigation.

*Any improper behavior or language directed toward faculty, staff, or other school personnel that is deemed inappropriate can result in out-of-school suspension from school for 1–5 days, unless the incident warrants due process of the student.

*Discipline for the above infractions may include reprimand, student conference, parent conference, probation, noon AEA, after-school AEA, Saturday School, out-of-class AEA, in-school AEA, out-of-school suspension, expulsion, and/or notification of legal authorities.

BULLYING

Bullying means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass,

ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

1. Places the targeted student in reasonable fear of harm to the targeted student's person or property;
2. Has a substantially detrimental effect on the targeted student's physical or mental health;
3. Has the effect of substantially interfering with the targeted student's academic performance; or
4. Has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

Bullying behavior toward a student is strictly prohibited and will not be tolerated. State Law gives schools the authority to deter and discipline bullying away from, and not connected to school, when the consequences create a hostile environment at school.

Any student who believes she/he has been or is currently the victim of bullying should immediately report the situation to the building principal, assistant principal, dean of students, or a staff member. All complaints about bullying behavior that may violate this policy shall be promptly investigated. The parents of the alleged perpetrator and the targeted student(s) shall be notified of the reported bullying incidents within five business days of the report of such incidents and on a regular, periodic basis of the progress and the findings of the investigation and of any remedial action that has been taken. During the investigation, the school's priority will be the safety of the victim. The investigation may include a determination of the severity of the bullying incident(s) and whether the transfer of the alleged perpetrator or victim to another school within the school corporation is warranted.

If the investigation finds an instance of bullying behavior has occurred, it will result in prompt and appropriate disciplinary action. This may include up to expulsion. Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of school policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying. Parents will be allowed to review any or all materials used in the school corporation's bullying and/or suicide prevention programs.

GANGS/GANG ACTIVITY

In keeping with the intent of the Perry Central Community School Board Policy, the following information has been included in the Student Handbook to assure the smooth and safe operation of our schools. Gang related activity will not be permitted in school or at any school related activities. The following behaviors are examples but not an all-inclusive list of what might result in a student receiving AEA, a suspension, or expulsion for gang activity:

1. A student is seen giving gang hand signals;
2. A student is seen drawing or has in his/her possession gang symbols;
3. A student is seen wearing clothing that indicates gang relations/membership;
4. A student threatens or intimidates another student when the threat or intimidation is connected to a gang or gang activity.

DIRECTORY INFORMATION

The Board designates as student "directory information": a student's name; address; telephone number; photograph; date and place of birth; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received; or listing on an honor roll; scholarships. Parents and eligible students may refuse to allow the Corporation to disclose any or all of such "directory information" upon written notification to the Corporation within fifteen (15) days after receipt of the Superintendent's annual public notice. This notice is released annually on the first day of school in the student handbook and on the Perry Central website.

OUT-OF-DISTRICT STUDENT ENROLLMENT

The Perry Central Board of School Trustees has established policy 5111 to establish rules for allowing students without legal settlement in the district to attend Perry Central. Pursuant to State law, the Board may deny a student's application to transfer to the Corporation, discontinue enrollment of a transfer student currently attending, rescind approval of a student approved to attend in a subsequent year, or establish terms or conditions for enrollment or for continued enrollment in a subsequent school year, if during the preceding 12 months, the student has been suspended or expelled for the following reasons: (1) ten or more school days; (2) possession of a firearm, deadly weapon, or destructive device; (3) causing physical injury to a student, school employee, or visitor to the school; or (4) a violation of the Corporation's drug or alcohol rules; or if the student has a history of unexcused absences, and the Board believes that, based upon the location of the student's residence, attendance would be a problem for the student if the student is enrolled in the Corporation. Transportation may not be provided by the School Corporation for transfer students accepted for enrollment unless the transfer student has an Individualized Education Program (IEP) in which transportation is required to be provided as a related service. No transfer student shall be accepted for athletic reasons.

To be Approved: July 15, 2024