

SHARED STUDENTS

The board may make arrangements for sharing students with neighboring school districts in order to expand the opportunities available in the education program or in the operation of the school district. It shall be within the discretion of the board to determine when and with which school district sharing agreements will be made.

It shall be the responsibility of the superintendent to bring to the board's attention opportunities for sharing students with neighboring school districts.

Legal Reference: Iowa Code §§ 257.6; 280.15; 282.10-.12 (2005).

Cross Reference: 217.3 Board of Directors and Adjoining District Board of Directors
302.3 Administration and Adjoining District Administration
410.2 Shared Licensed Employees

Approved May 2014

Reviewed April 2014

Revised _____

CLASS SIZE - CLASS GROUPING

It shall be within the sole discretion of the board to determine the size of classes and to determine whether class grouping shall take place. The board shall review the class sizes annually.

It shall be the responsibility of the superintendent to make a recommendation to the board on class size based upon the financial condition of the school district, the qualifications of and number of licensed employees, and other factors deemed relevant to the board.

Legal Reference: Iowa Code §§ 279.8; 280.3 (2005).

Cross Reference: 606.9 Insufficient Classroom Space

Approved May 2014

Reviewed April 2014

Revised _____

HOMework

Homework, extra class activities or assignments beyond the regular classroom instruction program are a part of the education program. Homework will be an extension and an enrichment of the classroom instruction.

Homework shall be an opportunity for students to practice skills and activities, to share and discuss ideas, to review materials, to become acquainted with resources, to organize thoughts, to prepare for classroom activity, or to make up incomplete assignments.

The amount of homework in grades one through six shall be appropriate. A reasonable amount of homework is required in grades seven through twelve.

Guidelines regarding homework shall be developed in conjunction with the curriculum of the education program.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2005).

Cross Reference: 501 Student Attendance
606 Instructional Arrangements

Approved June 2014

Reviewed May 2014

Revised _____

SCHOOL CEREMONIES AND OBSERVANCES

The school district will continue school ceremonies and observances which have become a tradition and a custom of the education program. These include, but are not limited to, reciting the Pledge of Allegiance and observance of holidays, such as Christmas, Halloween and Easter, by programs and performances. Such ceremonies or observances shall have a secular purpose and shall not advocate or sponsor a particular religion.

Students who do not wish to participate in these activities may be silent during the ceremony or observance or receive permission from the principal to be excused from the ceremony for religious reasons in compliance with board policy.

Legal Reference: U.S. Const. amend. I.
Lee v. Weisman, 112 S.Ct. 2649 (1992).
Lemon v. Kurtzman, 403 U.S. 602 (1971).
Graham v. Central Community School District of Decatur County, 608 F.Supp. 531 (S.D. Iowa 1985).
Iowa Code § 279.8 (2005).

Cross Reference: 603 Instructional Curriculum
604.5 Religious-Based Exclusion From A School Program

Approved June 2014

Reviewed May 2014

Revised _____

ANIMALS IN THE CLASSROOM

Live animals will not be allowed in school district facilities at any time or on district property during school hours except under special circumstances and only for an educational purpose. Permission from the principal will be required of anyone wishing to bring an animal into school district facilities. Appropriate supervision of animals is required when animals are brought into the school district facilities.

The person bringing the animal must furnish transportation for the animal brought to school. Animals will not be allowed to travel to and from the student's attendance center on the school bus without prior approval from the principal.

It shall be the responsibility of the principal to determine appropriate supervision of animals in the classroom.

Legal Reference: Iowa Code § 279.8 (2005).

Cross Reference: 507 Student Health and Well-Being

Approved June 2014

Reviewed May 2014

Revised June 2010

STUDENT PRODUCTION OF MATERIALS AND SERVICES

Materials and services produced by students at the expense of the school district are the property of the school district. Materials and services produced by students at the student's expense, except for incidental expense to the school district, are the property of the student.

It shall be the responsibility of the superintendent to determine incidental expense.

Legal Reference: Iowa Code § 279.8 (2005).

Cross Reference: 408.2 Licensed Employee Publication or Creation of Materials

Approved June 2014

Reviewed May 2014

Revised _____

STUDENT FIELD TRIPS AND EXCURSIONS

The principal may authorize field trips and excursions when such events contribute to the achievement of education goals of the school district. The school district will provide transportation for field trips and excursions.

In authorizing field trips and excursions, the principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent. Written parental permission will be required prior to the student's participation in field trips and excursions. The superintendent's approval will be required for field trips and excursions outside the state. Board approval will be required for field trips and excursions which involve unusual length or expense.

Field trips and excursions are to be arranged with the principal well in advance. A detailed schedule and budget must be submitted by the employee. The school district will be responsible for obtaining a substitute teacher if one is needed. Following field trips and excursions, the teacher may be required to submit a written summary of the event.

Legal Reference: 390 C.F.R. Pt. 390.3(f) (2002).
Iowa Code § 279.8 (2005).
281 I.A.C. 43.9.

Cross Reference: 503.1 Student Conduct
503.4 Good Conduct Rule
603 Instructional Curriculum
711 Transportation

Approved June 2014

Reviewed May 2014

Revised _____

SCHOOL ASSEMBLY

The building principal may authorize programs or activities in the form of a school assembly when such events contribute to the achievement of education goals of the school district. School assemblies shall comply with the school calendar.

In authorizing a school assembly, the building principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors the building principal or superintendent consider relevant.

It shall be the responsibility of the superintendent to inform the board of the approved school assemblies.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2005).

Cross Reference: 504 Student Activities

Approved June 2014

Reviewed May 2014

Revised _____

INSUFFICIENT CLASSROOM SPACE

Insufficient classroom space shall be determined on a case-by-case basis. In making its determination whether insufficient classroom space exists, the board may consider several factors, including but not limited to, the nature of the education program, the grade level, the available licensed employees, the instructional method, the physical space, student-teacher ratios, equipment and materials, facilities either being planned or under construction, facilities planned to be closed, financial condition of the school district and projected to be available, a sharing agreement in force or planned, a bargaining agreement in force, laws or rules governing special education class size, board-adopted school district goals and objectives, and other factors considered relevant by the board.

This policy shall be reviewed by the board annually. It shall be the responsibility of the superintendent to bring this policy to the attention of the board each year.

Legal Reference: Iowa Code § 282.18(13) (2005).
281 I.A.C. 17.6(3).

Cross Reference: 105 Long-Range Needs Assessment
501.15 Open Enrollment Transfers - Procedures as a Receiving District
606.2 Class Size - Class Grouping

Approved June 2014

Reviewed May 2014

Revised _____

EARLY RELEASE FOR SENIORS

The school academic year for students shall be for a minimum of one-hundred and eighty days in the school calendar. Seniors may be excused up to five days of instruction after they have met the district's requirements for graduation. The board may also excuse graduating seniors from making up days due to inclement weather if the student has met the school district's graduation requirements.

The superintendent has the authority to deny early release, or reduce the number of days for which graduating seniors may be excused, if a senior has failed to meet the requirements for graduation, as a form of discipline for an individual or for the class as a whole, or if the academic year has been disrupted by school closings for severe weather or other emergencies.

Legal Reference: Iowa Code §§ 20.9; 279.10 (2005).
281 I.A.C. 12.2(1).

Cross Reference: 501 Student Attendance
601.1 School Calendar

Approved June 2014

Reviewed May 2014

Revised _____

STUDENT GUIDANCE AND COUNSELING PROGRAM

The board will provide a student guidance and counseling program. The guidance counselor will be certified with the Iowa Department of Education and hold the qualifications required by the board. The guidance and counseling program will serve grades kindergarten through twelve. The program will assist students with their personal, educational, and career development. The program is coordinated with the education program and involve licensed employees.

Legal Reference: Iowa Code § 280.14; 622.10 (2005).
281 I.A.C. 12.3(11).

Cross Reference: 506 Student Records
603 Instructional Curriculum
604.4 Program for At-Risk Students

Approved June 2014

Reviewed May 2014

Revised _____

STUDENT HEALTH SERVICES

Health services are an integral part of comprehensive school improvement, assisting all students to increase learning, achievement, and performance. Health services coordinate and support existing programs to assist each student in achievement of an optimal state of physical, mental and social well being. Student health services ensure continuity and create linkages between school, home, and community service providers. The school district's comprehensive school improvement plan, needs, and resources determine the linkages.

The superintendent, in conjunction with the (school nurse, health advisory committee, public health nurse, school health team, etc.) will develop administrative regulations implementing this policy. The superintendent will provide a written report on the role of health services in the education program to the board annually.

Legal Reference: No Child Left Behind, Title II, Sec. 1061, P.L. 107-110 (2002).
42 U.S.C. §§ 12101 *et seq.* (1997).
20 U.S.C. 1232g § 1400 6301 *et seq.* (1997).
29 U.S.C. § 794(a)(1988)
28 C.F.R. 35
34 C.F.R. pt. 99, 104, 200, 300 *et seq.* (2002)
Iowa Code §§ 22.7, 139A.3. .8, .21; 143.1, 152, 256.7(24), .11, 280.23 (2005).
281 I.A.C. 12.3(4), (7), (11); 12.4(12); 12.8; 41.12(11), .96.
282 I.A.C. 15.3(14); 22.
641 I.A.C. 7.
655 I.A.C. 6, 6.3(1), 6.3(6), 6.6(1), 7.

Cross Reference: 501.4 Entrance - Admissions
507 Student Health and Well-Being

Approved June 2014

Reviewed May 2014

Revised _____

STUDENT HEALTH SERVICES REGULATION

- I. Student Health Services - Each school building may develop a customized student health services program within comprehensive school improvement based on its unique needs and resources. Scientific advances, laws, and school improvement necessitate supports to students with health needs to receive their education program.

Supports to improve student achievement include:

- qualified health personnel
- school superintendent, school nurse, and school health team working collaboratively
- family and community involvement
- optimal student health services program with commitment to its continuing improvement

Components provided within a coordinated school health program include:

- health services
- nutrition
- healthy, safe environment
- staff wellness
- health education
- physical education and activity
- counseling, psychological, and social services
- family and community involvement

Student health services are provided to identify health needs; facilitate access to health care; provide for health needs related to educational achievement; promote health, well-being, and safety; and plan and develop the health services program.

II. Student Health Services Essential Functions

A. Identify student health needs:

1. Provide individual initial and annual health assessments
2. Provide needed health screenings
3. Maintain and update confidential health records
4. Communicate (written, oral, electronic) health needs as consistent with confidentiality laws

B. Facilitate student access to physical and mental health services:

1. Link students to community resources and monitor follow through
2. Promote increased access and referral to primary health care financial resources such as Medicaid, HAWK-I, social security, and community health clinics
3. Encourage appropriate use of health care

C. Provide for student health needs related to educational achievement:

1. Manage chronic and acute illnesses
2. Provide special health procedures and medication including delegation, training, and supervision of qualified designated school personnel

STUDENT HEALTH SERVICES REGULATION

3. Develop, implement, evaluate, and revise individual health plans (IHPs) for all students with special health needs according to mandates in the Individuals with Disabilities Education Act (IDEA), Rehabilitation Act (Section 504), and American with Disabilities Act (ADA)
4. Provide urgent and emergency care for individual and group illness and injury
5. Prevent and control communicable disease and monitor immunizations
6. Promote optimal mental health
7. Promote a safe school facility and a safe school environment
8. Participate in and attend team meetings as a team member and health consultant

D. Promote student health, well-being, and safety to foster healthy living:

1. Provide developmentally appropriate health education and health counseling for individuals and groups
2. Encourage injury and disease prevention practices
3. Promote personal and public health practices
4. Provide health promotion and injury and disease prevention education

E. Plan and develop the student health services program collaboratively with the superintendent, school nurse, and school health team:

1. Gather and interpret data to evaluate needs and performance
2. Establish health advisory council and school health team
3. Develop health procedures and guidelines
4. Collaborate with staff, families, and community
5. Maintain and update confidential student school health records
6. Coordinate program with all school health components
7. Coordinate with school improvement
8. Evaluate and revise the health service program to meet changing needs
9. Organize scheduling and direct health services staff
10. Develop student health services annual status report
11. Coordinate information and program delivery within the school and between school and major constituents
12. Provide health services by qualified health professionals to effectively deliver services, including multiple levels of school health expertise such as registered nurses, physicians, and advanced registered nurse practitioners
13. Provide for professional development for school health services staff

III. Expanded Health Services

These additional health services address learning barriers and the lack of access to health care. Examples include school-based services in the school, school-linked services connected to the school, primary care, mental health, substance abuse, and dental health.

Approved June 2014

Reviewed May 2014

Revised _____

MUSICAL INSTRUMENT DISPLAY NIGHT

Annually, as a service to students and their parents, the board may hold a musical instrument display night. The event is designed to provide an opportunity for students and their parents to view, purchase, or rent musical instruments and accessories if they desire.

This policy does not require students and parents to purchase musical instruments from the vendor displaying at this event. This policy shall not limit a student's participation in the band or require a student to participate in band or other activities involving musical instruments.

It shall be the responsibility of the superintendent to develop guidelines regarding the qualifications a vendor must meet to display at this event. Vendors invited by the teacher must meet those qualifications.

Legal Reference: Iowa Code § 280.14 (2005).
1980 Op. Att'y Gen. 580.

Cross Reference: 504 Student Activities
905.3 Use of School District Facilities & Equipment

Approved June 2014

Reviewed May 2014

Revised _____