

2020-21



**parent and
student
handbook**

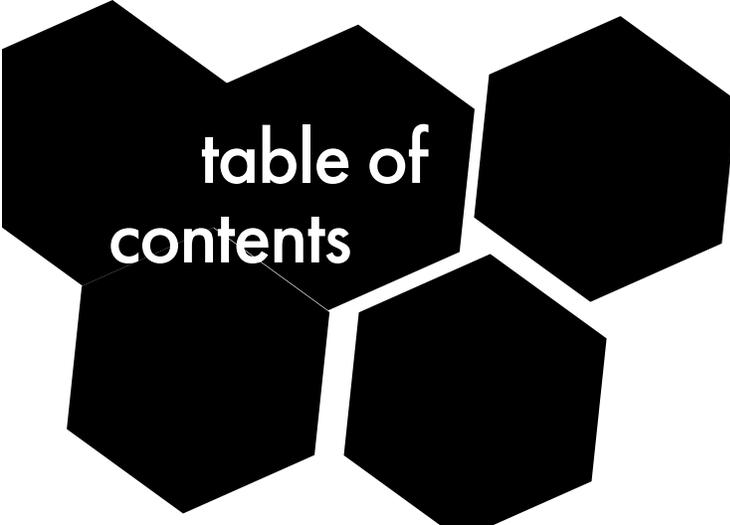


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“Inspiring Excellence: Every Grownup, Every Child, Every Day”

Central Office and Training Center - (913) 551-3200

Transportation - (913) 551-3200

Curriculum - (913) 279-2289

Human Resources - (913) 551-3200

Parents As Teachers - (913) 627-4375

Kansas School Safety Hotline - 1(877) 626-8203

School Food Menus & Prices - (913) 627-3900

Special Education Services - (913) 627-5600

Student Concerns or Issues - (913) 279-2248

Strategic Priorities

High expectations for student achievement

**Need to report
an incident of
harassment or
discrimination?**

Call the KCKPS report line:

913-627-2550



Visit www.kckps.org

Board of Education

Safe and respectful learning environments
Positive community relations and partnerships
Good stewards of resources and financial accountability
High performing workplace

Contact

Kansas City, Kansas Public Schools
2010 North 59th Street, Kansas City, KS 66104
(913) 551-3200
www.kckps.org



Left

and

Who

The Kansas City, Kansas Public Schools is governed by a seven-member body of citizens elected by the voters of the school district. These seven members are charged with making sure that the school district operates in the best interest of the students and the community. All members serve without pay.

What is the Board of Education's Responsibilities?

The Board of Education is the school district's governing body, as set forth in state and federal law. The board is responsible for setting district policy, adopting an annual budget, and approving general district matters, including personnel, curriculum, facilities and other district business matters. The board is responsible for hiring the superintendent of schools, and is responsible for overseeing the superintendent's duties and performance.

When does the Board of Education meet?

The board of Education meetings are normally held the second and fourth Tuesday of every month at 5:00 p.m. in the third-floor Board room at the Kansas City, Kansas Public Schools Central Office and Training Center, 2010 N. 59th Street. This year, several board meetings are scheduled in school buildings. The board meeting schedule can be found on the district website: www.kckps.org.

All Kansas City, Kansas Public Schools Board of Education meetings which conduct affairs and include the transaction of business, will be open to the public, except as otherwise provided by law.

Board meetings will be via Zoom for the duration of this health crisis.

How to watch or listen to the Open Session meetings:

To Join the Zoom Webinar by video

- Regular Meetings are streamed live and recorded on YouTube:
- Recorded videos will also appear within 48 hours on this website kckps.org under about us and on Youtube (<https://www.youtube.com/user/KCKPSTV/videos>)
- Board Highlights are also noted on kckps.org

Dear Parents,

On behalf of the Board of Education and staff of the Kansas City, Kansas Public Schools (KCKPS), we are delighted you have made the decision to enroll your child in the Kansas City, Kansas Public Schools. Our teachers, administrators and staff pride themselves on providing our students a quality education throughout their academic experience with the school district. This is significantly tied to the Board of Education's essential goal: "Each student will exit high school prepared for college and careers in a global society, and at every level, each student's performance is on track and on time for success."

KCKPS begins preparing our students as early as preschool offering preschool and Head Start programs to



Welcome to Our Schools

support our youngest learners, ensuring they are ready to enter kindergarten ready to learn and grow.

We also provide hands on learning and real world opportunities at all grade levels, giving our students the opportunity to apply their skills in real world situations. And with programs such as Diploma+[©] to allow your student to meet the requirements of a high school diploma, and to graduate with endorsements aligned to college and careers. I encourage you to visit the district website at <http://www.kckps.org/diplomaplus> to learn more about the Diploma+[©] opportunities.

All the way through their academic experience, students will receive the highest quality learning and curriculum which is focused on their success in college and career. In high school they will have opportunities for internships, college credit and career exploration. KCKPS students graduate ready to seize the opportunities that life has to offer them.

Additionally, over the last year we have been on a journey to become a trauma sensitive district, to support students' social and emotional needs. Now more than ever, these are necessary resources for our students, families and staff

We are aware that this upcoming school year, we will face unique challenges due to the COVID-19 pandemic, however, our district is working to provide the necessary tools our staff, students and families to ensure a successful academic year. Please know, we are here to help and if you ever have any concerns or questions, do not hesitate to contact us. Our journey towards excellence continues marching forward, unwavering and always focused on our mission and our students.

I am excited about the opportunities awaiting your child in the Kansas City, Kansas Public Schools. Together we will overcome the unique challenges of this coming school year, focused on the highest quality education for all of our students. We look forward to working with you and your family as we work together to uphold our mission: "Inspiring Excellence: Every Grownup, Every Child, Every Day!"

Sincerely,

Randy Lopez, President

A Message from Health Services

As part of our Health and Safety Plan, KCKPS remains committed to doing everything we can to protect the health of our students and advocating for the safe return to in-person learning. Given the dynamic nature of the pandemic, flexibility will be necessary as we work together to ensure a safe and healthy learning environment for students and staff. KCKPS will continue to work closely with the Unified Government Public Health Department (UGPHD) and follow guidance from the Centers for Disease Control (CDC), the Kansas Department of Health and Environment (KDHE), and other local and state orders. Health and safety guidelines will continue to be updated as new information and guidance becomes available. Our goal is to restore in-person learning while adhering to public health recommendations to protect the health of our students, staff, and community.

COVID-19 and Maintaining a Healthy School Environment

As staff and students return to the classroom, safety protocols will be in place to limit exposure and transmission of COVID-19. Families can help maintain a healthy school environment in the following ways:

- Students should remain home when sick or if they have been exposed to someone who may have COVID-19.
- Parents are encouraged to check their child's temperature before they leave home. Children with a temperature of 99.0° F or greater should remain home until they are fever-free and symptom-free for 72 hours without the use of fever-reducing medications (Tylenol, Motrin, or generic equivalent). A full list of symptoms and exclusion criteria are included below. *Due to the pandemic, a child with an oral temperature of 99.0° F or greater should not attend school.
- If your child becomes sick at home, please notify the school nurse or attendance secretary of the reason for their absence. This will help the school nurse monitor for an increase in illness among students.
- Students ages 5 and older are required to wear a mask or face covering which covers the nose and mouth, under the Local Health Officer Order, unless specifically exempt.
- Notify the school nurse of any health issues or concerns that may need special attention or accommodation before the first day of school and if new issues arise.
- Provide updated contact information and designate an emergency contact in case a child becomes ill while at school. Due to the pandemic, sick children must be picked up within 45 minutes of being identified as being ill. Parents should have a back-up plan if they cannot pick up their child within 45 minutes.
- Students should be up-to-date on their immunization schedules and influenza vaccinations to prevent outbreaks of preventable contagious disease.
- Students experiencing acute asthma attacks should not attend school without approval by a medical provider. Due to the pandemic, asthma treatments using inhalers with spacers are preferred over nebulizer treatments. Please speak with your child's medical provider about your child's asthma.

In order to open schools for in-person learning, KCKPS will implement mitigation strategies including, but not limited to the following:

- Students will be screened daily for symptoms of COVID-19 and have their temperature taken at arrival.
- Students who have symptoms of illness or do not meet the health criteria for attendance will be separated immediately and evaluated by the school nurse.
- Routine hand washing or use of hand sanitizer will take place throughout the day.
- Physical distancing in classrooms, hallways, common areas, and on buses will be promoted.
- Shared items and school materials will be reduced.
- Ventilation and fresh air circulation will be increased as much as possible.
- Cleaning and disinfection of buildings and buses will occur frequently throughout the day.
- Group gatherings will be limited consistent with the current local health order and ReStart WyCo Phase.
- Kansas City Kansas Public Schools will continue to collaborate with and implement mitigation strategies as recommended by the Unified Government Public Health Department.

If an exposure or outbreak requires the closure of the district, individual schools, or affects specific groups of students, KCKPS will be ready to serve students in a remote environment as outlined in the Continuous Remote Learning Plan.

Symptoms of COVID-19 for which students should not attend school and will be immediately sent home

Students who have any symptom consistent with COVID-19 will be immediately separated and assessed by the school nurse. Based on the nurse's clinical assessment and professional judgement, students may be excluded from school for any one of the following:

- Temperature of 99.0° F or greater
- Cough
- Shortness of breath
- Fatigue
- Sore throat
- Headache
- Runny or stuffy nose
- Body aches
- Diarrhea
- Vomiting or nausea
- Chills/shaking
- New loss of taste or smell

Pediatric Multi-system Inflammatory Syndrome (PMIS or MIS-C) is a rare but serious condition that may affect children with a previous COVID-19 infection or exposure. Children with the following symptoms of PMIS should not attend school. Parents should contact their child's doctor or primary care provider for further guidance and evaluation:

- Fever
- Abdominal pain
- Skin rash—diffuse, red rash that may be on the inside of the mouth, the inside of eyes, on the palms of hands, or on the soles of the feet
- Bloodshot eyes
- Feeling extra tired
- Vomiting
- Diarrhea
- Neck pain

What happens if my child is exposed to someone with COVID-19?

If your child has been identified as a close contact of a COVID-19 case or has traveled from a location on the KDHE Travel-related Quarantine List, they must be quarantined for 14 days. A negative test result within the 14-day quarantine period does not affect the quarantine period and the person must finish their 14-day quarantine.

What happens if my child is sick? or has been exposed to someone with COVID-19?

When your child complains of, or is identified as having symptoms of COVID-19, we will contact you for immediate pick-up from school. Due to the pandemic, sick children must be picked up within 45 minutes of being identified as being ill. Parents should have a back-up plan if they cannot pick up their child within 45 minutes. Your child will be placed in a separate area and will wear a mask until they are picked up. This is for the protection and

health of your child and those caring for him/her. We recommend that you contact your child's medical provider and follow their specific guidance regarding next steps.

Any person who does not receive a test proving or disproving the presence of SARS CoV-2, the virus that causes COVID-19, but experiences symptoms, may return once ten (10) calendar days have passed since symptoms first appeared or they are fever-free for 72 hours without the use of fever-reducing medication, whichever is longer.

Anyone who is suspected of having COVID-19 disease and is awaiting test results should be isolated at home until test results are received.

If your child's illness is confirmed as COVID-19, siblings and household family members will be required quarantine for at least 14 days, so it is important to seek medical guidance to stop community spread of COVID-19. According to CDC and local UGPHD guidance, your child will need to stay home for at least 10 days after all symptoms and fever have resolved without medication like Tylenol, Motrin, or their generic equivalent. A follow-up negative test is not required or recommended by the UGPHD.

If your child's illness is confirmed as COVID-19, your child will need to stay home until ten (10) calendar days have passed since symptoms first appeared or they are fever free for 72 hours without the use of fever reducing medication like Tylenol or Motrin (or generic equivalent), whichever is longer. If your child has tested positive but is asymptomatic (no symptoms), they may return if ten (10) calendar days have passed since the date the sample was collected and no symptoms have developed. Siblings and household family members will be required quarantine for 14 days.

Students may return in fewer than 14/10 days under these conditions:

- With verified medical documentation of alternate diagnosis as reason for symptoms OR
- With documentation of negative COVID-19 test AND
- When they are fever-free and symptom-free for 72 hours without the use of fever-reducing medications (Tylenol, Motrin, or generic equivalent).

Please note, in accordance with state and local laws and regulations, schools are required to notify the local health department immediately of any case of COVID-19. For the safety of our staff and students, if your child or another family member receives a positive COVID-19 test result, do not send them to school.

| High School | Address | Phone | Hours | Wednesday Early Release Time |
|--------------------------|-----------------------|--------------|------------------------|---|
| JC Harmon High School | 2400 Steele Road | 627-5070 | 7:25 a.m. to 2:20 p.m. | 7:25 a.m. to 12:20 p.m. |
| FL Schlagle High School | 2214 N. 59th Street | 627-7500 | 7:25 a.m. to 2:20 p.m. | 7:25 a.m. to 12:20 p.m. |
| Sumner Academy | 1610 N. 8th Street | 627-7200 | 8:05 a.m. to 3:05 p.m. | 8:05 a.m. to 1:05 p.m. |
| Washington High School | 7340 Leavenworth Road | 627-7800 | 7:25 a.m. to 2:20 p.m. | 7:25 a.m. to 12:20 p.m. |
| Wyandotte High School | 2501 Minnesota Ave | 627-7650 | 7:25 a.m. to 2:20 p.m. | 7:25 a.m. to 12:20 p.m. |
| Elementary School | Address | Phone | Hours | Wednesday Early Release Time |
| Banneker Elementary | 2026 N. 4th Street | 627-4700 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Caruthers Elementary | 1100 Waverly | 627-4750 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |



Wyandotte County Isolation and Quarantine Guidance for SCHOOLS AND CHILDCARE

When a Student/Child or Employee Should Stay Home from School or Childcare



- **Students, children, and employees exhibiting symptoms of COVID-19** without other obvious explanations are prohibited from coming to school or childcare, and if they do come in, they will be sent home immediately. School districts and childcare providers should be familiar with the symptoms of COVID-19 based on KDHE guidance. The current known symptoms are:
 - Fever (100.0° F or higher)
 - Chills
 - Rigors
 - Muscle or body aches
 - Fatigue
 - Headache
 - Sore throat
 - Respiratory illness such as cough, shortness of breath or difficulty breathing
 - New loss of taste or smell
 - Diarrhea, abdominal pain, or vomiting



- **A student, child, or employee has tested positive for COVID**
 - If a student/child has tested positive for COVID, the parent must notify the school of the positive result. If an employee has tested positive, the employee must notify the school/childcare facility
 - COVID positive students/children and employees must be excluded from school/childcare for 10 calendar days since symptoms first appeared and remain fever-free for 72 hours without the use of fever reducing medication, whichever is longer
 - When the school or childcare facility receives the result, they should immediately report it to the UGPHD.



- **A student, child, or employee who has been tested for COVID and is awaiting test results must be excluded and stay home until results are available**



- **Other students, children, and employees in the household of a positive case** or who has been exposed to a known case of COVID-19
 - If a student, child, or employee is excluded from school/childcare because of a positive COVID-19 test, other students, children, and employees living in the same household are considered close contacts and will be excluded from school/childcare for a mandatory 14-day quarantine period, which begins after their last exposure to the "case" (person who tested positive). They should also get tested for COVID-19 5-7 days after exposure.
 - If the household contacts continue to live in the same household as the case while the case is in isolation, the 14-day quarantine period for household contacts begins once the case is released from isolation by Public Health
 - If a student, child, or employee has otherwise been identified by Public Health to be a close contact to a confirmed case, they must be excluded from school/childcare for a mandatory 14-day quarantine period. They should also get tested for COVID-19 5-7 days after exposure.



- **Travel-related quarantine**
 - If a student, child, or employee has recently traveled from a location on the KDHE Travel-related Quarantine List, they are subject to a mandatory 14-day quarantine starting from the day after they return to Kansas.
 - The most up-to-date list of locations can be found at this link: <https://www.coronavirus.kdheks.gov/175/Travel-Exposure-Related-Isolation-Quaran>



wycokck.org/COVID-19

Unified Government Public Health Department, August 2020

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Wyandotte County Isolation and Quarantine Guidance for SCHOOLS AND CHILDCARE

School and Childcare Response to a Case of COVID-19

- Notify the Unified Government Public Health Department
 - Notify the Epidemiology Department at the Unified Government Public Health Department (UGPHD) of any positive students, children, or employees. You can email the department at epidemiology@wycokck.org or call the epidemiology hotline at 913-573-8877. You must notify the Health Department as soon as possible after the notification of the positive result



epidemiology@wycokck.org



913-573-8877



- Clean and disinfect
 - As soon as the school or childcare facility becomes aware of a student, child, or employee that has been diagnosed with COVID-19 disease, the custodial staff will be informed so that all desks, lockers and workspaces of the person are thoroughly disinfected. If the facility is not open when notification occurs, the custodial staff will wait 24 hours or as long as possible prior to disinfecting and instead will block off the area so that others do not have contact. However, if that is not possible or school/childcare is in session, the cleaning will occur immediately



- Develop a list of close contacts, in collaboration with the Health Department
See definition of "close contact" on page 3
 - After reporting the positive case to the UGPHD, School/childcare staff will immediately begin compiling a list of close contacts, including names, email addresses and phone numbers. Consider the two days prior to when the case started having symptoms or if the case was asymptomatic, the two days prior to the date the sample was collected. Identify anyone who would have been within 6 feet for 10 minutes or more or would have had direct contact with secretions.



- Work with Health Department staff: School/childcare staff will work with UGPHD epidemiologists to identify these close contacts. A list of close contacts will be provided to the UGPHD along with contact information
- Guardians of students/children who have been identified as close contacts and any staff identified as close contacts should be informed immediately
- Identified close contacts must immediately start a mandatory **14-day quarantine** beginning the day after the last contact with the case. They should also get tested **5-7 days** after exposure.



- Notify parents/students/children and employees
 - The school or childcare facility will contact parents/students/children and employees and notify them that a person who tested positive for COVID-19 was in the building and encourage cooperation with the school/childcare facility and the local health department to trace contacts with the individual. The individual who tested positive will not be identified in communications to the school/childcare community at large



3-1-1



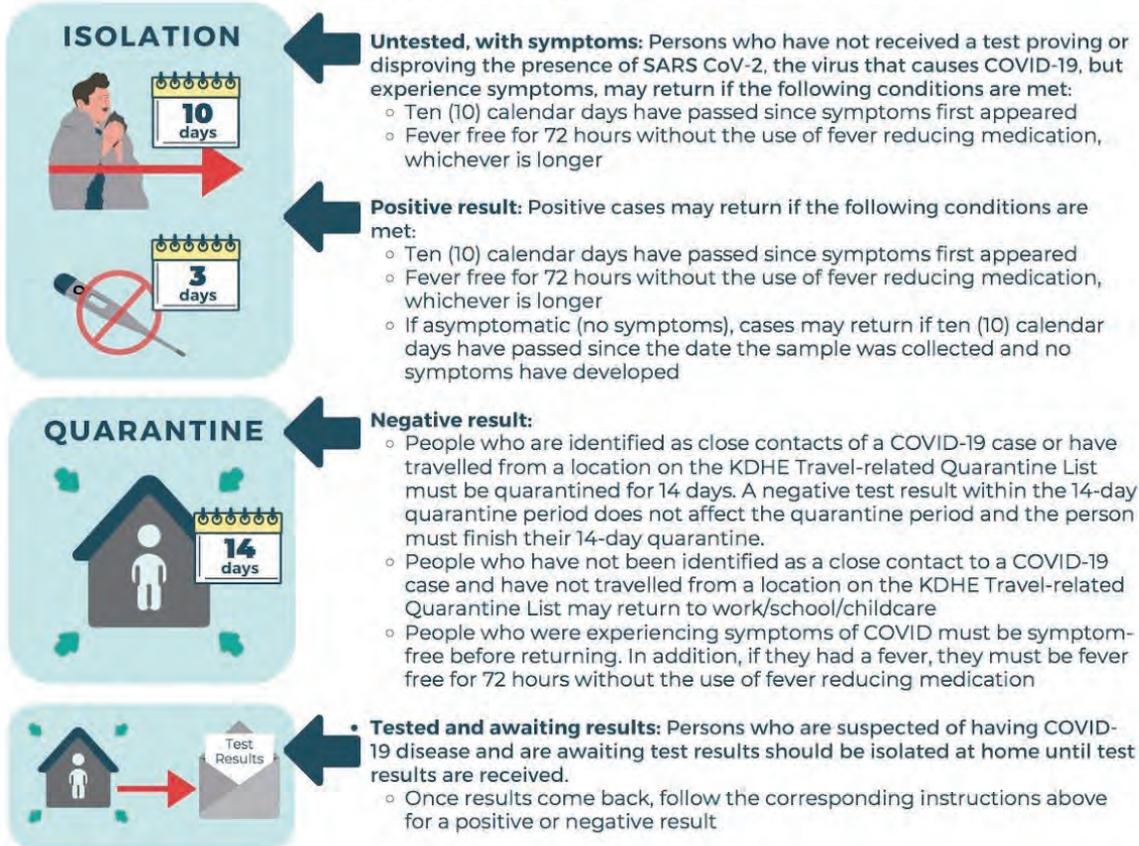
wycokck.org/COVID-19

Unified Government Public Health Department, August 2020

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Wyandotte County Isolation and Quarantine Guidance for SCHOOLS AND CHILDCARE

Return to School or Childcare After Exclusion



Important Definitions

A case of COVID-19

A person is considered a case of COVID-19 disease if they have tested positive for the SARS-CoV-2 virus by a diagnostic test (PCR or antigen).

Infectious period

Based on what we currently know, a case is considered infectious two days prior to the onset of symptoms through 10 days after the onset of symptoms. For cases that do not have symptoms, the infectious period is considered as two days prior to the date the sample was collected through a minimum of 10 days from the date the sample was collected

Close contact

A person is considered a close contact of a case if they were within 6 feet of the case for 10 minutes or more or if they had exposure to secretions (for example, being coughed or sneezed on)



3-1-1



wycokck.org/COVID-19

Unified Government Public Health Department, August 2020

Mask Guidance for School-Aged Children

The CDC recommends the use of non-medical grade cloth face coverings in public settings where other physical distancing measures are difficult to maintain. When used with other risk mitigating efforts, non-medical grade masks can further reduce the transmission of SARS-CoV-2 in public areas and a school building.

Masks are considered safe for most children and youth over the age of two years. **There are very few exceptions for wearing masks.**

Should a child be required to wear a mask during school?*

| | |
|--|---|
| <p>The child has asthma.</p> | <p>YES</p>  <p>Asthma does not justify a mask exemption. The American Academy of Allergy, Asthma and Immunology recommends that individuals with asthma wear a mask in public.</p> |
| <p>The child has a condition such as autism spectrum disorder, intellectual disability, or a mental health disorder.</p> | <p>YES</p>  <p>These conditions do not necessarily justify a mask exemption unless the child is unable to wear a mask without excessive trauma or frequent manipulation.</p> |
| <p>The child cannot communicate clearly while wearing a mask.</p> | <p>YES</p>  <p>Explore instructional adaptations or use a face mask with a clear plastic insert as appropriate.</p> |
| <p>The child cannot remove the mask on their own.</p> | <p>NO</p>  <p>Encourage the family to consider virtual learning opportunities.</p> |
| <p>The child is asleep or unconscious.</p> | <p>NO</p>  |

*There may be children that have experienced trauma and find masks hard to wear due to their past experiences.

For more information and tips for helping children wear masks, visit <https://www.healthychildren.org/English/health-issues/conditions/COVID-19/Pages/Cloth-Face-Coverings-for-Children-During-COVID-19.aspx>

Sources: Kansas COVID Workgroup for Kids, Center for Disease Control and Prevention, and American Academy of Pediatrics





District Calendar

2020

2021

HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: July 3
NEW TEACHERS REPORT: August 3
NUTRITIONAL SVCS. & TRANSPORTATION - ADDITIONAL DUTY DAYS: August 6-14
RETURNING STAFF REPORT: August 17
CLASSROOM PREP: August 21
INSERVICE: August 17-20, 24-28
CONVOCATION: TBD
FAMILY ADVOCACY/ OPEN HOUSE/FAMILY CONTACT DAYS: August 31, September 1-4

HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: September 7
ALL STUDENTS REPORT: September 8

FAMILY ADVOCACY DAY: October 9

LAST DAY OF 1st QUARTER: November 5
.5 INSERVICE/.5 GRADE PREP: November 6
FALL/HOLIDAY BREAK: November 25-27
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: November 25-27

WINTER/HOLIDAY BREAK: December 23-January 4
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: December 24-25, 28-31, January 1

HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: January 18
LAST DAY OF 2nd QUARTER: January 22
.5 INSERVICE/.5 GRADE PREP: January 25
FAMILY ADVOCACY DAY: February 12
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: February 15

SPRING BREAK: March 15-19

LAST DAY OF 3rd QUARTER: April 1
.5 INSERVICE/.5 GRADE PREP: April 2

KINDERGARTEN ROUNDUP: May 21
LAST DAY OF 4th QUARTER: May 27
LAST DAY WITH STUDENTS: May 27
.5 INSERVICE/.5 GRADE PREP/LAST DAY FOR TEACHERS: May 28
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: May 31

White Lettering in Solid Black Square = No School for Students (Holiday/Teacher Non-Duty Day/Family Advocacy Day/Grades & Inservice Day)

Black Lettering in Gray Square = Additional Duty Days for Nutritional Svc. and Transportation

- = First Day of Semester for Students
- / = Inservice
- △ = Family Advocacy Days
- ▽ = Kindergarten Round-Up
- ◊ = Last Day of Quarter
- ☆ = Last Day of School

JULY

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APRIL

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MAY

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JUNE

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*= With the exception of Nutritional Svc. and Transportation Employees, Non-261-Day Employees do not work on Aug. 6-11.



**KANSAS CITY
KANSAS
PUBLIC SCHOOLS**

Preschool Calendar

PART-DAY

2020

2021

NEW TEACHERS REPORT: August 3-5
NUTRITIONAL SVCS. & TRANSPORTATION - ADDITIONAL DUTY DAYS: August 6-14
RETURNING STAFF REPORT: August 17
INSERVICE: August 17-20, 24-28
CLASSROOM PREP: August 21
CONVOCAION: TBD
FAMILY ADVOCACY/ PARENT CONFERENCES: August 31, September 1-4

HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: September 7
ALL STUDENTS REPORT: September 8

FAMILY ADVOCACY DAY: October 9

LAST DAY OF 1st QUARTER: November 5
.5 INSERVICE/.5 GRADE PREP: November 6
HOME VISIT DAY: November 11
PLANNING/2 HOURS PD: November 18
FALL/HOLIDAY BREAK: November 25-27
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: November 25-27

PLANNING/2 HOURS PD: December 2
HOME VISIT DAY: December 9
PLANNING/2 HOURS PD: December 16
WINTER/HOLIDAY BREAK: December 23-January 1
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: December 24-25, 28-31, January 1

PLANNING/2 HOURS PD: January 6
HOME VISIT DAY: January 13
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: January 18
PLANNING/2 HOURS PD: January 20
LAST DAY OF 2nd QUARTER: January 22
.5 INSERVICE/.5 GRADE PREP: January 25
PLANNING/2 HOURS PD: January 27

PLANNING/2 HOURS PD: February 3
PLANNING/2 HOURS PD: February 10
FAMILY ADVOCACY DAY: February 12
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: February 15
PLANNING/2 HOURS PD: February 17
PLANNING/2 HOURS PD: February 24

PLANNING/2 HOURS PD: March 3
HOME VISIT DAY: March 10
SPRING BREAK: March 15-19
PLANNING/2 HOURS PD: March 24
PLANNING/2 HOURS PD: March 31

LAST DAY OF 3rd QUARTER: April 1
.5 INSERVICE/.5 GRADE PREP: April 2
PLANNING/2 HOURS PD: April 7
HOME VISIT DAY: April 14
PLANNING/2 HOURS PD: April 21
PLANNING/2 HOURS PD: April 28

PLANNING/2 HOURS PD: May 5
HOME VISIT DAY: May 12
PLANNING/2 HOURS PD: May 19
KINDERGARTEN ROUNDUP: May 21
PLANNING/2 HOURS PD: May 26
LAST DAY OF 4th QUARTER: May 27
LAST DAY WITH STUDENTS: May 27
.5 INSERVICE/.5 GRADE PREP/LAST DAY FOR TEACHERS: May 28
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: May 31

| | |
|---|--|
| White Lettering in Solid Black Square | = No School for Students (Holiday/Teacher Non-Duty Day/Family Advocacy Day/Grades & Inservice Day) |
| Black Lettering in Gray Square = Additional Duty Days for Nutritional Svc. and Transportation | ○ = First Day of Semester for Students |
| | — = Inservice |
| | △ = Family Advocacy Days |
| | ▽ = Kindergarten Round-Up |
| | ◊ = Last Day of Quarter |
| | ☆ = Last Day of School |

JULY

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OCTOBER

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NOVEMBER

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DECEMBER

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JANUARY

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FEBRUARY

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MARCH

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JUNE

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**KANSAS CITY
KANSAS
PUBLIC SCHOOLS**

District Calendar

2020

2021

HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: July 3
NEW TEACHERS REPORT: August 3
NUTRITIONAL SVCS. & TRANSPORTATION - ADDITIONAL DUTY DAYS: August 6-14
RETURNING STAFF REPORT: August 17
CLASSROOM PREP: August 21
INSERVICE: August 17-20, 24-28
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FAMILY ADVOCACY/ OPEN HOUSE/FAMILY CONTACT DAYS: August 31, September 1-4

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HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: January 18
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.5 INSERVICE/.5 GRADE PREP: January 25
FAMILY ADVOCACY DAY: February 12
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: February 15

SPRING BREAK: March 15-19

LAST DAY OF 3rd QUARTER: April 1
.5 INSERVICE/.5 GRADE PREP: April 2

KINDERGARTEN ROUNDUP: May 21
LAST DAY OF 4th QUARTER: May 27
LAST DAY WITH STUDENTS: May 27
.5 INSERVICE/.5 GRADE PREP/LAST DAY FOR TEACHERS: May 28
HOLIDAY - ADMINISTRATIVE OFFICES CLOSED: May 31

| | |
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| ○ | = First Day of Semester for Students |
| — | = Inservice |
| △ | = Family Advocacy Days |
| ▽ | = Kindergarten Round-Up |
| ⬡ | = Last Day of Quarter |
| ☆ | = Last Day of School |

JULY

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AUGUST

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OCTOBER

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NOVEMBER

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FEBRUARY

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MARCH

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JUNE

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*= With the exception of Nutritional Svc. and Transportation Employees, Non-261-Day Employees do not work on Aug. 6-11.

School Listings

| | | | | |
|----------------------------|--------------------------|----------|------------------------|-----------|
| Claude Huyck Elementary | 1530 N. 83rd Street | 627-4650 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Douglass Elementary | 1310 N. 9th Street | 627-5100 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Emerson Elementary | 1429 S. 29th Street | 627-5900 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Eugene Ware Elementary | 4820 Oakland | 627-5950 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Frances Willard Elementary | 3400 Orville | 627-6100 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Frank Rushton Elementary | 2604 W. 43rd Ave. | 627-3050 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Grant Elementary | 1510 N. 4th St. | 627-4300 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Hazel Grove Elementary | 3400 Orville | 627-7000 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| John Fiske Elementary | 625 S. Valley | 627-4850 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| John F. Kennedy Elementary | 2600 N. 72nd Street | 627-4950 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Lindbergh Elementary | 641 N. 57th Street | 627-5150 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Lowell Brune Elementary | 2200 N. 90th St. | 627-5700 | | |
| Mark Twain Elementary | 2300 Minnesota Ave. | 627-5200 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| McKinley Elementary | 611 N. 14th Street | 627-7380 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| ME Pearson Elementary | 310 N. 11th Street | 627-3150 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| New Chelsea Elementary | 2500 Wood | 627-5000 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| New Stanley Elementary | 3604 Metropolitan Avenue | 627-3950 | 8:15 a.m. to 3:15 p.m. | 1:15 p.m. |
| Noble Prentis Elementary | 2337 S. 14th Street | 627-5250 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Quindaro Elementary | 2800 Farrow | 627-4400 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |

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|------------------------------|-----------------------|----------------------|------------------------|-------------------------------------|
| Silver City Elementary | 2515 Lawrence Avenue | 627-3050 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Stony Point North Elementary | 3400 Orville | 627-7000 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Stony Point South Elementary | 150 S. 78th St. | 627-4600 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| T.A. Edison Elementary | 1000 Locust | 627-4900 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Welborn Elementary | 5200 Leavenworth Road | 627-4450 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| West Park Elementary | 2600 N. 44th Street | 627-6250 | 8:30 a.m. to 3:30 p.m. | 1:30 p.m. |
| Whittier Elementary | 295 S. 10th Street | 627-6400 | 9:00 a.m. to 4:00 p.m. | 2:00 p.m. |
| Alternative Schools | Address | Phone Numbers | Hours | Wednesday Early Release Time |
| Bridges Wyandot Acad. | 3101 N. 10th St. | 627-6702 | 7:50 a.m. | |
| Fairfax Learning Center | 3016 N. 9th St. | 627-6700 | 7:50 a.m. | |
| Juvenile Detention Ctr. | 710 N. 7th St. | 573-8141 | | |
| KVC Academy | 4300 Brenner Dr. | 334-0294 | 9:00 a.m. | |

Preschool Sites: 2020-21

| Early Childhood Site | Session | Hours |
|-----------------------------|---|--|
| KCKECC | 1708 N 55th St 66102 913-627-6590 Part Day (Head Start and SPED) and Full Day (Head Start) | Students Part Day AM 8:45am-12:15pm PM 12:55pm-4:25pm Students Full Day M, T, TH, F 8:15am-3:15pm Wed 8:15am-12pm |
| North Central Office ECC | 2212 N 59th St 66104 913-627-5400 Part Day (Head Start and SPED) | Students Part Day AM 7:50 am-11:20am PM 12:00pm-3:30pm |
| Earl Watson Jr ECC | 6611 Waverly Ave 66104 913-627-5350 Part Day (State and SPED) | Students Part Day AM 7:50 am-11:20am PM 12:00pm-3:30pm |

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| Morse ECC | 912 S Baltimore 66105 913-627-6550 Part Day (State and SPED) | Students Part Day AM 7:50 am-11:20am PM 12:00pm-3:30pm |
| Banneker | 2026 N 4th St 66101 913-627-4700 Part Day (State) | Students Part Day AM 8:45am-12pm PM 12:45pm-4pm |
| Caruthers | 1100 Waverly Ave 66104 913-627-4750 Part Day (State) | Students Part Day AM 8:45am-12pm PM 12:45pm-4pm |
| TA Edison | 1000 Locust St 66103 913-627-4900 Part Day (State) | Students Part Day AM 8:15am-11:30am PM 12:15pm-3:30pm |
| Frank Rushton | 2605 W 43 Ave. 66103 913-627-3050 Full Day w/ bus (SPARK and KPP) | Students Full Day M, Tues, Th, F 9 -4p; Wed 9a-2p |
| ME Pearson | 310 N 11th St 66102 913-627-3150 Full Day w/ bus (SPARK and KPP) | Students Full Day M, Tues, Th, F 9 -4p; Wed 9a-2p |
| Silver City | 2515 Lawrence Ave 66106 913-627-4550 Full Day w/ bus (SPARK and KPP) | Students Full Day M, Tues, Th, F 9 -4p; Wed 9a-2p |

How will the District inform about school closings?

When schools have to close due to snow, ice or extreme cold, all major radio and television stations will be notified by 6:00 a.m.

The announcement will be posted at the top of the home page as a Newsflash, as well as on our district Facebook, Twitter and Instagram sites. All families will receive notification via the phone system.

Text message notifications will also be sent to those who subscribe to the district’s text alert system.

School closing information will be broadcast over a cooperative system formed by local radio and television stations.

Unless covered by a special announcement, a general school closing also includes all special education classes and adult education classes.

Website: www.kckps.org

Find us on Facebook by searching for:

How will the District notify about early dismissal?

Communications: School Closings

Should early dismissal be necessary during the school day, radio and TV announcements will be made and each school will be notified.

Principals and teachers will be certain that no child is released until arrangements for proper supervision have been made.

Stations in the cooperative, plus others have agreed to broadcast school closings include:

- KMBC-TV 9
- KCTV-TV 5
- WDAF-TV 4
- KSHB-TV 41
- KMBZ 980 AM
- KCUR 89.3 FM
- KCMO 710 AM
- La Gran D 1340 AM
- La Playa 1480 AM

New students to the District?

Centralized Enrollment for all new students new to the district will be online. Click <https://tinyurl.com/kckpsenroll> to begin online registration or visit kckps.org and locate the link under the Parents and Students Tab.

Online registration begins July 27.

When is Re-Enrollment conducted?

Every year the district will conduct a Spring registration for students currently enrolled**** Please make sure all information is current and up to date.



Inclement Weather

PLAN

A

Two Hour Delayed Start

What does this mean?

This means school will start two hours later than usual. Schools will dismiss at usual time.

Examples:

If your child's school usually starts at 7:00 a.m., their school will start at 9:00 a.m.

If the school bus picks your child up at 6:30 a.m., their school bus will pick your child up at 8:30 a.m.

Programs Affected

- All preschool is cancelled
- All school bus services will run routes two hours late, servicing only regular "to and from" routes.*

PLAN

B

Two Hour Early Release

What does this mean?

This means students will be released from school two hours earlier than usual.

Examples:

If your child's school usually ends at 3:00 p.m., their school day will end two hours earlier at 1:00 p.m.

If the school bus drops your child off at 3:30 p.m., their school bus will drop your child off at 1:30 p.m.

Programs Affected

- Afternoon (pm) preschool is cancelled
- School bus services will run afternoon routes two hours early
- Extracurricular evening activities are cancelled
- After school meal services cancelled

PLAN

C

Schools Closed, District Offices Open

What does this mean?

This means schools will not be open for students.

Example:

No students should report to school. District offices will be open for business as usual.

Programs Affected

- All preschool is cancelled
- School bus services are cancelled
- No meal services available

PLAN

D

Schools Closed, District Offices and KCK Public Library Branches Closed

What does this mean?

This means the schools, KCKPS district offices and KCK Public Library branches are all closed.

Programs Affected

- All preschool is cancelled
- School bus services are cancelled
- No meal services available

* When buses are servicing only regular "to and from" routes, they will not be servicing the following routes: preschool, Kansas State School for the Blind, Kansas School of the Deaf (KSD), Technical Education Center (TEC), Cerner, Kansas City Kansas Community College (KCKCC), parochial shuttles, special education shuttles.

Student Enrollment and Eligibility for New Students

the parent/guardian is required

Proof of Identity for student:

Certified copy of state issued birth certificate. (Please Note: Wallet size birth certificates and hospital certificates are not accepted)

Record of Immunizations:

Before starting school, all students in the Kansas City, Kansas Public Schools are required to provide up-to-date immunization records. A Kansas Certificate of Immunization, previous school records, or other immunization record may be provided.

If you need information to help you get your child's immunization and health assessment, the school nurse is knowledgeable regarding available community resources.

Physical Exam/Health Assessment:

Children 9 years of age or younger who are new to the district will be required to have a physical examination no more than 12 months old on file before starting school. Those coming from another school in Kansas must present a copy of the physical health assessment when enrolling in Kansas City, Kansas Public Schools.

If you need information to help you get your child's immunization and health assessment, the school nurse is knowledgeable regarding available community resources.

Who is eligible to enroll in school in the Kansas City, Kansas Public Schools district?

- Children must be five years of age on or before August 31 to enter kindergarten. A child enrolling in first grade who did not attend kindergarten must be six years of age on or before August 31.
- Only students residing in the Kansas City, Kansas Public Schools district boundaries and within each local school's attendance zone are eligible for enrollment.
- The address of all students is defined as the legal address of the parent or legal guardian.
- Students who move from the school district during the school year and not in the district attendance boundaries are considered non-residents. The parent/guardian must apply for permission to finish the school year by filling out a Request to Enroll from Student Services at the Central Office. The form can be accessed on our District Webpage under the Parents & Students tab.
- Non-residents may be admitted based on available resources and district criteria (academics, attendance and discipline) on a tuition fee basis.
- Regardless of address, no student who has been suspended or expelled from another school district will be admitted until the period of such suspension or expulsion has expired.
- Foreign Exchange students from an approved organization who meet the criteria shall be admitted on a tuition

free basis.

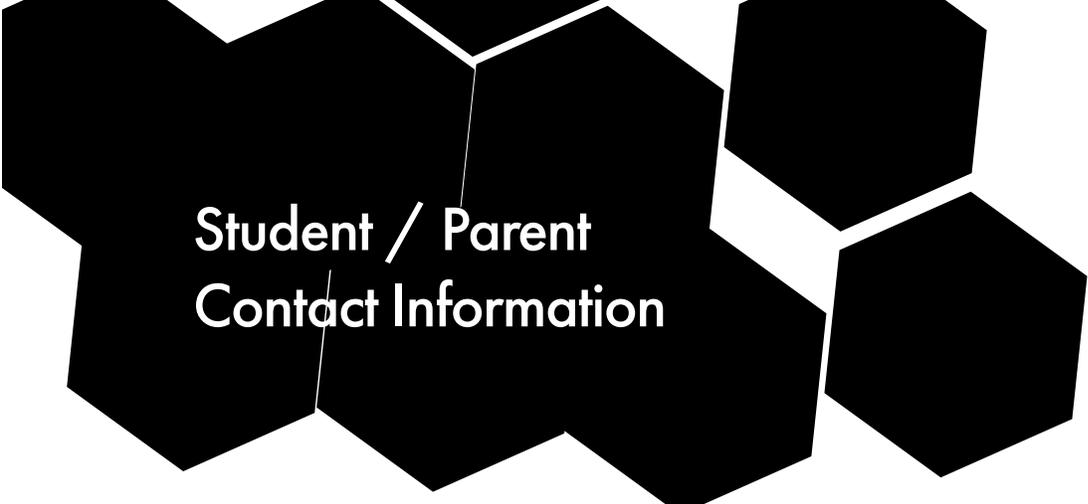
Exceptions to Residence Requirements:

Permit requests are completed online and can be located on the District website under the Parents and Students tab. The link can be found under the Enrollment section (Online School Transfer Request)

- All permits are reviewed by the Director of Student Services
- All new permits are available for application after April 1 through August 31.
- All permits must be renewed each year in the Department of Student Services. The student and family must remain in good standing with attendance, grades and behavior.
- All exceptions to residence requirements must be approved by the Director of Student Services prior to enrollment or starting school.
- Childcare Permits (K-8) grant permission to attend the school located in the attendance area in which childcare services are located and must be approved by the Director of Student Services.
- All permit requests will be closed after August 31.

What student/parent contact information is needed?

- Information pertinent to each student must be accurate in case of emergency and for communication purposes.
- Contact names are required to be listed and current for release or pickup (only enrolling parent or guardian authorizes contact list).
- Parents/guardians are required to provide this information at the beginning of each school year and any time thereafter if the information changes.
- Each student is also assigned a family advocate; a staff member who can act as a liaison between home and school. This person can be of assistance in many situations and parents/guardians should utilize this resource.

A decorative graphic consisting of several black hexagons of varying sizes and orientations, some overlapping, located in the top left corner of the page.

**Student / Parent
Contact Information**



Meal prices for the 2020-21 school year

Pre-K, Elementary and Middle School Breakfast / Lunch _____ **F R E E**

Reduced Breakfast / Lunch _____ **F R E E**

Secondary Breakfast (High Schools) _____ **FREE**

Reduced Lunch (High Schools) _____ **FREE**

Secondary Breakfast Paid (High Schools) _____ **\$2.10**

2020-21 Meal Prices

| | Breakfast | Lunch |
|--------------------------|------------------|--------------|
| Free Students | \$0.00 | \$0.00 |
| Reduced Students | \$0.00 | \$0.40 |
| Paid Elementary Students | \$0.00 | \$1.85 |
| Paid Secondary Students | \$0.00 | \$2.10 |
| Adult Meals | \$2.50 | \$4.00 |

Parents may prepay for school meals by sending cash or check to the cafeteria manager or by going online at www.kckps.org. If your child requires a meal modification, please contact Nutritional Services at (913) 627-3900.

All households should complete a meal application annually. Applications are mailed to each household in July but can also be found at the student's school or online at www.kckps.org. The information received from meal applications determines student eligibility for free or reduced-price meals and is used for other state and federally funded school benefits.



Bus Transportation

Why are students released early on Wednesdays?

During the course of the year, students are released early on Wednesdays for staff professional development. Ongoing professional development learning is devoted to opportunities that are implemented in the district, in each school and towards classroom goals.

Faculty and staff utilize this time to study and strengthen their knowledge, skills, practices, values and expectations in the art of teaching to improve student achievement.

All Students:

For safety reasons, we encourage parents to wait at the bus stop with their student(s). If you cannot be at the bus stop, discuss any safety concerns you may have, and instruct your student to return home should the bus be extremely late, and contact the Transportation Department for instructions.

If the student's pick up and drop off location is different from the home address, please notify the school to forward a detailed student information form to Transportation. The Transportation Department can be contacted at (913) 627-3100 or Fax (913) 627-3109.

Students who cannot be delivered to their assigned bus stop will be returned to the school. It is not required for parents to meet elementary students. However, in the interest of student safety, parents are encouraged to accompany students to and from bus stops.

What time will my child be pick-up and dropped off?

Students must be at the bus stop five to 10 minutes before the estimated pick up time.

Bus Citizenship/Safety

All riders are expected to wait respectfully and quietly at the bus stop for the school bus. Designated bus stops may be moved to a location farther away from the student's house if a student fails to respect the property near the bus stop. Parent supervision at the bus stop is encouraged.

Be alert for vehicles that do not stop when the bus is loading or unloading students. Each day, drivers carelessly run through the red flashing lights by school buses stopped for children. Please instruct your students to look before stepping off of the bus as well as crossing roadways.

Students should never touch the school bus while the bus is in motion on the roadway as they are approaching

the bus stop or leaving the bus stop. Students should never try to retrieve any item that may end up under the school bus.

Bus Video/Audio Monitoring

Audio and video cameras record the bus ride to ensure safety and monitor behavior. Parents with concerns may contact Transportation to request review of a particular bus ride event; however, Kansas City, Kansas Public Schools officials are the only ones permitted to review the video.

The school bus is considered an extension of the classroom. Rules, regulations and procedures are in place to assure safe, courteous and efficient transportation services, which are consistent with board policies and the Student Code of Conduct.

Therefore, the Director of Transportation and/or designee or the school principal may order temporary suspension of a student's riding privileges because of improper conduct.

Pupil Transportation/Safety and Conduct:

School buses are designed with many features for the safety of students. A major design factor is the compartment formed by each seat, which protects the students sitting appropriately on the seat.

All riders are expected to follow the guidelines of the Kansas City, Kansas Public Schools Code of Conduct.

Riders are expected to board and exit at their designated pick up or delivery point.

What are the seating arrangements on the bus?

Every student shall be seated and drivers may assign seats. Seating may be three pupils per seat in a 39-inch seat and two per seat in a 26-inch seat.

Bus capacity shall be determined by allowing 13 inches of seat width per individual, times the number of 39-inch seats (3 passengers) and 26-inch seats (2 passengers) per bus.

If the bus is at capacity, any large objects including musical instruments that cannot reasonably be held are not permitted and may be subject to being removed from the bus to allow ample passenger space.

Field Trips Utilizing the Bus

All school bus safety rules apply to riding the bus to and from a school-sponsored event. The bus driver has overall responsibility for the bus and safety of all passengers with the assistance of the sponsor.

What if my child has special needs?

In order to qualify for Special Needs Transportation, the assigned School I.E.P. team must determine that special transportation is needed as a related service. General Education students with temporary medical conditions or injury may also qualify for special needs transportation. The I.E.P. team or school team, based on needs, will determine each case.



Family Engagement/ Involvement

In the Kansas City, Kansas Public Schools, we believe that a parent is the student's first teacher, and that positive relationships between families, teachers and students will help students to be successful.

What is Family Advocacy?

Family Advocacy is one of the vehicles the district uses to strengthen relationships with parents. The district recognizes that students need support at home to be successful in school. The Kansas City, Kansas Public Schools has created the Family Advocate System to create a home-school connection.

What role does a Family Advocate fill?

Family Advocates facilitate pro-social skills and college and career readiness during Family Advocacy time/seminar.

Roles of the Family Advocate within the schools are to:

- Meet and orient new students to the small learning communities.
- Plan and lead at least two meetings each year with each student and parents or guardians.

What is the School Site Council?

The school site council is a group of teachers, parents, classified employees, and students at the high school level who work with the principal to develop, review and evaluate school improvement programs and school budgets.

The exact duties of school site councils vary, but site councils generally either make decisions or advise the principal on the school budget and the academic school improvement plan.

In addition to academic planning, many site councils are also responsible for making decisions about parent engagement, safety and discipline.

Please see your school for further information on how to participate in this organization.

What is the Parent-Teacher Association (PTA)?

The overall purpose of PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. Please see your school for further information on how to participate in this organization.

Who can be a District Volunteer?

Individuals, agencies or organizations interested in volunteering, mentoring or working with our students must contact Student Services. All volunteers must complete an application that includes a background check and a required orientation.



Attendance

Regular attendance is an important part of education and preparing students to exit college and be career ready. Students are required to attend school and all classes every day. By attending classes, a student will develop the skills and knowledge necessary to function in a global society, and at every level, performance is on track and on time for success.

It is the expectation that attendance will be reported and recorded every day. If a student is absent, the parent and/or guardian shall call the school as soon as possible after the school is in session. If an absence is not reported the school shall notify the parent of the student's absence. Please refer to the following policies regarding excused and unexcused absences.

All absences, regardless of reason, shall be recorded on the student's permanent attendance record.

Looking at Attendance Rates: Attend to Achieve (A2A)

Attendance Rates tell how many students show up each day. Chronic Absenteeism rates indicate which students do not show up.

- Average Daily Attendance (ADA) – how many students are attending school.
- Chronic Absenteeism (students missing 10% or more of school excused or unexcused) – which means students are missing too much school.

What is an excused absence?

An excused absence is defined and has been classified as excused by the Board of Education

Absences shall be excused for the following reasons:

- Illness of the student or medical appointments
- Urgent need of the child to be at home due to illness in the immediate family
- Death in the family
- Absences for religious observances
- Participation in a district-approved or school-sponsored activity or event
- At the discretion of the administration, students whose parent or person acting as a parent is an active duty member of the armed forces and is leaving or deploying shortly for military services.
- Absences approved by the principal and prearranged by the parent, student, and principal
- Absences approved by the principal and prearranged by the parent, student, and Director of Student Services.
- Please check the Remote Learning Plan regarding absences during virtual learning.

What is an unexcused absence?

An absence will be classified as unexcused if it does not fit one of the Board of Education's eight reasons or fails to comply with the District's procedures and the State Compulsory Attendance Laws.

Examples for an unexcused absences:

- Missed Bus
- No Transportation
- Out-of-Town
- Vacations
- Babysitting

According to the Kansas State law, a student is truant if he/she is absent without a valid excuse.

What counts as a tardy?

Accumulated tardiness to school will result in an unexcused absence as defined by the Kansas statute when a child is inexcusably absent from school a significant part of the school day. If a student misses two or more hours of the school day, which shall include required conferences or detention periods; this shall be considered a significant part of the day. This will also result in truancy when it accumulates to unexcused absences in a semester. Seven unexcused tardies equal one excused absence.

What is truancy?

According to the Kansas State Law, a student is truant if he/she is absent when:

- He/she is required by law to attend school and is not enrolled.
- A student is truant when he/she is inexcusably absent from school a significant part of the school day.

A student is truant if he/she is absent without a VALID excuse for

- 3 consecutive unexcused absences
- 5 unexcused absences in a semester
- 7 unexcused absences in a school year

Students are referred to the Truancy Diversion Program to help students return to school and maintain or improve their attendance. This program is based on the Kansas Compulsory Attendance law that requires every child who is enrolled in school and/or has reached the age of seven years and is under the age of 18 unless excused in accordance with provisions of Kansas law (K.S.A. 72-1113).

Please contact Student Services at (913) 279-4350 regarding the Wyandotte County Truancy Program.

NOTE: No student shall be considered truant while subject to out-of-school suspension or expulsion, as the result of a violation of the Student Code of Conduct.

School Health Services

School Nurses

When children are healthy, they can learn better. With that in mind, school nurses at Kansas City Kansas Public Schools support student learning by promoting health and safety at each preschool, elementary, middle and high school. Parents have a powerful role in supporting their children's health and learning. Parents can partner with the school to foster good health in the following ways:

- Provide current contact information and emergency phone numbers.
- Provide the school nurse with information on any health concerns or conditions your child may have.
- Keep children at home for a full 24 hours after symptoms of illness have subsided. Children must be fever-free for 24 hours without medication before returning to school.

Registered Nurses promote health and safety through the following ways:

- Caring for students' injuries and illnesses, administering medications, and providing long-term management to students with special health care needs.
- Conducting health, vision, hearing, dental, and height/weight screenings and providing referrals and resources to community health partners.
- Promoting a healthy school environment:
- Monitoring immunizations to ensure appropriate exclusion for infectious diseases and reports communicable disease as required by law.
- Monitoring environmental safety including playgrounds, air quality, and other potential hazards.
- Participating in prevention and management of school violence, bullying, disasters, and other threats to school safety.
- Providing health education and programs on topics including nutrition, exercise, oral health, and healthy behaviors for students, staff, families, and the community.
- Serving as a liaison between home, school and community

Attendance at school fosters social, emotional, and academic development, but children need to be healthy in order to learn and be successful at school. The following guidelines are offered to help parents make a decision about attending school when a child is not feeling well:

A child should not attend school and will be sent home with any of the following:

1. An oral temperature of 99.0° F or greater: Children with a temperature of 99.0° F or greater should remain home until they are fever-free and symptom-free for 72 hours without the use of fever-reducing medications (Tylenol, Motrin, or generic equivalent).
2. Vomiting: Vomiting two or more times in a 24-hour period. Children should be kept home until they can

tolerate a normal diet and for at least 24 hours after the last episode of vomiting before considering a return to school.

3. Diarrhea: Two or more loose or watery stools. Children should be kept home until they can tolerate a normal diet and for at least 24 hours after the last episode of diarrhea before considering a return to school.
4. Red, irritated eyes: Crusty, weepy, red eyes may be a sign of conjunctivitis (pink eye). Children should be evaluated by a medical provider due to the highly contagious nature of pink eye.
5. Rash of unknown cause or any rash accompanied by fever. Skin rashes or infections of unknown cause may be contagious and many require treatment with medication for a minimum of 24 hours before the student can return to school.
6. Communicable illness: Children with any infectious or contagious disease that can infect other children including any vaccine-preventable illness should be evaluated by a medical provider and may require treatment with medication for a minimum of 24 hours before the student can return to school. Some of these diseases include: influenza, whooping cough, ringworm, impetigo, scabies, MRSA, scabies, shingles, gastroenteritis, or bacterial infections.
7. Coughing: Children with a persistent cough that keeps the child up at night or would be disruptive to learning should remain at home. Cough drops may present a choking risk and should not be used by a student in school. Children who need cough drops should remain at home until their coughing has improved and cough drops are no longer needed.
8. Sore throat: Children with a sore throat, swollen glands, and fever should be evaluated by a medical provider. Children with strep throat may also have a fever, headache, stomach ache or rash. Children with strep throat must remain home and complete a full 24 hours of doses of antibiotics. Cough drops may present a choking risk and should not be used by a student in school. Children who need cough drops should remain at home until their sore throat has improved and cough drops are no longer needed.
9. Antibiotics: When antibiotics are prescribed, a child must complete a full 24 hours of doses before returning to school.
10. Thick or constant nasal discharge: Children with thick or constant nasal drainage should remain home.
11. Head injury (concussion) or a recent injury. If a student becomes injured at school, the school nurse will assess the student and provide any required first aid. Depending on the severity of the injury, the parent may be asked to have the child picked up. Children who have been diagnosed with a concussion should follow the recommendations of their medical provider and should notify the school nurse of the diagnosis upon return to school.
12. Pain due to an earache, stomachache, severe headache, or body aches. These could be signs of an illness and may need evaluation by a medical provider.
13. Incomplete immunizations. It is a requirement in the state of Kansas that immunizations must be up-to-date. Vaccinations protect your child from deadly diseases and keep other children safe. Any student who is out of compliance must become compliant by the deadline provided by the school nurse or the child may be excluded from school under Kansas statute K.S.A. 72-6267.

Parents/guardians are responsible for picking up their child in a timely manner when notified by the school that their child has complained of illness or injury while at school.

If the parent/guardian is unable to come to the school when notified, it is the responsibility of the parent or guardian to make arrangements for someone who is listed on the child's Emergency Information Card.

Sending Students Home

We ask for your cooperation in not sending a child to school who is ill, injured, or otherwise may not be well enough to be at school. If your child becomes ill or injured at school or requires medical evaluation or care, you will be called to pick them up. It is essential that parents respond immediately and make arrangements to have their child picked up within 45 minutes. Parents must have alternate care plans for times when they are working or may be unavailable to pick up their child. Please make these arrangements in advance and identify an emergency contact who may pick up your child in case you are unavailable.

Medication Procedures

For the safety of all students, Kansas City, Public Schools has a medication policy.

The main provisions are summarized as follows:

1. Whenever possible, medicine should be given at home. For example, medicines given 3 times daily can usually be given before school, after school, and at bedtime.
2. All medications must be registered in the nurse's office. Elementary and middle school students will only be permitted to self-administer medication at school by written order by a doctor. High school students only may carry over the counter medication (Tylenol, Midol, Advil, etc.) for minor discomforts with Medication Administration Paperwork on file with the school nurse.
3. Inhalers

Dispensing Medications

Whenever possible, medicine should be given at home or scheduled for times outside of school hours. When a medication must be given within the school day, a Request for Medication Administration or Treatment Form which has been signed by both a medical provider and the child's parent or guardian must be on file with the school nurse. All medications must be brought directly to the school nurse by a parent or other responsible adult and must be in the original packaging or container dispensed by the pharmacy with the original pharmacy label attached.

Medication and treatment orders must be renewed annually at the beginning of each school year. The request for Medication Administration or Treatment Form can be found on the district website or can be obtained from the school nurse.

Students may be permitted to self-administer prescription medication at school with a written order by a medical provider. High school students may carry over the counter medication (Tylenol, Midol, Advil, etc.) for minor discomforts with Medication Administration Paperwork on file with the school nurse.

Students With Allergies or Known History of a Severe Allergic Reaction (Anaphylaxis)

For your child's safety, it is VERY important that parents notify the school nurse, teacher, and principal of any medically diagnosed allergies that your child may have. Individuals with asthma are at higher risk for serious reactions when exposed to allergens. The school nurse will develop an emergency care plan in case your child has

an allergic reaction at school. Any emergency medications such as an Epi-Pen or Benadryl should have a current Medication Administration or Treatment Form on file with the school nurse. Students with a known history of severe allergies should have their own emergency medication to ensure availability on field trips.

Kansas Health Assessment Law

Early childhood and kindergarten students enrolling in the district are required to have a Kansas health assessment annually. A child enrolled in a Kansas City, Kansas Public Schools Early Childhood Program does not need to present an additional health assessment for entry into kindergarten.

Children 9 years of age or younger who are new to the district will be required to have a physical examination no more than 12 months old on file before starting school. Those coming from another school in Kansas must present a copy of the physical health assessment when enrolling in Kansas City, Kansas Public Schools.

Kansas School Immunization Law

All students in Kansas City, Kansas Public Schools are required to provide up-to-date immunization records. A Kansas Certificate of Immunization, previous school records, or other immunization record may be provided. Any student who is out of compliance must become compliant by the deadline provided by the school nurse or the child may be excluded from school under Kansas statute K.S.A. 72-6262.

If you need information to help you get your child's immunization and health assessment, the school nurse is knowledgeable regarding available community resources.

Immunization Requirements for the 2020 - 2021 School Year

K.A.R. 28-1-20 defines immunizations required for any individual who attends school or a childcare program operated by a school. Below are the requirements for the indicated school year. Please carefully review the requirements. The usual number of doses required are listed; however there are exceptional circumstances that could alter the number of doses a child needs. If you have questions about your child's immunization status, contact your child's primary care provider or local health department.



Proof of receiving the required immunizations must be provided to the school prior to the student attending the first day of school.

Early Childhood Program Operated by a School Ages 4 Years and Under

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 4 doses |
| IPV (polio) | 3 doses |
| MMR (measles, mumps, rubella) | 1 dose |
| Varicella (chickenpox) | 1 dose* |
| Hepatitis A | 2 doses |
| Hepatitis B | 3 doses |
| Hib (haemophilus influenza type B) | 4 doses** |
| Prevnar (pneumococcal conjugate) | 4 doses** |

KDG - Grade 3 New Requirement!

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 5 doses |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis A - New Requirement! | 2 doses |
| Hepatitis B | 3 doses |

Grades 4 - 6

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 5 doses |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |

Grade 7 - 8 New Requirement!

| Vaccine | Requirement |
|---------------------------------------|-------------|
| Tdap (tetanus, diphtheria, pertussis) | 1 dose~ |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |
| NEW Requirement! | |
| Meningococcal (serogroup A, C, W, Y) | 1 dose |

Additional ACIP RECOMMENDED Vaccines Not Required for School Entry

- **Influenza (Flu):** Annual vaccine recommended for everyone 6 months of age and older.
- **HPV (Human Papillomavirus) Vaccine:**
2 doses recommended at age 11 years
2 doses needed if started at 11-14 years
3 doses needed if started at 15 years or older

Grades 9 - 12

| Vaccine | Requirement |
|---------------------------------------|-------------|
| Tdap (tetanus, diphtheria, pertussis) | 1 dose~ |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |

Grade 11 - 12 New Requirement! In addition to above vaccines for Grades 9 - 12

| | |
|--------------------------------------|---------------------|
| Meningococcal (serogroup A, C, W, Y) | 1-2 doses See Below |
|--------------------------------------|---------------------|

If only one dose has been received, and it was before the age of 16, a second dose is required.

If one dose is received at age 16 or older, no additional doses are required.

Notes

* Varicella (chickenpox) vaccine is not required if child has had chickenpox disease **and** disease is documented by a physician signature. Without physician signature, vaccine is still required even if you believe your child has had chickenpox disease.

**Total doses needed are dependent on vaccine type and age the doses were administered.

***All Students in grades K-8, all new students and students currently completing the polio series must have 6 months between the last 2 doses of polio vaccine, and one dose must be after the 4th birthday.

~All students in grades 7-12 must have one dose of Tdap regardless of the interval since the last dose of DTaP or Td.

Provided by the Jefferson County Health Department

Immunization Requirements for the 2019 - 2020 School Year

K.A.R. 28-1-20 defines immunizations required for any individual who attends school or a childcare program operated by a school. Below are the requirements for the indicated school year. Please carefully review the requirements. The usual number of doses required are listed; however there are exceptional circumstances that could alter the number of doses a child needs. If you have questions about your child's immunization status, contact your child's primary care provider or local health department.



Proof of receiving the required immunizations must be provided to the school prior to the student attending the first day of school.

Early Childhood Program Operated by a School Ages 4 Years and Under

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 4 doses |
| IPV (polio) | 3 doses |
| MMR (measles, mumps, rubella) | 1 dose |
| Varicella (chickenpox) | 1 dose* |
| Hepatitis A | 2 doses |
| Hepatitis B | 3 doses |
| Hib (haemophilus influenza type B) | 4 doses** |
| Prevnar (pneumococcal conjugate) | 4 doses** |

KDG and Grade 1 - New Requirement!

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 5 doses |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis A - New Requirement! | 2 doses |
| Hepatitis B | 3 doses |

Grades 2 - 6

| Vaccine | Requirement |
|--|-------------|
| DTaP/DT (diphtheria, tetanus, pertussis) | 5 doses |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |

Grade 7 - New Requirement!

| Vaccine | Requirement |
|---------------------------------------|-------------|
| Tdap (tetanus, diphtheria, pertussis) | 1 dose~ |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |
| NEW Requirement! | |
| Meningococcal (serogroup A, C, W, Y) | 1 dose |

Additional ACIP RECOMMENDED Vaccines Not Required for School Entry

- **Influenza (Flu):** Annual vaccine recommended for everyone 6 months of age and older.
- **HPV (Human Papillomavirus) Vaccine:**
2 doses recommended at age 11 years
2 doses needed if started at 11-14 years
3 doses needed if started at 15 years or older

Grades 8, 9, 10 and 12

| Vaccine | Requirement |
|---------------------------------------|-------------|
| Tdap (tetanus, diphtheria, pertussis) | 1 dose~ |
| IPV (polio) | 4 doses *** |
| MMR (measles, mumps, rubella) | 2 doses |
| Varicella (chickenpox) | 2 doses* |
| Hepatitis B | 3 doses |

Grade 11 - New Requirement!

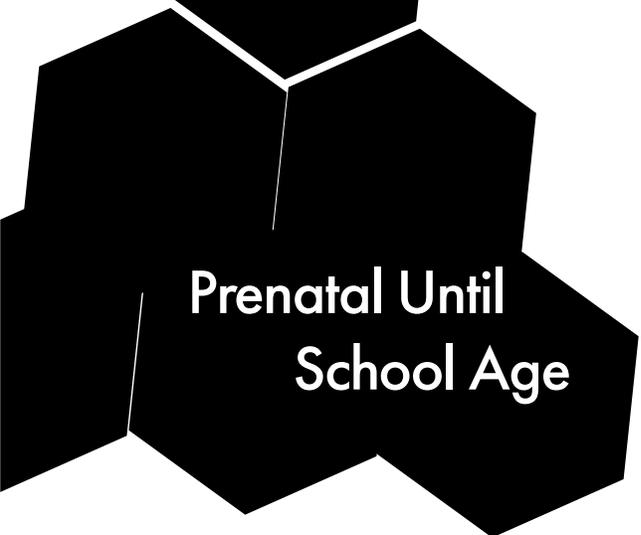
In addition to above vaccines for Grades 8, 9, 10 & 12:

| | |
|--------------------------------------|--------|
| Meningococcal (serogroup A, C, W, Y) | 1 dose |
|--------------------------------------|--------|

Notes

- * Varicella (chickenpox) vaccine is not required if child has had chickenpox disease **and** disease is documented by a physician signature. Without physician signature, vaccine is still required even if you believe your child has had chickenpox disease.
- ** Total doses needed are dependent on vaccine type and age the doses were administered.
- *** All Students in grades K-8, all new students and students currently completing the polio series must have 6 months between the last 2 doses of polio vaccine, and one dose must be given the week of entry.
- ~ All students in grades 7-12 must have one dose of Tdap regardless of the interval since the last dose of DTap[®] or Td.





Prenatal Until School Age

In the first few years of life children learn more, and at a faster pace, than at any other time in life. Parents as Teachers is an early-learning program that is voluntary and free for families. We offer personal visits, playgroups and group connections, developmental screenings, community resources and a quarterly newsletter.

For more information or to enroll, please call (913) 627-4361 or (913) 627-4375

Early Childhood – High School Curriculum and Instruction

A guaranteed and viable curriculum (GVC) is a mechanism through which all students have an equal opportunity (time and access) to learn rigorous standards. GVCs ensure horizontal as well as vertical content alignment from one grade level to the next. Pacing guides within the GVCs identify when each standard is addressed in the curriculum, which supports educators with standards-based planning. Standards-based planning, using the GVC paired with research-based instructional strategies from the KCK Model of Instruction, promotes equity, giving all children an equal opportunity to learn rigorous, essential content. At its essence, a GVC represents the core non-negotiables of student learning. When implemented with fidelity, it's what schools and teachers commit to providing for all students.

The Curriculum and Instruction (C&I) Department is dedicated to providing the GVCs and additional instructional resources to make those non-negotiables a reality. Student curriculum and instructional materials are provided either digitally and/or in print. If you have questions about how your child can access their instructional materials, please contact your student's teacher. For more information on KCKPS courses, please visit our webpage at: <https://kckps.org/guide-for-guaranteed-viable-curriculum/>

You can contact the Curriculum and Instruction Department at 913-279-2289.

Early Childhood – 5th Grade (EC5)

The district's goal of students exiting high school prepared for college and career begins at the early childhood through fifth grade level.

The work with students at the EC5 level focuses on building skills in literacy, math, science and social studies, and exposure to experiences that stimulate students' interests and curiosity about college and careers. Each school is creating a college-going culture by planning activities that expose students to colleges and universities. As one of the activities students participate in, students will experience a college visit while in elementary school. Classrooms at this level will enhance teaching and learning experiences that build personal skills and other types of employability skills (life skills) foundational for students as they prepare for success in middle school and high school.

Secondary: Middle to High School

The district's goal is to exit each student prepared for college and careers in a global society at every level, performance is on-track and on-time for success.

College Readiness involves providing college and workforce training options, working closely with the campus and district departments to create and maintain a college bound culture throughout the district. Career Readiness broadens career development knowledge for all middle and high school students by integrating relevant, real world experiences into academics. Through the Diploma + Department, all middle school students will connect to high impact college and career opportunities through school day field experiences, after school activities, and much more. In high school, Diploma + encourages students to enroll in dual credit courses applicable toward a degree or certification, participate in work experiences in the area of their career interest, and pursue all scholarships and financial aid opportunities.

To accomplish this goal, all students grade 6-12 have access to Naviance. Naviance is a college and career tool available to all KCKPS parents and students grades 6-12. With this platform, students can find colleges and careers via the research tools embedded in the program, take career and personality assessments, and even use College SuperMatch, the nation's leading online college research tool. The foundation of the program will be strong relationships with students and families.

Middle schools will continue to grow students' academic foundation and employability skills (life skills) through quality instruction. In addition, they will provide opportunities to explore a variety of different careers and learn about the skills necessary to be successful in those fields. In 2017-18, high schools will be reorganized in college and career academies. This structure gives students a chance to identify a career area of interests then be provided specific learning opportunities that connect to that area. In 2019-2020, every middle school had the addition of World Languages-Spanish, as well as, the opportunity to take high school courses at the middle school level, such as Algebra 1.

To learn more, visit www.kckps.org/diplomaplus



Diploma+ Endorsements: Ways to Graduate Diploma+©

- Completion of at least one full year of college (18-30 Credit Hours)
- Completion of an industry-recognized certificate or credential
- At least a 21 on the ACT or 1060 on the SAT
- Completion of a qualified internship or industry approved project
- An approved plan for post-secondary transition
- Acceptance into the Military
- Completion of the International Baccalaureate Diploma Programme (IBDP) or International Baccalaureate Career-Related Programme (IBCP)

Graduation Requirements through Class 2022

To graduate from a Kansas City, Kansas Public High School, a student must earn 25 credits.

- 4.5 credits of English
- 4 credits of Math

- 3 credits of Social Studies
- 3 credits of Science
- 1 credit of Physical Education/Health
- 1 credit of Fine Arts
- 2 credits of Career/Technical
- 6.5 Electives

Graduation Requirements Beginning with Class 2023

To graduate from a Kansas City, Kansas Public High School, a student must earn 25 credits.

- 4.5 credits of English
- 4 credits of Math
- 3 credits of Social Studies
- 3 credits of Science
- 1 credit of Physical Education/Health
- 1 credit of Fine Arts
- 2 credits of Career/Technical
- 2 World Languages
- 4.5 Electives

Graduation Requirements Beginning with Class 2023 (Sumner Academy Graduation Requirements)

To graduate from a Kansas City, Kansas Public High School, a student must earn 25 credits.

- 4.5 credits of English
- 4 credits of Math
- 3 credits of Social Studies
- 3 credits of Science
- 1 credit of Physical Education/Health
- 1 credit of Fine Arts
- 2 credits of Career/Technical
- 2 World Languages
- 4.5 Electives

Students seeking an International Baccalaureate Career Certificate (CP) must successfully complete twenty-five units of credit to include a minimum of two International Baccalaureate courses, either Higher Level (HL) or Standard Level (SL), with at least one IB course over a two year period of learning.

Why are students released early on Wednesdays?

During the course of the year, students are released early on Wednesdays for staff professional development. Ongoing professional development learning is devoted to opportunities that are implemented in the district, in each school and towards classroom goals.

Faculty and staff utilize this time to study and strengthen their knowledge, skills, practices, values and expectations in the art of teaching to improve student achievement.

Activity Ticket and Athletic Eligibility

Activity Ticket

Any student participating in a KSHSAA sponsored sports program or band will be required to pay for an Activity Ticket prior to the first competition/event.

There is a one-time cost for the activity ticket and it is valid for the entire school year.

2019-20 Activity Ticket Costs: Middle School is \$20.00 and High School is \$45.00

Students who have purchased an activity ticket may be admitted to any KCK League game or event with the exception of KSHSAA post-season competitions.

These fees are used towards the support and expense of each building's extra-curricular programs.

Athletic and Activity Eligibility

Kansas City, Kansas Public Schools will follow the Kansas State High School Athletic Association and Board of Education (BOE) policies regarding athletic and activity eligibility. A student must be academically eligible to participate in an extra-curricular activity.

This means the student must be passing every class (no F's) and have a 2.0 grade point average (GPA) in order to participate.

Eligibility for Activities - Senior High Schools

Students who participate in any school activity shall meet the following requirements:

KSHSAA Eligibility - Rules of the Kansas State High School Activities Association governing eligibility of students for participation in interscholastic activities shall be minimum requirements for students in schools of USD No. 500. Additional requirements adopted by the Board shall be as contained in these policies and shall not relieve any student of the requirement to comply with all rules, regulations, standards and decisions of the Association.

The principal of an individual high school in USD No. 500 may prescribe eligibility requirements in addition to those required by KSHSAA and the Board but any such additional requirements shall be subject to approval of

the Superintendent of Schools and shall be uniformly applied within the school.

A student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal.

A student not in good standing due to discipline imposed by their school or district does not become eligible by transferring to a new school. Good standing status resumes when the disciplinary requirements of the imposing school have been fulfilled and written notice is provided.(KSHSAA Rule 14 Art . 2)

District Eligibility - Grades for the purpose of eligibility will be calculated using all courses for which the student is enrolled. The student must maintain a current year Grade Point Average of 2.0 with no grades of F on a four point scale. Any student below 2.0, or who has any failing grades, as reported on the mid-quarter and quarter grade reports will be required to participate in the Student Support Plan (SSP). The student will be allowed to practice as long as he/she is engaged in the SSP. After two weeks of SSP the GPA must be 2.0 or higher with no failing grades to continue to practice or participate. A student may participate in weekly co-curricular activities (for example Choir) but shall not compete in post season activities unless a 2.0 GPA is maintained with no failing grades. To be eligible for participation in any interscholastic event scheduled for students in grades 9 through 12, the student shall have a GPA of 2.0 with no grades of F on a four point scale in which the student is enrolled. The eligibility week shall extend from the following Monday morning through the next following Saturday, however the student is eligible once the necessary GPA is established.

All grades will be calculated for Grade Point Average (GPA) will be calculated using a four point scale. Grades will be calculated at the mid-quarter and quarter. Benchmarked courses will use percentages of 90-110 equating to 4, 80-89 equates to 3, 70-79 equates to 2, 60-69 equates to 1 and 59 percent or lower equates to 0. Mid-quarter and quarter grade reports and first and second semester KSHSAA reports shall be submitted to the District Athletic Specialist by the building athletic director.

Student Support Plan - Any student below a Grade Point Average of 2.0 or any failing grades of "F" on the mid-quarter and quarter grade reports will be required to participate in the Student Support Plan (SSP) at his/her school site.

The Student Support Plan (SSP) shall be designed by each high school site to meet the needs of individual students. The plan must contain one or more of the following:

1. After school tutoring prior to attending practice
2. Saturday tutoring
3. Wednesday afternoon tutoring
4. A specific class designed to provide support to improve a student's performance
5. The intervention plan may also include other options agreed upon by both the coach/sponsor and the student athlete and approved by the principal or athletic director
6. Other: as documented by a principal approved intervention plan

Eligibility for Activities - Middle Schools

Students who participate in any school activity shall meet the following requirements:

KSHSAA Eligibility - Rules of the Kansas State High School Activities association governing eligibility of students for participation in interscholastic activities shall be minimum requirements for students in schools of

USD No. 500. Under the KSHSAA eligibility ruling, students shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalent, the previous semester or the last semester of attendance. Additional requirements adopted by the Board shall be as contained in these policies and shall not relieve any student of the requirement to comply with all rules, regulations, standards and decisions of the Kansas State High School Activities Association.

Eligibility regulations for the middle schools, grades 7 and 8, of USD No. 500 shall govern the following extracurricular activities: cheerleading, debate, drill team, all athletic teams and participation in any activity or contest involving students from two or more different schools.

The principal of an individual middle school in USD #500 may prescribe eligibility requirements in addition to those required by KSHSAA and the Board of Education but any such additional requirements shall be subject to approval of the Superintendent of Schools and shall be uniformly applied within the school.

Current Eligibility - To be eligible for participation in specified extracurricular and any interscholastic activities weekly, the student shall not have received a failing grade (F) in any subject. Weekly eligibility will be monitored beginning the week prior to the first week of competition. After the first week of competition, students who have a grade below a C in any class will not be able to participate in an athletic or interscholastic event until the grade is passing. Tutoring sessions will be required and grades must be improved to a C or better to participate in activities. Eligibility shall be determined each Friday. The eligibility week shall extend from the following Monday morning through the next following Saturday.

Accumulated Eligibility (semester) - Rules of the KSHSAA governing eligibility for participation in Interscholastic activities shall be the requirements for students schools of USD No. 500. To be eligible for participation in a specified extracurricular and any interscholastic activity during the current semester, the student shall have passed at least five subjects of unit weight, or its equivalence, the previous semester of the last semester of attendance. Students who have "I" or "In Progress" at the close of the semester will have ten school days to complete necessary course work to achieve a passing grade. Credit earned in a USD No. 500 sponsored summer school may be counted as part of the "previous semester" except as limited by regulations of the Kansas State High School Activities Association. For a student eligible for special education services, with an active Individual Education Plan (I.E.P.), the principal may certify successful performance in the I.E.P. as satisfying all or part of the eligibility requirement.

ID Badge

All students will be issued an ID badge at the beginning of the school year. The badge serves as a form of identification, library card, lunch ticket and activity ticket (if purchased). ID badges are to be worn visibly every day during school hours.

Laptops

All students will be issued a district laptop after paying the deductible fee, signing the district Acceptable Use Policy with Parents (AUP) and paying any previous laptop fees.

Students and parents are reminded that the laptop is property of the Kansas City, Kansas Public Schools.

Inappropriate use of the laptop will result in disciplinary action and/or monetary charges.

Please see the district website and the Student Code of Conduct for usage policies.

Laptops are essential for access to classroom textbooks.

It is the student's and family responsibility to take care of the laptop and know the whereabouts and condition of the laptop at all times. If the laptop is missing or believed to be stolen, the student or family should report this information to the school immediately.

Student/families should notify the school and building technician immediately if a laptop is damaged in any way or is not in proper working order. Students may be charged for damages due to neglect or mishandling of the machine. A complete list of repair costs can be obtained from the building technician.

Standards for Admission – Sumner Academy of Arts & Science

Academic Criteria

Grade point average of at least 3.0 with no grade of “F” during grade six and the first semester of grade 7 in the following core areas:

English, Reading, Math, Science and Social Studies

Seventh grade students must receive one of the following FastBridge Universal Screener score combinations

Score at/above the 75th percentile on the FastBridge Universal Screener aMath test and score at/above the 50th percentile on the FastBridge Universal Screener aReading test.

Students will have two opportunities to meet the score requirements above:

During the Fall FastBridge Universal Screener window
During the Winter FastBridge Universal Screener window

Attendance and Behavior Criteria

Records of students will be reviewed to determine their attendance and behavior in grade six and the first semester of grade seven.

Requirements are:

Eligible students based on attendance shall be those who have five or fewer unexcused absences per semester contained in grade six and the first semester of grade seven.

Eligible students based on behavior shall be those who have no more than one suspension per semester contained in grades six and the first semester of grade seven.

Seventh grade students meeting the standards outlined above will automatically receive letters during the month of March inviting them to enroll.

Delayed Admission

Students may also be admitted to Sumner Academy of Arts and Science in grades nine and ten, if they meet academic and behavior standards and if space is available.

Eighth and ninth grade students meeting the standards who wish to enroll for the ninth or tenth grade must apply by contacting the Office of Student Services for an application.

Please see the district website for the updated application deadline.

An application WILL NOT be accepted after the deadline date.

Questions that relate to eligibility to attend Sumner Academy of Arts and Science should be directed to your child's school counselor or call Student Services at 913-279-2248.

Special Education

The Kansas City, Kansas Public Schools provides special education services through the Wyandotte Comprehensive Special Education Cooperative.

These services include a free appropriate public education for all exceptional children (ages 3 – 21) residing within the school district's boundary of Kansas City, Kansas Public Schools, and in some cases, students residing within the Bonner Springs and Piper school districts.

The eligibility and need for special education services are determined by a team at the individual building level. A variety of services are provided to meet the needs of children with exceptionalities. For further information, contact the Special Education Department at (913) 627-5600.

Wyandotte County Infant-Toddler Services

Wyandotte County Infant Toddler Services serves eligible families with infants or toddlers (from birth to three years of age) who have developmental delays or disabilities.

If you have concerns and would like to have your child evaluated, please contact us at 913-627-5500 or info@wcits.org.

English Language Learners

The English for Speakers of Other Languages (ESOL) program is designed to assist and support students who speak languages other than English, and are determined eligible for ESL services based on the Home Language Survey filled out at enrollment.

The ESOL program provides services to English Learners (EL) that includes support with English content instruction and English language development.

What services are the students and families?

- ESL Classes (Sheltered Instruction, Pull Out, Direct Instruction, Collaboration)
- Family Advocates
- Translators/Interpreter

Migrant Education

The Migrant Education Program works to ensure that migrant children fully benefit from the same free public education provided to other children. This program offers services to help reduce the educational disruptions and other challenges that result from repeated moves. To be eligible for this program parents may have moved by a designated "qualifying" move and have worked or are working in an agriculturally related job.

Student Services

Trauma Sensitive and Resilient Schools

Kansas City, Kansas Public schools serve nearly 22,000 students every day. In addition, to those students, we serve their families and are a committed partner and community member with the goal to improve both educational and life outcomes. The goal and vision is to create a trauma sensitive school district and build resilience within the youth we serve. In addition, teachers, counselors, administrators and all school staff agree to utilize a preventative approach to trauma when a student exhibits emotional distress. We will equip staff members with the training and tools needed to be trauma sensitive and trauma informed in order to foster an educational experience and culture where all may learn and thrive while being prepared for a global society. This includes the expansion of our behavioral health, school counseling program and social emotional learning.

Core Values of a Trauma Sensitive Community:

Safety - Ensure physical and emotional safety, recognizing and responding to how racial, ethnic, religious, sexual, or gender identity may impact safety throughout the lifespan

Trustworthiness - foster genuine relationships and practices that build trust, making tasks clear, maintaining appropriate boundaries and creating norms for interaction that promote reconciliation and healing. Understand and respond to ways in which explicit and implicit power can affect the development of trusting relationships. This includes acknowledging and mitigating internal biases and recognizing the historic power of majority populations

Choice - Maximize choice, addressing how privilege, power, and historic relationships impact both perceptions about and ability to act upon choice.

Collaboration - Honor transparency and self-determination, and seek to minimize the impact of the inherent power differential while maximizing collaboration and sharing responsibility for making meaningful decisions
Empowerment - encouraging self-efficacy, identifying strengths and building skills which leads to individual pathways for healing while recognizing and responding to the impact of historical trauma and oppression

Behavioral Health

Behavioral Health, also referred to as mental health, is an essential part of a student's overall wellbeing. Many things such as stress, trauma or family history can contribute to a student's behavioral health. Studies show that students who have a mental health diagnosis are more likely to get poor grades, not graduate, and drop-out of high school. Kansas City, Kansas Public Schools is committed to supporting students who are experiencing behaviors or symptoms that are impacting their functioning in school. By addressing student's behavioral health, we are setting a foundation where they can have improved academic performance.

Behavioral Health Social Workers are available in each school across the district. They work closely with administrators and school counselors as a Behavioral Health Team to identify students needing an added layer of support. Social Workers are the connection between home, school and community. They work with students to assess their needs, communicate with parents about their concerns for their child and connect families with resources in the community to support their success. If you have concerns about your child's behavioral health, or need additional support for your family, please contact your child's school and ask to speak with their Behavioral Health Social Worker. If you have an urgent behavioral health concern, please contact one of the numbers below.

| | |
|--------------------------|------------------------|
| Local Crisis Line | 913-890-7900 |
| National Suicide Hotline | 1-800-273-8255 |
| Free Crisis Text Line | Text CONNECT to 741741 |

Counseling and Guidance Program

The guidance and counseling program serves all students from elementary to high school. Counselors provide age-appropriate services which includes:

- Classroom guidance
- Instruction
- Individual and group counseling for students
- Information on academic planning for college and careers

Social-Emotional Learning and Bully Prevention

Social-emotional learning is the process through which students learn to understand and manage their thoughts, mindsets and emotions. As students grow their social-emotional skills, they become better at self-managing, working with others and setting and achieving goals. In order for students to become college and career ready, students must demonstrate well-developed social-emotional skills. One key piece to social-emotional learning is the building of a **caring community** and **bully prevention**. As we help build a caring community, it is important that our students understand what bullying is when witnessing or experiencing bullying. Each school is responsible for creating a Bully Site Action plan that includes responding to bullying and supporting someone who has been bullied. The table below is designed to help parents talk to their students about the difference between bullying, teasing, conflict and a mean moment. **If you believe your child is being bullied, contact the school administration, or the Kansas Bully Prevention Hotline to get your child the support they need.**

Kansas Bully Prevention Hotline: 1-877-626-8203

| | |
|-------------|--|
| Teasing | Everyone is having fun, no one is getting hurt and everyone is participating |
| Mean Moment | One person is upset or angry, and acts out against others. Mean moments are rarely repeated. |
| Conflict | When two or more students are upset or angry with each other and act out towards each other. Conflict can be resolved through mediation. |
| Bullying | When a student physically, verbally or through social media puts down another student on purpose. Bullying happens frequently over time, and involves one student trying to take power away from someone else. |

Additional Student Services Programs

Kansas City, Kansas Public Schools Alternative High School Programs and Pathways

KCKPS is dedicated to preparing every student to be “college and career ready” by the time they graduate high school. We recognize that not all students will thrive or reach their full potential in a comprehensive school setting. Our Alternative Education Programs and Services are geared toward expanding educational opportunities through a variety of innovative, instructional methods and curriculum. Our mission is to meet the diverse needs of all students and to prepare them for college and a career.

Please contact Student Services at (913) 279-2091 for more information.

Fairfax Learning Center High School

Fairfax Learning Center (FLC) High School is an alternative high school serving students in the 10-12 grades that are credit deficient or “off track” to graduate from high school. FLC provides students the opportunity to work in a self-paced online learning environment with support from certified teachers. FLC is operated through a collaborative partnership with Greenbush, Southeast Kansas Education Service Center.

500 REACH Virtual Learning Center

500 REACH is a blended virtual learning program allowing students grade 10-12 and adults to earn a high school diploma. Students receive their diploma from Kansas City, Kansas Public Schools while working at their own pace using virtual computer-based instruction. Students also have access to face-to-face support from an onsite instructor at the REACH 500 facility. Registration is year around. 500 REACH is operated through a collaborative partnership with Greenbush, Southeast Kansas Education Service Center.

G.E.D and Workforce Partnerships

In addition to KCKPS programs and services, we also connect students to G.E.D preparation and workforce programs offered through Kansas City, Kansas Community College, YouthBuild of KCK, Job Corps and other community agencies

Kidzone: Before and After School and Summer Program

Kidzone is a before and after school and summer program. Student academic performance and goals are measured by the results of the Kansas Assessment scores. Services are provided during other out of school times such as spring and winter break, in-service and Family Advocacy Days. Kidzone is fee based and some families are eligible to receive subsidies for childcare purposes.

Kidzone provides quality programming in a safe and fun environment for students in the areas of:

Academic Enrichment

- Tutoring
- Homework Assistance

Youth and Social Development/Fine Arts/Recreational Activities

Provided through community partners:

- Girl Scouts
- Boys Scouts
- Camp Fire
- Tendou Martial Arts
- Beyond Today Computer Technology
- 2nd Step Character Development

McKinney-Vento Program

The McKinney-Vento Program supports public awareness about homelessness and its impact on young people's ability to learn. A family may be eligible for McKinney-Vento services if a student or family lives:

- in a shelter
- is doubled up with friends or relatives on a temporary basis
- in a vehicle
- in a park, motel or campground
- on a street
- as a runaway

The McKinney-Vento liaison meets with families individually and connects qualified families with services as well as resources.

Please contact McKinney-Vento Liaison at (913) 279-2130, if you are needing support in any of the above criteria or living conditions.

Project P.A.C.T.

P.A.C.T. (Positive Alternatives for Children in Trouble) is a secondary level alcohol and drug intervention program requiring participation by the student and his/her parent or guardian.

For middle or high school students, a referral to P.A.C.T. is required for an offense of alcohol or drugs in school, on school grounds or at school sponsored activities.

Attendance at four consecutive sessions is a requirement for completion of the program.

Failure to complete the P.A.C.T. program, failure to enter P.A.C.T., or subsequent offense of alcohol or other drugs will result in other responses as listed in the Code of Conduct.

Wyandotte County Truancy Diversion

The Wyandotte County Truancy Diversion Programs intent is to have students return to school and maintain their attendance. This program is based on the Compulsory Attendance law which requires every child who is enrolled in school and/or has reached the age of seven years and is under the age of 18 unless excused in accord with provisions of Kansas law (K.S.L. 72-1113) to attend school.

Therefore, a student is truant:

When he/she is required by law to attend school and is not enrolled.

When he/she has an inexcusable absent from school a significant part of the school day

If he/she is absent without a VALID excuse for:

- 3 consecutive days
- 5 days in a school semester
- 7 days in a school year

The success of the program is measured by the number of unexcused pre and post absences as well as participation in the Truancy Diversion Program.

At the elementary level, the Truancy Diversion Program requires the parent and/or guardian to attend four consecutive Parenting Classes.

At the secondary level, the Truancy Diversion Program requires the parent and/or guardian to attend four consecutive classes and a monitoring period of 120 days.

Diversion Classes cover the following:

- Understanding Kansas Truancy Laws
- Review of the Code of Conduct
- Parenting issues/concerns
- Decision-Making Skills
- Academic Success

Steps to Resolve an Issue or Concern

- **Speak with the Teacher**
Have a conversation with the teacher regarding the issue.
- **Speak with the Principal**
If you are not satisfied with your conversation with the teacher, please speak with an administrator at the school building.
- **Call Student Services**
If there is not a satisfactory resolution with the Building Administrator, please call Student Services at (913) 627-2248 and speak with the Coordinator of Student Services.

The coordinator is the liaison between the parents, the school and the district. The coordinator will work to resolve the issue in collaboration with the Assistant Director or Director of Student Services for an amicable resolution

School Safety

School Safety is OUR PRIORITY

Established in February in 2014, the Kansas City, Kansas Public Schools Police Department is year-round, full service police department responsible for the safety and security of the District's facilities, students, staff and visitors.

What are the Standard Response Protocols?

A critical ingredient in the safe school recipe is the uniform classroom response to an incident at school. Weather events, fires, accidents, intruders and other threats to student safety are scenarios that are planned and trained by school and district administration and staff

Parents please allow first responders and trained staff to carry out the school safety plan before rushing to your child's school.

The district utilizes the Standard Response Protocols (SRP) in order to have standardized, common language, that all stakeholders can understand. Safe Schools are everyone's responsibility.

There are four simple actions that can be performed during an incident:

Standard Response Protocol



LOCKOUT – Secure the perimeter
The instructions used to safeguard students and staff within the building.



LOCKDOWN – “Locks, Lights, Out of Sight”
The orders used to secure the individual rooms and keep students quiet and in place.



EVACUATE – To a location
The students will move from their current location to a different location inside or outside of the building.



SHELTER – Using a safety plan
A plan for a safe location and remain quiet for protection.

Safety Information Hotline

The Kansas School Safety Information Hotline is available to students, parents and community members. It is a resource for anonymously reporting any impending school violence. Students, parents and community members are urged to immediately report any threats or potential threat to teachers, KCKPS Police Officers and/or Administration.

The P3 platform enables the public to share information anonymously with Crime Stoppers programs, Law Enforcement entities, and public schools. If you have crime or safety related information that may be deemed useful to our District or Schools, submit a tip via this web page – or download the P3 Community App via the links below. The P3 platform enables the District and all five high schools to have individual organization tabs for submitting anonymous information (USD 500 District, Harmon Hawks, Schlagle Stallions, Sumner Sabres, Washington Wildcats, and Wyandotte Bulldogs).

DOWNLOAD OUR NEW FREE P3 TIPS APP ON APPLE iOS OR GOOGLE PLAY:

APPLE - <https://itunes.apple.com/us/app/p3-tips/id997141662?mt=8>

GOOGLE PLAY - <https://play.google.com/store/apps/details?id=com.p3tips.mob&hl=en>

Kansas Bully Prevention Hotline: 1-877-626-8203



Parent's Right To Know Title I Annual Notification

Kansas City, Kansas Public Schools operates under the Title I federal guidelines as provided under the Every Student Succeeds Act (ESSA) of 2015. One of the key provisions of this federal plan is to make sure schools have the most highly qualified teachers in the classrooms possible. Should you wish to receive information about the qualifications of your child's classroom teachers, ESSA allows you to ask your school to provide the following information:

- Whether your child's teacher has met state qualifications and licensing criteria for the grade levels and subjects taught;
- Whether the teacher is teaching under emergency / other provisional license or whether licensing criteria have been waived;
- The teacher's degree major and any other graduate certification or degree held;
- Whether the child is provided services by a paraprofessional and, if so, their qualifications; and,
- How your child performed on the Kansas reading, math, and writing assessments.

If you would like to receive any of this information, please contact the district's Human Resources office at 913.279.2261.

You will receive your child's yearly spring state assessment scores once when they become available. District and Individual school report cards are available at:
http://ksreportcard.ksde.org/home.aspx?org_no=D0259&rptType=2.

Please contact your child's school if you would like to request further information about your child's assessment scores or school information.



Standard Complaint Resolution Procedure For **Every Student Succeeds Act (ESSA)**

Kansas City, Kansas Public Schools operates under the Title I federal guidelines for all programs administered by the Department of Elementary and Secondary Education under the Elementary and Secondary Education Act (ESEA) of 1965 as amended by the Every Student Succeeds Act (ESSA) of 2015 (Public Law 114-95).

This act requires states to adopt written procedures for the receipt and resolution of complaints alleging violations of law in the administration of the federal programs (Title I.A, Title I.C, Title I.D, Title II.A, Title III, Title IV.A, Title V.B).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department of Elementary and Secondary Education may file a complaint.

The complaint will be addressed and resolved in accordance with the complaint procedures (District Board Policy KN) using the procedure below:

1. Please speak with your child's teacher. Have a conversation with the teacher regarding the issue and/or concern.
2. Please speak with your child's school counselor for additional support.
3. Please speak with the school principal or assistant principal if the issue has not been resolved and/or continues.
4. Contact the Federal Programs Central Office Administrator if there has not been satisfactory resolution with the Building Administrator.
5. Contact the Superintendent's Office if the matter was not satisfactorily resolved.
6. Contact the Board of Education if you continue to have concerns.
7. Contact the Kansas State Board of Education to appeal the final decision from the school Board of Education.

If there is not evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Kansas State Department of Education may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Kansas State Department of Education may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself.

FERPA – Family Educational Rights and Privacy Act

Annual Notice to Parent(s), Guardian(s), and/or Eligible Students(s)

The Family Educational Rights and Privacy Act (FERPA) gives parents and students over 18 years of age, certain rights concerning a student's school records.

They have the rights to:

- Review the student's school records within 45 days of the day they make a request. A written request should be given to the school principal that identifies the record(s) they wish to look at. The principal will tell them within 45 days the time and place where the records may be seen.
- Ask for a change to the student's school record thought to be incorrect or is misleading. A letter to the school principal should explain why the record is not correct and clearly identify what part of the record needs to be changed. If the school does not change the record, parents (or eligible students) have the right to a hearing.
- Approve the release of identifiable information contained in the student's school records, except for information that FERPA can release without having permission.
- One permitted exception is for the release of information to "school officials" with legitimate educational interests.
- Student records shall be permanent records until the student graduates or ceases to attend school in the district. Please contact Student Services for copies of a transcript once the student has graduated. (Policy JRC)

Who is a school official?

- Person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel)
- Person serving on the Board of Education
- Person or company with whom the school district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist)
- Parent or student service on an official committee, such as a disciplinary or grievance committee, or assisting

another school official in performing his or her task.

School officials have legitimate educational interests if they need to examine a school record in order to complete a task. A complaint may be filed with the U.S. Department of Education about suspected failures by the school district to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave., SW
Washington, D.C. 20202-5920
1-800-872-5327

Access to Student Records

What is the Kansas Open Records Act (KORA)?

The Kansas Open Records Act (KORA) requires most records that are made or kept by public schools or community colleges to be open to the public.

This law makes openness the rule, but recognizes that there are times when individual privacy interests or competing public interests override the public's right to know.

Private individuals can bring an action in the district court to enforce their rights under the Kansas Open Records Act. Actions can also be brought by the county attorney, the district attorney or the Kansas Attorney General.

Although schools or community colleges can be fined for intentionally violating KORA, injunctions and other orders to enforce the purposes of KORA are the most common remedies.

KORA begins with the presumption that all public records should be open to the public, but allows certain exemptions from this requirement.

Exceptions are included in the law because the legislature has determined the public right to know is outweighed by another important interest.

The following list provides examples of the types of records, which may be exempt under KORA.

- Records exempted by other laws.
- Records that are privileged under the rules of evidence.
- Medical and treatment records.
- Personnel records, except for the name of the employee, position held, salary and length of service.
- The names of donors, if they have requested their name not to be released.
- Some emergency or security procedures.
- Sealed bids until one is accepted or all are rejected.
- Correspondence with a private individual.
- Records containing information of a personal nature where disclosure would constitute an unwarranted invasion of privacy.

Your Rights to Request Records

KORA grants the public the following rights:

- The right to have our freedom of information officer respond to your questions about KORA.
- The right to inspect any public record that we have in our possession that is not exempt. We are not required to create a record for you if the record does not already exist.
- The right to have copies of public records, but we can charge a fee for making copies.
- The right to be informed of the procedures you must follow in requesting access to our copies of our records.
- The right to be informed or obtain copies of our records during our regular business hours.
- The right to have access to a record not later than three business days after you request it.
- The right to a written explanation of the reason we are denying you access to a record if we refuse to allow you access to a record.
- The right to bring an action against us in the district court if you believe we are denying you access to a record you have the right to see.
- The right to have your attorney's fees paid by us if the court determines we intentionally violated your rights under KORA and had no reasonable basis for denying your request.

Our Responsibilities

Public schools have several responsibilities under KORA.

We must:

- Appoint a freedom of information officer who can answer questions and settle disputes under KORA.
- Make facilities available to you for inspecting our records.
- Allow you to make abstracts or have copies of our records made.
- Adopt procedures for requesting access or obtaining copies of our records.
- Act upon requests of records as soon as possible to give you an explanation of the reason for the delay. If there will be a delay, we must tell you the earliest time and place at which the record you are seeking will be made available.
- Have a record custodian available during all regular business hours and have procedures for allowing access on business days when regular hours are not maintained.
- Redact exempt information and provide you with the remainder of the record if the record contains both exempt and non-exempt materials.
- Provide you with a written statement, citing the specific provision of the law under which we are denying access, if we deny you access to a record and you ask for an explanation. The statement must be provided within three business days after you request it.

Procedures to Follow

The school district policy governing access to records of the Kansas City, Kansas Public Schools is outlined in the Board of Education Policy.

For purposes of access to school district records, the central office of Kansas City, Kansas Public Schools is:
KCKPS Central Office and Training Center
2010 N. 59th Street
Kansas City, Kansas 66104

Records are available for inspection or copying by members of the public at the Central Office.

Some records may be available for inspection at other locations.

A request for access to a public record should be directed to the custodian of the record. The custodian of the record may ask that you make the request in writing.

Your request should include:

- Your name
- Your address
- A description of the record to which you are seeking access

If the record you are seeking falls within the exemption, the custodian may ask you to certify, in writing, why you believe you have a right to access the record.

The custodian may also ask for certification that you will not use or sell the information for sales or solicitation purposes.

Upon receiving your request, the custodian of the record will retrieve the requested record and provide the record for your inspection as soon as possible.

If the custodian cannot provide you the record immediately, the custodian will inform you in writing of the time and place at which the record will first be made available to you.

You cannot remove the record from the building. The custodian will show you a place where you may look at the record.

If you desire a copy of the record, please inform the custodian and a copy will be made. A fee of \$0.20 per page applies and must be paid prior to the copying.

If the custodian of record does not grant the request, a written request for the reason of the denial can be requested. A written explanation is to be made within three business days of their request.

If the requester disagrees with the explanation, the freedom of information officer shall settle the dispute.

For more information about our procedures, fees or office hours, please contact the custodian of the record. Or contact the district's freedom of information officer:

Communications Department
Kansas City, Kansas Public Schools
2010 N. 59th Street
Kansas City, Kansas 66104
(913) 279-2225

Directory Information

In addition, two federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the school district that they do not want their student’s information disclosed without their prior written consent.

If you do not want the Kansas City, Kansas Public Schools to disclose directory information from your child’s education records or from your education records if you are 18 years of age, without your prior written consent, you must notify the school district in writing.

Please address a letter or a completed military “opt-out” form pdf via the district website to
Lisa Garcia-Stewart
Director of Student Services
Kansas City, Kansas Public Schools
2010 N. 59th Street
Kansas City, Kansas 66104

The following information is considered directory information:

- Student’s name
- Address
- Telephone listing
- Date of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors and awards received
- Most recent educational agency or institution attended

District Board Policies

Copies of all Board Policies can be obtained on the Kansas City, Kansas Public Schools website at www.kckps.org/boardofeducation.

Below is a list of Student Board Policies:

JDDA – Drug-Free Schools (also see GAOB and LDD)

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district's students. The possession, use, sale or distribution of illicit drugs and alcohol by students at school, on or in school property, or at school sponsored activities or events are prohibited.

GAACA, GAAB, GAF, JDDC, JGE, KN and JGECA – Racial and Disability Harassment

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination, including harassment, on the basis of race, color, national origin, or disability. Discrimination or harassment on the basis of race, color, or national origin ("racial harassment") or on the basis of disability ("disability harassment") shall not be tolerated in the school district. Racial or disability harassment of employees or students of the district by board members, administrators, certified and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

JGEC – Sexual Harassment (See GAAC, GAAD, GAF, JDDC, JGE and KN)

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination on the basis of sex/gender, including sexual harassment. Harassment based on gender identity or gender expression is expressly prohibited as outlined in this policy. Sexual harassment shall not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certified and support personnel, students, vendors, and any other having business or other contact with the school district is strictly prohibited.

The district encourages all victims of sexual harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of sexual harassment and take prompt corrective action to end the harassment.

Emergency Safety Interventions

The board of education is committed to limiting the use of Emergency Safety Interventions (ESI), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention as defined below. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies.

The board of education follows ESI statutes/regulations established by the State of Kansas and Kansas State Department of Education. Board policy and practices shall follow and reflect any changes made in statutes/regulations governing the use of ESI.

This policy shall be made available on the district website with links to the policy available on any individual school pages. In addition, this policy shall be included in at least one of the following: each school's code of conduct, school safety plan, or student handbook

Definitions (See K.A.R. 91-42-1)

"Emergency Safety Intervention" is the use of seclusion or physical restraint, but does not include physical escort or the use of time-out.

"Seclusion" means placement of a student in a location where the following criteria are met: (1) the student is placed in an enclosed area by school personnel; (2) the student is purposefully isolated from adults and peers; and (3) the student is prevented from leaving, or the student reasonably believes that the student will be prevented from leaving, the enclosed area.

"Chemical Restraint" means the use of medication to control a student's violent physical behavior or restrict a student's freedom of movement.

"Mechanical Restraint" means any device or object to limit a student's movement.

Parent means: (1) a natural parent; (2) an adoptive parent; (3) a person acting as a parent as defined in K.S.A. 72-1046(d)(2), and amendments thereto; (4) a legal guardian; (5) an education advocate for a student with an exceptionality; (6) a foster parent, unless the foster parent's child is a student with an exceptionality; or (7) a student who has reached the age of majority or is an emancipated minor.

"Physical Restraint" means bodily force used to substantially limit a student's movement, except that consensual, solicited or unintentional contact and contact to provide comfort, assistance or instruction shall not be deemed to be physical restraint.

“Physical Escort” means the temporary touching or holding the hand, wrist, arm, shoulder, or back of a student who is acting out for the purpose of inducing the student to walk to a safe location.

“Time-Out” means a behavioral intervention in which a student is temporarily removed from a learning activity without being secluded.

“Campus police officer” means a school security officer designated by the board of education of any school district pursuant to K.S.A.-8222, and amendments thereto.

“Law enforcement officer” and “police officer” means a full-time or part-time salaried officer or employee of the state, a county or a city, whose duties include the prevention or detection of crime and the law enforcement of criminal or traffic law of this state or any Kansas municipality. This term includes a campus officer.

“Legitimate law enforcement purpose” means a goal within the law authority of an officer that is to be achieved through methods or conduct condoned by the officer’s appointing authority.

“School resource officer” means a law enforcement officer or police officer employed by a local law enforcement agency who is assigned to a district through an agreement between the local law enforcement agency and the district.

“School security officer” means a person who is employed by a board of education of any school district for the purpose of aiding and supplementing state and local law enforcement agencies in which the school district is located, but is not a law enforcement officer or police officer.

Prohibited Types of Restraint

All staff members are prohibited from engaging in the following actions with all students:

- Using face-down (prone) physical restraint;
- Using face-up (supine) physical restraint;
- Any restraint that obstructs the student’s airway;
- Any restraint that impacts a student’s primary mode of communication;
- Using chemical restraints, except as prescribed treatment of a student’s medical or psychiatric condition by a person appropriately licensed to issue such treatments; and
- Use of mechanical restraint, except:
 - Protective or stabilizing devices required by law or used in accordance with an order from a person appropriately licensed to issue the order for the device;
 - Any device used by law enforcement officers to carry out law enforcement duties; or
 - Seatbelts and other safety equipment used to secure students during transportation.

Use of Emergency Safety Interventions (ESI)

Emergency Safety Interventions shall be used only when a student presents a reasonable and immediate danger of physical harm to such student or others with the present ability to effect such physical harm. Less restrictive alternatives to ESI, such as positive behavior interventions support, shall be deemed inappropriate or ineffective under the circumstances by the school employees witnessing the student’s behavior prior to the use of ESI. The use of ESI shall cease as soon as the immediate danger of physical harm ceases to exist. Violent action that is

destructive of property may necessitate the use of an ESI. Use of an ESI for purposes of discipline, punishment or for the convenience of a school employee shall not meet the standard of immediate danger of physical harm.

ESI Restrictions

A student shall not be subjected to ESI if the student is known to have a medical condition that could put the student in mental or physical danger as a result of ESI. The existence of such a medical condition must be indicated in a written statement from the student's licensed health care provider, a copy of which has been provided to the school and placed in the student's file

Such written statement shall include an explanation of the student's diagnosis, a list of any reasons why ESI would put the student in mental or physical danger, and any suggested alternatives to ESI. Notwithstanding the provisions of this subsection, a student may be subjected to ESI, if not subjecting the student to ESI would result in significant physical harm to the student or others.

Use of Seclusion

When a student is placed in seclusion, a school employee shall be able to see and hear the student at all times. All seclusion rooms equipped with a locking door shall be designed to ensure that the lock automatically disengages when the school employee viewing the student walks away from the seclusion room, or in case of emergency, such as fire or severe weather.

A seclusion room shall be a safe place with proportional and similar characteristics as other rooms where students frequent. Such room shall be free of any condition that could be a danger to the student and shall be well-ventilated and sufficiently lighted.

Training

All staff members shall be trained regarding the use of positive behavioral intervention strategies, de-escalation techniques, and prevention techniques. Such training shall be consistent with nationally recognized training programs on the use of emergency safety interventions. The intensity of the training provided will depend upon the employee's position. Administrators, licensed staff members, and other staff deemed most likely to need to restrain a student will be provided more intense training than staff who do not work directly with students in the classroom. District and building administration shall make the determination of the intensity of training required by each position.

Each school building shall maintain written and electronic documentation regarding the training that was provided and a list of participants, which shall be made available for inspection by the state board of education upon request.

Notification and Documentation

The principal or designee shall notify the parent, on the same day the emergency safety intervention was used. If the school is unable to contact the parent, the principal or designee shall attempt to contact the parent using at least two methods of contact. The same day notification requirement shall be deemed satisfied if the school attempts at least two methods of contact. A parent may designate a preferred method of contact to receive the

same day notification. A parent may agree, in writing, to receive only one same-day notification from the school for multiple incidents occurring on the same day.

Documentation of the ESI used shall be completed and provided to the student's parents no later than the school day following the day on which the ESI was used.

This documentation shall include:

The events leading up to the incident;

Student behaviors that necessitated the emergency safety intervention;

Steps taken to transition the student back into the education setting;

The date and time of the intervention, the type of intervention, the length of time the intervention was used, and the school personnel who participated in or supervised the intervention, and any other information required by statute or regulation.

Space or an additional form for parents to provide feedback or comments to the school regarding the incident;

A statement that invites and strongly encourages parents to schedule a meeting to discuss the incident and how to prevent future use of emergency safety interventions; and

Email and phone information for the parent to contact the school to schedule the emergency safety

The parent shall be provided the following information after the first and each subsequent incident in which an ESI is used during each school year: (1) a copy of the standards which indicates when ESI can be used; (2) a flyer on the parent's rights; (3) information on the parent's right to file a complaint through the local dispute resolution process (which is set forth in this policy) and, the complaint process of the state board of education; and (4) information that will assist the parent in navigating the complaint process, including contact information for Families Together and the Disability Rights Center of Kansas. Upon the first occurrence of an incident involving the use of emergency safety intervention the foregoing information shall be provided in printed form, or upon the parent's written request by email. Upon occurrence of a second or subsequent incident, the parent shall be provided with a full and direct website address containing such information.

Law Enforcement, School Resource and Campus Security Officers

Campus police officers and school resource officers shall be exempt from the requirements of this policy when engaged in an activity that has a legitimate law enforcement purpose. School security officers shall not be exempt from the requirements of this policy.

If a school is aware that a law enforcement officer or school resource officer has used seclusion, physical restraint, or mechanical restraint on a student, the school staff shall notify the parent the same day using the parent's preferred method of contact. A school shall not be required to provide written documentation to a parent, as set forth above, regarding law enforcement use of an ESI, or report to the state department of education any law enforcement use of an ESI. For purposes of this subsection, mechanical restraint includes, but is not limited to, the use of handcuffs.

Documentation of ESI Incidents

Except as specified above with regard to law enforcement or school resource officer use of emergency safety intervention, each building shall maintain documentation any time ESI is used with a student.

Such documentation must include all of the following:

Date and time of the intervention

Type of emergency safety intervention,

Length of time the intervention was used,

School personnel who participated in or supervised the ESI.
Whether the student had an IEP at the time of the incident,
Whether the student had a Section 504 plan at the time of the incident,
Whether the student had a behavior intervention plan at the time of the incident.

All such documentation shall be provided to the building principal, who shall be responsible for providing copies of such documentation to the superintendent or the superintendent's designee on at least a biannual basis. At least once per school year, each building principal or designee shall review the documentation of ESI incidents with appropriate staff members to consider the appropriateness of the use of ESI in those instances.

Reporting Data

District administration shall report ESI data to the state department of education as required.

Parent Right to Meeting on ESI Use

After each incident, a parent may request a meeting with the school to discuss and debrief the incident. A parent may request such a meeting verbally, in writing or by electronic means. A school shall hold a meeting requested under this subsection within ten (10) school days of the parent's request. The focus of any such meeting shall be to discuss proactive ways to prevent the need for emergency safety interventions and to reduce incidents in the future.

For a student who has an IEP or a Section 504 plan such student's IEP team or section 504 plan team shall discuss the incident and consider the need to conduct a functional behavioral analysis, develop a behavior intervention plan or amend either if already in existence. For a student with a section 504 plan, such student's section 504 plan team shall discuss and consider the need for an evaluation under the special education for exceptional children act, K.S.A. 72-961 et seq., and amendments thereto. For students who have an IEP program and are placed in a private school by a parent, a meeting called shall include the parent and the private school, who shall consider whether the parent should request an IEP team meeting. If the parent requests an IEP team meeting, the private school shall help to facilitate such a meeting.

The parent shall determine whether the student shall be invited to any meeting called. The time for calling such a meeting may be extended beyond the 10 school day limit if the parent of the student is unable to attend within that time period. Nothing in this section shall be construed to prohibit the development and implementation of a functional behavior assessment or a behavior intervention plan for any student if such student would benefit from such resources.

Local Dispute Resolution Process

If a parent believes that an emergency safety intervention has been used on the parent's child in violation of state law or board policy, the parent may file a complaint as specified below.

The Board of Education encourages parents to attempt to resolve issues relating to the use of ESI informally with the building principal and/or superintendent before filing a formal complaint with the Board. Once an informal complaint is received, the administrator handling such complaint shall investigate such matter, as deemed appropriate by the administrator. In the event that the complaint is resolved informally, the administrator must provide a written report of the informal resolution to the superintendent and the parents and retain a copy of the report at the school. The superintendent will share the informal resolution with the board of education and provide a copy to the state department of education.

If the issues are not resolved informally with the building principal and/or superintendent, the parents may submit a formal written complaint to the board of education by providing a copy of the complaint with the clerk of the board and the superintendent within 30 days of the date on which the parent was informed of the use of the emergency safety intervention.

Upon receipt of a formal written complaint, the board president shall assign an investigator to review the complaint and report findings to the board as a whole. Such an investigator may be a board member, a school administrator selected by the board, or a board attorney. Such investigator shall be informed of the obligation to maintain confidentiality of student records and shall report the findings and recommendation action to the board in executive session

Any such investigation must be completed within thirty (30) days of receipt of the formal written complaint by the board clerk and superintendent. On or before the 30th day after receipt of the written complaint, the board shall adopt written findings of fact and, if necessary, appropriate corrective action. A copy of the written findings of fact and any corrective action adopted by the board shall only be provided to the parents, the school and the state department of education and shall be mailed to the parents and the state department within thirty (30) days of the board's receipt of the formal complaint.

If desired, a parent may file a complaint under the state board of education administrative review process within thirty (30) days from the date a final decision is issued pursuant to the local dispute resolution process.

Student Services

Community-Based Resource: United Way of Wyandotte County

Find the most current information by Dialing 2-1-1

United Way of Wyandotte County is a resource connecting people to available community resources. By dialing 2-1-1, or (816) 474-5112, available at no cost 24 hours a day, you can make one call and talk to a live operator to find or give help. To connect online Visit www.unitedway-wyco.org for more information on 2-1-1.



KANSAS CITY
KANSAS
PUBLIC SCHOOLS

2010 N. 59th Street
Kansas City, Kansas 66104
(913) 551-3200

KANSAS CITY, KANSAS PUBLIC SCHOOLS

DIPLOMA+

In order to prepare our students for success in a global society, Kansas City, Kansas Public Schools is implementing a district-wide initiative called **Diploma+**.

The goal of **Diploma+** is to graduate with a high school diploma + one of the following seven endorsements:



At Least 21 on the ACT or 1060 on the SAT

Completion of the IB Diploma Programme
or Career-Related Programme



Acceptance Into the Military

Completion of at least one full year of college
(18-30 Credit Hours)



Completion of an Industry Recognized Certificate
or Credential

Completion of a Qualified Internship
or Industry Approved Project



An Approved Plan for Post-Secondary Transition