

Mt. Hall Elementary School

Parent/Student Handbook
2020-2021



“Home of the Wildcats”

1275 Hwy 1
Bonners Ferry, ID 83805
(208)267-5276

<https://mhes-bcsd-id.schoolloop.com>

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Dear Parents and Caregivers,

Greetings and welcome to our great school. On behalf of the staff, I would like to thank you in advance for your cooperation and support in your children's education. Mt. Hall has long been a community school with a tradition of positive and helpful parent involvement and cooperation. Please read over this handbook to familiarize yourself with important school information and policies. A copy of this handbook and the most up-to-date District policy is also available on our District's website at www.bcsd101.com.

In our handbook, you will find a comprehensive overview of school procedures and expectations for all students. We look forward to working with students and parents, so together we can continue to strive for excellence. We have high expectations for our students both academically and behaviorally. Working together, we can make this happen.

Throughout the year, I will continue to meet and talk with many of you, as well as to learn about your children and families. I have an open-door policy so please let me know of questions you might have or areas where I can be of assistance. We appreciate your continued support and invite you to visit Mt. Hall School to be a part of our programs and activities. Thank you for sharing your children with us. Mt Hall is a great place for students to learn, play, and grow.

Go Wildcats!

~Principal Lisa Iverson

Staff Who Serve Mt. Hall

**All staff can be reached by calling Mt. Hall Elementary at (208)267-5275.*

Principal, Lisa Iverson
Secretary, Maria Martinez

lisa.iverson@mail.bcsd101.com
maria.martinez@mail.bcsd101.com

Certificated Staff

Kindergarten Teacher, Kari Dameron
1st Grade Teacher, Katie Huggins
2nd Grade Teacher, Sally Hull
3rd Grade Teacher, Kylee Guthrie
4th Grade Teacher, Angie Schnuerle
5th Grade Teacher, Lyndsay Hart
Special Education Teacher, Aimee Christopherson
Counselor, Megan Johnson

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aimee.christopherson@mail.bcsd101.com
megan.johnson@mail.bcsd101.com

Classified Staff-Instructional

Special Education Paraprofessional, Kathy Riebli
Title One Paraprofessional, Sheryl Brown
Library/Computer Lab Instructional Assistant, Lindsay Oxford
K-3 Literacy Paraprofessional,
Music/PE Instructional Assistant,

kathy.riebli@mail.bcsd101.com
sheryl.brown@mail.bcsd101.com
lindsay.oxford@mail.bcsd101.com

Classified Staff-Non Instructional

Cook, Wendy White
Maintenance/Custodian, Rob Carrington
Bus Driver, Sherlene Johnson
Bus Driver, Mike Karnes
Bus Driver, Mike Cupper

wendy.white@mail.bcsd101.com
rob.carrington@mail.bcsd101.com
(208)267-2425
(208)267-2425
(208)267-2425

Colors & Nicknames

Mt. Hall School Colors: Blue & White
Mt. Hall's Nickname: Wildcats

Our Vision Statement

We are a committed and unified community that is safe, civil, and productive in all we do.

Our Mission

The mission of Boundary County School District #101 is to educate and empower all

students to become life-long learners and contributing members of society.

Attendance

Attending school regularly is important to ensuring your child receives the best continuous effective instruction. We also know that there are times when students have to be absent from school. Please refer to Policy 3051 for the full policy regarding attendance for K-12 students. Below outlines the difference between an excused and unexcused absence, as well as our 90% attendance requirement for students to receive credit.

“Excused absences are illnesses as verified by parents or a physician (as per the school's handbook and pre-excused absences and emergencies as approved by the principal or designee). Unexcused absences are absences which are not approved as above. Parents should contact the school prior to a non-illness absence to determine whether the proposed absence will be excused. A student's current grades and progress in classes may affect a principal's decision in approving or disapproving absences other than for illness or emergencies. For the purposes of this policy, whenever a student is not present in a class at least 90% of the time that school is in session (current attendance not cumulative), the credit for that class will be denied. All absences, excused and unexcused, count toward the 90% attendance requirement. Parents who wish to appeal the denial of credit may do so. Any such appeal must include reasons for each specific absence, and provide verification from a licensed physician regarding medically necessary absences. Each school will develop an Attendance Committee to handle credit appeals and deal with student attendance issues.”

Change of Address/Phone Number

In order to reach parents during an emergency situation, it is essential the school be notified immediately of any changes in address or emergency phone number. Please keep the school updated any time your phone number or address may change. You can make these changes by calling the office at (208)267-5276.

Health

If your child becomes ill or is injured at school, we will contact you immediately. It is important that you keep the office supplied with accurate and up-to-date contact information for parents and all emergency contacts.

Guideline for Keeping Sick Children Home

- Colds: Please keep your child at home if he/she has a fever over 100 degrees or is experiencing discomfort that would interfere with his/her ability to perform in school (i.e. uncontrollable coughing, severe lack of energy). If your child experiences green nasal discharge that continues throughout the day, or a cough lasting longer than ten days, or is accompanied by fever or chills and is productive of discolored sputum, consult with your physician.
- Conjunctivitis (Pink-eye): Following a diagnosis of bacterial conjunctivitis, the child may return to school after the first dose of prescribed medication. Students with viral infection may return when eyes are clear.
- Diarrhea/Vomiting: A child with diarrhea and/or vomiting should stay at home and return to school only after being symptom-free for 24 hours.
- Fever: A child should remain at home with a fever greater than 100 degrees. The child can return to school after he/she has been fever free for 24 hours (without fever-reducing medicine such as Tylenol or Motrin).
- Impetigo: A child with impetigo may return to school 24 hours after treatment has begun. A doctor's note of proof of prescription is recommended.
- Rashes: Common infectious diseases with rashes are most contagious in the early stages. A child with a suspicious rash should return to school only after a healthcare provider has made a diagnosis and authorized the child's return to school.
- Strep Throat: A child with strep throat may return to school 24 hours after antibiotic treatment has begun.

Administering Medicine at School

There are times when students may want to return to school but require to have medicine administered. If your child brings medicine to school, please have your student bring their medicine to the office.

School personnel can administer medicine to students under the following policy, 3510.

“Any school employee authorized in writing by the school administrator or school principal:

1. May assist in the self-administration of any drug that may lawfully be sold over the counter without a prescription to a pupil in compliance with the written instructions, if the pupil's parent or guardian consents in writing.
2. May assist in the self-administration of a prescription drug to a pupil in compliance with the written instructions of a practitioner, if the pupil's parent or guardian consents in writing.”

Bus Procedures

Questions involving bus stops, schedules, etc., should be addressed to the Transportation Office (208)267-2425.

If there is a change to your child's regular bus routine, please notify the school. A bus note will be written and given to your child. This note helps the driver get your child safely where they need to go.

In the event that your child does not get where they need to go, you can call (208)267-2425. The Bus Barn can dispatch to the bus drivers and help locate your child.

Lunchroom Information

School breakfasts and lunches are available for students and adults. Breakfast is served from 7:40 a.m. to 7:55 a.m. Lunch is served from 12:00 p.m. to 12:25 p.m. (K-2) and 12:30 p.m. -12:55 p.m. (3-5).

- Prices
 - Breakfast
 - Full Price: \$1.65
 - Reduced Price: .40
 - Adult: \$2.15
 - Lunch
 - Full Price: \$3.00
 - Reduced Price: .40
 - Adult: \$4.00
 - Milk .75

Lunch credits may be purchased by the week or the month. Forms are available for free or reduced price lunches. If you feel you may qualify, talk with the school office (208)267-5276.

Cold lunches can also be brought from home.

Instructional Information

Grading

Students in Kindergarten are graded by performance based assessments. Students in grades 1 & 2 are graded by: SAT & N,

SAT: Satisfactory = meets grade level standards, and N: Needs Improvement = does not meet standards.

Students in grade 3 are graded by M, 1, 2, & 3. M=Modified assignments, 1= not yet meeting expectations, 2=meets expectations, & 3=exceeds expectations.

Students in grades 4-5 are graded by: A=90-100, B=80-89, C=70-79, D=60-69, F=Below 60 and E=Special identified students who receive special services.

All teachers will complete and send home report cards at the end of each semester concerning the

performance of each pupil in his/her classroom on a predetermined schedule. Midterm reports will be sent out between report cards.

Homework

Mt. Hall has adopted a “No Homework” policy. Does this mean your child will never have work to complete at home? No! Students should be reading and studying spelling words at home. Students also might need extra practice on new concepts, and could be bringing home practice sheets to help them master the concept. Students also might be bringing work home that they weren’t able to complete in class. If you would like to request additional work for your child to be working on at home or if you know of an upcoming absence and would like to request the work in advance, please contact your child’s teacher.

Parent/Teacher Conferences

Parent/teacher conferences are held two (2) times during the course of the school year. The first conference is held for every student, and the second conference is by parent or teacher request. Please refer to BCSD 101 calendar for conference dates. Additional conferences may be requested by parents and teachers.

Standards-Referenced Report Card

What is a standards-referenced report card?

A standards-referenced report card states all grade level standards that will be taught during the school year. The purpose of standard-referenced grading is to identify what a student knows, or is able to do. Standard-referenced grading replaces averaging grades/scores over the course of a grading period. Therefore, parents/guardians know what standards have been achieved.

What will each of the numbers in the 4 point scale represent?

A score of (4) would indicate that a student exceeds a standard by consistently demonstrating an advanced/above grade level understanding and/or the ability to apply their knowledge at a higher level.

A score of (3) would indicate that a student has independently achieved the grade level standard. The student demonstrates mastery of the standard.

A score of (2) would indicate that a student is developing an understanding of a standard, but still may be in need of additional instruction and/or support.

A score of (1) would indicate minimal understanding of a standard. The student shows limited evidence of understanding the standard.

A score of NE (no evidence) would indicate that the student has made no effort on that particular standard.

Behavior

All students will be taught, and given an opportunity to practice the following three character traits: Safe, Civil, and Productive. Students will learn how to demonstrate these traits in various settings throughout their school day. Students will be recognized for demonstrating these traits by being awarded a WOW buck that they can spend at the WOW Store or by being recognized at the monthly Citizen of the Month assembly.

When a child forgets how to demonstrate the appropriate trait any staff member at Mt. Hall may “reteach” the trait to that student. A reteach is a reminder. If the behavior continues or is considered a direct violation of our school's expectations, the student may fill out a Refocus form to reflect on their action, and brainstorm ways they can make better choices in the future. Parents will be notified if their child receives a Refocus. Students who have three Refocuses during a month will miss out on a school activity.

Please feel free to contact the school if you have questions regarding our behavior program. The following Expectations Matrix is taught to students throughout the year.

	Assembly	Bathroom	Bus	Cafeteria	Hallway	Playground	Office	Classroom
S A F E	Sit nicely in your own space.	Wash hands • 2 pumps 2 towels	Stay seated. Use quiet voices.	Stay seated in own spot until you're finished. Make healthy choices.	Walk on the right side. Inform teacher before leaving.	Follow all playground rules.	Take a pass to the office.	Respect emotional and physical rights of others.
C I V I L	Listen respectfully	Throw trash in trash can. Pick up paper towels.	Follow bus rules. Be appropriate in words and actions.	Keep hands and food to self. Use good manners. • Table • Line	Respect other classrooms.	Respect equipment • Share • Return Invite others to play.	Wait silently for an adult. Use good manners.	Follow class rules. Do your best.
P R O D U C T I V E	Clap and respond appropriately.	Report messes to custodian. Go quickly and quietly.	Listen to bus driver the first time.	Use eating time wisely. Wait quietly to be dismissed.	Go directly to destination/return.	Line up immediately.	Go/Return promptly.	Choose to be an active learner. Come prepared.

Parent Involvement

Visitors and Volunteers

Parents and visitors are always welcome at Mt. Hall Elementary. If you are visiting your child at school, please check in at the office, remember to sign in and sign out, and wear the appropriate identification badge. Visitors are under the close supervision of a staff member.

Volunteers go through a background check. Volunteers can work with students on a one-on-one basis, but a thorough background check is required prior to volunteering.

Prior to starting as a volunteer or visitor, please allow 2 weeks from the beginning of the school year, or transfer into the school, before starting.

Confidentiality

Confidentiality regarding students and staff you are working with or have observed during your visitor or volunteer service is required.

PTO

Mt. Hall Elementary has a wonderful PTO. This organization is comprised of parents and teachers. The PTO meets monthly and discusses school-wide initiatives such as fundraisers, book fairs, school events, and etc. If you would like to get involved in the PTO, please watch for the next meeting.

Safety

Emergency Drills and Procedures

Emergency drills are held each month. Prior to each drill, teachers go over expectations with students on what to do during each drill. Local emergency personnel sometimes assists with our emergency drills and provide us feedback. The types of drills we have are fire, lock down, hazmat/materials, and earth quake drills. If you have any questions on the types of drill we have or how often we have them, please reference policy 8320 or call the school at (208)267-5276.

Emergency Closure Information

Due to unforeseen circumstances, there are times when school is closed unexpectedly. A robocall is made to all students. Please make sure the school has your most updated contact information. Parents and caregivers can also check the District's website (www.bcsd101.com).

Calendars & Schedules

BCSD 101 Calendar

The BCSD 101 Calendar is available by request through Mt. Hall Elementary. Please inquire at the office. The calendar can also be accessed online at www.bcsd101.com

Bell Schedule (Monday-Thursday)

Students may arrive at school no earlier than 7:45 a.m.

Bell Rings	7:55
School Starts	8:00
Recess (K/1)	9:15-9:30
Recess (2 /3)	9:30-9:45
Recess (4 /5)	9:45-10:00
Lunch (K/1)	11:50-12:15
Lunch (2 /3)	12:20-12:45
Lunch (4 /5)	12:50-1:15
Dismissal Time	2:45