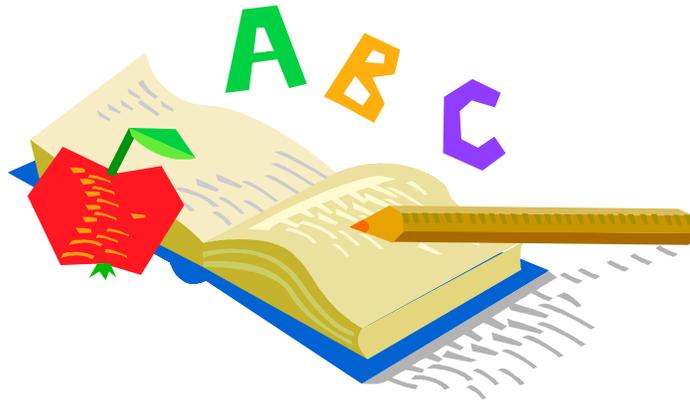


# Pioneer Elementary School



## STUDENT HANDBOOK 2020-2021

**Principal: Jill Patton**  
**Counselors: Molly McNevin**  
**& Coleen Phelps**  
**Secretary: Ronnie DeFord**

## Live, Learn, Laugh, Lead

900 Sharkey Street  
Salmon, ID 83467  
Phone: 208-756-3663  
Fax: 208-756-3670

It is the policy of Salmon School District not to discriminate in any educational programs or activities, or in employment practices. Inquiries regarding compliance with this nondiscriminatory policy may be directed to Chris Born, Superintendent; Salmon School District 291; 907 Sharkey Street, Salmon, ID 83467.

Federal law prohibits discrimination on the basis of race, color religion, sex, national origin, age or disability in any educational programs or activities receiving federal financial assistance (Title VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act of 1990).

This handbook covers the basic rules and policies for the Pioneer Elementary School, but is not a comprehensive handbook. Rules and policies not explicitly explained in the handbook are covered under the District School Board Governing Rules. Students and parents should familiarize themselves with those rules and policies as well. This policy may be obtained at the District Office or online at [www.salmonschools.com](http://www.salmonschools.com).

### **DAILY ORGANIZATION**

**Schools hours** are from 8:00 a.m. to 4:05 p.m. Monday through Thursday. Students may enter their classrooms at 7:45 a.m. Breakfast is available to all students free of charge from 7:30 a.m. – 8:00 a.m.

**Students arriving late must check in with the secretary in the office.**

### **VISION AND MISSION STATEMENT**

#### **Vision**

Learning, Educating, Achieving, & Determined to Succeed

#### **Mission**

Lead students to develop skills to be successful citizens.

Ensure a caring, safe, and secure environment.

Acknowledge and celebrate each individual's achievements.

Develop active, engaged, and creative student leaders.

Synergize with the community to ensure the success of every student.

### **EDUCATIONAL PHILOSOPHY**

The Pioneer staff believes in educating the whole child. The Pioneer staff is committed to educating our students using the following processes to promote the whole child and their education:

- Collaborating on curriculum, instruction, outcomes, and interventions
- Working together to create and improve instruction and interventions
- Evaluating the success of our programs in improving instruction, interventions, and outcomes
- Establishing shared goals and working toward them
- Having a shared understanding and commitment to our mission, vision, and goals

### **PROGRAMS**

The programs used at Pioneer Elementary are chosen for the support they provide for the mission of our school. There are two overarching programs which provide needed support to students:

Pioneer Elementary will continue to use the concept of the Leader in Me school wide program aimed at:

1. Be proactive
2. Begin with the end in mind
3. Put first things first
4. Think win-win
5. Seek first to understand, then to be understood
6. Synergize
7. Sharpen the saw

**Response to Intervention (RTI)** provides support and interventions to students who have been identified to have an educational or behavioral need for additional support. Essential parts of the program are identified below:

1. Identify student needs early so appropriate supports can be put in place.
2. Collaborate often within the grade level and with parents to identify strengths and needs.
3. Collaborate often with Title 1 and Special Services for guidance on Tier 1 and 2 supports.
4. Gifted and Talented

### **Title 1**

The Title 1 program is a federally funded program to meet the needs of children who qualify based on teacher referral based on classroom assessments and parent interviews. Automatic eligibility includes students who attended programs by Head Start or Even Start, Early Reading First, Title 1 Pre-school, Migrant education, or who are homeless or living in a facility for delinquent or neglected children.

Federal law requires that school districts receiving Title 1 funds notify parents of each student attending any school receiving these funds that information regarding the professional qualifications of their child's classroom teacher(s) may be requested.

As a parent of a student attending the Pioneer Elementary School, which receives federal program funds, you have the right to know:

- Is my child's teacher licensed to teach the grades and subject(s) assigned?
- Is my child's teacher teaching with a provisional license; meaning the state has waived requirements for my child's teacher?
- What is the college major of my child's teacher?
- If there are instructional aides working with my child, what are their qualifications?
- If my child is or will be taught for 4 or more consecutive weeks this year by a teacher who is not highly qualified, will I be notified in a timely manner?

To request the state qualifications for your child's teacher(s) or instructional aide(s), please contact the district office at 208-756-4271.

### **ACCIDENTS and ILLNESS**

To safeguard student health and safety, Salmon District 291 has established a policy in which students receiving any head injury will be sent to the office, the parent contacted, and the decision to obtain medical

services will be left to the parent. District personnel are not trained to diagnose or to determine the significance of head trauma.

Children complaining of illness will be sent to the office where their temperature will be taken. Students with a fever will have their parents called. Icepacks will be provided for minor bumps and bruises. School personnel cannot administer medications or over-the-counter medicines (District Policy 3510). A Student's medication should be kept in the office, or parents should administer as needed during the day.

### **ATTENDANCE**

**Please notify the office by 9 a.m. if your student is absent.** The office makes phone calls home for students who are marked absent. Your courtesy call will prevent a call to your home.

Recognizing that daily attendance is vital to learning, Salmon District 291 has established the following attendance policy. Per District Attendance Policy 3050, students must be in attendance 93% of the time school is in session. Students may not miss more than five (5) days per semester. Parents providing a note for an absence will have that absence marked as Excused; however, that absence counts toward the five allowable absences. Absences due to doctor or dental appointments, court appearances, or bereavement do not count toward the five days. However, medical and court notes must be presented to the office to verify the appointment.

**Tardiness:** If students accumulate an excessive number of tardy infractions, parents will be notified. **Excessive is defined as five or more per semester.** Students who arrive late must check in with the office. Students arriving tardy 3 or more times to school in a month will not be eligible for the monthly perfect attendance award. Parents will be notified in writing when their student is approaching the maximum permissible absences. Absences exceeding the maximum days will result in a letter from the principal. Continued absences will result in a letter from the school board, and the matter will be turned over to the district attorney, per Idaho Code 33-202 and 33-206.

Parents who will be taking their child on an extended trip must complete the Absent with Make-up Form in the office. Teacher will provide the necessary work to be accomplished during the absence. These are generally approved when the student has normally good attendance, has good grades and approval from the teacher. The principal may contact the parent with any concerns regarding the trip if the absences will put the child over in allowable absences. Please schedule doctor and dental appointments on Friday whenever possible or toward the end of the day so students miss as little instructional time as possible.

### **DELIVERIES**

Parents are discouraged from having special deliveries made to the school, as they are a disruption in class and arrangements would need to be made to have items picked up at the end of the day. Balloons and flowers in vases are not permitted in the classrooms or on the bus. Instead, if you wish, please make arrangements with the classroom teacher to provide special treats for special occasions.

### **ENROLLMENT**

Students enrolling in the Pioneer Elementary School will receive a grade level placement according to the information provided at the time of enrollment. If there is a question about the student's grade level placement

due to lack of information about student's level, testing will occur prior to enrollment. Once placed in a classroom, testing (math, reading, and language) may occur to establish whether or not the grade level placement was correct. The principal will meet with parents to review any scores and discuss any possible changes in placement if needed.

## EXPECTATIONS OF STUDENT CONDUCT

Pioneer uses the Leader in Me concept. We believe that a focus on helping students identify and utilize their own leadership abilities helps them to function well at school and in other aspects of their life. Some ways students may demonstrate personal leadership are listed below:

### **Habit #1 – Students are Proactive by....**

- Arrive at school by 7:55
- Obey school rules
- Showing courtesy to others – including
  - Walk and stay right in Halls
  - Use a zero voice in halls
- Clean up an area before leaving
- Showing respect for self and others

### **Habit #2 – Students Begin with the End in Mind by...**

- Setting a goal for themselves
- Doing their best work
- Attending school
- Dressing appropriately for school

### **Habit #3 – Students Put First Things First by...**

- Work first then play
- Setting time aside for homework
- Completing work by given due date
- Turning in assignments on time

### **Habit #4 – Students think Win-Win by....**

- Seeking solutions to conflicts which include all involved
- Finding good solutions to problems
- Taking care of the school and materials

### **Habit #5 – Students Seek First to Understand by...**

- Listening to the ideas of others without interrupting.
- Talking politely to staff, visitors, and other students
- Asking questions which show understanding

### **Habit #6 – Students Synergize by...**

- Working together with adults and students to learn and grow.
- Cooperatively playing at recess
- Participating and sharing ideas

### **Habit #7 – Students Sharpen the Saw by...**

- Being active during recess
- Being engaged in PE, Music, Library class
- Pursuing and developing talents and interests in and out of school.
- Finding meaningful ways to help others at school and in our community.

## Field Trips

Field trips are an important part of the educational process and require special consideration. Per school board policy 2550, "The Board recognizes that field trips, when used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the

schools. Such trips can supplement and enrich classroom procedures by providing learning experiences in an environment beyond the classroom.

All groups requiring transportation are to travel by school bus or school vehicle. Each student must provide a signed consent form.

In consideration for family travel, parents may sign a release of liability to check their student out from the field trip and provide their own transportation for the child when the field trip is concluded and the children are boarding buses for the trip back to the school. Parents need to make this desire known ahead of time by submitting a letter to the teacher at least one week in advance of the trip. The parent will then be provided a release form at the field trip site to sign and return to the teacher, upon which the child will be released to the care of the parents. All other children will return on school transportation.

### **Public Transportation**

Parents of kindergarten students who ride public transportation must notify the office with a written note or phone call. If notification is not received, your child will not be placed on the bus for safety reasons.

### **Procedures, Policies and Protocols**

#### **1. BUS POLICY**

Students should be on time at the designated school bus stops and should wait until the bus comes to a complete stop before attempting to enter. Bus riders are expected to maintain the same behavior that is expected in the classroom. Vehicle safety rules must be followed at all times. Disciplinary notes from the bus driver will result in a phone call from the principal and may result in suspension of bus privileges for a period of four days up to bus suspension for the rest of the school year.

Students are expected to ride on their assigned bus. If they need to ride another bus for whatever reason, the parent must send a note or make a phone call to the office requesting a bus pass. The bus pass will allow a student to ride another bus.

#### **2. COMMUNICATION and ELECTRONIC DEVICES**

Communication/electronic devices must be turned off and out of sight during school hours. Communication and all electronic devices are considered disruptive to the educational process when they are activated or visible during school hours. Therefore, the following procedures will apply to all such devices:

First & Second Violation: Teacher will remove the communication/electronic device if found to be on or is visible during the school day. Device will be taken to the principal's office, and the student may pick it up after school.

Third & Fourth Violation: A parent will be called and must pick up the device after school.

All Violations after the fourth violation: A parent will be called to pick up the device after school and meet with principal to discuss future consequences. The student receives a lunch detention.

#### **Student-Tracking Safety Devices**

Because of student privacy concerns, the District requires listen-in technology to be disabled while any student-tracking device is at school, on District-provided transportation, and at school events. The District prohibits unauthorized audio or visual recordings or transmission of audio or images of other students.

A parent/guardian shall obtain approval from the building principal before operating a student-tracking safety device or other electronic device with recording or listen-in capability, such as AngelSense, at school or at a school-sponsored event. Any parent/guardian receiving permission to use an electronic device with listen-in capability may be requested to enter into a user agreement with the school to define the scope and limits of such use.

Legal reference: Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g; 34 CFR Part 99 (2000)

### 3. DISCIPLINE

Teachers have the responsibility to ensure students understand classroom academic and behavioral expectations. Teachers may use appropriate measures to ensure appropriate behavior in the classroom (proximity, warnings, separate seating, parent contact, loss of classroom privileges, etc.). Continued misbehavior will result in the student being sent to the principal’s office.

Students sent to the principal’s office for discipline will be given appropriate disciplinary measures such as loss of privileges, lunch detention, parent/student conference, etc. Major offenses such as fighting, verbal or written threats, technology violations, etc. may result in suspensions, Friday work details, or other measures agreed upon by parent and principal.

<p><b>Minor Discipline Offenses or Behaviors</b> (To be dealt with in the classroom)</p> <ul style="list-style-type: none"> <li>▶ Improper Language</li> <li>▶ Unacceptable Physical Contact</li> <li>▶ Defiance/ Disrespect</li> <li>▶ Unpreparedness</li> <li>▶ Dress Code</li> <li>▶ Technology Violation – not at given website</li> <li>▶ Peer Conflict</li> <li>▶ Lying</li> <li>▶ Other</li> </ul>	<p><b>Major Discipline Offenses or Behaviors</b> (To be dealt with by the principal and/or counselor)</p> <ul style="list-style-type: none"> <li>▶ Abusive Language</li> <li>▶ Hostile Physical Contact/Fighting</li> <li>▶ Antagonistic Defiance/ Disrespect</li> <li>▶ Harassment/Bullying/Hazing (Idaho Code 18-917, 18-917A, Board Policy 3290, 3291)</li> <li>▶ Cheating and/or Forgery</li> <li>▶ Multiple Technology Violations</li> <li>▶ Willful Disobedience</li> <li>▶ Multiple Dress Code Violations</li> <li>▶ Leaving School Grounds/Skipping School</li> <li>▶ Vandalism/Property Damage/Arson</li> <li>▶ Theft</li> <li>▶ Weapons/Combustibles</li> <li>▶ Drugs/Alcohol/Tobacco (Board Policy 3300, 3320)</li> </ul>
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The Pioneer Elementary School is a Drug Free Zone. We are also a Bully Free Zone. For details concerning these policies, see the complete Board Policies in the district office or online at [www.salmonschools.com](http://www.salmonschools.com).

**PIONEER ELEMENTARY SCHOOL** Student’s Name \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

**DISCIPLINE TICKET** Teacher \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

## BEHAVIOR

<u>CLASS 1</u> Running in building Dress code violation Object not allowed at school Loitering Littering Yelling/loud voice	<u>CLASS 2</u> Repeated class 1 behavior Inappropriate language Deliberate non-compliance Disrespect for staff/students Disrespect for property Cheating Defiance/insubordination Verbal harassment, hazing, bullying, name calling Lying/deceit Public display of affection Pushing/shoving w/out injury Throwing objects	<u>CLASS 3</u> Repeated class 2 behavior Obscene gestures Fighting (first incident) Pushing/shoving w/injury Kicking, hitting, spitting Stealing under \$10.00 Vandalism under \$10.00 Verbal threats to harm another Possessing or using matches/lighters Object/possible weapon not allowed at school	<u>CLASS 4</u> Repeated class 3 behavior Inappropriate touching Pulling fire alarm Fireworks Fight resulting in injury Vandalism greater than \$10.00 Stealing greater than \$10.00 Extortion Possession of weapon with intent to harm
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**CONSEQUENCES** (School Resource Officer required to be contacted if there is a criminal offense)

<u>CLASS 1</u> – Teacher: verbal warning required  Options: Practice correct behavior Parent notification Natural consequence (fix what is wrong) Other	<u>CLASS 2</u> – Teacher: Parent contacted by teacher  Options: Study hall Behavioral education Behavioral contract Service hours After school detention Other	<u>CLASS 3</u> – Teacher or Principal: Parent contact required by teacher or principal  Options: Behavioral contract Behavioral education Referral to School Counselor Repayment/restitution Suspension – Principal Service hours	<u>CLASS 4</u> - Principal w/Superintendent Parent contact required by Principal  Options: Repayment/restitution Suspension with possible expulsion Alternative education placement Other
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### COMMENTS

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Student Signature \_\_\_\_\_ Staff Signature \_\_\_\_\_ Parent Signature \_\_\_\_\_

## 4. DRESS CODE POLICY

Standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. Students dressed inappropriately will call their parent to bring an appropriate change of clothing. The following are the dress code guidelines:

Skirts and shorts must not be any shorter than three inches above the knee.

Shoes must be worn at all times.

Sheer, tight, short, spaghetti strap or low-cut clothing that bare or expose traditionally private parts of the body including, but not limited to, the stomach, shoulders, buttocks, upper thigh, back and breasts may not be worn.

Clothing or items that display obscene, profane, vulgar, lewd, indecent or otherwise offensive images or words may not be worn.

Clothing that contains chains, spikes, or other items deemed disruptive or unsafe are not allowed.

Shirts with large armholes (muscle shirts) may not be worn. Shirts must meet top of pants when student is seated. Undergarments may not be showing.

Sagging pants are not allowed. Pants are to be worn at the top of the pelvic bone and provide coverage of the buttock area. Belts are recommended to ensure pants stay properly positioned.

PJ's or house slippers are not to be worn unless stipulated by the teacher for a special classroom event.

## **5. DRUG/ALCOHOL/TOBACCO VIOLATION – (3300, 3320)**

All Salmon School District #291 property is a Drug Free Zone. Violations of this Board Policy by students or parents will result in the SRO or other law enforcement personnel being contacted. This includes bringing onto school grounds drug paraphernalia and illicit drugs, alcohol or tobacco. Students taking prescription medication must turn the medication into the office. Office personnel are not permitted to administer the medication. Parents/guardians must come to the school to administer medication or complete form for permission for student to administer their own medication.

## **6. FIGHTING**

Fighting is not tolerated at school and students are instructed how to appropriately respond when they are being annoyed, hit or otherwise bothered (tell person to stop in a firm voice, then tell a teacher if the behavior does not stop). Hostile fighting will result in an immediate in-house suspension for at least the rest of the day for all parties involved. Fighting which does not cease when warned by a staff member or which is serious will result in additional days of in-school or out-of-school suspension or referred to the school board for expulsion. An incident which is deemed more serious may result in the school resource officer being contacted.

## **7. GRADING**

Grades will be posted to PowerSchool weekly and kept up-to-date by teachers. Report cards will be sent out at the end of each quarter or 4 times per school year. Parents may access student grades, monitor student attendance and tardy infractions, and email the teacher through PowerSchool. Contact the office for log in information and how to use the system.

## **8. HAZING, HARASSMENT, BULLYING**

The Salmon School Board has enacted a policy to maintain a learning environment for students that is safe and free from hazing, harassment and bullying. Our school does not tolerate any hazing or harassment of students or faculty at any time or by any means, including the use of cell phone or electronic messaging. Hazing, harassment and bullying are violations of Idaho code 18-917 and 18-917A, and students may be legally prosecuted for these types of behavior.

Hazing means any conduct or method of initiation into any student organization or team, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or another person.

Harassment and bullying means a knowing and willful course of conduct directed at a specific person which seriously alarms the person and which serves no legitimate purpose. The course of conduct such as this would cause a reasonable person to suffer substantial emotional distress. Incidents of hazing, harassment and bullying will be responded to in a manner that effectively deters from future incidents.

### **Disciplinary Action/Consequences for Hazing, Harassment and Bullying**

First Offense:

Parent/guardian notification

Depending on severity referral to SRO

Depending on severity of infraction, in school detention/suspension - up to 3 days out-of-school suspension

“No contact contract” may be enacted

Second Offense:

Parent notification

Referral to SRO

Suspension (in or out of school) up to a recommendation for expulsion

### **Threat**

Idaho State Law and Salmon School Board Policy expressly state that is our responsibility to deal with any threat, whether it seems viable or not. Each school site has the responsibility to be sure the following are incorporated into their discipline procedures:

1. Any threat of harm or injury is to be reported to the building administrator immediately.
2. Building administrator is to determine if any student(s) are in imminent danger. If so, law enforcement is to be contacted and threatening student expelled. If there is no likelihood the threat will be acted on, the threatening student is still suspended.
3. Communicate disciplinary decisions as appropriate. Parents of any student making a threat will be notified via the suspension/expulsion process. It is critical that parents of any student(s) toward whom threats may have been directed are notified as well.

## **9. LIBRARY POLICY**

Books may be checked out during class time or at recess. Books may be borrowed for a period of two weeks. Should a book become lost, damaged or destroyed, the student will pay for the book at replacement cost.

## **10. RECESS**

As often as possible, students will be sent outside for recess. Parents need to ensure their child or children are dressed appropriately and have hats, coats and gloves for the winter. Students will be kept inside if the temperature falls to 0° F or below (wind chill or otherwise) or if it is raining hard. **Students must stay out of standing water and away from dripping water as they will not be sent home for dry clothing.**

Indoor Procedure: (when temperatures are below zero, raining, or other extreme weather conditions)

In the morning and afternoon recesses, students will remain in their classroom to be provided activities by their homeroom teacher. Duty personnel will provide teachers with short breaks at this time for personal and professional activities.

Inclement weather during lunch recess will require students to report to library, music room or multipurpose room - equipment to be used in the multi-purpose room will be provided by the duty personnel.

Duty personnel will monitor the provided areas and provide directions and expectations for students.

#### Outside Procedure:

Students are to play safely and courteously on the playground and follow the directions of the duty personnel.

Students must stay within the fenced area.

Students need to report problem behaviors to the conflict managers and/or duty personnel.

### **11. PLAYGROUND RULES**

1. Always use playground equipment correctly and safely – report damage or vandalism.
  - No students on playground before or after school.
  - Slide feet first facing forward, one at a time.
  - Swing sitting down, no side to side or spinning, no jumping from the swings. Only one person on the swing at a time.
  - Follow official rules for games such as soccer, basketball and football, etc.
  - Avoid rough play such as tackling and wrestling, no piggy back rides or play fighting.
  - No food in the playground.
  - No tag on the playground equipment.
2. Leave snow, rocks, sticks, bark and gravel on the ground – that includes no kicking named items – if it is on the ground leave it there.
3. Avoid playing in mud, water and on the ice.
4. All students must ask to re-enter the building for any reason.
5. Ask for help to retrieve balls that have gone out of the play area.
6. Keep the balls away from the buildings.
7. Stay off the snow piles – anything higher than your knees is a pile.
8. Do not pull, sit or swing on the tether balls.
9. Stay off the fences, poles, sprinklers, pump shed and trees.
10. Return all balls and playground equipment.
11. Stay in designated playground areas.
12. No playing on the ramp or railings.
13. No stunting, parkour or gymnastics.

Teachers are responsible for their students in the hall before and after recess. Teachers are responsible for students being dressed appropriately for the weather.

### **12. SEARCH AND SEIZURE (3370)**

A. Student Searches. Searches of students or their personal property shall be authorized in circumstances where the district is presented with information which gives rise to a reasonable suspicion that the student is in possession of evidence of a violation of the policies of the district, state law, or federal law. The extent of the

search must be reasonably related in scope to the circumstances which justified the initial inference that a violation of policy or the law has occurred, taking into consideration the student's age and sex.

B. Searches. School cubbies/lockers are the property of the district. At no time does the district relinquish its exclusive control of cubbies/lockers provided for the convenience of students. Periodic inspections of cubbies/lockers and other school property may be conducted by district authorities at any time, without notice, without student consent, and without a search warrant. (Policy 3370P)

### **13. TEACHER REQUESTS**

The Pioneer Elementary School has an excellent staff of teachers, para-professionals and support personnel. The Salmon School District administration holds the staff in high regard, requests for specific teachers will be limited to those parents who have legitimate academic reasons for wanting a specific type of environment for their student. **Those requests must be put into a letter following board policy and then given to the principal, who will then make a determination regarding the request. Requests for the next school year need to be received in the office by end of the second week of May of the current school year.**  
*Kindergarten Requests – This request may be given at the kindergarten screening.*

### **14. THEFT**

Any and all reported thefts may be reported to local police. Students caught stealing may be turned over to the police.

### **15. WEAPONS**

Students may not bring toy weapons or knives to school.

The Salmon School District may suspend or expel from school any student who possesses a weapon during school-sponsored activities or on school property, including school buses or vehicles. Expulsion may be for a period of up to one calendar year. Students are entitled to a due process hearing. The District will follow normal procedures for conducting an expulsion hearing. The provisions of this policy shall also apply to the threatening or intimidating display or use of any item capable of causing death or serious bodily harm.

Building principals may allow properly safeguarded exceptions to this policy on an individual case-by-case basis for legitimate educational purposes.

### **16. WITHDRAWAL**

A student who is withdrawing from school should obtain a withdrawal form from the office prior to the day he/she plans to withdraw. He/she must get a record of grades and statement from each teacher that all books and materials have been returned. Students must ensure all fines are paid, library books returned and lunch fees paid. Written permission from the parents must be presented to the office before the withdrawal can become final.

### **Pioneer Elementary School Student Handbook Policy Understanding**

This form must be signed and returned to the Pioneer Elementary School during the first week of school. It is a formal acknowledgement that parents/guardians have read the policy and explained it to their child/ren and will adhere to the policies regarding enrollment at Pioneer Elementary.

We, \_\_\_\_\_ have read and understood the Pioneer Elementary School  
*(Printed parent/guardian name)*

Student Handbook. We acknowledge, by signing this form, agree to these rules and policies and will

adhere to them as students and parents of Pioneer Elementary.

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(Parent/guardian signature)

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(Date)