

CHANGES IN CALENDAR ACTIVITES

During the school year, there may be additions, deletions or changes to the on-line Red Calendar. Please continue to check the district website for school announcements or with the schools for current information. Changes may also be announced on EZSchoolMsg.



DISTRICT WEB SITE:

www.hoxie.org

KANSAS SCHOOL SAFETY HOTLINE:
1-877-626-8203

TELEPHONE MINI-DIRECTORY

Central Office	675-3258
Central Office FAX	675-2126
Grade School	675-3254
Grade School FAX	675-2126
High School	675-3286
High School FAX	675-2270

SCHOOL HOURS

Grade School	8:10 – 3:35
High School	8:10 – 3:35

ENROLLMENT

A child must be five years of age on or before September 1 to enter Kindergarten. A birth certificate must be presented at enrollment time.

SCHOOL LUNCH PROGRAM

USD 412 schools participate in the school lunch program with specific lunch schedules determined by each building principal. The Hoxie School will participate in the school breakfast program. Breakfast will be served in the JR/SR High Building Cafeteria; GS students will be bused back to the GS after breakfast. Free or reduced-price lunch and breakfast are provided for those students who meet the state requirements. Students of USD 412 are required to pay for meals in advance. Payment will be accepted in each school office. Each student will have a Meal Tracker account/family account if there is more than one student in the family. Each student will receive a print out when the account has two meals left. If the account has a negative balance you will receive notice by letter or phone call. Policy set by the BOE states, after a set negative balance the parent/guardian will receive notice that the students will need to bring a sack lunch until money has been put in the account. USD 412 will attempt to collect any unpaid meal charges if not paid before June 1st. Meal prices for the 2019-2020 school year are as follows:

	BREAKFAST	LUNCH
K-5	\$ 1.80	\$ 2.55
6-12	\$ 1.95	\$ 2.80
Adult	\$ 2.50	\$ 3.75
Reduced	\$.30	\$.40
Extra Milk	\$.50	\$.50

USD #412 FEES [K.S.A. 72-5389]

7-12 Textbook Rental	\$35	[K.S.A. 72-4141]
Fees 7-12	\$25	
K-6 Fees	\$30	[K.S.A. 72-4141]
PK Fee	\$30	
PK Snack Fee	\$15	
Band Instrument rental (1 yr)	\$50	[K.S.A. 72-5378-c]

Student fees are to help with the cost of consumable supplies used by the students. The fees are to be paid at enrollment.

ATTENDANCE

Regular attendance is necessary for a student to gain the most from his/her education. Educational experience is on-the-job training. Studies indicate that the time spent at the task of education correlates with the amount of education that takes place; i.e., failure to attend classes results in loss of learning. There are times when it is necessary for students to be away from school. Please notify the school whenever your child is going to be absent, tardy, or should be dismissed early from school. The schools' office personnel appreciate advance notices of any out-of-town trips. Parental discretion and judgment in the area of attendance is appreciated. If there are questions concerning excused/unexcused absence, please consult the Student/Parent Handbook or contact the building principal.

LEAVING THE BUILDING

If the student is to leave the school premises during the school day, the parent **must** notify the school office and the student **must** check with the school office personnel prior to leaving the building.

SPECIAL SERVICES

USD 412 is a member of the Northwest Kansas Educational Service Center, which provides a full range of services for exceptional children. These services include psychological testing and classes for students with learning disabilities, the hearing impaired, for personal social adjustment and speech, and for the educable, trainable, and severely mentally retarded. There is no cost for parents to use these services, as USD 412 is a supporting member through tax dollars.

EARLY CHILDHOOD SERVICES

Early Childhood Screenings

For children aged birth to 5 years, the Grade School will provide free developmental, hearing, vision, and speech screenings. Please call Cyndie Aumiller (675-3254) for more information.

DATES:

PK Enrollment and Birth-5 Screenings – March 19, 2020

AT-RISK PROGRAM

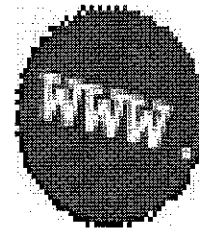
USD 412 offers a program to students who do not qualify for special education services but are identified as “at-risk” students. The term “at-risk” refers to students who might be having difficulty in school, due to a variety of reasons. The program provides these students with help so that they can have a successful educational experience. If you have any questions concerning this program, please contact the building principal.

USD 412 Pre-K Program

Preschool sessions are available for all children ages 3 – 5. For more information, contact Cyndie Aumiller (675-3254).

Pre-K Jumpstart

The Jumpstart program is for children ages 2 - 4 who are not currently enrolled in preschool. The children may attend these 1-hour “mini” classes with their parents to help prepare for preschool. Jumpstart sessions for this school year will be held in the Hoxie Grade School Pre-K classroom from 7:00 - 8:00 p.m. on the following evenings: January 27, February 24, March 30 and April 27. To enroll, please call the Hoxie Grade School office at 675-3254.



www.hoxie.org

USE THE WEBSITE TO KEEP UPDATED ON SCHOOL ACTIVITIES AND CHANGES.

HOMEWORK

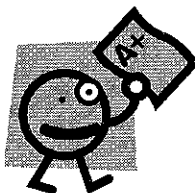
In providing homework assignments, teachers are encouraged to give primary consideration to each student's needs and abilities. The purpose of homework is to help the student prepare for the next learning experience or to extend and enrich what has previously been learned. As students progress in grade level, increasing amounts of homework are assigned. Parents can help with homework by providing the following environmental factors:

1. Restrict phone use, video games, and/or television watching until homework is completed.
2. Provide a good study environment.
3. Set aside a regular time for homework.
4. Try a system of rewards for completing homework.
5. If your child never brings work home, check with his/her teacher.

GRADE REPORTING

Grade reporting in the USD 412 schools will be through the Go.edu Star Student Operating System. Parent and Student on line accounts are established each school year after the enrollment process. Grades are posted weekly. Grade cards will no longer be printed and sent home. Student grades may be accessed through this system and parents may print a copy of the grades. Year end grade cards will be filed in the student cumulative files at the school.

October 17	End of first nine weeks
December 19	End of second nine weeks
March 12	End of third nine weeks
May 22	End of fourth nine weeks



PARENT-TEACHER CONFERENCE

The parent-teacher conference is a beneficial way to begin a partnership in education. Teachers want to communicate the positive points, but they also want parents to join them in finding ways to bring improvement where it is needed; both the teacher and the parent want the student to succeed. It is important for the student to realize that learning takes place both at home and at school.

Preparing for a conference:

1. Make a list of things you would like to share with your child's teacher, such as the child's health, attitude toward school, relationships within the family, interests, etc.
2. Decide what you would like to ask your child's teacher.
3. Ask your child if there is anything he/she would like for you to discuss with the teacher.

During the conference:

1. Do not take your child to the conference, unless requested by the teacher.
2. Be at ease; the teacher is interested in the well being of your child.
3. Ask questions to find out just how well your child is progressing.
4. Ask to see work samples.
5. Ask the teacher for any suggestions that might help you to help your child at home.

After the conference:

1. Discuss the conference with your child.
2. Start immediately to implement any plans to which you and the child's teacher have agreed.
3. Make sure that the child understands that you and the teacher are working together for his/her benefit.
4. Make follow-up calls to the child's teacher to keep informed on your child's progress.

FIELD TRIPS

Students traveling on field trips gain many outstanding educational experiences. In order to expand and reinforce the students' classroom learning experience, teachers are encouraged to plan and conduct field trips. Parent cooperation during these experiences is necessary to ensure quality programs for all students. Parental permission slips and school-provided transportation are required for all USD 412-sponsored field trips.

STUDENT INSURANCE

The USD 412 Board of Education has purchased limited insurance to cover students enrolled in the USD 412 district. The following coverage is provided:

On school premises:

1. during the hours and on the days when school is in session;
2. during the hours and on the days when school is not in session;
3. while the student is participating in or attending any school-sponsored activity and is under the direct and immediate supervision of the school.

Away from school premises, other than traveling:

1. student is participating in or attending any activity sponsored by and under the supervision of the school.

Traveling directly to and from:

1. residence and school for regular school sessions;
2. residence and school during time allowed for lunch;
3. any activity sponsored and under the direct supervision of the school.

All students who participate in interscholastic activities are covered by catastrophic insurance, with coverage beginning at \$10,000 and continuing up to a lifetime settlement option. Information concerning student insurance coverage is available to parents at enrollment.

SECURITY AND FIRE DRILLS

In accordance with the Kansas State Fire Code, a fire drill is conducted several times during the school year. Disaster drills are held periodically during the year so students know the proper procedure in case of a natural disaster, such as a tornado. The disaster drills are aligned with current information regarding civil defense.

ACCESS TO STUDENT RECORDS

The USD 412 policy is to assure that the welfare of each student is the only criterion used in releasing information from student files; all students' personal records are treated as confidential and are primarily for school use. Any eligible parent or student may inspect the personal records of the student during regular school office hours.

The following, called directory information, is not covered by the privacy law:

1. Student's address/phone number/date of birth;
2. Student's participation in officially recognized activities;
3. Dates of attendance;
4. Degrees and awards received.

If a student or parent does not want the above information released, a formal written request should be presented to the appropriate school office personnel.

ACCESS TO STUDENT/PUBLIC RECORDS

The Freedom of Information Officer for USD 412 is Mandy Shipley, Clerk of the District. If you are requesting any public records, please contact her at the District Office, 1100 Queen Avenue, Hoxie, KS.

GRADUATION REQUIREMENTS

All students who have completed the requirements for graduation shall be entitled to participate in graduation exercises, unless participation is denied for just cause by the Board of Education. In emergency situations, either the building principal or superintendent may make such determinations.

Promotion from eighth grade shall be based on satisfactory completion of the work of that grade based on the recommendations of the teachers and principal of the student.

In order to graduate from Hoxie High School, students earn 24 academic credits of a type meeting state and district requirements beginning with the class of 1990.

Mathematics	2 units
3 units starting with the freshman class of 2005-06 (one unit must be Algebra, unless waived)	
Social Science	3 units
(includes 1 unit of Am. Govt. and 1 unit of Am. History)	
Physical Education/Health	1 unit
Science	3 units
English	4 units
Computer Applications	1 unit
Fine Arts	1 unit
(starting with the freshman class of 2005-06 - art, choir, band, debate, forensics)	

SCHOOL VISITATIONS

Visitors are required to stop at the school office when visiting a building. Parents are encouraged to visit school, but children

of school age are not permitted to visit unless accompanied by an adult.

USE OF TELEPHONE

Parents should feel free to call the school concerning any matter dealing with their children and the school. Only in emergency situations will a student be called from his/her classroom to answer a telephone call. When wanting to contact a teacher or pupil by phone, have the person who answers take your name and number and have the teacher or student call back at a convenient time. In this way, instruction in the classroom will not be interrupted. All calls should be kept minimal in duration so that the necessary school business can be transacted promptly and emergencies can be handled without delay. Students are allowed to use their cell phones between classes and at lunch. Students may also use their cell phones during class and activity period with teacher approval. Lost, stolen or damaged cell phones are not the schools responsibility.

GUIDANCE PROGRAM

The guidance and counseling services of the district are available to all students. The program is designed to meet the individual needs of students and also assist students in formulating vocational and occupational goals. The program also provides personal guidance and counseling to students. Further, the district provides testing services for students having educational and/or personal difficulties. A psychologist employed through the Northwest Kansas Educational Service Center provides these services.

USD 412 BOARD OF EDUCATION MEETINGS

The USD 412 Board of Education meetings are listed on the calendar. Any changes made will appear in the local paper and on the website. Special meetings may be called at any time by the Board president. All regular and special meetings are open to the public.

CENTRAL OFFICE STAFF

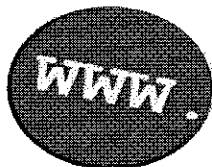
Jim Howard	Superintendent
Mandy Shipley	Clerk of the Board
Diane Stithem	District Treasurer

BOARD OF EDUCATION

Lola Baalman
Billie Beckman
Michael Bretz
Devin Castle
Margery Haas
Reba White
Leonard Weber

TRANSPORTATION STAFF

Tanya Allmer	Driver
Laurie Farber	Driver
Sherry Franklin	Driver
Kim Munk	Driver
Jana Brewster	Driver
Darrell Mader	Driver



www.hoxie.org

**USE THE WEBSITE TO GET UPDATED ON ALL
ACTIVITES!!!**

GRADE SCHOOL CERTIFIED STAFF

Jim Howard	Superintendent / Principal
Kendra Amos	Sixth Grade
Cyndie Aumiller	Pre-K/Librarian
Lichelle Baar	Second Grade
Lucas Burmeister	K-6 Band
Nikki Campbell	Kindergarten
Tiffni Carter	First Grade
Erika Carter	Sixth Grade
Linda Frazey	Title I Reading
Christy Heim	First Grade
Samantha Hernandez	Third Grade
Casey Johnson	Fourth Grade
Bailey Jurek	Fifth Grade
Kim Robben	Fifth Grade
Miranda Scanlon	PE
Gina Schamberger	Third Grade
Michelle Schippers	Fourth Grade
Kellie Stanley	Second Grade
Lisa Weimer	Kindergarten
Paulette Wildeman	K-6 Vocal Music

DISTRICT SUPPORT STAFF

Mandy Shipley	Board Clerk
Missy Spresser	HS Secretary
Diane Stithem	GS Secretary/Dist.Treasurer
Tom Feldt	Grounds/Maint.Supervisor
Travis Arnold	Custodian
Kevin Bieker	Custodian
Karl Stillman	Custodian
Landon Heim	Custodian

FOOD SERVICE

Darla Zerr	Food Service Director
Nancy Colson	School Cook
Tamera Schamberger	School Cook
Donata Zahn	School Cook
Lacy Dillehay	School Cook



www.hoxie.org

JUNIOR HIGH / HIGH SCHOOL CERTIFIED STAFF

Jim Howard	Superintendent
Mark Wildeman	Principal
Lance Baar	HS Health/Strength/AD
Tennille Giancola	HS Math/At-Risk/IPS Coordinator
Carman Simon	7-9 Math
Alysia Bixenman	HS Science
Sarah Henman	JH&HS Science/JH Cheer Sponsor
Megan Beiker	7-9 English/NHS/Cheer Sponsor
B.J. Beiker	HS Social Science
Peggy Eland	English/Journalism/Yearbook
Thomas Friess	Adv. Math/Calculus/Geometry
Leah Heskett	JH Social Studies/HS Health
Daniel Ottley	Business Ed/Computers
Lucas Burmeister	7-12 Choir / Instrumental Music
Mike Wetter	Industrial Arts
Albert Leibold	Foreign Language
Dalene Oelke	Family & Consumer Science/FCCLA
Jessica Reeves	Vocational Agriculture/FFA
Cyndie Aumiller	Librarian
Laura Rush	Driver's Education
Jackie Campbell	Art /HS Scholars' Bowl/JH Current History



Go to www.hoxie.org for all school information!!

SUMMER SCHOOL

USD 412 provides a summer program in May/June. Students are recommended for participation in the summer school program by teachers. Also, parents may request permission to have their child/children participate.

DRIVER'S EDUCATION

All students in USD 412 who are 14 years or older by June 1st and who have successfully completed their eighth grade year in school are eligible to enroll. Students who are 14 years of age, but have not completed the 8th grade, may enroll provided the maximum class size of 40 is not exceeded. These students will be accepted in accordance with their birth dates. Students from other districts will be accepted on a space available basis.

PATRONS USE OF SCHOOL BUILDINGS

USD 412 buildings may be used by district patrons for activities scheduled during the hours that do not interfere with scheduled school activities. Arrangements for use of the building should be made through the appropriate building principal's office, and the user is responsible for the facility while it is being used. Any unusual utility costs or custodial services may be assessed to the user.

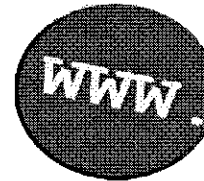
NOTICE

In accordance with EPA regulations, all school buildings have been inspected for materials which contain asbestos, and an Asbestos Management Plan has been developed and adopted.

Jim Howard, USD 412 Superintendent, has been designated by the USD 412 Board of Education as Title IX and Section 504 Coordinator.

USD 412 is an equal opportunity employer and does not discriminate on the basis of sex, race, color, national or ethnic origin, age, religion or individuals with disabilities.

USD 412 facilities, activities and services are accessible to and usable by individuals with disabilities. More information may be obtained by calling 785-675-3258.



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