



# MIDWAY R-I SCHOOL DISTRICT

## "Home of the Vikings"

5801 E State Route 2 • Cleveland, Missouri 64734 • Voice (816) 250-2994 • Fax (816) 899-2823 • [www.midwayk12.net](http://www.midwayk12.net)

Midway Elementary School  
5801 East State Route 2  
Cleveland, Mo 64734

Dear Midway Elementary Parents,

With the addition of our new superintendent, Mr. Heath Oates, we are excited to see where this year will lead us. The staff has been busy working to prepare for another wonderful year here at Midway.

As part of our efforts to successfully begin a new school year, we have prepared a resource that we hope you will find helpful: the 2023-2024 Parent Handbook. This publication includes information for parents and students regarding daily life in the Midway Elementary School, as well as an overview of student rights and responsibilities.

As your principal, I would also like to encourage you to visit our website at [www.midwayk12.net](http://www.midwayk12.net). It is a great way to find current information about the district and upcoming events. Our Midway Elementary Facebook page is another means to keep up on our daily happenings here in our school. We are constantly updating and posting events to share information with our families, so please feel free to check there often.

The staff here at Midway Elementary is devoted to providing a safe and fun learning environment for our students. We strive to meet not only academic needs, but social and behavioral needs as well. I have always felt that a team-approach is extremely important in a child's education. Communication between your child's teacher and home is vital to your child's success. Please feel free to contact your student's teacher or myself at any time throughout the year.

I'm looking forward to another great school year!

Chad Dean  
Principal  
Midway Elementary

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Information on our school policies can be found on the website at [www.midwayk12.net](http://www.midwayk12.net)

# Midway R-I School District | 2023-2024 CALENDAR

AUGUST '23						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**10-14** New Teachers  
**15-21** All Staff Report  
**18** Back to School Night  
**22** First Day of School

Student Days- 8  
 Staff Days- 13

**05** No School-Teacher PD  
**19** Presidents' Day

FEBRUARY '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Students Days- 19  
 Staff Days- 20

SEPTEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**04** No School- Labor Day  
**11** No School- Teacher PD  
**25** No School- Teacher PD

Student Days- 18  
 Staff Days- 20

**4** No School- Teacher PD  
**11-15** Spring Break  
**18** No School- Teacher PD  
**29** No School

MARCH '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Student Days- 13  
 Teacher Days- 15

OCTOBER '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**09** No School- Teacher P D  
**23** No School-Teacher PD

Student Days- 20  
 Staff Days- 22

**1** No School  
**15** No School-Teacher PD  
 Snow Day #5  
**29** No School- Teacher PD  
 Snow Day #6

APRIL '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Student Days- 19  
 Teacher Days- 21

NOVEMBER '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**01** Teacher PD/P/T Conferences (1:00-6:00)  
**02** P/T Conferences (8:00-6:00)  
**13** No School- Teacher PD  
**22-24** Thanksgiving Break

Student Days- 15  
 Staff Days- 19

**13** No School- Teacher PD  
 Snow Day #7  
**19** Graduation  
**22** Last Day of School  
**23** Snow Day #8  
**24** Snow Day #9

MAY '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Student Days- 14.5  
 Teacher Days- 16

DECEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**11** No School- Teacher PD  
**21-29** Winter Break

Students Days- 13  
 Staff Days- 14

Tentative Summer School Dates:

- May 28-31
- June 3-6
- June 10-13

JUNE '24						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JANUARY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**01-02** Winter Break  
**03** No School- Teacher PD  
**15** No School- M.L. King Day  
**29** No School-Teacher PD

Students Days- 18  
 Staff Days- 20

<span style="background-color: #e67e22; width: 15px; height: 10px; display: inline-block;"></span> Pupil Attendance Days
<span style="background-color: #9b59b6; width: 15px; height: 10px; display: inline-block;"></span> No School for Students (Staff Work Days, PD Meetings)
<span style="background-color: #f1c40f; width: 15px; height: 10px; display: inline-block;"></span> No School
<span style="background-color: #3498db; width: 15px; height: 10px; display: inline-block;"></span> New Teacher Orientation
<span style="background-color: #2ecc71; width: 15px; height: 10px; display: inline-block;"></span> Graduation
<span style="background-color: #f1c40f; width: 15px; height: 10px; display: inline-block;"></span> Early Dismissal

Required DESE hours = 1044  
 157 x 6.8 hours = 1067.60 Student Hours  
 1 x 4.85 hours = 4.85 Student Hours  
**1072.45 Student Hours Total**      **180 Teacher Days**  
*Snow Days 1-4 are built in to current calendar*



## School Address and Office Hours

Address: Midway Elementary School  
5801 East State Route 2  
Cleveland, MO 64734

Telephone: 816-250-2994  
Fax Number: 816-899-2823

Website: [www.midwayk12.net](http://www.midwayk12.net)

Office Hours: 7:30 a.m. – 4:00 p.m.  
Monday through Friday

## School Day

Kindergarten – 6<sup>th</sup> Grade  
8:00 a.m. – 3:11 p.m.

**Students are not to arrive before 7:40 a.m.**

Preschool:  
AM group – 8:00a.m. – 11:00a.m.  
PM group – 12:00p.m. – 3:00p.m.

## School Closings

In the event of severely inclement weather or a mechanical breakdown, the school may be closed. Our school district uses a program called “Infinite Campus Messenger”. This system will call all students’ homes to inform them of any school closing or early dismissal. For this reason, **it is very important that the school has a working phone number for all students and/or parents.** The announcement will be posted on the Midway Elementary Facebook page and all major radio and television stations will still be contacted as well. Our intent is to conduct in-person classes, and that will only change when conditions are so severe that they pose a serious risk to child safety.

## Change in Transportation

If your child is going somewhere other than home or his/her regular sitter, *please notify the school in writing each day there is a change.* To better accommodate our parents, a feature has been added which allows parents to email the school regarding any new arrangements for the child. Please use [schoolnotes@midwayk12.net](mailto:schoolnotes@midwayk12.net) to do so.

**All notes need to be sent to this email address no later than 2:00 p.m.** Any email sent after 2:00 will not be accepted, due to the fact that we need time to communicate this change to all the parties involved.

If your child is having a party or staying overnight with a friend, please make plans to pick the group up at school. *We must have written permission signed and dated by the parent/guardian.*



## Home/School Communication

We will have Parent/Teacher Conferences at the end of the First Quarter. Conferences will be held with your child's classroom teacher.

All parents are encouraged to attend their child's conference.

It is through a strong partnership between home and school that students excel. Do not hesitate to schedule additional conferences at any time with your child's teacher.

Parents can access their child's grades, attendance, discipline referrals, and lunch accounts on our website. This informational program is called Parent Portal. If you need an account set up, please contact the school.

### Class DOJO

Class DOJO is the best mode in which to contact your child's teacher. All teachers, including our special class teachers, will be using this as their primary mode of communication. Parents can choose to have this app on their phones. Teachers will send out reminders, pictures, and other communication through this app. It is the most effective manner of teacher/parent communication.



## Midway Elementary Facebook Page



To keep up with some of the daily events happening at school, feel free to follow us on the Midway Elementary Facebook page.

You'll find announcements, reminders, updates, pictures, and videos there. It's a fun way to stay involved with what's happening here at school.

### Contacting Your Child's Teacher

There are many ways to contact your child's teacher. Class Dojo is our preferred method. Sending a note to school, or contacting the teacher by phone or email are other effective ways.

### Phone Contact

When you call the school, one of our Administrative Assistants will forward your call to the classroom teacher's phone line. Our phone number at school is 816-250-2994. Students and teachers will be called to the phone only in an emergency situation.

During class time you will have to leave a message. Please give the teacher 24 hours to respond to any message given. Other parents prefer to contact the teacher through email. Teachers may not be able to respond to these emails during class time, so again, please be patient.

On the next page, you'll find the contact information for all elementary personnel.

## Midway Elementary Staff Contact

Mandy Grimes – Preschool  
mgrimes@midwayk12.net ext.430

Aubrie Crotty – Kindergarten  
acrotty@midwayk12.net ext.429

Ashlee Box – Kindergarten  
abox@midwayk12.net ext. 434

Paige Houchen – First Grade  
phouchen@midwayk12.net ext.435

Emily Gartman – First Grade  
egartman@midwayk12.net ext.427

Megan Watts – Second Grade  
mwatts@midwayk12.net ext.418

Katie Williams – Second Grade  
kwilliams@midwayk12.net ext.421

Clorisa Bridgers – Third Grade  
cbridgers@midwayk12.net ext.419

Michaela Hinkle– Third Grade  
mhinkle@midwayk12.net ext.420

Alania Jackson – Fourth Grade  
ajackson@midwayk12.net ext.416

Abby Brumbaugh – Fourth Grade  
abrumbaugh@midwayk12.net ext.415

Karen Flanagan – Fifth Grade  
kflanagan@midwayk12.net ext.414

Sara Jenkins – Fifth Grade  
sjenkins@midwayk12.net ext.413

Bailey Dean – Sixth Grade  
bdean@midwayk12.net ext.412

Rhonda Jordan – Sixth Grade  
rjordan@midwayk12.net ext.441

Kelli Harrison – Title I Teacher  
kharrison@midwayk12.net ext.417

Shauna Lyon – Speech & Language  
slyon@midwayk12.net ext.408

Brittany Nieder – Counselor  
bnieder@midwayk12.net ext. 305

Lindsey Burkart – Special Education  
lburkart@midwayk12.net ext. 403

Loretta Bailey - Special Education  
lbailey@midwayk12.net ext.424

Dee Stark - Special Education  
dstark@midwayk12.net ext.423

Rob Russ - Special Education  
rruss@midwayk12.net ext.422

Preston Shipley – Physical Education  
pshipley@midwayk12.net ext.321

Shannon Wray – Art  
swray@midwayk12.net ext.407

Sarah Farr – Library  
sfarr@midwayk12.net ext.428

Jordan Hargis – Music  
jhargis@midwayk12.net ext.406

Danielle Ellsworth – Band  
dellsworth@midwayk12.net ext.327

Susan Ruble - Parents as Teachers  
sruble@midwayk12.net ext.409

Layce McCoy – Elementary Secretary  
lmccoy@midwayk12.net ext.402

Karen Salisbury – Nurse  
ksalisbury@midwayk12.net ext. 404

Hannah Newkirk - Director of Special Services  
hnewkirk@midwayk12.net ext. 203

Chad Dean - Elementary Principal  
cdean@midwayk12.net ext.401



### **SWPBIS Purpose Statement**

The purpose of the Midway Elementary School-Wide Positive Behavior Support Program is to create a respectful, responsible, and safe environment.

### **Behavior and Discipline**

Discipline shall be defined as all of the actions that support and guide student activities within a school and that establish a climate designed to achieve the purposes and objectives of the district in the most effective manner. Appropriate discipline shall be administered based upon the seriousness of the inappropriate behavior and shall be progressive. Consequences shall include, but not be limited to, the training and strengthening of student self-control in such a way as to contribute to the academic and social growth of each student.

A. The school will have reasonable rules for student behavior, which are consistently enforced. The school will maintain a safe, positive, educational climate that is conducive to effective learning. Students shall be expected to adhere to appropriate codes of behavior established by the school.

B. All staff shall develop and enforce fair, firm, and consistent behavioral expectations within the school setting. Behavioral expectations for students shall be age appropriate and shall be made clear to students, staff, and parents. Positive school citizenship shall be encouraged and reinforced within the school community.

### **School-Wide Positive Behavior Support**

This is the program our school uses to teach our expectations in a proactive manner. This is a collaborative process for structuring the learning environment to support the academic and social success of all students. This program:

- ~ Provides a unified teaching focus and maximizes efficiency of instructional time.
  - ~ Increases use of appropriate behaviors.
  - ~ Increases student time in academic instruction.
- ~ Supports a positive learning and working environment.
  - ~ Creates a more predictable learning environment.
- ~ Fosters improved communication among students, staff, parents, and community members.
  - ~ Efficiently provides extra support for at-risk student populations.

For a more detailed description of our SWPBIS program please visit the Elementary tab on our website.

## **Interview of Student by School Administrators**

- ~ District personnel may interview a student victim of, student witness to, or student suspected of committing an alleged violation of district guidelines, board policy, school rules, criminal law or commission of an unsafe act without prior consent of a parent. At the beginning of an interview a student shall be provided a general knowledge of the nature of the interview unless a compelling security issue is involved.
- ~ A student shall be informed of the nature of the alleged violation and the reason school officials believe that the student was a witness, victim of, or suspected of the misdeed before termination of the interview unless a compelling security issue is involved.
- ~ Each student shall initially be questioned separately and in a private location when possible.
- ~ A student may be asked to write a summary of the incident. The student may retain a copy of the summary he/she wrote if requested by the parent.

## **Attendance**

The Midway School District believes that all students shall regularly attend classes. However, the school realizes that some absences from school cannot be avoided. Below you will find information regarding excused and unexcused absences. Also provided is a procedure for beginning discussions when a student's academic progress suffers as a result of excessive absences.

### **Grounds for Excused Absences**

- ~ Personal illness excused by a professional
- ~ Death in the family
- ~ Necessary appointments that cannot be made outside of the school day and are verified
- ~ Obligatory religious observances of the student's own faith

School administrators or their designees are authorized to request from parents evidence needed to verify the validity of the reasons for the absence. School employees receiving such information are expected to protect its confidentiality.

### **Unexcused Absences**

Any absence for a day or significant part of the school day, for reasons other than those listed, shall be considered unexcused. If the school is not notified of the reason for the absence, it will be considered unexcused. Our automated system will call parents/guardians at noon to notify them of any absence that has not been reported.

### **Excessive Absences**

All absences and tardies will be reviewed weekly. If the absences don't comply with our guidelines for excused absences and/or the absences are becoming excessive, a letter will be sent home. It is highly recommended that you communicate with the school whenever your child is out of school for any reason. If the child was at a doctor's appointment, please ask the doctor for his/her documentation.



## **Tardies**

On-time regular attendance to school is an important part of your child's educational experience.

Students arriving late to school should report to the office to receive an admit slip for classroom admission. Students are considered tardy from 8:01-8:15. Any arrival from 8:16 and beyond is considered an unexcused absence.

When a student arrives late, he or she will be counted tardy. Tardies are marked as an "attendance event" in our student information system. If the tardies are in excess, as with absences, parents will be notified through a letter from the office.

## **Education Court**

The state of Missouri and Cass County have become much more involved with our student attendance and tardies. This program started during the 2012/2013 school year. The program that has been developed for Cass County is called Education Court. Our school attends meetings at the Cass County Courthouse to determine what is expected from our school system and what procedures we are to follow. We will be communicating with the parents about their child's attendance and tardies as stated in the "Excessive Absences" section.

You will receive the automated phone call if your child is absent. If absences or tardies are a concern for your child, you will receive the letter.

## **Student Personal Appearance**

Personal appearance guidelines are difficult to interpret because clothing decisions may be a result of fashion trends, individual needs and tastes, and parental discretion.

Keeping these differences of opinion in mind, the Midway staff will ensure that students follow these guidelines when faced with issues about dress:

- 1) Clothing that interrupts learning\* is not appropriate for students to wear to school. Students will be asked to change their clothes if such clothing is worn. Provocative clothing is also inappropriate.
- 2) Parents will be encouraged to monitor student dress to support a learning environment.
- 3) Apparel posing a threat to the safety of the school community members is not to be worn in school.
- 4) Hats, or wearing hoods up, will not be allowed inside the school building.
- 5) Clothing and accessories that advertise illegal activities or items students cannot legally buy will not be worn in school.

*\* Examples of Clothing that disrupt learning include:*

- ~ Apparel that allows a bare midriff
- ~ Apparel that allows underwear to show (i.e. boxers, bra strap)
- ~ Clothing that is too tight such as a tube top
- ~ Extremely short shorts or short skirts or skirts with provocative slits
- ~ Necklines that are provocative

## Cell Phones and Smart Watches

We understand that some of our elementary students may have a cell phone. Any elementary student who brings a cell phone to school must have the **phone turned off and in his/her backpack**; it must not be on his/her person during the school day. If a student either has the phone on, or has it on their person, the phone will be taken away for the remainder of the day. The student may pick up the phone at the end of the day. If a second cell phone violation occurs, a parent will have to pick up the phone at his/her convenience.

Smart watches will be handled in the same way. If a student is observed using a smartwatch to communicate with others, to send or receive images, or to assist with schoolwork in any way the same disciplinary procedures as the phone will be followed.

## School Security

We are all aware of the safety precautions that need to be taken by our schools today. We have taken steps towards making our school safer for our students. The main suggestion from all those who work with safety in schools recommends the doors remain locked at all times. We want all of our patrons to feel welcome to come into our school when needed, but more importantly, we want to keep our students safe. We must do what we can to try to prevent something tragic. Access to the building will be granted through an intercom/monitoring system.

## Guest Sign In

For the security of all students, all non-employees entering the building must check in at the Elementary Office. At that time, a badge will be issued for you to wear while at the school. Visitors not displaying a badge will be asked to return to the office to obtain one. This safety feature is in effect daily between the hours of 8:00 a.m. and 3:11 p.m.

## School Expectations for Picking Up a Student

Before the end of the day pick-ups:

- The person picking up the student needs to report to the office.
- Office personnel will get the student, while the person picking up the student waits in the office.
- If the person picking up the student is not a parent or someone the school is familiar with, identification will be checked.
- An email must be sent to [schoolnotes@midwayk12.net](mailto:schoolnotes@midwayk12.net) that morning informing personnel who will be picking the student up from school.
- The person picking up the student will sign the student out and state the reason for leaving school early.

Picking up at the end of the day:

- An email should be sent to [schoolnotes@midwayk12.net](mailto:schoolnotes@midwayk12.net) letting school personnel know that the student will be a car rider. You can send a note with your child or use the School Notes email address.
- All school note emails must be received **before 2:00 pm** to be accepted.
- If plans change, the parent will need to come in and sign the student out.
- If the parent has a meeting after school with a staff member, the parent will wait in the office unless otherwise directed.



## **Bus Safety**

Every school bus driver has a great responsibility for the health and safety of his/her riders.

Appropriate behavior must be maintained by students while on the bus. Students should assist in keeping the bus safe and sanitary at all times. One of the greatest hazards to school bus safety is the misconduct of students. School bus drivers have been trained in our School-Wide Positive Behavior Support program and will follow that for the success of our students.

## **Bus Discipline Procedures**

Misconduct notices will be given for misbehavior on the bus. A copy will go to the parent and to the school. The notice must be signed by a parent/guardian and returned to the driver the next day. Conduct which causes extreme safety problems may cause transportation services to be suspended. If this occurs, the parent/guardian will be contacted.

Should a third notice be necessary, a suspension from the bus will occur. However, if the behavior is deemed severe, a suspension may occur with the first incident. The parent/guardian will be contacted.

Transportation Director for Midway School  
and First Student Bus Co. is Amber Fonville  
(816) 768-3899

## **Bus Safety Regulations Include:**

- 1) Passengers must be on time.
- 2) Bus passengers must conduct themselves in a safe manner while waiting for the bus.
- 3) Wait until the bus comes to a complete stop before attempting to board the bus, both at the bus stop and at school.
- 4) The driver is in charge of the passengers and the bus. Classroom conduct must be practiced by all passengers.
- 5) Personal electronic devices may be used if the device does not become a distraction to the driver. Cell phones should be on vibrate.
- 6) Keep hands and head inside the bus at all times.
- 7) Assist in keeping the bus safe and clean at all times.
- 8) Damage to the seats, etc., must be paid by the offender.
- 9) Passengers must never tamper with the controls or the equipment on the bus.
- 10) Keep books, packages, coats, feet and all other objects out of the aisle. Large objects that cannot be held in a student's lap will not be transported on the bus.
- 11) Do not throw anything out of the bus windows.
- 12) Passengers are not permitted to leave their seats while the bus is in motion.
- 13) Bus driver and/or school personnel may assign permanent bus seats to any and all students.
- 14) Absolute quiet is a must when the bus is approaching a railroad crossing stop.
- 15) No glass containers, weapons, or animals are allowed on the bus.
- 16) The bus driver shall not be required to transport a pupil when the pupil's conduct endangers the safety of others, when he/she commits acts of vandalism, uses obscene language or unacceptable gestures, or commits moral offenses.
- 17) The use of tobacco, liquor, or illegal drugs on the bus or at the bus stop is prohibited and shall be reason for suspension of transportation.
- 18) Prior to boarding and following departure from the bus, students crossing the street are to walk at least ten feet in front of the bus and wait for driver's signal to cross.
- 19) The driver will not discharge passengers at places other than the regular assigned bus stop or at school, unless a note from the parent/guardian is sent with the student to school and is signed off by school officials.

## Food and Nutrition Services

The meals at your child's school will be prepared and served by a dedicated staff of professional food service employees. The school food service program is a cooperative federal, state, and local effort. The success of the program is dependent on the teamwork of the parents, students, and the food service staff. Midway is committed to providing affordable, high-quality, freshly-prepared, nutritious food, and quality of service to each student. Midway provides a caring environment where students are encouraged to make healthy choices. Good nutrition is essential in the learning process, and the district will do everything it can to be sure students are ready to learn.

### Meal Prices

As a service to parents, the board of education tries to keep student meal prices as low as possible. However, rising food and milk costs may result in adjustments in student meal prices at any time. Prices for this school year are posted below.

K-12 Breakfast - \$1.85

K-6 Lunch - \$2.75

7-12 Lunch - \$2.85

Extra Milk - \$0.45

Adult Breakfast - \$2.60

Adult Lunch - \$3.65

After a \$50 lunch negative lunch balance has been acquired by a student, that student will not be provided with breakfast and an alternative lunch choice will be offered until their lunch bill is paid.

Our school uses the **My School Bucks (Nutri-Kids Program)** to keep track of how much money is in each child's breakfast/lunch account. Parents should send money (preferably a check) in a sealed envelope *clearly marked with the student's first and last name* and marked "lunch money" in the memo.

The amount of the check will be credited to the student's account. Each time the student purchases food from the cafeteria, that amount will be subtracted from their account. Parents can monitor this from our website. When the account reaches a negative balance, our "Infinite Campus Messenger" program will contact the home to make the parents aware that their child is out of money in this account.

If a child brings a lunch from home, but buys milk from the school, money will need to be deposited into his/her account. *Soft drinks and energy drinks are strongly discouraged in the cafeteria. There is also no glass allowed in the cafeteria. Elementary students are not allowed to use the microwave.*

All food from the cafeteria (breakfast and lunch) must stay in the cafeteria unless a teacher is hosting the students to eat in the classroom.

If there is a medical reason they cannot have milk, a note will be needed from your family physician stating this.

Parents are welcome to eat lunch with their child at any time. This will take place at a dining area in the front entryway of the building, rather than in the cafeteria. If the parent or guest chooses to bring their child a meal, we ask that it be shared with your child only.

*Free and Reduced Meals* - Students from a family whose income is at or below the Federal Income Guidelines for Free and Reduced Price Lunch may be eligible to receive meals free or at a reduced cost. All students receive the same menu for lunch, regardless of ability to pay. An application for meal benefits is available at the school. The identification of students who receive free or reduced price lunches is confidential.

### Lunch Shifts

Kindergarten – 10:35-11:00

1<sup>st</sup> Grade – 10:35-11:00

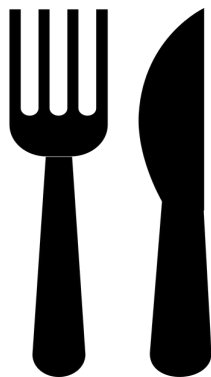
2<sup>nd</sup> Grade – 11:05-11:30

3<sup>rd</sup> Grade – 11:05-11:30

4<sup>th</sup> Grade – 11:05-11:30

5<sup>th</sup> Grade – 11:35-12:00

6<sup>th</sup> Grade – 11:35-12:00



### **From the Nurse's Office**

Students entering school for the first time must present certification from a physician or health department that the student has received the immunizations required by the state of Missouri. Students will not be enrolled into the school system until this is completed.

If there are religious or medical reasons for the child not having the immunizations completed as required, the parent and/or physician will need to provide the necessary documents stating the reason(s) for this not being completed.

### Missouri Immunization Requirements

~ Diphtheria, tetanus, pertussis (DTaP)

Five doses required

~ Poliomyelitis (IPV/OPV)

Four doses required

~ Measles, mumps, rubella (MMR)

Two doses required

~ Hepatitis B

3 doses required

~ Varicella (chickenpox)

2 doses required

### Screenings at the Elementary Level

Screenings can be done for individual students at any grade level upon request.

~ Vision:

~ All kindergarten students prior to enrollment

~ All 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> graders

~ Hearing:

~ All kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup> grade students

~ Scoliosis:

~ All 5<sup>th</sup> grade students



## From the School Nurse (cont'd)

**Growth and Development** - Our curriculum includes a unit on growth and development.

A film will be shown to all fifth grade students and fourth grade girls. Boys and girls will have separate sessions. Parents are welcome to preview the film. Please call the nurse to set up an appointment for this.

**Medication** - If a student must take medication during the day, it must be turned into the nurse's office with signed and dated written instructions and/or dosages from the parent/guardian and a physician as to how and when it is to be administered. Medication must be labeled by the pharmacy with special instructions as to storage, e.g., refrigeration.

Medications may not be in possession of, or self-administered by, students while on district grounds, on district transportation (school buses), or during district activities.

Please try to give prescription drugs at home. If the prescription requires three doses per day, it may be given before school, at dinner, and at bedtime.

Over the counter medication will be administered with parent consent.

***If your child is prescribed medication to take on a regular basis and they will be taking the medication at home, please contact the school nurse to make sure she/he is aware of what is being taken and in what dosage. This is information that would be pertinent in the event of an emergency.***



### Health Exclusions from School

***Exclude:***

Fever with or without other symptoms

Eyes inflamed with purulent discharge

Lice

Diarrhea

Vomiting

***Readmit:***

Fever-free for 24 hours without fever reducing medication

Drainage has stopped; or treated for 24 hours on antibiotics

After treatment with an anti-parasitic drug is initiated

Diarrhea free for 24 hours

Free of vomiting for 24 hours

## **Textbooks and Library Books**

All textbooks and library books are furnished by the school. Students are expected to take care of these books. If a book is lost or damaged, that child's parent will be asked to pay the replacement cost.

### **PTO**

You are invited and encouraged to join our Parent/Teacher Organization and become actively involved in the Midway learning community. Our PTO will meet several times throughout the year. Meeting times will be posted on our monthly newsletter. Exciting family events are planned for the school year. By working together we can provide the very best learning opportunities for our children.

See you at our next PTO meeting!

Check out "Midway PTO" on Facebook!

### **Title 1**

Title 1 is a federal program directed by the state that Midway participates in. Midway's goal is to provide research-based instruction for students in the area of reading. Midway is a Schoolwide Title 1 school, so all students can benefit from this program, if needed.

### **Teacher Support Team (Pre-Referral Team)**

Students experiencing academic, social, or behavioral problems not solved through classroom interventions may be referred to our Teacher Support Team (TST). This referral may come from a teacher, parent, or other staff member. When a child is referred to TST, a team will look at skill deficits and put interventions in place to help promote progress in the general education classroom.

## **Referrals for Special Education**

The Midway Schools are committed to providing an education that appropriately meets the needs of each student. For some students, supportive educational assistance is needed through special education programs and services.

The Student Services Department provides a comprehensive special education program that adheres to federal regulations which includes the Individuals with Disabilities Education Act (IDEA) and the Missouri requirements. If you believe that your child may be in need of special education services, you may initiate a referral to our Special Services Director, Hannah Newkirk.

### **Assessments**

Our students take district assessments throughout the year to monitor their progress and to get a summative evaluation of their academic growth.

This year we are continuing to use a testing platform that will allow us to assess student progress using just one benchmark test three times a year. This test is called the **MAP Growth**, by Northwest Evaluation Association (NWEA).

The MAP Growth Assessment measures what students know and informs teachers what they're ready to learn next.

We will also be giving the **Missouri Assessment Program (MAP) test**. This is the state standardized test and will be given in the spring.

## Differentiated Instruction

Our teachers use differentiated instruction to better meet the needs of our students. In using this approach toward educating our students, we teach to the individual child's needs instead of teaching simply to our curriculum. For this reason, students within a classroom may be doing different tasks, but they will all be working on the same skill set.

### Grade Cards

Here at Midway, we use a Standards Based Grade Card for K-6. Essentially, instead of getting a letter grade for a subject area the student now gets a number based on a rubric for each standard within each content area.

- 4 - Exceeds grade-level expectation for target
- 3 - Meets grade-level expectation for target
- 2 - Partial mastery of grade-level expectation for target - demonstrates partial understanding or can perform portions of the target with assistance
- 1 - Little or no mastery of grade-level expectation for target - cannot demonstrate mastery, even with instructor assistance

If you have any questions about how this works or what the score on your child's grade card means, contact the classroom teacher or the principal.

## Late Work Policy

Each grade level team has designated their late homework policy. The guidelines for this are listed in each team's handbook. If you have specific questions about this, please contact your child's teacher. The teacher will develop an alternative plan for students if the teachers working with the child deem it necessary.

### Birthdays

Birthday parties are not allowed at school. If you wish to send treats with your child, please contact the teacher to let them know which day you would like to send the treats. It is important that you make arrangements prior to bringing in treats in case there are activities that will prevent treat distribution. Treats need to be left in the office. The classroom teacher will have the treats brought down to the room at his/her discretion.

*Birthday party invitations may be handed out if a student is going to invite all the boys, all the girls, or the entire class to their celebration. If only a select few students are being invited then it should not be done at school.*

## **Missouri Learning Standards**

The state of Missouri's adopted curriculum standards are called the Missouri Learning Standards (MLS). Midway's curriculum is aligned to these standards.

You can find these standards at:

<https://dese.mo.gov/college-career-readiness/curriculum/missouri-learning-standards>

## **Homeless Students**

If your family lives in any of the following situations:

- ~ In a shelter, motel, vehicle or campground
- ~ On the street
- ~ In an abandoned building, trailer, or other inadequate accommodations, or
- ~ Doubled up with friends or relatives due to various circumstances

Then school aged children have certain rights and protections under the McKinney-Ventro Homeless Education Assistance Act. Contact either Chad Dean or Hannah Newkirk for more information.

## **Mandated Reporting of Child Abuse**

Child abuse and neglect can have a disastrous and long-lasting effect on a child's development and scholastic performance. According to Missouri law, certain individuals are considered to be "mandated reporters" of abuse and neglect. This includes all school personnel. When school personnel suspect for any reason that a child has been a possible victim of abuse or neglect by family members or others, they are required by law to file a report.

Reason to suspect means that "there is credible evidence or a discrepant or inconsistent history in explaining a child's injury" (physical, mental, sexual, emotional or neglect). The individual with the knowledge or suspicion will contact Division of Family Services (DFS). Investigations of the report may take place at school. School personnel will be included in the investigation only if deemed necessary by DFS or the law enforcement officer.

The major purpose of reporting incidents is to ensure that children can feel safe in their home, community, and school. A second purpose of mandated reporting is to provide early home intervention in situations that require professional assistance. Mandated reporting of suspected child abuse or neglect is for the protection of our children.