

# FIRST DAY OF SCHOOL

AUGUST 16, 2018

## ENROLLMENT SCHEDULE

GRADE	DATE	TIME	LOCATION
Kdg.-5	Thurs/Fri. Aug. 2, 3	8:00 a.m. to 4:30 p.m.	East Elem.
6-12	Thurs/Fri. Aug. 2, 3	8:00 a.m. to 4:30 p.m.	Jr Sr High

Parents who have children to enroll are asked to come in on one of these days to enroll their children and pay fees. Parents unable to enroll children at these times should contact the school's office for an enrollment time.

East Elementary	785-527-2330
Republic Co. Jr/Sr High School	785-527-2281

## FIRST TIME ENROLLMENT REQUIREMENTS

Kansas statute requires proof of identity for first time enrollees in Kansas schools. U.S.D. 109 board policy designates such proof shall consist of one or more of the following: birth certificate or other record of live birth, court order placing the child in U.S.D. No. 109, baptismal certificate, or certified transcript from the student's prior educational institution. Parents of kindergarten students and other first time enrollees are asked to bring one of the first three documents indicated above or arrange to have a transcript mailed from the student's prior school at the time of enrollment.

## SCHOOL LUNCHES AND BREAKFAST PROGRAMS

Republic County Unified School District No. 109 lunch prices for the 2018-2019 school year are as follows:

Grades K thru 5	\$2.65
Grades 6 thru 12	\$2.95
Adults	\$3.75
Extra Milk	\$0.35

The School Breakfast Program will be offered in U.S.D. No. 109 during the 2018-2019 school year. The price for the breakfast will be as follows:

Students	\$1.65
Adults	\$2.10

Lunch tickets and breakfast tickets should be purchased prior to the first day of school.

A free and reduced price lunch policy exists for Republic County Unified School District No. 109 school children who are unable to pay the full price. Information will be available when they enroll for school or forms can be picked up at the Administration Office at 1205 19<sup>th</sup> Street, Belleville, KS.



## **HEALTH AND ACCIDENT INSURANCE**

In most cases, the school district insurance does not cover student accidents or injuries. This includes activities except for a catastrophic plan. Therefore, please make sure you have adequate medical insurance. Low cost insurance is available during enrollment or at any school office.

## **DISCRIMINATION PROHIBITED**

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Section 504 of the Rehabilitation Act of 1973; and all other Federal, State, school rules, laws, regulations and policies, the Republic County Unified School District No. 109 shall not discriminate on the basis of sex, race, color, national origin, or handicap in the educational programs or activities which it operates.

It is the intent of Republic County Unified School District No. 109 to comply with both the letter and spirit of the law in making sure discrimination does not exist in its policies, regulations, and operations. Grievance procedures, for Title IX and Section 504, have been established for students, their parents and employees who feel discrimination has been shown by the Republic County Unified School District No. 109.

Specific complaints of alleged discrimination under Title IX (sex) and Section 504 (handicap) should be referred to the Superintendent of Schools.

Title IX complaints can also be filed with the office for Civil Rights.

Office for Civil Rights  
601 East 12<sup>th</sup> Street – Room 248  
Kansas City, Missouri 64106

All students attending Republic County Unified School District No. 109 may participate in education programs and activities, including but not limited to health, physical education, music, and vocational and technical education, regardless of race, color, national origin, age, handicap, or sex.

USD 109 is an equal opportunity employer.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT NOTICE**

Unified School District No. 109

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) afford parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day USD 109 receives a request for access.

Parents or eligible students should submit to the school principal [or designated school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA is outlined as follows.

Parents or eligible students who wish to ask USD 109 to amend a record should write the school principal [or designated school official], clearly identifying the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request. USD 109 intends to forward records to schools upon request and to notify the parents or student that the records have been forwarded.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by USD 109 to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance  
Office U.S. Department  
of Education 400  
Maryland Avenue, SW  
Washington, DC 20202

USD 109 has designated certain directory information that may be disclosed for a legitimate purpose without parent or student consent. The directory information includes the student's name, address, telephone number, picture, parent or guardian name, date and place of birth, major field of study, weight, height, participation in and eligibility for officially recognized activities and sports, dates of attendance or grade placement, honors and awards received, and the most recent educational agency or school attendance by the student.

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student —

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))