



Lincoln Elementary School

Family Handbook

2022-2023

Office Hours	8:00am-4:00pm
Phone Number	216.529.4232
Absence Line	216.529.4305 *call by 9:00 a.m.
Fax	216.227.5722
Website	https://www.lakewoodcityschools.org/
Principal	Brenda Budzar
Secretary	Michele Winterstein

Lincoln: Learn. Lead. Succeed.

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District Information

Lakewood Board of Education

Mrs. Betsy Shaughnessy, President
Mr. Michael J. Callahan, Vice President
Ms. Linda Beebe
Ms. Nora Katzenberger
Ms. Emma Petrie Barcelona
Mrs. Maggie Niedzwiecki, Superintendent
Mr. Kent Zeman, Treasurer

Vision of a Lakewood Graduate

In June 2019, the Lakewood Board of Education adopted a new strategic vision for the Lakewood City Schools. The Vision of a Lakewood Graduate consists of six core competencies that will guide the District as it develops instructional strategies that will help our students succeed post-graduation in an ever-changing, complex and global world.



Non-Discrimination Notice

The Lakewood City School District does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, ancestry, or genetic information in its programs and activities and provides equal access to Boy Scouts and other designated youth groups. The following people have been designated as Coordinators to handle inquiries regarding non-discrimination policies:

Section 504 Officer: Lisa Bruening
Director of Student Services
(216)529-4201

Address:
Taft Center for Innovation
13701 Lake Avenue
Lakewood, OH 44107

Title IX Officer: Jeff Schlade
Executive Director of Human Resources
(216) 529-4215

Elementary School Hours

Children learn by attending school. **Coming to school promptly and on a regular basis is extremely important.** Please help your child organize appropriate materials and arrive on time.

8:30	Breakfast in the cafeteria
8:45	Students can enter classrooms
9:00	Instruction begins, tardy bell
3:05	All classes dismissed

Students who arrive late to school (after 9:00 a.m.) must check in at the office before reporting to the classroom. If a pattern of late pick-up develops (after 3:15 p.m.), a responsible adult will be required to come to the Main Office to sign out the student.

District Mascot and Colors

Mascot: Lakewood Ranger
Colors: Purple and Gold



School Procedures and Information

Arrival and Dismissal

The school doors open at 8:45. Students are discouraged from arriving before this time as there is no supervision. Students enter through the following doors:

Walkers enter through the front doors located on Clifton Blvd.

Drivers enter through the main entrance located on Lakeland, off the parking lot.

Students coming for breakfast and/or before and after care use the double doors next to the main entrance off the parking lot.

Students are to stand in an orderly manner until the doors open. Students having breakfast enter at 8:30. All other students enter at 8:45 a.m.

After 9:00, students ring the doorbell at the main office doors, off the parking lot for entrance.

Students arriving in vehicles are to be dropped off and picked up in the parking lot. Drivers, please follow the arrows through the parking lot, pulling up as far as possible. In the morning, students will exit cars from the passenger side and walk on the sidewalk to reach the school. At dismissal, students wait in a safe-zone until all cars have stopped. Then, students move to their vehicles and receive help with doors, as needed.

Attendance and Punctuality

Students are expected to attend classes regularly and to be on time in order to receive the full benefit from our instructional program and to develop habits of punctuality, self-discipline, and responsibility. Continuity in the learning process is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more, and are more employable after leaving high school. For these reasons, a student must satisfy academic and attendance requirements. In order for a student to satisfy the academic and academic and attendance requirements, the following attendance guidelines must be followed:

Absences

1. All absences must be authorized by the parent/guardian by phone prior to, or the day of the absence from school. For the safety of all students, report absences by 9:00 a.m. on the day of absence.
2. Written notice from a physician will be required to authorize any absence in excess of 10 days in a school year. It is recommended that all absences due to a doctor's visit be documented by a written note from the physician and submitted to the school office.
3. Students, who are habitually truant per House Bill 410, face possible juvenile court action. Habitual truancy is defined as 30 or more consecutive, unexcused school hours; 42 or more unexcused school hours in a month; or 72 or more unexcused school hours in a school year. A student who is considered to be habitually truant will be referred to their school's Attendance Intervention Team.
4. Failure to participate and comply may result in an immediate truancy filing on the student and possible filing against the parent/guardian through juvenile court. Additionally, if the parent/guardian fails to participate, it may result in a mandatory referral to the Cuyahoga County Department of Children and Family Services.

Absence Procedures

When a student meets the threshold hours for either excessive absence or habitual truancy, a letter will be sent notifying parents/guardians of next steps, which may include meeting with the Attendance Intervention Team and/or developing an attendance intervention plan.

Tardiness

1. Students are expected to arrive at school at least 10 minutes prior to the start of their first class.
2. All students are to be in their assigned seats with all materials prior to the start of the school day. Any student who reports to class after the start of the school day will be marked tardy.
3. For habitual tardiness, the administration will impose consequences that may include, but are not limited to, loss of privileges, parent/guardian meetings, and/or formal documentation.

Before and After School Child Care

Lakewood Community Care Center provides before and after school care at Lincoln Elementary. More information can be found [here](#).

Kids Advancing Academy provides after care at their facility at 2150 Warren Road, along with transportation to/from Lincoln. More information can be found [here](#).

Before and After School Conduct

We do not provide supervision of students prior to 8:45 a.m. and after 3:05 p.m. Please remind your child that he/she is expected to go directly home after school. Students are not permitted on the playground before or after school without adult supervision. The playground is closed when it is being used by before and after school child care programming. Children having difficulty with appropriate behavior before or after school may incur consequences.

Bicycles

Bike riders are reminded to walk bikes on school property to ensure the safety of others. Remember to remind children to wear a helmet, lock their bike, and register it with a license. Riding a bike to school is a privilege and can be suspended or discontinued at any time. Please note: Due to safety factors, students are not permitted to bring skateboards, scooters or rollerblades on school property.

Breakfast

Breakfast is an available option for all students. Times for breakfast are listed in the arrival section. Please see the school menu each month for offerings and prices. Students may not leave the cafeteria until the 8:45 a.m. bell.

Cell Phones and Electronic Devices

All student personal cell phones/electronic devices shall be turned off and put away in his/her backpack while on school property. In the occasional instance in which a parent needs to contact a child, or vice versa, the school office phone should be used.

At the principal's discretion, students' confiscated cell phones or electronic devices may be held in the office, and may be returned to the parent or guardian rather than the student. Contents of cell phones or electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct. If illegal activity is suspected, the device will be turned over to the Lakewood Schools Security Office and/or the Lakewood Police Department. The district, the school and its staff are not responsible for devices that are damaged, lost, or stolen when brought to school or after being confiscated for violation of this policy.

The Lakewood City School District provides electronic devices (ex. Chromebooks, iPads) for students to use for educational purposes. Use is subject to the Acceptable Use Policy. Misuse of technology will be subject to the consequences in the technology behavior matrix.

Lakewood City Schools Elementary Technology Behavior Matrix				
	Off-Task Behavior	Harmful Behavior	Physical Abuse of Equipment	Digital Citizenship & Safety
Examples	Changing settings Unrelated websites Sharing passwords Manipulating others' computers or work Improper handling	Bypassing filters Accessing or using inappropriate, obscene or violent content or language Hacking Disrupting service to computers (ex. deleting software)	Attempted or actual damage to keyboard, screen, etc. Theft	Sending harmful, mean messages Pranking Sharing or posting information Causing embarrassment and humiliation
1st Offense	Warning Possible seat change	Loss or limited access to computer for specified time parent/guardians contacted by teacher	Meeting to review expectations with student and stakeholders Loss or limited access to computer for specified time	Refer to Lakewood City School District's Harassment, Intimidation, Bullying policy. Some cyberbullying crosses the line into criminal behavior. Behavior may result in referral to law enforcement.
2nd Offense	Loss or limited access to computer for specified time Parent contact by teacher	AUP assignment from principal Loss or limited access to computer for specified time	Monitored setting for computer usage for specified time (ex. 1:1 supervision during recess)	
3rd Offense	AUP assignment from principal Loss or limited access to computer for specified time	Conference with administrator or DARE Officer	Use of paper/pencil assignments in lieu of computers for specified time	
Notes: <ul style="list-style-type: none">Monetary compensation may be charged at ANY level/offense for physical or technology damage and repairThis is an adapted version of the district's Acceptable Use Policy (AUP) and board policy 7540.07, which can be found on our district website				

Code of Conduct and Behavior Expectations

In order for our school to maintain a productive learning environment, standards of conduct have been established. Expected conduct will be based on respect and responsibility in a manner that provides students with guidelines in a positive manner. Along with classroom procedures, students are taught expectations for common areas such as the cafeteria, playground, hallway and restrooms. In addition, these expected positive behaviors, which focus on respect and responsibility, are posted throughout the school. See expectations in the chart that follows.

All students at Lincoln Elementary fully understand their role in being a positive and contributing member to the Lincoln community. Their role in the community includes being responsible for their actions, respectful of people and property, and being safe. To ensure each student understands their role in our community, each grade level classroom teacher will teach the expectations and rules at Lincoln Elementary school using specially developed lesson plans. After each student is taught the expectations, they are expected to make choices accordingly. Students are reminded of the expectations through a scheduled re-teaching of the expectations.

The first course of action at Lincoln Elementary for avoiding consequences for behavior is to acknowledge and reward positive behaviors. After teaching specific expectations as listed above, students earn tickets for exhibiting those expected behaviors. Tickets for prizes are chosen at random each week and our school community acknowledges students during morning announcements.

There are times when students make poor choices and require further intervention. Sometimes their actions are dangerous and require immediate disciplinary action. The discipline flowchart and referral forms for Lincoln Elementary are on the following pages. The flow chart outlines the types of offenses that are classroom-managed and those that result in immediate office referrals.

Parents/guardians will be notified each time a student's behavior results in a minor incident report (MIR). If a student should receive 5 MIR's in a 4-week (rolling) period, this documentation is forwarded to the principal, resulting in a meeting with the family and student to discuss next-steps.

Office referrals are made for behaviors that require immediate action. They are not accumulated like MIRs and result in the student meeting with the principal right away. Parents/guardians will also be engaged to discuss next-steps to get back on-track.

At Lincoln Elementary, we work diligently with students and families to make sure that students are reaching their full potential. This starts with positive interactions to develop self-control. Please visit www.pbis.org For further information about Positive Behavioral Intervention & Supports





Lincoln Elementary School Expectations Matrix
LEARN. LEAD. SUCCEED.

	Classrooms/ LRC	Bathrooms	Technology	Cafeteria	Arrival/ Departure	Hallways	Indoor/Outdoor Recess	Assemblies
	Use appropriate and positive language. Be a good listener and raise a quiet hand. Respect yourself, others, and materials.	Respect the privacy of others. Keep bathrooms clean.	Put away device in the correct numbered space. Make sure device is charging. Complete the task assigned before starting another activity.	Use appropriate and positive language. Eat only your own food, no sharing. Allow others to join your table and conversation.	Use appropriate and positive language. Follow all staff/ Safety Patrol directions the first time.	Respect all hallway displays.	Use positive and helpful words. Follow directions the first time. Respect the playground equipment. Respect yourself and others.	Listen attentively. Sit flat with hands on your lap. Keep your hands down when the speaker is talking.
	Follow directions the first time. Be prepared and organized. Do your personal best.	Quiet mouth. Flush and wash. In and out.	Two-hand carry devices. Make sure technology is ready for others to use. Make good choices when using the internet.	Follow directions the first time. Clean up your space. Accept consequences without arguing.	Wait at your assigned area. Follow established procedures. Report problems to staff or Safety Patrol.	Walk in line and stay right. Stay with your group. Walk with a quiet mouth.	Be a problem-solver. Follow established procedures. Put away all materials.	Stay seated in your space. Make sure others behind you can see.
	Keep hands, feet, and items to yourself.	Keep hands and feet to yourself.	Keeps hands and feet to self. Keep desk clear of other materials. No food or drink around technology. Only share log-in information with your teacher and parents.	Keep hands, feet, and items to yourself. Raise your hand if you need help. Walk quietly. Use inside voices. Stay in seat and sit on your bottom.	Keep hands, feet, and items to yourself, and leave nature on the ground. Stay on the sidewalk. Go directly home after school.	Keep hands, feet, and items to yourself.	Use games, equipment, and materials properly. Stop, look and listen when you hear the whistle. Stay inside the cones.	Keep hands and feet to yourself. Carefully walk to your area. Wait for your teacher's signal to stand up and walk to exit.

Respectful – Courteous regard for people's feelings. Acting in a way that would please your parents and teachers.

Responsible – Able to be trusted to do what is right.

Safe – Not involving danger, harm or loss.

Communication

E-Mail: The Lakewood School District provides access to email for education purposes as well as to enhance home/school communication during the staff members working hours. While email may be an efficient way of communicating, it should not be assumed that any email correspondence is entirely private and confidential. However, the District undertakes a number of measures to ensure the security and integrity of its technological resources.

School Newsletter: Each school sends a monthly e-newsletter to families to inform them about recent activities in the school. School news from the principal, various staff members, PTA/PTO and other reports are shared. The newsletter is also posted on the school website.

Teacher Communication: Teachers use various methods to communicate with parent/guardian. It is important to check your child's book bag every evening for important communications.

Crossing Guards

Adult school guards are provided by the Lakewood Police Department and are under that department's direction. Crossing guards are stationed to ensure the safety of all children.

DARE Program

The DARE program is presented to all fifth graders by the Lakewood Police. These lessons cover several weeks and teach students about the dangers of taking drugs and alcohol as well as help students build strong decision-making skills.

Fees

Each child receives a fee slip for her/his grade level in the fall. Please return fee slips as soon as possible. Checks and money orders must be made payable to: Lakewood City School District. Cash will be accepted only if it is the exact amount. If fees cannot be paid promptly, payment arrangements can be made by calling the school office. Parents/guardians who are eligible for the waiver of student fees should complete and return the appropriate form as soon as possible. School fees can also be paid online at lakewoodcityschools.org and click on [student fees/EZpay](#).

Field Trips

Throughout the school year, teachers plan various field trips that relate to the curriculum. In order to go on each field trip, students must have written permission from a parent/guardian. For many field trips there is a cost for entrance, which is the responsibility of the family. The cost of transportation for field trips is the responsibility of the school district. In some cases PTA, PTO or other creative budgeting means may be used to fund field trips.

Lost and Found

Eyeglasses, jewelry and coin purses/wallets will be held in the school office for identification. Other lost and found items are located in the cafeteria.

Lunch

Students may pack a cold lunch or buy a hot lunch, and lunches are not to be shared. Please see the school menu for offerings and prices. In home packed lunches, beverages and foods should be in containers and packages which provide each child with independence for self-serving and consumption. Gum is not allowed at school; please do not include it in your child's lunch. Students may purchase a snack for an extra fee. On the district website, Nutrition Services contains a wealth of information, including elementary snack options, dietary information, free or reduced lunch applications and information about setting up EZpay for students.

Moving

You are responsible to notify the office when you move. This will facilitate you getting timely mailings. If you should move to another school district, it is necessary to sign the Records Release Form authorizing the school to forward academic records to the new school.

Parent Notification and School Information

At the beginning of each school year, you are required to update student emergency contact forms online through the Registration Gateway program. This is a very important document as the numbers on this form are used to contact you should it be necessary. **Please inform the office immediately of any changes in your information.**

Parent-Teacher Conferences

Parent-Teacher Conferences are held to discuss your child's progress after the end of the first grading period.

Party Invitations

Please do not send invitations to children's parties to school to be distributed. It is recommended that parents/guardians get to know your child's friends and their families, making exchanging invitations natural and convenient.

Physical Education

All children must have a pair of athletic shoes for all physical education activities. When the weather permits, physical education may be held outdoors. A written excuse from a parent/guardian is required if a child is unable to take physical education on a particular day. Recess activities will also be limited for that day. A doctor's excuse is required for a prolonged period of absence from physical education and recess.

PTA

The main purpose of the Lincoln Parent-Teacher Association (PTA) is to support the school in any way that is needed. The Lincoln PTA is 100% volunteer driven, and we dedicate our time to providing academic enrichment, curriculum and extracurricular support, and events to strengthen the Lincoln Elementary School Community. In particular, the PTA coordinates: room parent volunteers; provides funding for teacher supplies, field trips, and school clubs; hosts family events including the First Day Café, Ice Cream Social, Family Fun Nights, and Fifth Grade graduation. In addition, we coordinate other school activities like the Scholastic Book Fair, the school yearbook, the Snowflake Shoppe, school assemblies, and Staff Appreciation events. We host two main fundraisers each year: the Fall Fun Run and our Spirit Wear Sale.

Membership is just \$5 per member per year. For the 2022-23 school year, we will be implementing an online membership system. Links are provided on the school website. Volunteers are always welcome! Plenty of big and small jobs are available for anyone interested in getting more involved at Lincoln! We send out a weekly newsletter and post about events and other information on Facebook and Instagram.

Please contact Sarah Colon to find out more information! sacolon3@gmail.com

2022-23 Lincoln PTA Officers

President: Dianne Nahra (dnahra728@gmail.com)

President Elect: Jame Tougouma (janerockht@gmail.com)

VP of School Spirit (Fun Run): Amber Callahan (amberlynnccallahan@gmail.com)

VP School Spirit (Communications, Fun Run): Jen Standley (Jennystandely2@gmail.com)

VP of Membership: Sarah Colon (sacolon3@gmail.com)

Treasurer: Nicole Hamed (nicolehamed@gmail.com)

Recording Secretary: Kelly Bednar (kbednar19@gmail.com)

Council Delegate: Mary Dodge (maryduggerdodge@gmail.com)

Recess

Children will have outdoor recess unless the temperature or wind chill is below 19 degrees, it is raining, or the principal makes a determination for any other reason (i.e., snow, ice, etc.). **Please have children dress appropriately for the weather as all will go outside when the weather allows.** Toys, balls, cards, etc., should not be brought to school to use during the lunch hour or recess.

Student Release

To ensure the safety of your child, students will only be released to those that are designated on the student information contact list. In addition, identification may be required upon request.

Student Activities

Throughout the school year, teachers and other staff members offer a variety of options to participate in after-school activities. These may include, but are not limited to: Jump Rope Club, News Crew, Girls on the Run, Classic Movie Club, DARE Basketball Team, Technology Leaders, Yoga Club and more!

Lincoln Singers is an extracurricular vocal ensemble open to fourth and fifth grade students who would like a greater opportunity to sing. It is our goal to make this ensemble a shining example of a quality children's chorus. All students are welcome!

Student Fundraising

Students may not seek donations or buy/sell goods for individual profit, school-sponsored fundraisers, or other causes during the school day or at school-sponsored functions.

Telephone Landline

Lakewood City Schools uses a Voice Over Internet Protocol phone system. If the phone system is not functioning, a land line is available, and the number at **Lincoln is 216-221-6026**. This line is not answered or monitored when the main phone line is working properly.

Treats and Celebrations

Should you choose to send a treat for a special occasion, please schedule it with the classroom teacher ahead of time, and drop the treat off at the office. The teacher may set aside a few minutes for the treat, or they may send it home. For the health and safety of our students, treats must follow these guidelines:

- Treats should be small and store bought. This allows us to avoid concerns over food allergies because the ingredients are listed on the package.
- Treats should not require utensils or need refrigeration. Treats that need to be cut into pieces are not acceptable.
- Families should consider sending a favor or small trinket instead of food.
- Please save decorative items (balloons, flowers, etc) for your home.
- **We reserve the right to refuse a treat that does not follow these guidelines.**

Should you have specific concerns about your child's allergies, please consult the health information section and/or the school health aide.

Vacations

Taking a student out of school for a vacation is an unauthorized absence. We will code it as such in our attendance records. Be mindful that it is not possible for elementary students to make up the instruction they have missed, as much of their instruction is interactive. We suggest that you have your child keep a journal about their trip and read daily. Find opportunities to make this time a learning as well as recreational experience.

Visitor Procedures

Visitors will be greeted via intercom outside of the building. Upon entrance, the visitor must report directly to the school office to sign-in. At the completion of the visit, visitors must sign out in the office. All meetings must be pre-arranged with the teacher or staff member.

Health Services and Guidelines

The purpose of health services at school is to assess illnesses and injuries, give first aid as needed, assist with medical needs and medications, conduct health screenings, and, if necessary, notify parents/guardians about the need for medical attention.

Children entering school are required to have immunizations according to the State of Ohio Immunization Requirements or a signed Statement of Objection on file. Required vaccinations may include DTap (diphtheria, tetanus, and acellular pertussis), MMR (measles, mumps, and rubella), Polio, Hepatitis B, MCV4 (Meningococcal), Tdap (tetanus, diphtheria and acellular pertussis) and/or Varicella (chicken pox).

Health Screenings

To help ensure the continued good health of our students, various health screenings occur throughout the year. General vision and hearing screenings are performed on various age groups based on Ohio Department of Health recommendations. Health Center staff will notify parents/guardians if a comprehensive examination by a healthcare provider is recommended. If you do not want your child/children to participate in health screenings, you must notify the school in writing stating your specific wishes.

When to Keep Your Child Home from School

In order to prevent the spread of illness to others, if your child is ill before school, keep him/her at home until symptom free for at least 24 hours.. Every parent/guardian must check their child for possible symptoms of illness prior to arrival at school on a daily basis including:

- Fever (temperature equal to or greater than 100.4)
- Chills
- Cough
- Shortness of breath/difficulty breathing
- Fatigue/tiredness
- Muscle/body aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea, vomiting or diarrhea

These guidelines are suggested for the good of all students. A child who returns to school before being completely well runs a greater risk of infecting others. Exposure to common illnesses could be life threatening to immunocompromised students/staff. We strive to keep all children healthy. With your help school can be a healthy place for all!

According to the Ohio Department of Health, a healthcare provider must evaluate a suspected communicable disease including but not limited to:

- Bacterial conjunctivitis (pink eye)
- Staphylococcus infections (impetigo, MRSA)
- Streptococcal infections (strep throat)
- Tinea (ringworm)

If prescribed, your child must complete at least 24 hours of appropriate prescription therapy prior to returning to school. A medical note must be provided for reentry to school.

Medication Administration Procedures

Lakewood Schools' medication procedure is designed to ensure the health and safety of all students. Prescribed and over-the-counter medications will only be dispensed to those students providing the required authorization forms. A medication authorization form must be completed for each medication. Forms must be renewed each school year. Medication forms are available in the school's Health Center and on the District website.

Under no circumstances will medication be administered if the appropriate forms, signed and dated, are not submitted. Medication must be brought to the school Health Center in the original container by an adult.

All prescription medications will be dispensed from the Health Center; students are prohibited from carrying any prescription or over-the-counter medication with the exception of rescue inhalers, medications to manage diabetes, and/or auto-injector epinephrine pens. Students must provide written authorization from a healthcare provider to carry a rescue inhaler, medications to manage diabetes and/or auto-injector epinephrine pens.

Health Care Action Plans

It is recommended that a health care action plan be developed for students with chronic medical conditions. If your child has asthma, diabetes, a seizure disorder, or a severe, life-threatening allergy, please have your child's healthcare provider complete the appropriate health care action plan. Health Care Action Plans are available in the school's Health Center and on the District website under Health Services. Individualized plans for other chronic medical conditions will be developed as needed with the District Nurse. Contact the Health Center for information.

District Policies and Procedures

Civility: Board Policy 8105

Maintaining an environment supportive of learning and free of disruptive conduct is important to the success of our children's education. To further this goal, it is the intent of the district to promote, through this policy, **mutual respect, civility and orderly conduct** among the district employees, parents/guardians, students, and members of the public. It is also the intent of this policy to encourage positive communication and to discourage disruptive, volatile, hostile or aggressive communications or actions. Furthermore, this policy is intended to maintain a safe, harassment-free environment for teachers, students, administrators, other staff, parents/guardians and the public. It is not the intent of the district to deprive any person of his/her right to freedom of expression. Furthermore, it is not the intent of the district to deprive any person of his/her rights and/or responsibilities under law, other policies of the Board of Education, collective bargaining agreements and/or administrative guidelines. The district encourages the public's cooperation with and adherence to this policy.

Closing of School/Emergency Closings

- When school must be closed for weather conditions or an emergency, the official announcement will be broadcast over local radio and/or television stations. Additionally, you will be contacted by a "Blackboard Connect" phone call.
- Should severe weather occur while students are in school, parents/guardians will be notified via "Blackboard Connect" and/or text messages.
- DO NOT CALL THE SCHOOL as telephone lines must be kept open for emergency calls.
- Please note that parents and guardians have the option of keeping their children home in bad weather, even when schools remain open. That day will be regarded as an excused absence for the student and they will be allowed to make up all work without penalty.

Dress Code

A. SAFETY

Safety and security require that, at the middle school and high school levels, IDs are part of the student dress code. At these levels IDs must be worn and visible at all times. Students may not conceal their identity. Violations will be dealt with in a serious manner.

Masking under board policy 8450.01 is not applicable to this section.

B. ACCEPTABILITY

Final decision as to acceptability of attire rests with the school administration. We acknowledge there are specialized programs within the district and those programs may require attire outside of the designated dress code. All exceptions must be approved by school administration.

C. PHILOSOPHY

Student dress codes need to support equitable educational access and not reinforce gender stereotypes. Student dress codes and administrative enforcement should not reinforce or increase marginalization or oppression of any group based on race, gender, ethnicity, religion, sexual orientation, household income, gender identity or cultural observance. Our LCS Dress Code is designed to address recent controversy and conversation both across the nation and locally about overreaching and detrimental dress codes for some PreK-12 school students.

D. VALUES & BELIEFS

Our values and beliefs are:

- All students should be able to dress comfortably for school without fear of or actual unnecessary discipline or body shaming.
- All students and staff must understand that they are responsible for managing their own personal "distractions" without regulating individual students' clothing/self-expression.
- Teachers should be able to focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
- Students should not face unnecessary barriers to school attendance.
- Reasons for conflict and inconsistent discipline must be minimized whenever possible.
- Staff should refer all disciplinary concerns to the building administration and should not approach students directly regarding concerns/violations

E. GOALS OF OUR STUDENT DRESS CODE

Our student dress code aims to accomplish several goals:

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body) or PE (athletic attire/shoes).
- Allow students to wear clothing of their choice that is comfortable.
- Allow students to wear clothing that expresses the gender with which they identify
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing with images or language depicting or advocating violence or the use of alcohol or drugs.
- Ensure that all students are treated equitably regardless of gender/gender identification, sexual orientation, race, ethnicity, body type/size, religion, and personal style.

F. DRESS CODE BASICS

The primary responsibility for a student's attire resides with the student and the parents/guardians. The district and each school within are responsible for seeing that student attire does not interfere with the health or safety of any student, and that student attire does not contribute to a hostile or intimidating atmosphere for any student. Students should be given the most choice possible in how they dress for school. Restrictions are necessary to support the overall educational goals of the district.

1. Basic Principle: Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that genitals, buttocks, and nipples are covered with opaque material.

2. Students Must Wear:

- Shirt
- Bottom: pants/sweatpants/shorts/skirt/dress/leggings
- Shoes: activity-specific shoe requirements are permitted (for example for sports)

High-school courses with curricular attire (professionalism, public speaking, job readiness) may include assignment-specific dress, but should not focus on covering of the body or promoting culturally-specific attire.

3. Students May Not Wear:

- Violent language or images. Images or language depicting drugs or alcohol (or any illegal item or activity) or the use of the same.
- Hate speech, profanity, pornography.
- Language or images that create a hostile or intimidating environment based on any protected class.
- Visible underwear. Visible waistbands or straps on undergarments worn under other clothing are not a violation.
- Sunglasses inside of the building
- Crop Tops, Halter Tops, Spaghetti straps or bathing suits (except for aquatics)
- Hats/Headwear that conceal the student's identity
- Hoods inside of the building

BOE Approved 2/22/22

***Please note that the following policies are District policies encompassing K-12 students.
Please refer to applicable sections as they pertain to the grade level of your child(ren).***