

**VAN BUREN COUNTY CSD  
BOARD MEMBERS**

Dr. Richard Breckenridge, President  
William Cline, Vice-President  
Erica Lydolph  
Sheila Parsons  
Alex Richards  
Dan Smith  
Cody Warth

**We hope to have all phones up and running by the beginning of the school year. At this time, we ask that you use (319) 931-7992 to contact the District Office. We will continue to provide updated contact information on our Facebook page. We apologize for any inconvenience this may cause. Thank you for your understanding.**

# *Van Buren County CSD*

**“Warrior Pride County Wide”**

[www.vbcwarriors.org](http://www.vbcwarriors.org)

**July 2022**

**Van Buren County  
Community School District**

**Mr. Jeremy Hissem, Superintendent**  
District Office  
PO Box 220  
1313 1st Street  
Keosauqua IA 52565

**Van Buren Elementary  
Douds Center**

**Mary Dawn Schuck, Principal**  
14574 Jefferson Street  
Douds IA, 52551

**Van Buren Elementary  
Harmony Center**

**Melanie Collora, Principal**  
33727 Route J40  
Farmington, IA 52626

**Van Buren Secondary School**

**Brandon Stuhr, Lead Manager**  
**Emily Cline, SAM/Activities Director**  
405 4th Street  
Keosauqua, IA 52565

Dear Parents, Guardians and Stakeholders,

The 22-23 school year will bring about ample opportunities for our team to grow and improve, from curriculum and instruction to building and grounds improvements, we will work hard to continue the rich traditions of our district, while fostering a growth mindset and improved vision for the future. For that reason and many others, I continue to be honored to serve as the Superintendent of Van Buren County Community School District.

The district's financial projection continues to show healthy balances and a very solid Unspent Authorized Budget (UAB). The number one financial indicator in school finance is the UAB...how much authority does a district have. Our UAB will begin to decline over the next couple of years, which is planned and needed in order to get down to a healthy UAB, which for a district our size is around \$3,000,000. The current UAB is a little over \$8,000,000.

Our district will be undergoing many building and grounds improvements throughout the upcoming school year. Our shop for the Construction Academy is in the beginning stages of construction as dirt work began in early July. The new activity center addition is scheduled to begin construction in early August. While this is a very exciting time for our district, it will pose many obstacles for our team throughout the 22-23 school year.

One hurdle will be parking and entrance to our building for school and activities. We will have signs and walkways marked for entrance to the building and our parking will likely be very congested for activities. We ask for your cooperation and understanding as we work through these exciting improvements for our district. I am confident that the challenges we will face will be worth it when the projects are completed.

Lastly, along with transitions of some of our current top notch staff members, we have been able to hire many quality individuals for next school year. Please help me welcome them to our district and community when you get the chance. Hiring teachers has been increasingly challenging on our building principals this spring but all of them have been working diligently to acquire candidates.



Continued on page 2

Below is a list of our new staff members\* for the 22-23 school year and the position(s) in which they will fulfill.

- 1) Cheyanne Loebach - 2nd Grade at the Harmony Center
- 2) Sadie Smithburg - At-Risk Coordinator at the Harmony Center
- 3) Maggie Meyers - 4th Grade at the Harmony Center
- 4) Lisa Thompson - English/Language Arts at the MS/HS
- 5) Macy Epperson - Industrial Arts at the MS/HS
- 6) Brenda Hendrichsen - School Nurse at the Harmony Center and MS/HS
- 7) Rachel Smith - 6th Grade at the Douds Center
- 8) Shelly Courtney - Title/Special Education at the Douds Center
- 9) Angella Tipling - Special Education at the MS/HS
- 10) Meghan Benjamin - Special Education at the MS/HS
- 11) Tonja Jirak - Homeschool Assistance Program Enrichment Coordinator (HSAP)
- 12) Hannah Charbonneau - Paraprofessional at the Douds Center
- 13) Christina Long - Paraprofessional at the Harmony Center
- 14) Kathy Paulek - Tier 3 Counselor at the Harmony Center

\*Known at the time of publication.

Lastly, I want to thank everyone for their amazing support of our community, the school district, its students and staff. We will continue to show the true meaning of community as we support one another and come together to work through challenges. As I've stated before, when the adults of Van Buren County model cooperation, hope, optimism, goodwill and civility, great things will happen. I have high expectations for the coming year, and I truly believe that the best is yet to come. Thank you for choosing Van Buren County in the education of your most prized possession...your child(ren).

Warrior Pride County Wide!

Jeremy Hissem, Superintendent



Van Buren County CSD  
*Welcomes*

**MR. BRANDON STUHR**  
**MS/HS LEAD MANAGER**

Brandon is a graduate from the University of Northern Iowa. He has a bachelors degree in Mathematics Education and is finishing his principal licensure. Brandon previously taught math and coached at Cardinal CSD. His hobbies include camping, fishing, traveling and spending time with family and friends!

*Warrior Pride County Wide*



**Band Camp**

**High School Full Group**  
August 1st & 2nd  
8:30a.m.-8:30p.m.

**Middle School Full Group**  
August 3rd  
8:30a.m.-5:00p.m.

Meals, healthy snacks and water provided  
For information contact  
david.adams@van-burencsd.org

**Open House**  
**at ALL school locations:**

Open House at ALL Van Buren County CSD locations (including Preschool program at VB Hospital Child Care Center) will be: **August 18th from 4:30 PM-7:30 PM**

**Secondary Building**  
**7th Grade Only 4:30-5:30**  
Grades 8-12 5:30-7:30

**Harmony & Douds Elementary Centers**-Please use the following schedule:  
Family last name starts with R-Z 4:30-5:30  
Family last name starts with A-I 5:30-6:30  
Family last name starts with J-Q 6:30-7:30



## Registering your student for school E-Registration

Registering your student for school is online using our PowerSchool student management system. The web address is <https://van-buren.powerschool.com/public/home.html>. This will bring up the Parent/Student Login Page. Returning students/parents who attended Van Buren County CSD may use their information from last year. If you have a new child to add to your account, you will have this option after logging in. If you have any questions or issues with this process please contact the district office at 319-931-7992 for assistance.

If you are new to our school district, we ask that you come to one of our walk-in registration days or to the District office at 1313 1st Street, Keosauqua, to start the registration process.

### Our District Office has moved!

1313 1st. St  
Keosauqua, IA 52565

(Former ISU Extension Office)



#### Update from Gayle Hervey, Nutrition Director

I have exciting news and updates to share about the nutrition program at Van Buren!

School is just around the corner, and we can't wait to welcome the students back into our cafeterias.

The Secondary building will be seeing more choices in meals, a la carte purchases, "Breakfast off the Cart" options, and an expansion in our fresh fruit and veggie options.

Elementary buildings will continue to have the opportunity to enjoy an afternoon milk break for those grades that participate. Please look for assistance in this program during enrollment, otherwise this is a charge to your students account.

All buildings will be smelling fresh baking this year, salad bars will be available and we hope to see some of our favorites back on the menu again soon.

The **BIG change** that is taking place is students being charged for meals in accordance to their meal status. We will relay any and all information to you as we get the final rulings. We suggest that you fill out the Free and Reduced Application that comes with the enrollment packet so that it is in place if it can help you in any way.

All menus can be found on the school web page [www.vbcwarriors.org](http://www.vbcwarriors.org), but please know that menus are subject to change without notice.

## Elementary News

Dear Warrior Elementary Families,

We hope each of you feel rejuvenated and are ready to make the 2022-23 school year great! As the school year approaches, we feel excited to get the year started off in some sort of a "normal" fashion. We are beyond grateful for the opportunity to serve your child and we cannot wait to see each student's smiling face!

Members of our support staff have been working hard to prepare our buildings for the return of students and staff. As always, the hard summer work will pay off, and everything will be shiny and clean when we welcome students and staff back to school in August.

Our Elementary Teacher Teams were impressed with our new iReady Math curriculum this past year, and we are eager to enhance our Literacy skills with our new curriculum, Benchmark Advanced, this upcoming year. Additionally, we will be exploring new STEM and Coding opportunities. We have been grateful to work with an excellent staff to enhance our social emotional curriculum and provide an amazing experience to each and every student that walks through our doors.

We are excited to welcome new and returning students and staff for a fantastic year!  
Be sure to attend Open House on August 18th!

Enjoy the remaining days of summer! Looking forward to another great year!

Mary Dawn Schuck and Melanie Collora  
Elementary Principals



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### *Free and Reduced Lunch Hawk-I Insurance*

In Iowa there is an opportunity for school districts to help link children to low-cost or free health care coverage through the Free and Reduced Price Meal Program Application. Schools are trying to assist the state in helping uninsured students get health insurance through this initiative.

Many eligible families do not take advantage of the state programs. Eight out of ten uninsured children are from working families. Seventy-five percent of these families do not have access to an employer-provided health plan that covers children. Medical bills are one of the top reasons families declare bankruptcy.

Parents are encouraged to fill out the free and reduced application in the registration packet. In turn, the school district, with patron permission, will disclose to the State of Iowa those eligible for Hawk-i.

Let's work together to identify children and offer their families the support they need.

### **Section 504**

The law requires the Van Buren County Community School District to provide to eligible students a free appropriate education; including individually designed instruction. Section 504 does not require a written IEP as in IDEA; however, it does require a plan. "Appropriate" means an education comparable to the education provided to non-handicapped students. When identified, a handicapped student can expect that reasonable accommodations will be made so that the student receives an appropriate educational experience. Section 504 requires that buildings and programs be made accessible through reasonable accommodation for individuals identified as handicapped and eligible. Students who are eligible or believe they are eligible for a 504 Plan should contact the building principal. Parents or teachers may, also, request a 504 Plan by contacting the building principal.

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### **Asbestos Notification**

Asbestos has been an issue of concern for many years. The Asbestos Hazard Emergency Response Act of 1986 (AHERA) was designed to determine the extent of asbestos concerns in the schools and to act as a guide in formulating asbestos management policies for the schools.

Asbestos has been used as a building material for many years. It is a naturally occurring mineral that is mined primarily in Canada, South Africa and the U.S.S.R. The properties of asbestos make it an ideal material for insulating, sound absorption, decorative plasters, fire proofing and a variety of miscellaneous uses. There have been over 3,000 different products manufactured using asbestos. The Environmental Protection Agency (EPA) began action to limit its uses in 1973. Most of the asbestos products used as building materials were banned by 1978.

The school district facilities have been inspected by a certified asbestos inspector as required by AHERA. The inspector located, sampled and determined the condition and hazard potential of all material in the school facilities suspected of containing asbestos. The inspection and laboratory analysis records form the basis of the asbestos management plan.

A certified management planner has developed an asbestos management plan for the school district facilities which includes: notification letters, training for employees, a set of procedures designed to minimize the disturbance of asbestos containing materials, and plans for regular surveillance of the materials. A copy of the management plan is available for inspection in the Superintendent of Schools office.



## Supply List-Douds & Harmony Centers

### Pre-K students:

- Backpack
- 2 folders DO NOT label please
- Small blanket or beach towel
- Change of clothes in bag labeled with name
- Extra shoes (gym shoes)
- 1 bottle hand sanitizer
- 1 container Clorox wipes
- 1 box Kleenex

### Kindergarten:

- Headphones (no ear buds please)
- Change of clothes
- Beach towel or small blanket for rest time, NO mats please
- Backpack
- Gym shoes (preferably velcro or slip on if your child doesn't know how to tie)
- 10 glue sticks

#### **1 of each:**

- Small pencil box
- Package of pink erasers
- Pair of scissors
- Box of quart size baggies
- Box of gallon size baggies
- Pkg of BLACK dry erase markers
- Pkg of COLORED dry erase markers

#### **2 of each:**

- Boxes of 24 count crayons
- Washable markers
- Ticonderoga pencils
- Kleenex
- Clorox wipes

### 1<sup>st</sup> Grade:

- 2 big pink erasers
- 1 pk of Ticonderoga pencils
- 1 box of pencil erasers
- 2 box of crayons
- Fiskars scissors
- 2 pks. glue sticks
- 1 small pk. of Expo dry erase markers (black)
- 1 small pencil box (8x5 Sterilite)-No bags
- 1 spiral bound notebook-single subject
- 2 folders
- 2-3 containers of Clorox wipes
- 2 boxes of Kleenex
- Headphones for iPad use (straight plug in not angled)
- Book bag to bring daily
- Gym shoes (stay at the school)



### 2<sup>nd</sup> Grade:

- 12 Ticonderoga yellow #2 pencils
- 2 pk large pink erasers and/or 1 pk pencil top erasers
- 1 FISKARS scissor
- 8 glue sticks
- 1 bottle white school glue
- 2 boxes of 24 crayons
- 1 pk black EXPO whiteboard markers
- 1 yellow highlighter
- 1 pink highlighter
- 1 pencil box for supplies
- 3 two-pocket folders
- 1 composition notebook
- 2 wide ruled notebooks
- 2 large boxes of Kleenex
- 1 bottle of hand sanitizer
- 2-3 containers of Clorox wipes
- 1 set of earbuds or headphones
- Gym shoes (left at school)
- Book bag to bring daily

### 3<sup>rd</sup> Grade:

- (2) 24 pk of pencils
- 2 Pink erasers
- 10 glue sticks
- 1 bottle of glue
- 1 take home folder-choice
- Folders with prongs (red and 1 choice)
- Scissors
- 4 dry erase markers and eraser
- 2 spiral bound notebooks (1 yellow, 1 choice)
- Pencil bag or box
- 1 container of Clorox wipes
- 2 box of Kleenex
- 1 bottle of Germ-x
- Headphones
- Crayons (box of 24)
- Markers-fine tip or regular
- Boys-purchase gallon baggies
- Girls-purchase sandwich baggies
- Gym shoes-left at school
- Book bag-bring daily
- Paint shirt



## Supply List-Douds & Harmony Centers

### 4th Grade:

- 3 pkgs of #2 wooden pencils
- 1 package of pencil top erasers
- 1 pack of wide-lined loose leaf paper (replenish as needed)
- 2 glue sticks (replenish as needed)
- Red pen for checking
- Fiskars scissors
- 4 pocket folders
- Crayons box of 24 or 48
- Colored pencils
- Markers
- 3 wide-ruled spiral notebooks
- Standard/metric ruler
- Pencil case for supplies-canvas or cloth works best
- 1 pk multi-colored highlighters
- 1 dry erase marker (replenish)
- (2) 1" 3-ring binder-**Douds only**
- 9x12½ Clipboard-**Harmony only**
- 1 set of earbuds or headphones
- 2 boxes of tissues
- 1 bottle of Germ-x (personal size)
- 2 containers of disinfecting wipes
- Gym shoes (to be left at school)
- Book bag (to go back and forth daily)
- Optional-Mouse for Chromebook

### 5th Grade:

- Colored pencils-box of 16
- 1 pkg of colored markers
- (2) 24pk. #2 Ticonderoga Pencil (replenish as needed)
- Pink erasers or pencil toppers
- 2 red pens
- 2 glue sticks
- 1 pk dry erase markers (chisel pt.)
- 1 dry erase eraser
- Fiskars scissors-pointed tipped
- 2 yellow highlighters
- 1 pk. of wide ruled loose leaf paper (replenish as needed)
- 3 composition notebooks
- 2 spiral single subject wide ruled notebooks
- (6) 2-pocket folders
- 1 pk 3"x3" Post-It notes
- Pencil bag with zipper (NO pencil boxes)
- Earbuds or headphones
- 1 container of Clorox wipes
- 3 boxes of Kleenex (replenish as needed)
- 1 bottle of hand sanitizer
- Gym Shoes to be left at school
- Backpack

### 6th Grade:

***Multiple items (tissues, sanitizer, wipes) can be split and sent at semester time or as needed. Some personal supplies (pencils) may need to be replenished as needed.***

- (1) 1½ -2" ring binder
- #2 pencils (Ticonderogas work the best)
- Erasers (pencil top or regular, pink works best)
- Pens
- (4) 1 subject spiral notebooks
- Highlighters (Pack of different colors)
- Permanent marker (mainly used for labeling)
- Clipboard (no minis) for group work
- 1 pkg. of binder pockets/dividers
- (6) 2-pocket folders
- Headphones or earbuds (to remain at school)
- Small box/pouch for art supplies (canvas/fabric pouches work or with holes to put in binder)
- Art supplies for occasional use (scissors, colored markers or pencils or crayons, glue stick)
- Old shirt/apron for art
- 2-3 containers of disinfecting wipes
- 2-3 boxes of tissues (for classrooms)
- 1-2 bottles of hand sanitizer (for classrooms) optional: mini bottles for personal use
- Gym shoes to be left at school (do not need to be new -just clean and appropriate for gym floor)
- Schoolbag (for daily use from school to home)
- Optional: mouse for Chromebook
- Please note: The school will provide a planner, but you may want a folder/binder/accordion file/storage clipboard to have with you all day and for home/school. Pick what will work best for you. You will carry your Chromebook from room to room. Your other supplies will be left in classrooms or your locker. This is where you might have looseleaf/copy paper/Post-It Notes for personal use. Notebooks would be for class notes and work.



## Middle School and High School Supply List

### Middle School

3 boxes tissues/Kleenex (go to 1st hour teacher)  
Gym Shoes - not required to be new shoes, just clean and able to be left at school  
Gym Clothes - clean t-shirt with sleeves, socks, athletic shorts or pants

#### Science

2 spiral notebooks (not to be shared with other subjects)  
2 college ruled notebooks  
2 highlighters  
1 pocket folder  
(1) 3-ring binder  
Pencils and colored pencils (box of 12)

#### Math

2 spiral notebooks (not to be shared with other subjects)  
2 highlighters  
1 pocket folder  
(1) 3-ring binder  
Pencils

#### U.S. History

1 spiral notebook (not to be shared with other subjects)

#### Reading

2 black Expo markers  
1 Expo Eraser  
(1) 12ct box #2 Ticonderoga pencils  
2 pocket folders  
2 red pens  
4 spiral notebooks

#### English

1 notebook (spiral or loose-leaf binder)  
1 folder (specifically for English)  
1 red proof-reading pen  
1 pack of notecards  
Pencils as needed

#### Global Studies

Loose leaf paper  
2 pocket folders  
Pencils  
3x5 notecards



With the opening of school, children will be on the streets again. Drivers are urged to be particularly careful. Some of the children will be “on their own” for the first time. Please don’t make it their last time!



You may be eligible for **Snacks In A Sack**. This free, weekend food program is available to children in grades K-6. Applications are available at the Elementary School Office or you may contact your Elementary Guidance Counselor!



### High School

7 or 8 - 1 subject notebooks  
7 or 8 - Pocket folders  
#2 Pencils  
Black and Blue pens  
3 packs of 3x5 notecards  
Gym Shoes - not required to be new shoes, just clean and to be left at school  
Gym Clothes - Clean T-shirt with sleeves, socks, athletic shorts or pants  
Scientific Calculator  
\*Headphones for laptop  
Students taking Pre-Calc and Calc must have a T1-84CE Graphing Calculator

\*If you are unable to purchase your own headphones, please see Jeni in the office during the first few weeks of school.

All secondary students will be provided an academic locker and gym locker. All lockers will have a built in lock with a combination.

All secondary students will be provided with a schedule on the first day of school. Schedule changes may be made at that time.

Laptops will be distributed shortly after we begin the school year (2-3 weeks into the school year). We will notify everyone of the date and time for parents and students to come to the school for a meeting and laptop distribution.



The Van Buren County CSD District Office is located at  
1313 1st Street  
Keosauqua, IA 52565.

The district mailing address is  
PO Box 220,  
Keosauqua, IA 52565.

Phone: (319) 931-7992.

**Fee Waiver and Reduction Procedures:** *Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived. Students whose families are experiencing a temporary hardship may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary hardship should contact the building secretary for a waiver form. This waiver does NOT carry over from year to year and must be completed annually. Van Buren County CSD encourages ALL families to apply.*



## ***Rights Under FERPA***

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

- \* The right to inspect and review the student's education records within 45 days of the day the district receives a request for access.

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

- \* The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student's privacy rights.

Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them 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.

- \* The right to consent to disclosures of personally identifiable information contained in 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 interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employees,

medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or 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 district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

The Van Buren County Community School District intends to forward records upon receiving a parent/guardian signed request form.

The right to inform the school district that the parent does not want directory information, as defined below, to be released. Directory information can be released without prior parental consent. Any student over the age of eighteen or parent not wanting this information released to the public must make object in writing at the beginning of the year to the principal. The objection needs to be renewed annually.

NAME, ADDRESS, TELEPHONE NUMBER, DATE AND PLACE OF BIRTH, DATES OF ATTENDANCE, GRADE LEVEL, ENROLLMENT STATUS, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DEGREES AND AWARDS RECEIVED, PHOTOGRAPH AND LIKENESS AND OTHER SIMILAR INFORMATION.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue., SW  
Washington, DC 20202-4605

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## **Compulsory Attendance Law**

House file 455 was signed into law May 23, 1991 making significant changes in Iowa Code Chapter 299, the compulsory attendance law.

Children between the ages of 6 and 16 are compelled to receive education (with certain exceptions), and each child's parent, guardian or legal custodian is the person held responsible in the law for compelling the child's education.

Attendance requirements may be met by attending any public school or accredited private school for the number of days per year prescribed by the governing body.

The parents of any new student of compulsory attendance age who choose to fulfill the compulsory education requirements of the child in a setting other than a public or accredited private school are required each year to complete a report of competent private instruction by the first day of school. This report form may be obtained from the local public school, which has received the form from the Department of Education. It is the responsibility of the parent, guardian or legal custodian to initiate and file the report with the local public school district.

Forms may be obtained from the Office of the Superintendent, Van Buren County Community School District, 1313 1st. Street, Keosauqua, Iowa 52565 for the residents of the Van Buren County Community School District. Completed forms should also be returned to the Office of the Superintendent.



# VAN BUREN COUNTY COMMUNITY SCHOOL DISTRICT 2022-2023 SCHOOL REGISTRATION FEES AND INFORMATION

## 2022-2023 E-REGISTRATION Walk-in Registration

**August 8** Van Buren High School Commons 8 am-12 pm; 1 pm-4 pm  
**August 9** Van Buren High School Commons 11 am-7 pm

**School Starts:** August 23 - Grades PreK3 & K-12, School begins (Begin 1<sup>st</sup> Quarter)  
 August 25- PreK4, School begins

**School Hours:** Elementary: 8:15 a.m. - 3:25 p.m.  
 Middle School: 8:21 a.m. - 3:35 p.m.  
 High School: 8:21 a.m. - 3:35 p.m.

**Registration Fees:** \$35.00: Elementary Student (ea.)  
 \$50.00: Middle School/High School Student (ea.)  
 \$15.00: Reduced Fee Elementary Student (ea.)  
 \$20.00: Reduced Fee Middle School/High School Student (ea.)

<b><u>Admission Fees:</u></b>	<b><u>Adults</u></b>	<b><u>Students</u></b>
All Varsity Sports	\$5.00	\$5.00
All J.V. or Fr/Soph	\$3.00	\$3.00
All Middle School Sports	\$3.00	\$3.00

**Season Tickets (22-23)**  
 Adult Season passes \$90.00  
 Student passes \$50.00  
 Senior Citizens (Age 55+) pay student prices \$50.00

<b><u>Meal Prices:</u></b>	<b><u>2022-2023</u></b>	<b><u>PK-6</u></b>	<b><u>7-12</u></b>	<b><u>Adult</u></b>
Single Meal-Lunch	\$2.60	\$2.70	\$4.15	
Lunch Reduced	\$0.40	\$0.40		
Breakfast Daily	\$1.45	\$1.55	\$2.50	
Breakfast Reduced	\$0.30	\$0.30		
Daily Milk*	\$0.60	\$0.60		
Veg./Fruit/Dessert/Grain (ea.)*	\$0.75	\$0.75		
Add't Entrée/Main Dish *	\$2.25	\$2.25		
Travel Snack*		\$2.00		

**Grab & Go Cart: 2022-2023**  
 Switch\* \$1.50  
 Chips\* \$.60  
 Cheese\* \$.50  
 Yogurts\* \$.75  
 Beef Sticks\* \$.75

\*Prices subject to change quarterly based on District's cost

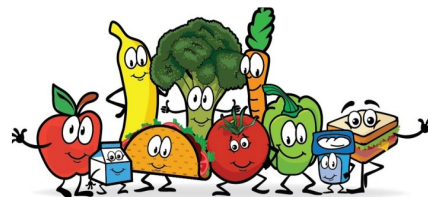
## **Open Enrollment**

Open enrollment is the cost free option by which parents/guardians residing in an Iowa district may enroll their children into another Iowa school district under the terms and conditions of Iowa Code section 282.18 and the administrative rules of the Iowa Department of Education, 281 Iowa Administrative Code Chapter 17.

To file for open enrollment a parent must complete an application form that is available in the central office of Iowa school districts. The form is also available via the Iowa Department of Education's website at <https://educateiowa.gov/documents/options-educational-choice/2022/06/open-enrollment-application-2022-23and-2023-2024>.

The completed form must be filed with both the resident and receiving district.

A pupil that is open enrolled may return to the district of residence, and enroll, at any time (unless under suspension or expulsion). The parent or guardian must notify the district of residence and the receiving district in writing of the decision to enroll the pupil in the district of residence. A 90-day period of athletic ineligibility accompanies the transfer from one district to another. Iowa Code section 282.18(6).  
 For more information, please contact your local Superintendent's office.



## Sportsmanship Philosophy

The Van Buren County Community School District believes that a dynamic and varied program of student activities is vital to the educational development of the student.

It should offer opportunities to serve the district, to assist in the development of fellowship, team spirit, sportsmanship and to encourage learning the qualities of good citizenship.

Recognizing that sportsmanship is a vital component of the student activities program it then becomes necessary to define the philosophy of such as interpreted by Van Buren County CSD.

Sportsmanship is that quality that desires always to be courteous, fair, respectful and is interpreted in the conduct of players, spectators, coaches and school authorities.

Representatives of the school should set an example in good sportsmanship and condemn unsportsmanlike conduct at all times.

## EDUCATIONAL PHILOSOPHY

As a school corporation of Iowa, the Van Buren County Community School District, acting through its board of directors, is dedicated to promoting an equal opportunity for a quality public education to its students. The board's ability may be limited by the school district's ability and willingness to furnish financial support in cooperation with student's parents and school district community. The board is also dedicated to providing the opportunity to develop a healthy social, intellectual, emotional, and physical self-concept in a learning environment that provides guidance to, and encourages critical thinking in, the students for a lifetime. The board endeavors, through the dedication of the school district's resources, to encourage students, who come to the school district from a variety of backgrounds, to look forward to the time when they will have jobs, homes, families, places in the school district community, and attain recognition as individuals. In order to achieve this goal, the board will seek qualified employees dedicated to development of their professional skills for the betterment of the education program and for the expertise for educational productivity. Instruction and curriculum are the key elements of a public education. Critical thinking and problem solving skills that will assist the students' preparation for life is instructed as part of a sequentially coordinated curriculum. The school district strives to prepare students for employment, to discover and nurture creative talent and to prepare them to meet and cope with social change in an atmosphere conducive to learning. The support and involvement of the home and the school district community are essential to achieve educational excellence in the school district. The school district strives to maintain an active relationship with the home and the school district community to create within the students an awareness of dignity and worth of the individual, civic responsibility and respect for authority.

## Board Affirms Intent to Support Student Conduct Rules

The Van Buren County Community School's Board of Directors affirms its intent to support the Student Conduct Rules, its intent to support the staff who enforce the Student Conduct Rules, and its intent to hold the staff accountable for the implementation and enforcement of such Student Conduct Rules as adopted by board policy.

The affirmation by the board is in compliance with a State Standard 12.3 (6). A further requirement of the standard is to give notice to the public of the board's action.

The Student Conduct Rules are available at the administrative office, in any of the district's attendance centers and on the district website. Student Conduct Rules are also routinely explained to students each year at the beginning of school or upon transfer to the school.

## Protections of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Van Buren County CSD to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged and analogous relationships, such as with lawyers, physicians, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.

## Title I Teacher Qualification

All districts receiving Title I funds must notify parents in Title I funded buildings that they may request information on their child's teacher qualifications. Information is available that addresses the licensing requirements for the position held by the teacher, the licensure status and educational background of the teacher. If a student also receives services from an instructional paraprofessional, the parents may receive information of their qualifications upon request. For more information, please contact the School Business Official/Secretary at 319-931-7992.

## English Learner

Please see the following required publication regarding Van Buren County CSD's English Learners Program.

- Van Buren County CSD asks that families complete a home language survey at the time of enrollment.
- Van Buren County CSD must then determine if a student shows limited English proficiency.
- English Learners are entitled to appropriate services to become proficient in English; these services are chosen at the district's discretion.
- Van Buren County CSD must have qualified teachers, staff and administrators to implement the program and must provide those staff members with necessary training.
- English Learners must have access to grade-level curriculum. They are entitled to an equal opportunity to all programs and extra-curricular activities.
- School districts may not segregate students on the basis of English proficiency status.
- English Learners with disabilities must be provided both language and disability-related services.
- English Learners who may have a disability must be located, identified and evaluated (in an appropriate language) in a timely manner.

### **Notice of Non-Discrimination**

The Van Buren County Community School District offers career and technical programs in the following areas of study: Welding, Business Finance, Foods, Health Occupations, Carpentry, Agriculture. Pursuant to Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, and other applicable state and federal laws, the Van Buren County Community School District does not discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity, or socioeconomic status (for programs) in any of its education programs, activities, or employment opportunities. This prohibition on discrimination applies to admission and employment. The District has adopted grievance procedures for resolving formal and informal Title IX sex discrimination complaints and other discrimination complaints.

Inquiries regarding title IX or the District's nondiscrimination policy may be referred to the U.S. Department of Education (attn. Assistant Secretary, Office for Civil Rights; 400 Maryland Avenue Southwest, Washington, DC 20202; 800-421-3481; [OCR@ed.gov](mailto:OCR@ed.gov)) or the District's Title IX Coordinator: Lisa Stiles, Title IX Coordinator, 1313 1st Street, PO Box 220, Keosauqua IA 52565, [lisa.stiles@van-burencsd.org](mailto:lisa.stiles@van-burencsd.org), 319-931-7992. Inquiries regarding complaints of race, color, national origin, disability, religion, creed, age, marital status, sexual orientation, gender identity, or socioeconomic status discrimination may be directed to the Equity Coordinator: Jeremy Hissem, Superintendent, 319-931-7992.

### **Motor Vehicle Operator Rules When Meeting A School Bus**

**If you are traveling on a two- or three-lane road**

- **And you are approaching the bus from the rear:** When you see flashing red or amber warning lights, you are not permitted to pass the school bus and should be prepared to stop. Stop behind the school bus when the school bus stops and the stop arm is extended. Stop no closer than 15 feet from the rear of the bus, and remain stopped until the stop arm is retracted and school bus starts moving again. Proceed with caution.
- **And you are meeting the bus from the front:** When you see amber warning lights flashing you must slow your vehicle to no more than 20 mph and be prepared to stop. Stop in front of the school bus when the school bus stops and its stop arm is extended. Remain stopped until the stop arm is retracted. Proceed with caution.

## **Dress Code**

As we approach the beginning of the school year, please take some time to review the school dress code. Our goal is to ensure the educational environment is both appropriate and safe. We want our students to dress appropriately for school. The following dress code will be enforced throughout the school year. Thank you and have a great rest of the summer!

There is a strong connection between academic performance, students' appearance and students' conduct. Students are expected to adhere to reasonable levels of cleanliness and modesty. Students are expected to wear clothing that is appropriate to their age level and that does not disrupt the school or educational environment. Students are prohibited from wearing clothing that shows cleavage and/or undergarments. The following are also inappropriate: low-cut tops, spaghetti straps, halter tops, strapless tops, tube tops, extremely short apparel (skirts, dresses, shorts). Tank tops are allowed as long as the straps are one inch wide and follow the dress code policy. Blouses, tops, and shirts must cover the waistband of the bottom clothing apparel while in both the standing and sitting position. Students are not to wear head coverings such as hats, caps, dog rags, bandanas, or other head coverings during school hours.

Students are prohibited from wearing clothing advertising or promoting items illegal for use by minors, including, but not limited to, alcohol or tobacco; from wearing shoes with cleats except for outdoor athletic practices; and from wearing clothing displaying obscenity, profanity, vulgarity, racial or sexual remarks, making reference to prohibited conduct or similar displays.

While the primary responsibility for appearance rests with the students and their parents, the administration and teachers reserve the right to judge what is proper and what is not. When in the judgment of a principal, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety; the student may be required to make modifications.

## **Bus Behavior and Conduct**

### **Introduction**

Van Buren County CSD has student behavior guidelines which apply to all students transported on school district buses for any purpose. Every student has the right to a safe and enjoyable ride to and from school or on any type of activity trip. With safety being the district and bus driver's primary concern, students must recognize the importance of proper personal conduct and how this contributes to ensuring a safe ride for all individuals on the school bus.

Situations might arise in which student behavior is in conflict with established rules and may jeopardize the safety of others on the bus. The purpose of this policy is to provide predetermined disciplinary consequences for unacceptable behaviors while riding the bus or waiting at a designated school bus stop. If a student is involved in a serious or repeated unacceptable behavior, school administrators will have the option to suspend the bus riding privileges. Suspension from riding the school bus is not necessarily a suspension from school.

A parent/guardian of a student suspended from riding the school bus is responsible for ensuring safe transportation to and from school for the student during the bus suspension. Students with special needs who lose bus riding privileges due to disciplinary action will have the disability and the individual education plan reviewed as part of the final disciplinary decision.

The district administration will review each discipline issue as reported, which may or may not be listed in the three classes of unacceptable behavior. Each issue will be treated uniquely with student behavior and incident factors fully investigated. Disciplinary action will be assigned with those factors in mind.

### **Unacceptable Behaviors**

#### **Class I:**

- a. Extending head, arms, or legs out of windows
- b. Distracting the bus driver
- c. Failure to follow the bus drivers' instructions
- d. Throwing/shooting objects on the bus
- e. Failure to follow safe crossing procedures
- f. Standing while the bus is in motion
- g. Jumping over or crawling under seats
- h. Riding on a bus other than assigned bus without proper permission
- i. Boarding/exiting a bus at a location other than the assigned stop without permission
- j. Shouting, yelling, screaming, or excessive noise
- k. Tripping another student
- l. Blocking the bus aisle
- m. Spitting
- n. Horseplay
- o. Possession of squirt guns, laser pointer, water balloons, liquid container of any type, shaving cream, eggs or dispensing perfume or aftershave
- p. Any other behavior as defined by administration that constitutes this level

#### **Class II:**

- a. Theft or robbery
- b. Willful damage to property of another individual
- c. Tampering with emergency equipment
- d. Chasing or running alongside a moving bus
- e. Throwing or shooting an object at the driver or out of the bus window

- f. Bringing dangerous objects onto the bus. Also, items dangerous by use, not by design
- g. Pushing/shoving another student in the bus loading zone, bus danger zone or near a moving bus
- h. False identification or refusal to provide correct identification information to the driver
- i. Vandalism of the school bus (an individual responsible for vandalizing a bus will be responsible for the cost of replacement items and/or repair)
- j. Possession of obscene/pornographic materials
- k. Use of obscene or profane languages or gestures
- l. Possession of a lighter or matches
- m. Harassment in any form, including bullying
- n. Interfering with or disrespectful towards the bus driver or other staff
- o. Physical aggression or the threat of physical aggression against another person
- p. Fighting
- q. Any other behavior as defined by administration that constitutes this level

#### **Class III:**

- a. Unacceptable sexual conduct, including sexual harassment
- b. Possession of a knife, weapon or ammunition
- c. Detonation of any firework or like device on bus/at bus stop
- d. Ignition of any type of fire, including matches and lighters
- e. Possession of a flammable liquid on the bus
- f. Assault or threat to the bus driver or any other person
- g. Attempt to ride on the outside of the school bus
- h. Running out in front of a moving bus
- i. Opening any emergency exit, or attempting to exit from a moving bus
- j. Possession or use of alcohol
- k. Possession or use of tobacco products
- l. Possession or use of drugs or drug related material
- m. Any other behavior as defined by administration that constitutes this level

### **Consequences for Unacceptable Behavior**

#### **Class I:**

1<sup>st</sup> Offense-Parental contact by bus driver. If needed, follow-up communication by transportation director or building administrator. Discipline will be handled at attendance center.

2<sup>nd</sup> Offense-Same as above, discipline at building and/or 1-3 days suspension from riding the bus

3<sup>rd</sup> Offense-3-5 days suspension from riding the bus

4<sup>th</sup> Offense-5-15 days suspension from riding the bus

#### **Class II:**

1<sup>st</sup> Offense-Parental contact by bus driver. Follow-up communication by transportation director or building administrator. Discipline at building and/or 1-3 days suspension from riding the bus

2<sup>nd</sup> Offense-3-5 days suspension from riding the bus

3<sup>rd</sup> Offense-5-10 days suspension from riding the bus

4<sup>th</sup> Offense-Suspension from riding the bus for the remainder of the year or 60 day minimum

#### **Class III:**

1<sup>st</sup> Offense-5-30 days suspension from riding the bus

2<sup>nd</sup> Offense-Suspension from riding the bus for the remainder of the school year or 60 day minimum. This may be carried into the next academic year if less than 60 days remain in the current academic year

A bus suspension is for any bus and for all purposes.



## Educational Equity

It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, sex, marital status, national origin, creed, religion, sexual orientation, gender identity or disability. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

In the delivery of the education program, students will treat the employees with respect and students will receive the same in return. Employees have the best interests of the students in mind and will assist them in school-related or personal matters if they are able to do so. Students should feel free to discuss problems, whether school-related or personal, with the guidance counselor or other employees.

Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and welfare of the school district.

Board policy refers to the term "parents" in many of the policies. The term parents for purposes of this policy manual means the legal parents, the legal guardian or custodian of a student, and students who have reached the age of majority or are otherwise considered an adult by law.

Inquiries by students regarding compliance with equal educational opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, are directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Van Buren County Community School District, P.O. Box 220 Keosauqua, Iowa 52565; or by telephoning 319-931-7992. For questions related to the District's policy against sex discrimination under Title IX, please contact the District's Title IX Coordinator: Lisa Stiles, [lisa.stiles@van-burencsd.org](mailto:lisa.stiles@van-burencsd.org), VBCCSD, 1313 1st Street, Keosauqua IA 52565, 319-931-7992.

Inquiries by students regarding compliance with equal educational opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Region VII office of Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison St., Ste. 1475, Chicago, IL, (312) 730-1560, <http://www.state.ia.us/government/crc/index.html> or Iowa Dept. of Education, Grimes State Office Bldg., Des Moines, IA. (515) 281-5294. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

## Instructional Materials Available for Parental Inspection

Iowa Code 279.50 impacts the Van Buren County Community School District as well as all other schools throughout the State.

This piece of legislation mandates each school district to provide instruction in human growth and development, including instruction regarding human sexuality, self-esteem, stress management, interpersonal relationships, and acquired immune deficiency syndrome, as required in Section 256.11, in grades one through twelve.

The Van Buren County CSD plan for compliance with this legislation will utilize infusion of mandated content into existing courses at the K-8 level, with separate courses of Health I and Health II being taught at the high school. The content and the grade level at which the content is taught is as follows:

**Kindergarten**—The protection and development of physical well being with attention given to experiences relating to the development of life skills and human growth and development.

**Grades One through Six**—The effects of alcohol, tobacco, drugs and poisons on the human body, human sexuality; self-esteem; stress management; interpersonal relationships; and the characteristics of communicable diseases including acquired immune deficiency syndrome.

**Grades Seven and Eight**—Reemphasis given to grades one through six content areas with the addition of current crucial health issues and sexually transmitted diseases.

**Grades Nine through Twelve**—State approved health education course work taught by a certificated health educator. Course content shall be inclusive of the prescribed for grades seven and eight with the addition of an awareness of physical and mental health needs.

Much of the content mandated by Senate File 279.50 has been taught in the Van Buren and Harmony School Districts for a number of years and, therefore, is not new. We believe materials have been taught and will continue to be taught in a professional manner.

Van Buren County CSD's K-12 Human Growth and Development curriculum and instructional materials are available for public inspection. The code also contains provisions for parents to make written request for their child to be exempted from the instruction. Parents wanting more information regarding these matters may contact the attendance center building principal.

## AS THE PARENT OF AN ACTIVITY PARTICIPANT, I WILL:

- Remember my daughter or son participates in educational activities for fun.
- Do my best to understand the purpose of educational activities which always puts education first.
- Remember it is a privilege, not a right, for my son or daughter to participate in interscholastic activities.
- Remember my attendance at an interscholastic activity is a privilege, not a right.
- Always conduct myself with character, and insist my daughter or son do the same, even when it is not the popular thing to do.
- Treat all people (coaches/advisors, contestants, contest officials, other spectators) with respect at all times and insist my son or daughter do the same.
- Support all students participating, not just my son or daughter.
- Be gracious in victory and accept defeat with dignity.
- Honor the spirit and intent of the rules under which my daughter or son participates.
- Never demonstrate threatening or abusive behavior or use foul language.
- Try my best to be a fan, not a fanatic!



## SchoolMessenger—Stay informed and up-to-date with our school news and announcements!

SchoolMessenger is an online system used to deploy mass automated announcements via phone calls, text messages, email, and feeds to social media tools such as our school Twitter and Facebook accounts. SchoolMessenger “talks” with our PowerSchool student information management system to send phone calls, text messages, email messages, and social media postings on our school website. Parents can manage which phone numbers, email addresses, and social media sites they want used in PowerSchool. It is critically important that parents include phone numbers such as home, work, and cell numbers in the event that school delays or early dismissals occur due to unforeseen circumstances.

\*\*Including the option to receive text messages is also a very handy way to receive quick messages.

You can read about SchoolMessenger in general at: <http://www.schoolmessenger.com/>  
News: The School Messenger App is FREE at <https://www.schoolmessenger.com/schoolmessenger-app/> available in the iOS and Android mobile app stores, and as a web app.

The SchoolMessenger app includes exciting features for parents and teachers. The app will help streamline school-family communication and enhance parent engagement.

Great Prairie AEA staff will be available to partner with Van Buren County CSD staff members to provide the best education possible for your child. The Great Prairie AEA staff include, but are not limited to: audiologists, consultants, teachers for hearing impaired and visually impaired, occupational therapists, physical therapists, school psychologists, school social workers, and speech language pathologists. Your child's teacher may contact AEA staff for consultation, observation or interaction with your child. If you do not want the above services, please notify the school in writing.

If you have any questions and/or concerns about these services, please call the Regional Special Education Director at the AEA at 1-800-382-8970.



All parents of bus riding students are encouraged to visit our transportation table at registration. Our transportation director will be available for questions during those times.

Please remember there is **NO** specified length of time a bus is to wait at a stop for riders! Your child or children should be alert and watching for the approach of the bus. A copy of the bus rules and school bus discipline policy is included in your student handbook. Please make sure that you go over these rules with your student(s).

The Administration and drivers would like to thank you for your cooperation in the past and know that we can expect the same in the future.

# School Delays and Cancellations

If an early dismissal, delay or cancellation should occur, Van Buren County CSD will use SchoolMessenger and the following radio/TV stations to inform the public:

## Radio

- KMEM (100.5 FM) Memphis
- KMCD (1570 AM, 95.9 FM) Fairfield
- WHO (1040 AM, 107.5 & 100.3 FM) Des Moines
- KBIZ (1240 AM) Ottumwa
- KTWB (92.7 FM) Ottumwa
- KILJ (105.5 FM) Mt. Pleasant
- KOTM/KLEE (97.7 FM)
- KISS/KRKN (101.5/104.3 FM)

## TV:

- 3 (KTVO)
- 10 (WGEM)
- 15 (KYOU)

If you would like to be added to our automated notification, please contact either the High School Office or manage your contact features (receive messages via phone, cell, text, email, etc.) through your PowerSchool

account. Our SchoolMessenger automated notification system uses this information to send out messages or announcements.

All notifications should take place before 7:00 am. It is possible that bad weather (including extreme heat) may also disrupt telephone communications, or large number of school closings may make it difficult or impossible to notify the radio and television stations. In the event the decision is made the prior day, an attempt will be made to get the message on the 10:00 pm news.

Please do not call the administrative office prior to 7:15 am, since we will need full phone and time use to gather information, make a decision, and begin notifying people. Tune in to your radio or television.



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## PETS PROHIBITED at IGHSAA/IHSAA Sanctioned Events

Except as otherwise stated herein, no pets are permitted at events sanctioned by the IGHSAA/IAHSAA. Any persons found with a pet at an event will be removed from the premises. However, this policy shall comply with the provisions of Iowa Code 216C. As such, a person with a disability or a person training an assistive animal has the right to be accompanied by a service dog or an assistive animal, under control. The person is liable for damage done to any premises or facility by a service dog or assistive animal. A "service dog" means a dog specially trained at a recognized training facility to assist a person with a disability, whether described as a service dog, guide dog, hearing dog, support dog, independence dog, or otherwise. An "assistive animal" means a simian or other animal specially trained or in the process of being trained under the auspices of a recognized training facility to assist a person with a disability.

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## HOME SCHOOL ASSISTANCE PROGRAM

Families wishing to participate in a District home school program in Iowa must fill out the Competent Private Instruction (CPI) form and turn it in to their school district secretary by September 1, 2022 or within 14 days of commencing CPI. Note, however, if a child has been identified as requiring special education programs or services, prior written approval must be obtained from the special education director of the AEA in which the child resides before the child may be home schooled or enrolled in a non-accredited nonpublic "school". Families wishing to belong to Van Buren's Home School Assistance Program must notify the district by September 15, 2022. For more information, please call Van Buren County Community School District at 319-931-7992. The HomeSchool teacher for elementary students is Mrs. Jenny Smith with enrichment support from Mrs. Tonya Jirak and the Home School teacher for secondary students is Mr. Kurt Jirak.

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## School Board Meetings

All agenda's will be posted on our school website at [www.vbcwarriors.org](http://www.vbcwarriors.org). Changes and updates will also be posted on our school website.

We will post the agenda 24 hours in advance of the meeting using digital media on our TV panels in the High School entryway and on the front entryway doors of both the Douds Center and Harmony Center. Our news media will also receive the agenda via email.



## Student Health Information

**Immunizations:** Each student needs to provide the school with an updated immunization record if new vaccines have been completed since the previous school year, or if you are new to the district. **Any student who does not have an immunization record at school, or has not completed the required vaccines will not be allowed to attend until an updated immunization record is given to the school.**

**Medications:** Parents, please fill out and sign a "Medication Administration Authorization Form", which will be included in e-registration and can also be found on the school website under the Parent tab and Parent Forms category for printing. This form is required for any over-the-counter medication to be administered to your child. If a student needs a prescription medication to be given during school hours, a Doctor's signature is required on the line provided on the form, as well as parent signature. All medication, including Tylenol or Ibuprofen, needs to be provided by the parent in the original bottle. For the safety of each student, a parent must deliver the medication to the school and cannot send it with the student.

### **Health requirements by specific grade:**

**Pre K:** Under the same state immunization requirements as a licensed child care center. Please check with your child's doctor to see if they are in need of any vaccines.

**Kindergarten:** 4-year-old shot series must be completed. Vision & dental certificates completed and given to school office\*

**3<sup>rd</sup> Grade:** Vision certificate completed and given to school office\*

**7<sup>th</sup> Grade:** Tdap & Meningococcal vaccines required

**9<sup>th</sup> Grade:** Dental certificate completed and given to school office\*

**12<sup>th</sup> Grade:** Meningococcal vaccine required

\*Vision and Dental certificates are available where the exams are completed and can be faxed to the school



## Program Contacts

**Title IX:** Superintendent Secretary

**Perkins:** Secondary Principal

**Title VI:** Superintendent

**Office of Civil Rights and Section 504:** Building Principals & Human Resources Manager

**Harassment/Investigator I:** Building Principals/Counselor

**Affirmative Action Coordinator:** Superintendent

**Education Equity Coordinator:** Building Principals

**Homeless Children and Youth:** Director of Student/Family Services and Marketing

**Bullying/Harassment:** Building Principals

**Level I Investigators:** Building Principals/School Nurse

## FREE & REDUCED LUNCHES ...DID YOU KNOW?

### **Do you know the importance of every family applying for free and reduced lunches?**

Grant eligibility: Many of the competitive grants that the district is eligible to apply for are based in part on the district's free and reduced lunch rate.

Title I Funds/Federal Funds: Did you know that the free and reduced lunch rate is a part of the formula that determines how much money the district will receive in Title I and other Federal funds? The higher the rate, the more money the district will receive.

Confidentiality: The confidentiality of anyone who applies and the confidentiality of any family that qualifies for free and reduced lunch are strictly maintained and is a requirement to receive the federal funding.

In closing, even if you do not qualify or do not want to participate, you are helping the district provide for opportunities to bring additional resources into the district (revenue/funding).

### **Reminder to Parents:**

The school does not supply over-the-counter medications for students such as Tylenol/Advil. If you would like these medications available to your child, please send them in their original bottle in a Ziploc bag, marked with your students' name with a completed medication authorization form.

**REQUIRED  
IMMUNIZATION SCREENINGS  
are to be completed prior to the  
first day of school.**



**PARENT/GUARDIAN INFORMATION LETTER FOR FREE AND REDUCED PRICE SCHOOL MEAL APPLICATION**  
**Frequently Asked Questions About Free and Reduced Price School Meals**

Dear Parent/Guardian:

Children need healthy meals to learn. **VAN BUREN COUNTY CSD** offers healthy meals every school day. Breakfast cost **FOR K-6 is \$1.45, FOR 7-12 is \$1.55**; lunch costs **FOR K-6 is \$2.60, FOR 7-12 is \$2.70**. Your children may qualify for free meals/milk or for reduced price meals. Reduced price is **\$ .30** for breakfast and **\$ .40** for lunch. Return or mail the completed application to: **Lisa Stiles, Secretary to the Superintendent, Van Buren County CSD, PO Box 220, Keosauqua, IA 52565** or return to any attendance center.

Below are some common questions and answers to help you with the application process.

**WHO CAN GET FREE OR REDUCED PRICE MEALS?**

All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP-formerly Food Assistance in Iowa), the Family Investment Program (FIP) or a few specific Medicaid programs are eligible for free or reduced price meals.

Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.

Children participating in their school's Head Start program are eligible for free meals.

Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.

Children may receive free or reduced price meals if your household's income is at or below the limits on the Federal Income Eligibility Guidelines below and submit an application for free and reduced price meals/milk.

**FEDERAL INCOME ELIGIBILITY GUIDELINES for School Year 2022-2023**

Household Size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	25,142	2,096	1,048	967	484
2	33,874	2,823	1,412	1,303	652
3	42,606	3,551	1,776	1,639	820
4	51,338	4,279	2,140	1,975	988
5	60,070	5,006	2,503	2,311	1,156
6	68,802	5,734	2,867	2,647	1,324
7	77,534	6,462	3,231	2,983	1,492
8	86,266	7,189	3,595	3,318	1,659
Each additional family member:	8,732	728	364	336	168

**SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS?** No, but please read the letter carefully and follow the instructions. If any children in your household were missing from your notification, contact: **Lisa Stiles, Van Buren County CSD, telephone 319-931-7992 or via email at [lisa.stiles@van-burencsd.org](mailto:lisa.stiles@van-burencsd.org) or 888-536-5777** immediately as eligibility for free or reduced price meals is extended to all school age children in a household. If you did not receive a letter from the school, but received a Free Lunch Notice from DHS, submit this letter to your children's school. You may add any students living in your household who are not listed on the letter. Also, if someone in your household receives food assistance and you did not receive either of these letters, you may complete an application listing the case number as this will qualify all school age children in your household for free meals. If you were informed that your children will get reduced price meals, see the income guidelines above and if you feel you would qualify for free meal benefits, complete an application for free and reduced price meals.

**WHAT IF WE HAVE FOSTER CHILDREN?** Households with foster and non-foster children may choose to include the foster child as a household member, as this may help other children in the household qualify for benefits. If the foster family is not eligible for free or reduced price meal benefits, that does not prevent a foster child from receiving free meal benefits.

**HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please contact: **Madison Rushing at 319-931-7992 or 888-536-5777 or [madison.rushing@van-burencsd.org](mailto:madison.rushing@van-burencsd.org)**.

**DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No, complete the applications for free and reduced price school meals for all the students in your household. We cannot approve an application unless complete eligibility information is submitted, so be sure to complete all required information.

**MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes, your child's application is only good for that school year and for the first few days of this school year, through **October 3, 2022**. You must complete a new application unless the school told you that your child is eligible for the new school year. When the carryover period ends, unless you are notified that your children will receive free meals or you submit an application that is approved, the children must pay full price for school meals. The school is not required to send a reminder or a notice of expired eligibility.

Continued from previous page

**I GET WIC. CAN MY CHILDREN GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please complete and send in an application.

**MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes, you, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.

**WILL THE INFORMATION I GIVE BE CHECKED?** Yes, we may also ask you to send written proof of the household income you report. You are not required to provide proof with your application.

**IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free or reduced price meals if the household income drops below the income limit, if your household size goes up, or if you start getting SNAP, FIP or other benefits.

**WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to: **Jeremy Hissem, Superintendent of Schools, Van Buren County CSD, PO Box 220, Keosauqua IA 52565** or calling **319-931-7992** or **888-536-5777** or via email at **jeremy.hissem@van-burencsd.org**.

**WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

**WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT?** Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

**WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY?** Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food or clothing or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

**DO I NEED TO PROVIDE MY SOCIAL SECURITY NUMBER?** Only the last four digits of the Social Security Number of the household's primary wage earner or another adult household member (or an indication of "none") is needed.

**WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY?** List any additional household members on a Supplemental Worksheet and attach it to your application. Please contact **Lisa Stiles, Van Buren County CSD, telephone 319-931-7992 or 888-536-5777** via email at **lisa.stiles@van-burencsd.org** to receive a Supplemental Worksheet.

**WHO CAN GET FREE MILK?** If your school participates in the Special Milk Program for half day kindergarteners, your kindergarten child may be eligible for free milk. Children who buy extra milk with a meal or if they eat breakfast or lunch and have an afternoon milk break, they are not eligible to receive free milk.

**MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for SNAP or other assistance benefits, contact your local assistance office or call **1-877-347-5678**. Your children may be eligible for Hawki (children's health insurance) or a waiver of school fees. Read the information on the back of the Application for Hawki information. A school waiver form is available from your school.

**CAN CHILDREN WITH DISABILITIES GET FOOD SUBSTITUTIONS?** If a child has a disability, as determined by a licensed medical professional and the disability prevents the child from eating the regular school meal, the school will make substitutions prescribed by the licensed medical professional. If a substitution is needed, there will be no extra charge for the meal. Please note, however, that the school is not required to make a substitution for a food allergy, unless it meets the definition of disability. Please call the school for further information.

**DO I NEED TO REPORT MY RACE AND ETHNICITY?** It is optional to complete the racial/ethnic portion of the application however if you do not select race or ethnicity, one will be selected for you based on visual observation.

Translated applications are available at: <http://www.fns.usda.gov/school-meals/translated-applications>.

If you have other questions or need help, call **toll-free at 888-536-5777 or 319-931-7992** or via email at **lisa.stiles@van-burencsd.org**.

## 2022-2023 School Calendar – Aug. 23 Start

Summary of Calendar:  
 Days/Hrs. in classroom: 163/1109.75 hours  
 First Semester: 82 Days  
 Second Semester: 81 Days

### CALENDAR LEGEND

Begin/End	
Quarter/Semester	
PD Day	
Holidays	
Vacation Days	

### HOLIDAYS:

Labor Day (9/5)  
 Thanksgiving Day (11/24)  
 Christmas (12/25)  
 New Year's Day (1/1)  
 Good Friday (4/7)  
 Memorial Day (5/29)

### Teacher P.D. Days (Not on Calendar)

Monday, Aug 15 (New Staff Only)  
 Tuesday, Aug 16  
 Wednesday, Aug 17  
 Thursday, Aug 18 (work Day)  
 Friday, Aug 19 (½ Work Day/ ½ PD Day)

August 2022					Student Hours/Days	
M	T	W	Th	F		
22	23	24	25	26	25	+
29	30	31			45.25	3
September 2022						
			1	2	58.75	2
5	6	7	8	9	85.75	+
12	13	14	15	16	112.75	+
19	20	21	22	23	146.5	5
26	27	28	29	30	173.5	+
October 2022						
3	4	5	6	7	207.25	5
10	11	12	13	14	227.5	3
17	18	19	20	21	261.25	5
24	25	26	27	28	288.25	+
31					295	1
November 2022						
	1	2	3	4	322	+
7	8	9	10	11	349	+
14	15	16	17	18	382.75	5
21	22	23	24	25	396.25	2
28	29	30			409.75	2
December 2022						
			1	2	423.25	2
5	6	7	8	9	457	5
12	13	14	15	16	494	+
19	20	21	22	23		0
26	27	28	29	30		0
January 2023						
2	3	4	5	6	517.75	5
9	10	11	12	13	551.5	5
16	17	18	19	20	578.5	+
23	24	25	26	27	612.25	5
30	31				619	1
February 2023						
		1	2	3	639.25	3
6	7	8	9	10	666.25	+
13	14	15	16	17	700	5
20	21	22	23	24	727	+
27	28				740.5	2
March 2023						
		1	2	3	760.75	3
6	7	8	9	10	781	3
13	14	15	16	17	808	+
20	21	22	23	24	841.75	5
27	28	29	30	31	875.5	5
April 2023						
3	4	5	6	7	902.5	+
10	11	12	13	14	929.5	+
17	18	19	20	21	963.25	5
24	25	26	27	28	990.25	+
May 2023						
1	2	3	4	5	1024	5
8	9	10	11	12	1051	+
15	16	17	18	19	1084.75	5
22	23	24	25	26	1096.25	2
29	30	31			1109.75 (PTC)	163
June 2023						
			1	2		
5	6	7	8	9		

Aug 18 - Open House 4:30 - 7:30  
 Aug 22 - Teacher Work Day  
 Aug 23 - First Day of School  
 Aug 25 - 1:30 Dismissal

Sept. 5 - Labor Day - (No School)  
 Sept 12, 26 - Professional Development

Oct 10 - PD Day (8-12)  
 Oct. 10 - PTC 1-4, 4:30-7:30  
 Oct. 11 - PTC 4:30 - 7:30  
 Oct. 21 - End of Qtr 1  
 Oct. 24 - No School

Nov. 7 - Professional Development  
 Nov. 28 - Work Day

Nov 23-28 Thanksgiving Break

Dec 12 - Professional Development  
 Dec 19 - Jan 2 Winter Break (No School)

Jan 13 - End of Qtr 2/Sem 1  
 Jan 16 - Work Day

Feb 6 - Professional Development  
 Feb 20 - No School

Mar 6 - P.D. Day (8-12)  
 Mar 6 - PTC 1-4, 4:30 - 7:30  
 Mar 7 - PTC 4:30 - 7:30  
 Mar 10,13 - Spring Break (No School)  
 Mar 17 - End of Qtr 3

Apr 7, 10 - Easter Holiday (No School)  
 Apr 24 - Professional Development

May 8 - Professional Development

May 23 - Last Day Dismiss 1:30  
 May 23 - End of Qtr 4/Sem 2  
 May 24 - Teacher Work Day  
 May 25 - Last Teacher Work Day  
 May 24 - June 30 (Snow Make Up Days)

29.75 Hours over 1080 (Required)



## Van Buren County CSD

District Office  
PO Box 220  
Keosauqua, IA 52565

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