



*Georgia/Alabama Department of Defense  
Domestic Dependents' Elementary and Secondary Schools  
Fort Rucker, AL 36362-0279*

*Dear Parents:*

*Welcome to Fort Rucker Schools, a part of the Georgia/Alabama District. This greeting is offered by all students, staff and parents and constitutes a pledge of continued efforts to provide the best possible education for our students.*

*Our schools' reputations and successes rest, in large measure, on parental concern and involvement. I believe by creating a caring community of learners and involving all our talents, we will produce students ready to take on the challenges of the 21<sup>st</sup> Century.*

*Ft. Rucker Schools take pride in their highly qualified faculty and staff. They are committed to continually raising the standard of learning to ensure excellence for all Ft. Rucker students. They view education as a partnership between home and school.*

*The vision for Ft. Rucker Schools is to create students that excel in the 21<sup>st</sup> Century. We trust that you will find in Ft. Rucker Schools an education for your children that supports that vision.*

*Sincerely,  
Dell McMullen  
Superintendent*

## ADMINISTRATION and KEY PERSONNEL

### **Dr. Dell McMullen** Superintendent

Ms. Shirley Jaeger  
Asst. Superintendent

Dr. Fordyce Stone  
Asst. Superintendent

Ms. Pat Maxwell  
Superintendent's Office  
598-6396

Ms. Sherye Prysock  
Cafeteria

Ms. Angela White  
Human Resources

Ms. Tommye Woods  
Special Education

Dr. Deborah Deas  
Curriculum

### **Ft. Rucker Elementary School**

Ms. Barbara Doherty  
Principal  
598-4408 ext. 236

### **Ft. Rucker Primary School**

Ms. Debbie Patton  
Principal  
598-4473 ext. 233

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## FORT RUCKER PRIMARY SCHOOL

### ***Mission Statement***

*We believe that children are our highest priority. We promote a cooperative partnership among students, parents, community and staff. Our mission is to build a strong foundation for lifelong learning by nurturing, guiding, and challenging all of our students to achieve their maximum potential.*

### ***Vision***

*Our goal is to prepare students intellectually, emotionally, socially, and physically to be responsible citizens in an ever-changing world.*

### ***Motto***

***Together We Can!***



## FORT RUCKER ELEMENTARY SCHOOL

### ***Mission Statement***

*As a Professional Learning Community, Fort Rucker Elementary School is committed to equipping all students for success in the 21<sup>st</sup> Century.*

### ***Vision***

*Success for all students in the 21<sup>st</sup> Century.*

### ***Guiding Principles***

- **Recognize** individual needs of military children.
- **Differentiate** learning experiences based on DoDEA content standards.
- **Foster** a caring, creative learning environment.
- **Promote** social, emotional, physical, and intellectual development.

### ***Motto***

***Learning for the future:  
Everyone, Every Way, Every  
Day.***

**Website:**

**[www.am.dodea.edu/rucker](http://www.am.dodea.edu/rucker)**

## ***Arrival at School for Students in Grades K-6***

Students are to arrive at school between 7:30 and 7:45 at the **Elementary** School and 8:00 and 8:15 at the **Primary** School.

Classroom activities begin at **7:45** at the Elementary School and **8:15** at the Primary School. If a student habitually arrives before 7:30 at the **Elementary** School or 8:00 at the **Primary** School, the student will be sent to the office and the parent/guardian will be called by the principal. Students are considered **TARDY** if they arrive after 7:45 (Elem. School) or 8:15 (Primary School). Parents must sign-in their child.

Car riders who are in grades 3-6 at the Elementary School are to be dropped at the designated area at the **REAR** of the school. There is no parking allowed on the yellow curbs in front of the school.

Car riders who are in grade 2 at the Elementary School may be dropped at the front of the school.

Car riders at the Primary School are to be dropped off at the curb of the covered walkway. **There is no parking allowed on the yellow curbs.**

## **ORGANIZATION OF THE FT. RUCKER SCHOOLS**

The Fort Rucker Elementary and Primary Schools are Department of Defense Domestic Dependent Elementary and Secondary Schools (DoD DDESS).

The Ft. Rucker Elementary School, which houses grades two through six and the administrative offices of the Superintendent, was constructed in 1963. The Primary School was constructed in 1973 and encompasses pre-school through first grade. The schools are administered and funded by the Department of Defense.

An elected School Board serves in an advisory capacity to the Superintendent. School Board meetings are open to all. A notice to parents is sent home with students the day before the meeting and advertised on the website.



# SCHOOL POLICIES

## ASSIGNMENT TO CLASSROOMS

One of the primary concerns of the school administration is the placement of each student in an educational setting which fosters the maximum development of his/her abilities. Careful consideration is given in the placement of students. The school administration must reserve the right to make the final decision in terms of what is best for each student and the school as a whole.

## ATTENDANCE

Daily attendance of students is essential. Illness and emergencies are the only legitimate reasons for absence.

### ***Pre-K (Four-year-old Program)***

The attendance policy is different for the four-year-old program, which does not have mandatory attendance. The hours for the program are 8:30-11:00 for the morning session and 12:30-3:00 for the afternoon session. **Wednesdays** have a different schedule for students. The morning session is **8:30-10:30** and the afternoon session is **11:45-1:45**.

***Promptness in drop-off and pick-up is essential because of the number of students involved and the teaching of two sections each day.***

### ***Absences***

- Parents are requested to advise the school office in writing, by a phone call, or e-mail when students are going to be absent from school. If the parent fails to notify the school, the school will attempt to contact the parent/guardian to see if the child is with them and why they are absent.

- Students are required to bring a written statement from their parent/guardian when returning to school after an absence. With an excused absence, school work for the students will be made up after the return to school.

### ***Release of Students***

- Any child leaving school during the school day should be signed out by the parent/guardian. A sign out sheet will be maintained in the school office.
- Picking children up from school: Parents/guardians should report to the office to sign out their child. Upon showing identification, office personnel will fill out a release slip that will be given to the teacher. **NO CHILD WILL BE RELEASED FROM CLASS OR REMOVED FROM A BUS WITHOUT A SLIP.**
- Only parents/guardians or emergency contacts will be allowed to pick up students. If there is a custody dispute, legal paperwork must be on file to prevent a parent from picking up a student. Please make the school aware of any custody or restraining orders as soon as possible.
- If there is a question about the pick-up location of a child, please go to the office for assistance.
- Ft. Rucker Schools are in accordance with installation policies on warnings and drills. Therefore, in the event of severe weather, please refrain from removing students from the building. However, parents may sign in at the office and wait in the hallways with their child until the warning is lifted.
- If your child is NOT picked up at the appropriate time, appropriate authorities

will be notified to intervene or transport your child.

- Please refrain from early-outs. These absences will be noted on the report card (FRPS).

### ***Tardiness***

- **Primary School** - students will be in the classroom by 8:15 each day.
- **Elementary School** - students will be in the classroom by 7:45 each day.
- Excessive tardiness will result in the principal contacting the parent and/or sponsor's supervisor.

### ***Perfect Attendance***

In order for a student to be recognized for Perfect Attendance, they must spend the whole day at school - no late arrival or early departure.

### ***School Day***

#### ***Primary School***

##### **4-year-old students:**

8:30-11:00 *OR* 12:30-3:00

**On Wednesday**, the hours will be

8:30-10:30 *OR* 11:45-1:45.

##### **Kindergarten & First Grade**

8:15 -3:00

**On Wednesday**, the hours will be

8:15-1:45

FRPS students participating in the breakfast program should report to the cafeteria upon arrival, but not before 8:00. The cafeteria stops serving breakfast at 8:15.

In the afternoons, please meet your child on the walkway by **2:55** at FRPS. *Please note: There is no adult supervision for students after 3:00.*

### ***Elementary School***

#### **Grades 2-6**

#### **Wednesday**

**7:45-2:30**

**7:45-1:15**

Students participating in the breakfast program should report to the cafeteria upon arrival, but not before 7:30. The cafeteria stops serving breakfast at 7:45.

### **CHILD ABUSE**

State and federal laws make it mandatory for school personnel to report all cases of suspected or known child abuse and/or neglect. Therefore, all school personnel at Fort Rucker Schools will report to the responsible authority any and all instances of suspected or known child abuse and/or neglect.



### **CHILD NUTRITION PROGRAM**

The Child Nutrition Program is available to students in Pre-Kindergarten through Sixth Grade.

The charges for a meal including milk are

Breakfast	\$1.00	\$.30 reduced
Lunch	\$1.75	\$.40 reduced
Milk	\$0.50	

Parents/students/staff are not allowed to bring condiments such as ketchup, mustard, etc., to the school cafeteria during breakfast/lunchtime. Commercial fast foods and sodas are also not allowed in the school cafeteria— for example: *Burger King, McDonalds, Coke, etc.*

The Child Nutrition Program is operated on a **prepay**/debit computerized accounting system. *There will not be*

*student borrowing.* Parents are responsible for keeping accounts current. If the debit balance reaches \$3.00, an attempt to contact the sponsor will be made by telephone. If the sponsor cannot be contacted after three attempts, a letter will be mailed requesting that the outstanding charges be paid. If the balance is not paid within five (5) working days, the assistance of the sponsor's military commander will be sought. You may call for an account balance at any time.

Monies may be sent with the student in an envelope with the student's name and teacher, or parents may come to the cafeteria to make payments. Please do NOT come to make a payment during serving hours. Menus are distributed to students once a month and are published on the website.

Parents/guardians making payments for more than one student in the family should indicate the names of the students and teachers. Please write separate checks for each school, made payable to "Dependents School Lunch Fund". Personal checks submitted for payment of activities that have insufficient funds will be charged a \$25.00 service charge and will be electronically collected.

Please notify the Child Nutrition Program if you have a child beginning school this year whose sibling was in the Free/Reduced Lunch Program last year. Free/Reduced Lunch Applications for those children who were in our system last year must be renewed each year.



## COMPUTER REGULATIONS

DoD Instructions prohibit loading individually owned software onto a government owned computer. No personal equipment except for student flash drives is authorized for use in the schools.

Students using the Internet will require parental consent. A "firewall" is in place on the file server to block specific sites from loading onto school computers.

## DISCIPLINE

Ft. Rucker parents, students and staff participate in a unique partnership that includes sharing responsibilities and meaningful communication among one another. Responsible behavior by all is an integral part of this partnership and is reflected in the following:

- Treat each other with courtesy and respect at all times.
- Treat each other with kindness.
- Take responsibility for our own actions.
- Cooperate with others.

At the beginning of the academic year, parents will receive a detailed letter of responsible behavior expected at each grade level. Parents and students in second through sixth grades will be requested to sign and return the accompanying acknowledgment form.

If a student's behavior becomes unsatisfactory, the parent/guardian may be called to remove the student from school. A conference with the student, parent, teacher AND the principal may be required before allowing the child to go back to class.

Corporal punishment is not used in the Fort Rucker Schools.

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## ELIGIBILITY

Students can attend the Fort Rucker Dependents' Schools only if they fall into one of the following categories:

- Sponsor resides in permanent housing on post.
- Sponsor has been notified of availability of post housing within 90 school days and presents a letter obtained from housing showing the estimated waiting time.

Registration is on-going throughout the school year. New students should be registered at school as soon as possible after parents/guardians know they will be moving on the post.

Any student who begins the school year may complete the year, regardless of the sponsor's status. If a family is not in permanent housing within 90 school days OR if housing is refused, students must be withdrawn from school.

## ENTRANCE REQUIREMENTS

- Proof of Age: A certified birth certificate from the Department of Vital Statistics. The certificate must include the parents' names and cannot be a pocket card or hospital/congratulatory certificate. A child enrolling in -
  - ❖ Pre-school must have attained the fourth birthday on/before September 1.
  - ❖ Kindergarten must have attained the fifth birthday on/before September 1.
  - ❖ First grade must have attained the sixth birthday on/before September 1.
- Immunization Record: An Alabama Certificate of Immunization indicating that required shots have been received.
- A copy of current orders and/or extension assigning service member to the installation must be retained. If

orders are more than 36 months old at registration, a copy of military identification must be provided.

- A copy of the housing lease agreement from Picerne must be provided.
- Telephone numbers are required at registration. Please keep all phone numbers and contact information up-to-date.



## FIELD TRIPS

Field trips are an integral part of the instructional program and students are expected to participate. Parents will be notified of all field trips and parental permission requested in advance.

## HOMWORK

In order for the student to be successful in school, homework may be given and should be completed on a daily basis as appropriate to grade and age level. Long term research projects are an exception to this rule.

After an absence, the child and/or parent are responsible for requesting make-up work immediately upon the child's return to school.

## LOST ITEMS

### *Student Valuables*

It is suggested that removable articles of clothing, such as coats, sweaters, caps, etc., be labeled with the student's name to facilitate return of lost items. Many articles must be discarded each year for lack of identification.

A box for "lost and found" items is kept in the office. Students and parents should check it whenever items have been lost at school.

Please place your child's name on ALL of their property.

### ***Library Books***

If a library book is lost, students are expected to reimburse the school for the price of the book. If a book is later found, no refund from the library will be given; the book becomes the property of the student.

## **PARENTAL INVOLVEMENT**

### ***Parent-Teacher Association***

An integral part of the school program is an active Parent-Teacher Association. Within this organization, there is the opportunity for parents and teachers to work together toward the common educational good of the student. Three meetings are held annually. Proceeds from PTA fundraising events are used to provide services and/or materials for the enhancement of the school program.

### ***Classroom Visits***

Parents are always welcomed into the Fort Rucker Schools. However, as a safety precaution, ALL visitors must sign-in and exchange picture identification for a visitor's pass. Visitor's pass and picture ID will again be exchanged when visit is over. Parents/guardians' visits to the classroom are limited to the classes in which they have children enrolled and are to be coordinated through the principal and teacher.

To engage a teacher in conversation during a classroom session interferes with the instructional process. For this reason it is requested that parents schedule a conference to discuss any concerns that may exist involving the individual student. The teachers welcome and encourage parental interest at all times. A conference may be scheduled after school or during teacher planning periods.

Parents are cordially invited to visit for lunch and eat with students occasionally.

Please call the school office to make arrangements.

Exterior doors at both schools are secured throughout the day. Please enter and exit through the front doors only.

### ***School Board***

Ft. Rucker Schools has an elected school board that serves in an advisory capacity to the Superintendent. Interested residents of Ft. Rucker should contact the superintendent's office.

### ***Volunteer Program***

Parents are encouraged to share in the varied activities of the school through participation in the PTA volunteer program. This program allows parents to share their individual talents with the students and teachers at Fort Rucker Schools. *Children are not allowed to accompany volunteers while working.*



## **PARTIES/GIFTS**

- Invitations to private parties, birthdays or other celebrations **will not** be delivered at school.
- It is the custom of the Fort Rucker Schools to have no exchange of gifts among students. At Christmas time, favors are normally provided by parents at the class party.
- Balloons and other gifts for special occasions **are not to be delivered** to students during the school day.
- Birthday celebrations at school are limited to **food** only.

## PROBLEMS AND CONCERNS

When parents/guardians have problems, concerns, or complaints with teachers or other school personnel, it is extremely important that these issues be addressed and resolved with the teacher or person involved. When this has been tried without success, the supervisor of the teacher or other person involved should be contacted. When these two steps still fail to resolve the parental concern, it should be brought to the attention of the superintendent.

## SAFE SCHOOLS

School safety is a priority in the Ft. Rucker Schools. The Safe School Initiative implements preventive measures to assure that every student and adult will feel secure in the school environment. Throughout the year, the schools review plans and practice procedures for crisis management.

Management of student behavior is a component of the Safe Schools. As a result, Fort Rucker Schools have a “**zero tolerance policy**” for weapons and threats. No person shall possess, transport, or otherwise bring any firearm, explosive, fireworks, or weapons on any school property, building, bus, or vehicle being used to transport a person for a school-sponsored event.

Threats by students or other individuals will not be tolerated. Ft. Rucker Schools provide our students and community with the proper information, prevention strategies, and defenses needed to create a safe environment for all.

No animals are allowed on school property.



## SCHOOL CANCELLATION NOTICE

**Fort Rucker Schools will be open every day unless the base is closed.** Once the school day has begun, students will not be dismissed until the end of the school day except in cases of extreme emergency. The Fort Rucker School System is NOT a part of the Alabama Public School System.

In the event of possible cancellation, please listen to radio station WKMJ, 106.7.

## SCHOOL PROPERTY

Students are expected to take proper care and safeguard all school property assigned to them such as textbooks, library books, teaching aids, or supplies. School property which is willfully or negligently damaged must be replaced or repaired by the student or his/her parents/guardians.

## SEVERE WEATHER

During severe weather warnings, parents are welcome to sit with their child and encouraged to shelter in the schools as needed. The schools ask that the child not be removed while the sirens are going off.

## STUDENT PROGRESS

### *Progress/Report Cards*

There are four reporting periods which last nine weeks each during the school year. Report cards are distributed at the end of each period.

There is a mid-term progress report for students with an L (grades 2-3) or a D or less (grades 4-6) or at the teacher's discretion for grades higher than an L or D.

### *Promotion/Retention*

A student's promotion from one grade level to the next must depend on the student's academic progress, attendance,

and social, emotional and behavioral readiness to profit from instruction at the next grade level. Academic and personal progress shall be measured in terms of achievement of the schools' goals and objectives.

The decision to promote or retain a student will be made in the best interest of the student. Parents/guardians will be requested to meet with the teacher and principal if their child is being considered for retention. The principal may request additional staff members to evaluate and review the student's progress. The decision to promote or retain a student is the responsibility of the school, with input from the parents.



## **STUDENT TRANSPORTATION**

### ***Bicycles/Skateboards/Roller Blades and Scooters***

Riding a bicycle is a privilege. It is the student's responsibility to follow the bicycling rules listed below:

- One passenger per bicycle; unless it is a tandem bicycle.
- Obey ALL traffic laws.

- NO reckless driving (wheelies, no hands, "chicken", etc.)
- Park bicycles at the APPROPRIATE rack.
- All bicycles MUST be locked!
- ONLY ONE bicycle per lock.
- Helmets ARE required by post regulations.
- WALK bicycles in the WALKING ZONE.
- NO skateboards, skateshoes, roller blades, or scooters are allowed.

*The use of skateboards, rollerblade skates, and scooters is considered hazardous for all pupils. These items will be taken from pupils who ride them to school and parents will be required to pick up this equipment.*

### ***Bus Transportation***

All school-aged students at Ft. Rucker Primary School are transported, if requested.

Students attending the Elementary School and living one (1) mile from school are eligible for transportation. Students who abuse the privilege by misconduct while riding the school bus will be denied bus service. Suspension of bus privileges does not mean that the student is suspended from school attendance. It does mean that parents must provide the transportation to and from school.

The school cannot be responsible for incidents occurring at bus stops before the bus arrives. Parents are responsible before bus arrival and after bus drop off at the stops. Parents of four-year-old students MUST meet their children at the bus stop. Unattended FRPS students will be reported to Family Advocacy (FACMT) and the chain of command if necessary.

The safety and well being of students is a major concern of the school and bus drivers. **Being able to ride the bus is a privilege, not a right.** Students will be assigned a seat on the bus at the discretion

of the bus driver or principal. They will be expected to occupy that seat until it becomes necessary to move as deemed by the driver or the principal.

In the event of severe weather while transporting students, the buses will pull off the road until an all clear signal is given.

*Student's regular transportation will not be changed without a written note from parent or guardian. Phone calls are not acceptable, however, you may fax transportation changes.*

### TELEPHONE USE

Students must have permission from their teacher in order to use the phone.

Classes will not be interrupted to deliver messages except in an emergency.

At the **Elementary School**, cellular phones are brought at the students' own risk. Schools are not responsible for loss or breakage. If cellular devices are brought to school, they are to be turned off and left in lockers, backpacks or give to the teacher during class hours.

**No cellular phones are allowed for students at the Primary School.**

### TOYS/ELECTRONIC DEVICES

Students are not allowed to bring toys or electronic devices to school. If the toys are brought, they will be removed from the child.



### VISITORS

Upon arriving at school, all visitors must sign in and exchange a picture identification for a visitor badge. The picture ID will be exchanged again upon visitors signing out and departing the building. Visitor badges are required to be worn in the building at all times for your child's safety.

Visits to classes are limited to the classes in which the dependent children are enrolled and are to be approved by the principal. If parents wish to have a conference, teachers are available by appointment after school or during planning periods. Please do not ask a teacher to engage in conversation while class is in session as this detracts from the instructional process.

### WITHDRAWAL FROM SCHOOL

The school office should be notified five days in advance of the withdrawal of the students. This will allow the school records to be brought up to date. Records will not be released the last 10 days of school. *School records are kept in accordance with DoDEA Regulations.*



# STANDARDS of DRESS

## FORT RUCKER PRIMARY SCHOOL

Student dress and grooming habits are the responsibility of the student and the parent/guardian. Students are expected to dress neatly and wear clean and appropriate clothing while at school. Clothing or jewelry that poses a health or safety hazard or is disruptive to the orderly process of the school is prohibited.

The following dress code shall be followed by all students at Ft. Rucker Primary School.

- ◆ Student dress should be in a manner that is safe, appropriate, does not present a danger, and/or does not distract from or disrupt the school climate.
- ◆ Tee shirts or other garments which depict violence, sex, vulgarity or other inappropriate scenes or wording are not permitted.
- ◆ Clothing that is too tight or too short is not acceptable.
- ◆ Caps, hats and other headgear should be put away once school grounds are reached.
- ◆ Tennis shoes are required.
- ◆ Biker shorts and other tight or binding clothing should be covered with a skirt.
- ◆ Blouses/shirts must cover mid-section **No** spaghetti-straps or muscle shirts.
- ◆ Shorts must be worn under dresses.
- ◆ Overall straps/suspenders must be fastened.
- ◆ **No dangling earrings or hoops are permitted.**
- ◆ No hats/kerchiefs for boys OR girls.
- ◆ No sprayed hair or distracting hairstyles.
- ◆ No umbrellas.
- ◆ No tattoos-permanent or temporary.

*The student may be sent home or parents may be requested to bring a change of clothing to the school if dress is inappropriate.*



## FORT RUCKER ELEMENTARY SCHOOL

The first requirement of quality education is to create a safe and disciplined learning environment while maintaining the focus on academic achievement. The FRES Standards of Dress minimize disruptions and distractions caused by inappropriate attire and foster a safe, orderly, professional learning environment. The policy includes all students in grades two through six. The FRES student attire is available in the Ft. Rucker PX and other retail outlets.

### ***All clothing must be solid in color.***

Acceptable fabrics are cotton, cotton blends, corduroy, wool, or denim. No spandex, nylon, leather or leather-like material is allowed.

### ***Shoes***

Shoes must be low heeled with closed toe/heel and be laced, tied/fastened properly at all times. (no Wheelies/ skate shoes, crocs, sandals, flip-flops, or open-toed shoes of any kind). On physical education days, shoes must be safe and appropriate for P.E.

### ***Boy's and Girl's Shirts***

Shirts must be solid in color. Logos for shirts, sweaters, and sweat shirts must be no larger than a quarter in size.

- Pullover polo style or dress shirts/blouses with short or long sleeve. Shirts must have collars.
- Size appropriate sweaters/sweatshirts must be solid in color. They may not be hooded nor may they have writing/pictures of any kind. They must be worn over policy approved shirt.
- Turtle neck sweaters/shirts are acceptable in solid colors.
- Shirts, t-shirts, or sweat shirts with Fort Rucker Elementary

school/band/choir/DARE logos are allowed.

- No sleeveless, see through materials, or spaghetti strap.
- All shirts must be tucked in with no midriff showing.
- Outerwear must be put away upon entering the building.

### ***Boys and girls slacks, shorts, skorts, jumpers, dresses, skirts, capris -***

- No pockets below the hip line
- Colors must be solid.
- Acceptable colors are denim, khaki, navy, and black.
- Shorts/skorts must have a 7-9 inch inseam.
- Skirt length must be no shorter than 4 inches above the knee
- Pants/shorts/skirts may have no decorative accents.
- Belts must be plain without studs or other decorations. No chain belts.
- The following **are not** acceptable Cargo pants, overalls, painter pants, spandex pants, draw string pants, warm-up pants, wind suits, excessively baggy, tight or revealing clothing.
- **Bottoms should only have the 4 (four) traditional pockets.** Pants with the small “hammer hangers” are acceptable.

### ***All Students***

- Headgear—no headgear permitted—no jacket hoods - includes kerchiefs, bandannas and caps.
- Jewelry—no dangling earrings, hoops, collars and heavy chains.
- Hair—must be of natural color—not color or style that detracts from student learning.
- Armbands—no armbands (sweatbands) are allowed.
- Pants will not have frayed hems, rips, holes, tears or drag the floor.
- Clothing bearing reference to an illegal substance (including alcohol and tobacco), gang affiliation, racial expression, profanity, obscenity,

vulgarity, or sexual connotation is prohibited.

- No tattoos.

### ***Consequences for Dress Policy Violation***

- 1st: Call home and have appropriate clothing brought to school or borrowed from nurse and warning.
- 2nd: Call home and have appropriate clothing brought to school or borrowed from nurse and warning.
- 3rd: Parents to meet with Principal

*This dress policy is designed to be a religiously neutral, mandatory, universally applicable policy. However we recognize that in some unique circumstances, accommodations or exceptions to the dress policy based upon medical or religious justifications are reasonable and appropriate. Nevertheless, the mere fact that a request for accommodation is sincerely made and supported by the appropriate documentation does not mean that it will automatically be granted. The school must also determine that the requested manner of accommodation is "reasonable" in light of all the facts and circumstances.*

*New students, who register after the first day of school, will be given 15 days before being expected to adhere to the standard of dress.*

*Administrators will address all situations (excessive accessories or items not covered) that may interrupt the learning environment. The Principal is the final authority.*



# STUDENT SERVICES

## HEALTH PROGRAM

The school health program seeks to fulfill the obligation the school has to promote and protect the health of its children. This program is managed by the school nurse who is on duty to provide care for health problems or injuries. The nurse is available to consult with parents/guardians regarding health-related school problems.

All FRPS students will be screened for vision and hearing.

You can help the school meet its obligation by observing the following practices:

### ***Illness***

Do not send your child to school if s/he appears ill. The following signs and symptoms are indicators of illness:

- Temperature of 100 or above
- Nausea, vomiting or diarrhea
- Sore throat, swollen glands of neck or throat
- Acute cold symptoms or persistent cough
- Red, inflamed or discharging eyes
- Any suspected communicable disease
- Earache, toothache, persistent headache
- Head and body lice
- Acute state of asthma or allergy attack
- Unexpected, unexplainable profuse sweating
- Undiagnosed rashes. A note from the doctor stating the child is not contagious is required to return to school if the child is sent home with an undiagnosed rash.

Generally, a student who is too ill to participate in physical education classes should remain at home. However, illnesses preventing children from participating in

physical education classes must have a doctor's note.

Children diagnosed with contagious diseases such as ringworm, scabies, conjunctivitis (pinkeye) or impetigo must have a note stating the name of the medication with which they have been treated to return to school. Students may return to school after being treated for 24 hours.

**A STUDENT MAY NOT RETURN TO SCHOOL UNTIL THEY HAVE BEEN CLEAR OF FEVER, VOMITING OR DIARRHEA FOR 24 HOURS.**

*Always check with the nurse at your school if there are questions about the appropriate time for student return.*

### ***Health Records***

A health record will be maintained by the school nurse for each student enrolled in Fort Rucker Schools. These records will be kept in the nurse's office during the school year and will then become a part of the student's cumulative record. These records may be reviewed upon request.

Any allergies or medical problems that may show up periodically at school should be indicated on these records by the parent. Parents will need to provide an *Epipen Jr.* for children with severe allergies to food or insects. All food allergies must have a doctor's note describing what the child may and may not have to eat at school.

### ***Consent Form for Health Provider***

When community medical or mental health providers request that a child's teacher complete a behavior rating or behavioral checklist, the Ft. Rucker Schools

require that a parent sign a consent form for the release of information. The rating/checklist is then completed by the teacher and given to the school psychologist or counselor who sends it directly to the medical/mental health provider who requested the information.

### ***Injuries at School***

First aid will be given immediately in the event of an injury to a student. If the injury is of a serious nature, the parent/guardian will be notified and medical assistance secured as soon as possible. The principal is advised of all injuries.

When students request to see the school nurse, the following procedures will be followed:

- A student must have a referral slip from the teacher to come to the nurse's office during school hours.
- If the nurse is not in her office, students should report to the school office for assistance.

### ***Medication***

Medications CANNOT be dispensed at school UNLESS the container bears a pharmacy label with:

- the student's name
- the current date
- the type (name) of medication
- the dosage.

All medications must have a medication release form filled out and signed by a physician.

Directions above include Tylenol and throat lozenges.

Student medications should be brought to school by a responsible adult, not the child. At both schools, a medication release form will need to be completed in the nurse's office indicating the time it is to be given and when it is to be discontinued.

## **SPECIAL EDUCATION**

Special education programs for pre-school children with disabilities and for children in grades Pre-K through 6 are available at FRDS. Students eligible to attend the Ft. Rucker Schools and identified as meeting established criteria are eligible for special education services. Students transferring into FRDS must also meet DODEA eligibility guidelines. Fort Rucker Schools continue to promote the least restrictive setting that provides maximum benefit to the student.

Parents will be notified and are urged to participate in all meetings concerning their child. No individual evaluations or placements will be done without parental permission.

## **CHILD FIND**

Special Education Services are available to all students including preschoolers. If you have concerns regarding your child's academic, physical, social, or language development, please contact the child's teacher or the principal. Preschool children ages three and four years with developmental delays, physical disabilities, or speech-language problems may be eligible for services. Contact Ft. Rucker Primary School Principal if you are concerned about your preschooler. For infants and toddlers, ages 0-2, please contact Educational and Developmental Information Services (EDIS) at 255-7237.

## **COUNSELING PROGRAM**

The counseling program is an integral part of the total school program. Counselors provide group guidance, individual counseling, and consultation with teachers, students, and parents. The school counselors have an opportunity to meet with the students in the schools for group lessons in self-understanding, expressing ideas,

interpersonal relations, decision making, motivation, and bully prevention.

Program is also an integral part of the student's curriculum.

## **GIFTED EDUCATION**

Gifted education students are defined as those who exhibit extremely high performance and capability. Students identified through multiple measures will be provided differentiated instruction as well as social and emotional support. The Gifted Review Committee will determine each student's eligibility status. After reviewing a student portfolio, the committee will determine a student eligible, ineligible, or monitored.



## **READ 180**

Read 180 is a program offered to students who have difficulty reading in grades 3-6. This program uses guided reading, computer instruction, silent reading and other strategies to assist the student in mastering reading.

## **SPECIAL AREAS**

Fort Rucker Schools offer a diverse range of specialized instruction. The disciplines of art, music, physical education, library science, K-3 Spanish, and guidance are taught in a rotational schedule. Each discipline has varied subject matter, concepts, skills, vocabulary, and a means of communication and expression. The DARE

## **STANDARDIZED TESTING**

Standardized achievement tests are administered annually to students in grades 3-6 to guide instruction in the classroom. The results of these tests provide a continuing record of each student's needs and progress. The assessments are also utilized in the Community Strategic Plan. Assessments that are administered throughout the year include:

- Developmental Reading Assessment (DRA) for students in grades one, two and three.
- Terra Nova Multiple Assessment for students in grades 3-6.
- Scholastic Reading Inventory (SRI) a computer based assessment given five times each year to grades one through six.

## **SUSPENSION AND EXPULSION OF STUDENTS**

The principal may suspend a student for willful disobedience, inflicting physical injury, verbal threats, open defiance of authority, destruction of school property, or when other means of correction have failed to bring about proper conduct. Parents will be notified and a conference will be held. A teacher may not exclude a student from class without the approval of the principal.

The superintendent has the authority to expel a student. The principal may recommend to the superintendent that a student be expelled. Students will be afforded a hearing before a decision is made on expulsion.

Fighting or violence directed toward another student will not be tolerated at any time. This behavior will result in immediate suspension.

# SCHOOL OPERATIONS

## ASBESTOS COMPLIANCE NOTIFICATION

In accordance with the Asbestos Hazard Emergency Response Act, accredited inspectors completed an asbestos inspection of all school buildings in the Fall of 1998. The inspection was conducted in accordance with the Environmental Protection Agency's (EPA) guidelines and Department of Defense Dependents' Schools Policy.

At FRES, ceiling tiles, flooring, pipe valve insulation and pipe joint insulation located in the boiler room, the ceiling area in the gym and tank insulation have been removed. At the Primary School, floor tile in the multi-purpose area and cafeteria have been replaced.

Copies of inspection reports, periodic surveillance records, and the schools' Asbestos Management Plan are kept in the principal's or superintendent's office. These documents are available for your review.

If you have any questions or concerns, please do not hesitate to contact the school.

## WEBSITE ADDRESS

The Fort Rucker District has a website that incorporates activities and information for parental use. The address is [www.am.dodea.edu/rucker](http://www.am.dodea.edu/rucker). Both schools have linked websites that feature student activities and additional information.

## *Report Cards Distributed*

Oct. 21, 2009

Jan. 20, 2010

March 31, 2010

June 2, 2010

## NEWS AND NOTES

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## Academic Calendar 2009-2010

### Ft. Rucker Schools

August 4, 5 & 6	Teacher Work Days
August 6	<b>Open House</b> 3:30-4:30 FRES 4:30-5:30 FRPS
<b>August 7</b>	<b>First day for students</b>
September 7	Labor Day (no school)
September 8	Teacher PD Day (no school)
September 25	Parent/Teacher Conferences
October 9	First Quarter ends (43 days)
October 12	Columbus Day Holiday (no school)
October 13-16	Fall Break (no school)
November 11	Veterans' Day (no school)
November 25-27	Thanksgiving Holiday (no school)
Dec. 21-Jan. 4	Winter Holiday (no school)
January 5	Students return to school
January 15	Second Quarter ends (50 days)
January 18	MLK Holiday (no school)
February 12	Teacher PD Day (no school)
February 15	Presidents' Day Holiday
March 19	Teacher PD Day (no school)
March 26	Third Quarter ends (46 days)
April 19-23	Spring Break (no school)
May 28	Teacher PD Day (no school)
May 31	Memorial Day Holiday
June 2	Last day for Students (41 days)
June 3	Last Day for Teachers