Message From the Principal

Dear Cane Run Families,

Welcome to the 2018-19 school year at Cane Run Elementary! I am excited to welcome you into the new school year. My promise to you is that I will always be committed to working with our families, students, and community to foster an environment that promotes academic excellence, trust, respect, and community involvement. There is no question about it—success at school begins at home. Parents are the single most important variable in a child’s schooling, and we encourage you to partner with us in your child’s success!

At Cane Run, we believe in teaching the whole child and providing him or her with a backpack of skills they need to be successful, not just at Cane Run, but throughout their lives. It is our goal to prepare our students to be independent, lifelong learners and productive citizens of the world by providing safe, stimulating, and challenging educational experiences. Our teachers work together to tailor their practice in ways that lead to better results for students, teams, and our school. They engage in collective inquiry to identify essential student learning, create lesson plans, develop assessments, analyze scores, and set achievement goals. Our focus is to ensure that our students receive high-quality instruction from action-oriented teachers.

This Student and Parent Handbook is designed to present information regarding our current school offerings, regulations, and policies. In the back are two forms—an Acknowledgement and a Permission to Publish Student Names. Please sign both and return them to school with your child. Keep this handbook as a reference throughout the year. In addition to this handbook, you will receive a copy of the Jefferson County Public Schools (JCPS) Student Support and Behavior Intervention Handbook, which includes the Student Bill of Rights booklet along with a copy of the Cane Run Behavior Plan. Both of these documents will include an acknowledgment that will need to be signed and returned. I encourage you to read all of these documents in their entirety and discuss them with your child.

I invite you to join our community as we work together to best serve our students. Our goal is that all students are successful and have a positive school experience. Participate in open, honest, and continual communication with your child’s teachers to ensure a successful home-school partnership. We are all on the same team: your child’s! I look forward to working with you and your child.

Sincerely,

Kimberly Coslow, Ed.S.
Principal
kimberly.coslow@jefferson.kyschools.us
Daily Schedule

Arrival
8:30 a.m. .......................................................................................................................Building is open for students.
8:30–8:50 a.m. ...............................................................................................Breakfast is served in the cafeteria.
8:50 a.m. ...........................................................................................................Students are dismissed to class.
9:05 a.m. ..............................................................................................................Instruction begins.

Departure
3:45 p.m. .....................................................................................................................Students are dismissed.
4:30 p.m. ..................................................................................................................Office closes.

Early Childhood Schedule
9:45 a.m. .....................................................................................................................Arrival
4:35 p.m. ....................................................................................................................Dismissal
Academic Programs

Instruction at Cane Run Elementary School includes continual progress, multilevel groupings, qualitative reporting, developmentally appropriate practices, authentic assessment, and professional teamwork, which are monitored through continuous professional development (PD), classroom observations, and teacher evaluations.

All students are placed in an instructional environment that allows them to make continual progress. Students are assessed frequently to determine their mastery of concepts and to ensure that flexible groups are ongoing. Teachers work in collaborative teams to develop lessons and units of study to meet the individual learning styles of all students.

Cane Run Elementary School provides a daily comprehensive literacy approach that addresses the five components of reading (phonological awareness/phonics/fluency/vocabulary/comprehension).

We also provide daily math instruction that is driven by foundational knowledge of the teaching of mathematics and the grade-level standards/district frameworks. The eight mathematical practices are incorporated into this daily instruction.

In addition to the science and social studies curriculum taught in classrooms, students in science and social studies are taught in our Learning Lab. When in this special area, students enjoy additional hands-on opportunities in these content areas as well as opportunities to enhance their literacy skills through content-specific reading and writing.

Technology is an integral part of learning in all areas of our curriculum. Our computer lab, library, and classrooms are connected to the Internet. Students have access to Chromebooks, iPads, interactive whiteboards, and document cameras.

Teachers use a balanced approach by using three grading categories (Engagement, Progression, and Mastery) to determine grades for each subject. Academic grades are based on standards and reflect what the student knows and is able to do. Components for the categories may include:

- Participation
- Journals/Logs/Notebooks
- Teacher Observation/Anecdotal Records
- Homework
- Discussion/Problem Solving
- Special Projects/Performance Assessment
- Individual/Group Work
- Student Self-Evaluation/Goal Setting
- Assessments

Report cards are distributed quarterly. Please examine your child’s report card carefully and discuss it with him or her. Report cards are sent home in an envelope that must be signed and returned to Cane Run; parents keep the report card.
Behavior Expectations

Students in the JCPS District are provided the right to an education in the public schools. The United States Supreme Court has held that a student may not be deprived of the opportunity to a public education without good cause in situations in which procedural due process is observed. It is the responsibility of each student to behave in a manner that does not threaten, interfere with, or deprive other students of their right to an education. The JCPS Student Support and Behavior Intervention Handbook shall be mandatory and enforced in a fair and equitable manner, without regard to race, gender, or disability, in JCPS at all school-related events and in all phases of pupil transportation, to and from school and for school-related trips.

Cane Run Elementary School has created a schoolwide Behavior Plan in accordance with the JCPS Student Support and Behavior Intervention Handbook. We believe our students should be safe, responsible, and respectful. When students are safe, responsible, and respectful, they can learn in an environment that encourages and supports community building, personal development, and academic achievement. When students are safe, responsible, and respectful, they can be academically engaged.

Social skills instruction is the core of our behavior plan. Teachers will lead the instruction of school policies and procedures in the classroom and common areas, including the hallway, cafeteria, bus, playground, and restrooms. Cane Run staff members will communicate regularly with families regarding student behavior and to build strong relationships.

Teachers will reinforce positive classroom management through use of Class Dojo in connection with our schoolwide and individual classroom incentive programs. We will utilize a Multi-Tiered Support System (MTSS) to assist Tier 2 and Tier 3 students, and parents will be notified of the additional support being provided to their child and/or invited to attend a family team planning meeting. Interventions will be used to reteach behavior expectations, teach appropriate coping strategies, teach replacement behaviors, and generally encourage positive behavior.

A copy of the schoolwide behavior plan will be sent home with each child. Both student and parent/guardian signatures are required.

Bullying

Bullying behavior has become a national concern and is taken very seriously by Cane Run staff. Bullying means repeated, deliberate, physical, verbal, or social attacks or intimidation directed toward another person. There is a marked imbalance of power between the bully and the victim. Bullying may be done by one individual or a group. Cyberbullying is bullying that takes place using electronic technology. The following are different types of bullying:

- Physical bullying includes punching, poking, hair pulling, beating, biting, and strangling.
- Verbal bullying includes name calling, teasing, and gossiping.
- Emotional bullying includes rejecting, terrorizing, extorting, blackmailing, isolating, and defaming.
- Sexual bullying includes sexual propositioning or sexual harassment.

While our staff is diligent in addressing bullying concerns at school, it is important for you as parents to partner with us and regularly monitor your child’s use of text messaging, email, and social networking sites where cyberbullying may occur. Please notify your child’s teacher if you become aware of cyberbullying or suspect bullying of any kind at school. We will partner with you to resolve the concern.

In dealing with bullying behavior, it is important to distinguish bullying from teasing. Students often engage in childish behavior they refer to as “just playing” or teasing. This type of behavior usually begins innocently but can become problematic because children often haven’t learned when to stop. They haven’t learned to recognize verbal and nonverbal language that communicates that “just playing” is no longer fun. While we don’t endorse teasing, teasing is
not bullying. Teasing is making fun of someone or purposely saying something that hurts someone's feelings. Teasing can be distinguished from bullying when it occurs only occasionally, lacks intentionality of hurtfulness, and does not represent an imbalance of power. Teachers understand the difference and provide opportunities to address hurt feelings and teasing through class meetings and problem-solving meetings.

We take a highly proactive stance against bullying behavior at Cane Run. Our entire staff has participated in PD experiences to learn strategies for preventing bullying by creating a caring and nurturing classroom community as well as effective strategies and procedures for addressing bullying if it occurs. In addition, our character education program provides additional support for students to learn how to curtail bullying by eliminating secrecy and empowering bystanders to play an active role in diverting and reporting incidences of bullying.

**Bus Expectations**

A student’s right to ride on a school bus is based on good behavior and observance of bus rules and regulations. Each student will receive a copy of the JCPS Bus Regulations from the bus driver at the beginning of the school year. Parents should read and discuss the bus rules with their child.

All students are identified the first day as riding on color-coded routes. One of these easily identified colors will be in the window by the door of the bus your child rides. Help your child remember which bus to ride. **Please make sure your child wears the luggage tag attached to his or her backpack for the first several weeks of school.** If you have questions about the school bus, please call the office. Bus schedules are available on the JCPS website at [www.jefferson.kyschools.us](http://www.jefferson.kyschools.us). Please check the appropriate bus schedule, and be at the nearest bus stop ten minutes before the assigned time.

School administrators implement behavior consequences according to the JCPS *Student Support and Behavior Intervention Handbook* and the school's behavior plan.

**Cafeteria/Wellness**

The health, safety, and wellness of students are a priority for our district. Improving nutrition and increasing fitness can have a positive effect on a student’s overall success. Well-nourished students have higher test scores, better school attendance, and fewer classroom behavior problems. Research shows that the healthy habits children learn today will help them make healthier choices later in life.

Cane Run has a Wellness Policy that has been adopted by the School-Based Decision Making (SBDM) Council. Foods and practices in the school environment will be consistent with nutrition education taught. In an effort to promote healthy food choices, visitors are asked to refrain from bringing fast food into the school and to enjoy the healthy offerings and drinks in the cafeteria or bring their own healthy lunch option. Students are not allowed to bring energy drinks or soda, large bags of chips, or excessive amounts of candy/sweets. These items will be confiscated by supervising staff and returned to your child at the end of the day to take home. Our SBDM Wellness Policy states, “Food used as a reward or to celebrate holidays, birthdays, etc., are discouraged. However, if food is a part of classroom parties or celebrations, only healthy snacks and beverages will be provided. Teachers will communicate with families about appropriate classroom celebration guidelines.” (The Wellness Policy is included in this handbook.)

Cane Run Elementary is a Community Eligibility (CE) site, and all students eat breakfast and lunch free.
Car Riders

Car riders are picked up and dropped off in the designated drop-off lane in the side parking lot. Cars enter the lot from Jacks Lane off Ralph Avenue. Students may enter the building at 8:30 a.m. Do not drop off your child in the parking lot; this precaution is for your child’s safety. When picking up your child, do not leave your car unattended.

Parents/Guardians will be assigned an identification number to display in their car. This number assists our staff in getting your child to you quickly and safely. You may obtain a car rider identification number from the front office staff between 8:30 a.m. and 3:30 p.m., Monday through Friday. If another authorized adult is picking up your child from school, be sure he or she has the car rider number.

Anyone who does not have the number displayed on the dashboard will be required to park, come to the front office for authorization (you will need your photo identification) and duplicate the tag, and then return to the car rider line. Students will not be released in the car rider line without the proper identification number displayed. Please do not get out of your car in the car rider line. It is vital that you stay in your car so the traffic continues to move smoothly. Once a staff member identifies your car rider number, your child will be dismissed to your car. All student car riders are to follow these procedures. There are no exceptions! Students who walk are to cross at Ralph Avenue and Mildred Drive.

Car riders must be picked up in the afternoon by 4 p.m.

Dress Code

Cane Run Elementary is a uniform school. Students are required to adhere to the approved dress code as established by our SBDM Council. If you need assistance with uniforms, contact our FRC Coordinator. (The Dress Code Policy is included in this handbook.)

Family Resource Center

FRCs were created as a part of the Kentucky Education Reform Act (KERA). The centers are designed to enhance students’ abilities to succeed in school. The purpose of the center is to make a collaborative effort to bridge the gaps among parents, schools, and community-service providers by supplying direct services to meet families’ needs. Our FRC has a full-time coordinator who is available from 8:15 a.m. to 4:15 p.m. each day or by appointment at other times.

Field Trips

At Cane Run Elementary, we strive to provide the best learning experiences possible for our students. A field trip is an educational activity that is an extension of classroom instruction and is conducted away from school. We want all our students to participate in the learning experience provided by field trips. For a child to participate, a parent/guardian must sign and return the Field Trip Permission Form. If this is not signed and returned by the designated date, your child will not be able to attend the field trip. For liability reasons, we are unable to accept telephone confirmations, emails, or handwritten notes.

If a student's behavior poses a safety risk for him/herself or to others, that student may be excluded from participating in a field trip unless the parent/guardian attends with him or her. If a student is to be excluded due to safety concerns, the principal will review the exclusion and the teacher will notify the parent/guardian prior to the field trip. An alternate learning experience will be provided for that student.
Parent-School Partnership

Parents play an integral role in helping make Cane Run a great school for all its students. Parents serve on our SBDM Council, Parent Teacher Association (PTA) Board, and Family Resource Center (FRC) Advisory Council. We welcome you to be an active part of the Cane Run dynamics in a variety of ways!

Communication between home and school must be an integral part of the educational process if students are to achieve educational success. Therefore, parents are expected and encouraged to visit their child's school within the guidelines established by our SBDM Council. (The Protection of Instructional Time Policy is included in this handbook.)

Parent-Teacher Conferences will be held on October 9, 2018, and February 18, 2019. Additional conferences may be requested at any time by parents or teachers. Conferences are extremely important for all students. Please make every effort to attend scheduled conferences. If you cannot attend, contact the school to reschedule.

Finally, everyone's cooperation is necessary to keep our students and staff safe the entire school day. Therefore, all guests must report to the school office when they enter the building, show picture identification, sign in at the front desk, and wear a visitor's badge at all times while on the premises. When on JCPS property, visitors are expected to cooperate with school staff and follow proper procedures. At no time will guests be allowed to upset the orderly environment of Cane Run Elementary.

Personal Belongings

Students are responsible for securing money and personal belongings they bring to school. It is recommended that students bring only necessary money to school and they keep it in a safe place, such as their pocket. Students should not leave money or other valuables in their desks or lockers (if they are assigned a locker). Toys, electronics and other personal items are not allowed at school. If your child brings such an item to school and creates a distraction with it, the teacher is authorized to confiscate the item.

According to JCPS District policy, cell phones and other telecommunication devices such as MP3 players, video gaming devices, and iPods, are not permitted to be used, activated, or displayed during the school day. Such devices will be confiscated by the supervising teacher and turned in to an administrator who will secure the device until such time as the parent/guardian can come to school to get the device. In addition, students are responsible for any telecommunication devices they bring to school. The district, school, and/or individual staff members are not responsible for the loss, theft, or destruction of such devices, toys, or money that your child brings to school.

We will deliver any forgotten items you bring to school to your child's classroom. Calling the classroom and/or unscheduled visits to the classroom will not be allowed as they disrupt the learning environment. Please teach your child to be responsible for backpacks, homework assignments, lunches, lunch money, musical instruments, permission slips, etc.

Safety

Our first priority at Cane Run is the safety of students. We have a detailed safety plan specifying the procedures for any emergency. If you would like information on the specifics of our safety plan, please contact the office.

In addition, we adhere to House Bill 136 by having all volunteers complete a School Volunteer Records Check Form. Anyone volunteering to work with students (including parents chaperoning field trips) must fill out this paperwork. It takes approximately one month for the paperwork to return from Frankfort, so complete yours early! If you have previously completed this document, you do not need to complete it again.
**Selling**

Students are not permitted to buy, sell, or trade items with one another before, during, or after school (including while traveling to and from school and during lunch). The only legitimate sales on the school premises through which students are permitted to make purchases are fundraising drives and in the school cafeteria.

**Smoke-Free Facility**

Effective July 1, 2013, JCPS is 100 percent smoke-free on all grounds and facilities. This policy applies to everyone, including JCPS employees and parents. No one is allowed to smoke cigarettes or use any other tobacco products on JCPS property or in district vehicles. This policy is in effect 24 hours a day, 7 days a week.

**Supplies, Textbooks, and Library Books**

Textbooks are provided at no cost, but basic supplies must be purchased. Teachers provide district-approved school supply lists. Students will have the opportunity to check out books from the library biweekly. Proper care of textbooks and library books is the responsibility of the student. Parents are responsible for lost and/or damaged textbooks or library books. Consumable supplies (e.g., paper, pencils, crayons, glue sticks) should be replaced regularly.

**Tardies, Absences, and Early Release**

A visit to a doctor or dentist, a confirmed illness, or a death in the immediate family constitutes an excused absence. All other absences are unexcused. When a student is absent, the parent must call the school and also send a note when the student returns to school. Six unexcused absences result in a referral to Pupil Personnel.

Being on time to school is important to the success of your child; late arrival results in missed instruction. Students who are tardy should report directly to the office with an adult to be signed in. Students will obtain a tardy pass to take to class. Students should bring a note from the doctor or dentist, when appropriate, to excuse the tardy.

Students are dismissed from school at 3:45 p.m. daily. No students will be dismissed from the front office between 3:30 p.m. and 4 p.m. as this is disruptive to our schoolwide dismissal and creates a safety concern.

All car riders and walkers are dismissed from Exit 10 near the car rider line. Adults not possessing a car rider number must enter the front office to obtain clearance and a car rider number and then return to the car rider line to meet the student. Car riders must be picked up by 4 p.m.

Parents/Guardians must send a note to school with their child on the morning of a transportation change. Due to safety reasons, transportation changes will not be made via telephone or after 3 p.m.

We discourage the early release of students because it is important that your child spend the entire instructional day in school. However, we understand there are exceptions. If early release is necessary, parents are solely responsible for the early release of their child from school and must pick up their child in person at the front office. Parents are to sign out their child in the front office and present photo identification. No students will be dismissed from the front office between 3:30 p.m. and 4 p.m. to ensure the safe and timely dismissal of all students.

Any student signed out early will be considered tardy that day.

- Students are dismissed only to their parent/guardian or to individuals listed on the enrollment form.
- Please make sure your child’s enrollment card is kept current.
- Authorized individuals must present photo identification at the office to pick up a student.
- Students will not be released to anyone under the age of 18.

Office staff will communicate with classroom teachers regarding early dismissal and transportation changes. Teachers will not release students without prior notification from office staff.
Title I School-Parent Compact

Cane Run is a Title I school. Title I funds are provided by the federal government to assist schools in meeting the needs of at-risk students. As a Title I school, we are required to identify the responsibilities of students, parents, and teachers in a parent involvement and learning compact. It is our goal at Cane Run Elementary to develop a team effort among students, parents, teachers, administrators, and support staff that encourages and promotes success for all our students. A copy of our Title I School-Parent Compact is included in this handbook, and a copy will be sent home with your child for both you and your child to sign and return to your child's teacher.

Health at School

Childhood Diseases

The chart below lists the minimum number of days a student should stay out of school if he or she has specific communicable diseases. It is important that you also obtain the advice of your physician concerning the length of time your child should remain at home with an illness.

<table>
<thead>
<tr>
<th>Disease</th>
<th>Exclusion From School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>Six days after the rash appears</td>
</tr>
<tr>
<td>Conjunctivitis (Pinkeye)</td>
<td>Until there is no discharge from eyes or present a physician's statement that allows student to return to school</td>
</tr>
<tr>
<td>German Measles (Rubella)</td>
<td>At least seven days after the rash appears</td>
</tr>
<tr>
<td>Impetigo</td>
<td>Until the sores are healed or treated with an antibiotic for a full 24 hours</td>
</tr>
<tr>
<td>Measles (Rubeola)</td>
<td>At least four days after the rash appears</td>
</tr>
<tr>
<td>Mumps</td>
<td>Until swelling subsides, approximately five to nine days after onset of the swelling</td>
</tr>
<tr>
<td>Ring Worm</td>
<td>Until 24 hours after treatment has begun</td>
</tr>
<tr>
<td>Scarlet Fever/Scarletina</td>
<td>Until 24 hours after treatment has begun and 24 hours without a fever</td>
</tr>
<tr>
<td>Whooping Cough</td>
<td>Five to seven days after antibiotic treatment begins; contacts younger than 7 years old who have had four doses of pertussis vaccine should receive a booster; those who received their third dose six months or more before exposure should receive their fourth dose. All household members or other contacts should see their healthcare provider for possible antibiotic therapy.</td>
</tr>
</tbody>
</table>

Health Information

Please inform the teacher and counselor of any chronic health problems, handicaps, or restrictions. We must have a doctor's statement for our files. If your child becomes ill and cannot remain at school, you will be called immediately. A telephone number where you can be reached must be on file in the school office. Please notify us throughout the year of any address or telephone changes.

Hearing and Vision Tests

JCPS Health Services will be screening all kindergarten through fifth-grade students for vision and hearing. If your child fails the screening, you will be notified by letter.

If you need assistance in obtaining eyeglasses, please contact our FRC coordinator.
Illness
If a student becomes ill at school, he or she should report this to his or her teacher. If, after a short rest in the Health Room, a student cannot return to class, his or her parent/guardian will be called to arrange for the student to go home. It is imperative that parents provide a working telephone number to the school in case of any emergencies. No student is to leave the school grounds without permission from the school office. In order to prevent the spread of illness, do not send your child to school if he or she shows signs of a fever or rash.

Immunizations
State law requires all students to have immunizations against diphtheria, tetanus, poliomyelitis, rubella, measles, and hepatitis A. The Immunization Certificate showing the expiration date should be presented to the school office staff. Immunization Certificates are kept at school. When current certificates are due to expire, parents are notified.

Medical Examination
A medical examination is required for students entering their first year of school. Comprehensive medical examinations are required prior to the student's entrance to school so that health defects may be discovered and corrections made as soon as possible. The school should be informed of any health concerns that might affect the student in school. To help him or her adjust, the teacher needs to know the recommendations of the examining physician. Medical Examination Forms are kept in student folders.

Medication
Medication should be given at home when possible. In some cases, however, medicine must be administered at school. Authorized school personnel keep medication and make arrangements for the student to take the medication at the proper time, provided there is a signed and notarized Authorization to Give Medication Form on file. Medications are only accepted if brought to school in the original container with the attached prescription label that includes directions for administering. Do not send medicine to school with your child; an adult must hand deliver it to the school office. We are not permitted to administer over-the-counter medications at school without doctor authorization.

Required Forms
- A valid Kentucky Immunization Certificate (Immunizations must be updated upon expiration for a student to remain in school.)
- An official copy of the student’s birth certificate from the registrar of vital statistics from the state in which the student was born
- A valid Medical Examination Form when first enrolling in school
- Eye Examination Form (for students between the ages of 3 and 6 who have never attended a public school)
- Kentucky Dental Examination Form
School-Based Decision Making

Policy

School: Cane Run Elementary School

Subject of the Policy: Wellness

Policy Statement
At Cane Run Elementary School, we believe in educating the whole child. The purpose of the wellness policy is to ensure that all students are provided a healthy environment that promotes wellness to aid student learning and success. Student health impacts academic performance through attention span, classroom behavior/conduct and achievement test scores positively correlated with physical activity.

At Cane Run Elementary School, students will receive instruction to promote making healthy choices to be implemented through:

Goals for nutrition education
- The practical living/health education Kentucky Academic Standards (KAS) will be taught across disciplines and throughout the school environment.
- Foods and practices in the school environment will be consistent with nutrition education taught.

Goals for physical education/physical activity
- Every student will participate in moderate to vigorous physical activity each day, not to exceed 30 minutes a day. This will be part of the instructional day.
- Teachers shall make a reasonable effort to avoid long periods when students are physically inactive by providing classroom physical activity.
- Physical activity will be positively promoted.
- Cane Run increases physical activity opportunities through the Compassionate Schools Project (CSP).

Goals for nutrition promotion
- The school will regularly provide opportunities for all students to become health literate by practicing nutrition education skills that establish, promote, and support health-enhancing choices.
- The school will provide an environment of scientifically-based nutrition messages throughout the school, within classrooms, and in school marketing that will be consistent with nutrition education and promotion.
- All food sold to students during the school day (from midnight until 30 minutes after the last bell) will be smart-snack-appropriate to enhance the health of our students and comply with the federal Smart Snacks in School requirements.

Goals for other school-based activities to promote student wellness
• Food used as a reward or to celebrate holidays, birthdays, etc., are discouraged. However, if food is a part of classroom parties or celebrations, only healthy snacks and beverages will be provided. Teachers will communicate with families about appropriate classroom celebration guidelines.

• When food/beverage items are used as rewards, items that do not comply with federal Smart Snacks in School standards (7CFR210.11) shall not be served until (30) minutes after the close of the last lunch period (JCBE policy 07.111: Competitive Foods).

• In an effort to promote healthy food choices, visitors are asked to refrain from bringing their child fast food lunches to school and to enjoy the healthy offerings and drinks in the cafeteria or bring their own healthy lunch option. Soft drinks, large (multiple serving sized) bags of chips, and excessive sugary treats are not allowed at lunch. Definitions shall be enforced at principal’s discretion.

A plan for measuring implementation

• Cane Run Elementary School is implementing the district-level wellness policy via a school-level wellness policy that is reviewed annually and strategies for school wellness are included in the Comprehensive School Improvement Plan (CSIP). Per KRS 160.345, the school council will annually evaluate the student physical activity environment, including the amount of time and types of physical activity provided in Cane Run Elementary School.

Date of First Reading: 9/13/17

Date of Second Reading: 10/11/17

Date Adopted: 10/11/17

Signature:

(SBDM Council Chairperson)
School-Based Decision Making

POLICY

School: Cane Run Elementary School

Subject of the Policy: Dress Code

Policy Statement

Shirt/Blouses
Oxford, Polo, Turtleneck (All shirts/blouses must have a collar) All solid colors
(Cane Run Elementary t-shirts may be worn on Friday).

Sweaters, Sweatshirts
White, gray, navy blue sweaters (Nothing with print or pictures on them).
White, gray, navy blue sweatshirts
(Nothing with print or pictures on them - Cane Run Elementary t-shirts may be worn on Friday)
Cane Run Elementary Sweatshirts may be worn.

Slacks, Shorts - (Slacks/Shorts must have belt if they have belt loops.)
(Shorts worn only in August-September and April-May-June.)
The SBDM Council will call a special meeting to determine if shorts can be worn and
communicate the decision to parents and staff.

Colors- Khaki (tan), Navy blue, or black (Only Uniform fabric).

Shorts, Skirts, and Jumpers - (Girls with smaller waists are encouraged to wear jumpers).
Colors- Khaki (tan), Navy Blue, or Black (Only Uniform fabric).
(Jumpers may be plaid, if a uniform brand)
Jumpers may also be corduroy, but solid colors Khaki (tan), Navy Blue or Black.

Socks, Stockings, Tights
Colors- White, Navy Blue, Black, or Brown

Belts (Optional for first year Primary students)
Colors- Brown, Blue, Black

Policies
• Shirts/blouses are to be fully tucked into pants/skirts.
• Belts/suspenders must be worn with pants. (if they have belts loops)
• Shorts may be worn in August-September, April, May, and June only.
• Shoes must be worn at all times. Shoes should have closed toes and heels. No Flip-flops or sandals, shower
shoes, house shoes, clogs or jellies are unacceptable. We encourage that any shoes be a solid color (i.e. solid
white, black, brown or navy, etc.)
• Girls MAY NOT wear make-up at school.
• All keys, on a necklace, must be worn on the inside of the students’ shirt.
• Students may not wear jewelry that distracts learning (i.e. dangle earrings, light-up necklaces, etc).
• Cane Run jackets may be worn in the classroom – No “Logo” Jackets. They must be plain.
• The principal is the final authority in matters pertaining to appearance and will determine days and situations
or “casual dress” (i.e. field trips/special events).

Consequences- (If a student comes out of dress code, the following steps will be taken.)
• Parent will be contacted by school staff and required to bring the appropriate clothing.
• If parents cannot be reached, a letter will be sent home reminding parents of the dress code exceptions.
• Students clothes will be changed if uniforms are available.

Dress Code Assistance
• If you need dress code assistance. See the Family Resource Center.

Date of First Reading: 9/18/2007
Date of Second Reading: March 26, 2015
Date Revised: March 26, 2015

Signature: Dr. Gwen Geffner
(SBDM Council Chairperson)
Cane Run Elementary School
Title 1 School-Parent Compact

Cane Run is a Title 1 school. Title 1 funds are provided by the federal government to assist schools in meeting the needs of at-risk students. As a Title 1 school, we are required to identify the responsibilities of students, parents, and teachers in a School-Parent Compact. It is our goal at Cane Run Elementary to develop a team effort among students, parents, teachers, administrators, and support staff that encourages and promotes success for all our students. As a school community, we will focus our School-Parent Compact on the academic standards to support all students and help them reach proficiency or beyond in reading, writing, and mathematics. Below are the ways each team member will be accountable for helping to achieve this goal.

Student Responsibilities:
- Attend school regularly and on time.
- Support Cane Run Elementary School and ask for help when needed.
- Complete homework on time.
- Welcome teachers and parents as partners while they work to help me achieve.
- Participate in school activities and always try my best.
- Talk with my parent(s)/guardian(s) daily about my school experience.

Family/Guardian Responsibilities:
- Ensure that my child attends school regularly and on time.
- Support Cane Run Elementary School and offer ideas related to how to improve the educational process.
- Provide a safe and positive place for my child to do his/her homework.
- Welcome teachers as partners in the education of my children.
- Participate in opportunities to learn about the school, needed services, and ways to support my child.
- Talk with my child daily about his/her school experience.

Teacher Responsibilities:
- Provide high quality, rigorous, "best practices" instruction daily.
- Use student achievement data to make instructional decisions and to address the diverse learning styles of students.
- Communicate positively and timely with parents and keep them informed of their child’s progress.
- Provide a positive learning environment for all students to experience success.
- Welcome parents as partners in the education of their children.
- Participate in professional development experiences that continue to improve classroom instruction.

Teacher's Signature: ___________________________ Date: ________
Parent's Signature: ___________________________ Date: ________
Student's Signature: ___________________________ Date: ________
Acknowledgment

We, the parents/guardians of _________________________________________________________ enrolled at Cane Run Elementary School, have received and read or have had read to us the *Cane Run Elementary School Student and Parent Handbook*. We understand the expectations and requirements of the school and agree to support the school’s efforts.

Date: _____________________________  Student’s Signature: _____________________________

Date: _____________________________  Parent’s/Guardian’s Signature: _____________________________

Date: _____________________________  Parent’s/Guardian’s Signature: _____________________________

**Note:** If the student lives with one parent/guardian only, then only one signature is expected. Both parents/guardians should sign if the child lives with both parents/guardians. The student also is expected to sign the statement if he or she is able to write his or her name.

This form is kept on file in the teacher’s classroom.

Permission to Publish Student Names

Periodically, newsletters and other publications are distributed with students’ names for various accomplishments (e.g., perfect attendance, Writing Stars, birthday recognition).

We will include your child’s name in our publications, unless you sign below and return this form to the office stating that you **do not** wish your child’s name to be included.

**I do not** wish for my child’s name to appear in any school publications.

Parent’s/Guardian’s Signature: _____________________________  Student’s Name: _____________________________

Date: _____________________________

JFR IN COUNTY PUBLIC SCHOOLS
School Calendar 2018-19

First and Last Days for Students
8/15, 5/30
*5/30 will be the last day of school unless there are days to be made up due to a significant weather delay or the school calendar, grading periods, and report card distribution dates.

First and Last Days for Teachers (No school for students) 8/19, 5/31

No School for Students
No School for Students
Labor Day 9/3
Election Day 11/6
Thanksgiving Break 11/22-11/23
Winter Break 12/19-12/30
New Year’s Day 1/1
Martin Luther King Jr. Day 1/21
Spring Break 4/6-4/15
Presidential Election Day 11/8
Memorial Day 5/27
Professional Development Plan Days 10/5, 2/15, 5/3
Professional Development Gold Days 10/5, 11/5

Parent-Teacher Conferences
No school for students
Conferences will be scheduled for 10/9 and 2/18.

Make-Up Days for Students
Missed school days will be made up in the following order: 3/28, 3/29, 2/18, 5/31, 6/3, 6/4, 6/5, 6/6, 6/7, 249, 250.

School Lunch
All schools offer nutritious breakfasts and lunches. Many schools also offer à la carte programs, and à la carte milk costs 50 cents. To access a mobile app that provides menu and nutrition information, visit www.myschoolbucks.com. Parents may make online payments at www.myschoolbucks.com.

Important Dates
District Grading Periods End
Middle and High.........2/4, 11/8, 12/21, 2/20, 4/2, 5/30
Elementary .............10/17, 12/21, 3/13, 5/30

Report Card Distribution*
Middle and High........10/9, 11/19, 1/15, 3/1, 4/25, 6/10, 6/29
Elementary .............10/26, 1/15, 3/25, 5/30

*Many schools operate on different schedules. Check with your child’s school.

College and Career Expo
10/1-10/31
Advance Program Testing for JCPS
Elementary, Middle, and High 10/29-12/19
Elementary, Middle, and High 10/30
Magnet Schools and Optional/Magnet Programs
Elementary, Middle, and High 10/29-12/19
Elementary, Middle, and High ....9/24, 11/8, 12/21, 2/20,
Middle and High ......10/3, 11/19, 1/15, 3/1,
Test Dates

SAT Registration Deadlines and Test Dates

Registration Deadline Test Date
4/10 5/15
9/28 10/27
11/2 12/8
11/11 2/9
3/8 4/13
5/3 6/8
6/14 7/12
8/30 9/13

*Most high school juniors are offered a free in-school ACT test. Check with your child’s school.

SAT Registration Deadlines and Test Dates
Registration Deadline Test Date
4/20 5/30
9/7 10/6
11/5 11/3
12/18 1/5
2/28 3/19
4/5 5/4
5/9 6/1

PSAT Test Dates
Check with your school.

School Hours
Some schools slightly adjust their hours, so call your child’s school to confirm the times.
Elementary .............9:35 a.m. to 2:45 p.m.
Middle .................7:40 a.m. to 2:20 p.m.
High ....................7:40 a.m. to 3:00 p.m.

Important Telephone Numbers
JCPS Call Center ..................313-HELP (4357)
Transportation ..................485-3470
Student Assignment/Placements ..................485-6298
Early Childhood Programs (Includes Head Start and Early Head Start, Prekindergarten, and Preschool) ..................485-3919
Family Resource and Youth Services Centers ..................485-3763
Guidance/Counseling ..................485-6781
Health Services ..................485-3387
Advance Program ..................485-7424
Exceptional Child Education ..................485-3215
Parent Teacher Association (15th District) ..................485-3530

School Meal Prices
This year, the federal Community Eligibility Provision will allow students at 129 locations to receive breakfast and lunch at no daily charge. Students at 18 additional schools who qualify based on USDA guidelines for lower or reduced price meals will need to submit an application.* For a list of these schools and to apply, visit www.myschoolapps.com. All schools offer nutritious breakfasts and lunches. Many schools also offer à la carte programs, and à la carte milk costs 50 cents. To access a mobile app that provides menu and nutrition information, visit www.jcpsnutrition.com. Parents may make online payments at www.myschoolbucks.com.

*For application information, call 485-6257. Obtain an application at your child’s school, or visit www.jcpsfood.org/ and complete an online application. Applications for free and reduced-price meals must be renewed each year.

Childcare
The Childcare Enrichment Program (CEP) provides quality before- and after-school childcare throughout the school year for JCPS students in kindergarten through grade 4 at 48 school sites. The program operates before school, starting at 7 a.m., and after school until 6 p.m. Registration is open throughout the year, and spaces are available on a first-come, first-served basis. If you would like more information about CEP or how to register your child, please call 485-3834 in the YMCA School Age Childcare Services Branch at 637-1575 or visit the YMCA website at www.ymcalouisville.org.

www.jefferson.kyschools.us
### School Calendar 2018-19

**First and Last Days for Students**
- 8/15, 5/30
- *Note: 5/30 will be the last day of school unless there are days to be made up due to inclement weather or other school schedule changes.*

**Make-Up Days for Students**
- (No school for students)
- 10/8, 11/5
- *Many schools operate on different schedules. Check with your child’s school. Parent Portal is turned off at the end of each grading period, and it’s turned back on when report cards are distributed.*

**Parent-Teacher Conferences**
- Elementary ..........10/17, 12/21, 3/13, 5/30*
- Middle and High ......10/3, 11/19, 1/15, 3/1, 4/20, 6/10, 6/16
- *Many schools operate on different schedules. Check with your child’s school.*

**ACT Test Dates**
- 8/10 9/8
- 2/8 3/9
- 10/5 11/3
- 9/7 10/6

**School Meal Prices**

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Middle and High</th>
<th>Adult</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.75</td>
<td>$1.85</td>
<td>À la carte $4.25</td>
</tr>
</tbody>
</table>

**Breakfast**

- $1.75
- Middle and High: $1.85
- Adult: À la carte $4.25

**Lunch**

- $2.80
- Middle and High: $2.90
- Adult: À la carte $4.25

**Important Dates**

**Junior-Senior Prom**
- Middle and High: 6/2/18, 6/3/18

**Graduation Dates**
- Middle and High: 6/14/18, 6/15/18

**School Hours**

- Elementary: 8:30 a.m. to 2:30 p.m.
- Middle and High: 8:30 a.m. to 3:00 p.m.
- High: 8:30 a.m. to 3:00 p.m.