

# Mohall Lansford Sherwood Public School

## Elementary Student Parent Handbook



# Mohall-Lansford-Sherwood Elementary Student Parent Handbook

## Mission --- Purpose --- Vision

MLS Mohall Public School

2021 - 2022

Our Mission is to **Make Learners Successful**

### **Purpose:**

The MLS School District exists to provide opportunities that allow all students to develop their potential. Our vision is the build confident learners by providing all students a quality education. Each student will be given the opportunity to develop intellectually, socially, physically, emotionally, and vocationally to become competent lifelong learners.

### **MLS School strives to:**

**Support** each student's learning

**Promote** success by engaging students in their learning

**Provide** a safe, respectful school climate for all

**Use** progressive techniques to empower learners.

**Believe** in excellence in all that we do.

### **Vision:**

MLS School District deals with youth and their individual interests and personalities. We provide educational instruction that models the values of **respect** for others, **responsibility** for one's actions, and **reliability** for completion of their tasks.

Our responsibility is to motivate every student to optimum individual achievement, as well as to promote effective group and social skills, and above all, to increase the quality and rate of retention of learning. Our dedication and commitment will be directed to the premise that every student shall receive an appropriate education with the least restrictive environment.

### **Nondiscrimination & Anti-Harassment Policy**

The Mohall-Lansford-Sherwood Public School District is committed to maintaining a learning environment free from discrimination and harassment in all employment and educational programs, activities, and facilities. The District prohibits discrimination and harassment based on a student and/or employee's race, color, religion, sex, gender identity, national origin, ancestry, disability, age, or other status protected by law.

It shall be a violation of this policy for any district student or employee or third party to harass or discriminate against another district student or employee based on any status protected by law if the conduct occurred within the context of an education program or activity or had a continuing effect in the educational setting on campus or in an off-campus program or activity. The District will not tolerate harassment or discrimination of a district student or employee by a third party. The District also prohibits aiding, abetting, inciting, compelling, or coercing discrimination or harassment; discriminating against or harassing any person affiliated with a person protected by this policy and/or law; knowingly making a false discrimination and/or harassment report; and retaliation against individuals who report and/or participate in a discrimination and/or harassment investigation, including instances when a complaint is not substantiated.

The District shall promptly investigate any harassment or discrimination complaint and act on findings as appropriate, which may include disciplinary measures such as, but not limited to, termination of employment or expulsion in accordance with board policy, law, and, when applicable, the negotiated agreement. Students and employees are expected to fully cooperate in the investigation process. The District will take steps to try and prevent recurrence of harassment, discrimination or retaliation and remedy discriminatory effects on the complainant and others if appropriate.

### **Complaint Filing Procedure**

The Board has created an informal and formal harassment and discrimination complaint filing procedure in board regulations. Nothing in the policy or in the harassment/discrimination grievance procedure shall prevent an individual from pursuing redress through state and/or federal law. The MLS Public Schools does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. Supt. Campbell has been designated as the Title IX and Section 504 coordinator to handle inquiries regarding the nondiscrimination policies: *Supt. Keith Campbell, PO Box 187, 101 3<sup>rd</sup> St. NW, Mohall, ND 58761, telephone 701-756-6660, email Keith.Campbell@k12.nd.us*

## **Admission and Registration**

MLS Public School Policy requires definite starting age of new Kindergarten and Grade 1 Students:

Pre-Kindergarten students must be 4 years old before August 1<sup>st</sup>.

Kindergarten students must be 5 years old before August 1<sup>st</sup>.

Grade 1 students must be 6 years old before August 1<sup>st</sup>.

Each year the Pre- Kindergarten and kindergarten students register in March for the following school year. The Pre-Kindergarten and Kindergarten teachers will have parent orientation meetings scheduled at the beginning of school. Requirements for registration are:

- State certified birth certificate
- Immunization record according to state guidelines; and
- Custody papers, if applicable.
- Contact information such as address, telephone numbers, emergency contact etc. Any time there is any change of this information, the school office should be notified.

Each new school year, students in Grades 1-6 will register on opening day of school in their grade classroom for that school year. All contact information should be updated.

Textbooks and workbooks needed in your student's study program in Grades Pre K - 6 are provided at no cost by the MLS School District.

Other necessary work materials such as pencils, paper, crayons, glue, etc. are to be furnished by each pupil. The student supply list can be found on the school website [mls.k12.nd.us](http://mls.k12.nd.us)

New students, in Grades 1 - 6, entering the MLS School for the first time, are required to have their previous school send all of their necessary records sent to the MLS School office. Necessary forms may be obtained from the school office or the Elementary Principal.

Parents are encouraged to have a yearly physical and dental examination of their child before the start of each school year.

**Immunizations:** Parents are required to have child's immunization records updated and presented to the Superintendent's office at the start of the school year. These records will be kept in the student's cumulative file. ND Dept. of Health Immunization requirements can be found on the school website [mls.k12.nd.us](http://mls.k12.nd.us)

North Dakota law requires students who are attending school to be up to date on immunizations. This law was put in place to keep our kids safe from diseases that can spread quickly in settings such as schools. If students are not protected by vaccines, they are left vulnerable to diseases such as measles, chickenpox, mumps, or pertussis. Additionally, some students are unable to be vaccinated for medical reason, so it is important for other students around them to be vaccinated to prevent these diseases from entering the school and spreading quickly through that environment. When outbreaks occur, not only is health at stake, but students who become ill or who are exempt from vaccines will have to spend time out of school.

North Dakota Century Code, 23-07-17.1, mandated all students in kindergarten through 12<sup>th</sup> grade meet a minimum number of required immunizations before school entrance, and each school is legally responsible for excluding non-compliant students within 30 calendar days from the start of school. Compliance with North Dakota State law is not optional.

The telephone number of the MLS Elementary School is 756-6560 or 756-6660.

### **Child Custody**

In most cases when parents are divorced, both parents continue to have equal rights where their children are concerned. If you have a court order that limits the right of one parent in matters such as custody or visitation, a copy must be on file in the school office. *Unless your court order is on file with the school, we must provide equal rights to both parents.*

### **Child Supervision Guidelines**

The North Dakota Department of Human Services provided the following factors to consider before leaving a child home alone:

-Age and maturity, emotional health, the child's physical or cognitive abilities, length of time alone, time of day or night, whether the child will be expected to supervise other children, location and safety of the area, frequency of being home alone, and how far a parent or other adult would be from home.

-A parent or caregiver is responsible for the safety, care, well-being, and behavior of their children, whether they are present to supervise them or not.

-At age 9, children may be left home alone for two hours or less during daytime hours, they may not provide care for other children.

-At age 12, children may be left alone for more than two hours during hours before curfew. They may provide care for other children with child care classes recommended.

### **Abuse and Neglect**

Professionals having knowledge of or reasonable cause to suspect that a child is abused or neglected, or has died as a result of abuse or neglect, must make a report of the circumstances. Those professionals required to report are any: school teacher, administrator, or school counselor.

### **Pre-Kindergarten Policies**

*Preschool Students will follow the policies set forth in the MLS Student/Parent Handbook that all students follow. The preschool will have these additional policies.*

Mohall-Lansford-Sherwood School District provides a preschool program for four year olds in a safe, structured caring environment. Our goals for preschool are to stimulate the mental, emotional, social, and creative growth of each child, so they will be better prepared to enter Kindergarten. At the completion of their time in our preschool we will have helped them enhance their motor skill, listening skills, social skills, and their ability to better interact with other peers.

Throughout the year, preschool students will develop the ability to follow directions, lengthen their attention span, and become more responsible for themselves through group and individual activities.

*MLS School District* preschool will follow the North Dakota State Pre-Kindergarten/Early Childhood Content Standards to guide their activities.

#### AGE REQUIREMENTS

We require that children be 4 years old, or older, by AUGUST 1 of the year they are beginning preschool, to attend preschool.

If your child is on an IEP (Individualized Education Plan) and there is no space available in preschool your child would still be able to be receive Special Education Services at our school with our Early Childhood Special Education teacher. In addition three-year old students also receive Special Education Services at the school through our Preschool Special Needs teacher.

#### MAXIMUM NUMBER OF STUDENTS

In order for us to better serve all students, and their families, the MLS School Board has set the maximum number of slots we have available for preschool students to 25.

#### ORDER OF ACCEPTANCE PREFERENCES

1. Students who are 4-years old, on an IEP and live in the MLS School District.
2. Students who are 4-years old and live in the MLS School District.
3. Students who are 4-years old.
4. PRESCHOOL SCHEDULE

The preschool day is 8:20-3:20. MLS School District will provide busing both before and after school, along with the use of safety seat harnesses in the school bus. During the school day students will receive breakfast, hot lunch, and an afternoon snack. The preschool will follow the same school calendar schedule as K-12 grade students.

#### Safety Seat

On school buses preschool children will be provided with a bus safety seat, which they will be required to use, while riding on MLS School District buses. If students do not stay seated in their safety seat, the bus driver and/or the Principal will contact parents to work out a plan to keep their child safe. Non-compliance with car seat rules will not be accepted.

#### TOILET TRAINING/BATHROOMS

We do REQUIRE that your child be toilet trained prior to coming to preschool unless there is a medical reason or the child is on an IEP. If this is the case, we require a Doctor's letter explaining the condition and we request pull-ups be worn for sanitary purposes.

Also, all students would be asked to leave an extra change of clothes at the preschool. Please place your child's clothes including underwear and socks, in a large Ziploc bag with their first and last name on it.

#### BIRTH CERTIFICATES AND IMMUNIZATION

We REQUIRE a copy of the child's birth certificate and their up to date immunization records to be turned in at the beginning of the school year.

#### PRESCHOOL FEES/TUITION

You will be billed quarterly for Preschool tuition. Or, you have the option of paying for the whole year if you would like. Bills will be sent out at the beginning of each quarter.

1. Preschool tuition is \$125 per quarter.
2. Those eligible for free meals would have free preschool at no charge. (Please fill out the form for free and reduced meals at the beginning of the school year)
3. The fee for those who are eligible for reduced meals will have a reduced rate.
4. No deductions will be made for days your child might miss due to illness or vacation.

## **SCHOOL LUNCH PROGRAM**

Students may participate in our school lunch program for a planned nutritious breakfast and lunch. For students who bring lunch from home, milk is available for a nominal cost.

Free and reduced price meal applications are available in the school office. Forms are also sent home with students at the beginning of the school year. If income status changes during the year, families are asked to reapply. Students who were approved the previous year remain approved for the first thirty days of school while applications are being processed. Please contact the Superintendent of School/ Business Office for an application.

The First District Health Unit and the Division of Food Services, Department of Public Instruction, visit the MLS Mohall School Lunch Program during the school year.

## **School Day Arrival and Dismissal**

Supervision of elementary classrooms begins at 8:00 A.M. until 3:50 or thirty minutes after dismissal Monday through Thursday and after the buses leave on Friday.

Grades PK - 6 begin school at 8:30 A.M. each school day.  
Elementary students will be dismissed at 3:20 P.M. each school day.  
All school buses leave from the bus zone at 3:27 P.M.

Parents are not to have their children come to school before **8:00** A.M. each school day. Students are expected to leave the school grounds immediately following dismissal. Supervision is not provided before (8:00 A.M.) or after school (3:30) unless the student is enrolled in special activities.

## **Electronic Device Use**

Students may bring electronic devices to school. These devices may not be activated or used during the school day. Any abuse of this policy may result in the confiscation of the device. Any device found active during any class assessment activity may be treated as cheating and will be dealt with as such by the teacher. Please note that if the student finds it necessary to bring these devices to school, they should not be carried in their possession during the day. It is the student's responsibility that they bring an electronic device to school at the own risk. MLS assumes no liability for the loss, theft, or damage of any personally owned electronic device at school.

In addition, devices that allow for recording or transmission of images or audio may not be used for any inappropriate use at any time. These instances may be reported to local law enforcement for possible legal action.

## **Illness and Attendance Policy**

Each time your child is absent from school because of illness or other reasons, please send a written "excuse" or call the office, stating the specific reason for the absence. Please do not send a sick child to school. If your child has an elevated temperature, rash, diarrhea, or is vomiting at home, DO NOT send the child to school.

Children with the following symptoms should not be sent to school and/or school activities:

- Thermometer indicates a temperature of 100.4 degrees or more, sore throat, uncontrolled cough that causes difficulty breathing, headache especially with fever, and new loss of taste or smell
- Undiagnosed rash or sores
- Diarrhea, vomiting, or abdominal pain
- Contagious infection diagnosed by a health care provider

Children may not return to school until:

- Their temperature has remained below 100 degrees for 24 hours without the use of Tylenol or other medications.
- There has been no vomiting or diarrhea for 24 hours without the use of over the counter medications.
- When a student has been diagnosed with a contagious infection and was given prescription medication, the student may not return to school until they have taken the medication a full 24 hours and their temperature has remained below 100 degrees for 24 hours.

Do not send your child to school if:

Your child has had close contact with a person with a confirmed case of COVID -19.

Your child traveled to an area where the local health dept. is reporting large numbers of COVID-19.

If either of these - keep your child home 14 days or have them checked by their healthcare provider. IF the student tests negative they can return to school once their condition is under control. Recommendations from the First District Health guidelines will be followed.

### **ATTENDANCE and TARDIES**

Students who are at school until 2:00 P.M. will be counted as a full day of attendance. Students who leave between 10:00 A.M. and 2:00 P.M. will be counted as one half day of attendance. Students will be considered tardy if they come to school one to thirty minutes late. Thirty-one minutes or more will be considered one half day absence.

Consistent and regular school attendance has a huge impact on students' academic success starting in pre-kindergarten and continuing through high school. Even as children grow older and more independent, families play a key role in making sure students get to school safely every day and understand why attendance is so important for success in school and in life.

The North Dakota Century Code, 15.1-20-01, states any person having responsibility for a child between the ages of seven and sixteen years shall ensure that the child is in attendance at a public school for the duration of each school year. If a person enrolls a child of age six in the public school, the person shall ensure that the child is in attendance at the public school for the duration of the school year.

### **Pupil Safety Control Policy**

No student can be taken from school during the regular school day unless a written request is presented to your child's teacher who in turn will present it to the Elementary Principal and/or the Superintendent's office. All parents are asked to check into the main office to pick up their children. The office will call the class room to have your child sent to you in the office. Do not go to the class room unless instructed to do so by the office.

### **Bicycles**

Bicycle owners are expected to use designated bike racks on the playground. Bikes will remain parked from arrival until dismissal. Helmets are recommended. Students are not to ride their bikes in the bus zone before or after school while the buses are arriving, parked, or leaving the bus zone.

### **Recess**

Please dress for the weather conditions. You will be going outside for recess. If winter gear (warm coat, snow-pants, snow-boots, hat /gloves) becomes a persistent problem, parents will be contacted.

With temperature 50\* or colder, students will wear coats.

Wind chill below -10\*, recess will **not** be outside.

The health and safety of all children will be the major consideration when making decisions about the appropriateness of going outside during extremely cold or wet conditions. Other considerations will be the need of children for fresh air, exercise, work breaks, and unstructured play time for social development. If children are well enough to attend school, they will go out for recess unless a written excuse is provided by a doctor. Students should come to school dressed appropriately to be outside during the weather expected that day. Outdoor recess will not normally occur when the wind chill drops below -10 degrees Fahrenheit. Keep in mind that actual time outside during recess breaks is generally limited to twenty – thirty minutes.

### **Grading**

Grades K through 6 are on the Nine (9) weeks marking period, with Parent/Teacher Conferences scheduled the first nine weeks marking period and third nine weeks marking period.

The Marking System in use is the: A,B,C,D,F Plan in Grades 3 through 6.

Percentage levels are:

93--100% -- A

87---92% -- B

80---86% -- C

79---70% -- D

69---00% -- F

"S" for Satisfactory, "N" for Needs Improvement, and "U" for Unsatisfactory, are the types of marks used on Report Cards in Grades 1 and 2.

Kindergarten report cards are a standards based check list system.

### **Curriculum Modifications**

To assist students with learning needs the assigned curriculum may be modified. For regular education students, modifications in curriculum will be made by the teacher who is teaching the course. Curriculum modifications for students with disabilities are identified in the IEP plan as developed by the current team involved with the individual case. An asterisk (\*) is used on the report card and transcript to indicate that a modified curriculum has been used.

### **Storm Days and Emergency Weather**

- On every school day, when there is a question of whether school will be held because of "storm conditions" that information will be made available by broadcast over ALERT NOW, Facebook, and KXMC & KMOT television stations by 7:00 A.M. each day that the storm conditions exist.
- Please do not call the school for closings due to weather. Please wait for the announcement.
- When storm conditions develop during a school day, the students will be sent home on school buses. School will be dismissed at the safest period of time in relations to the known approaching weather conditions.
- In the event a situation would arise that would have the MLS School responsible for emergency mass housing and feeding of the students, such a standby plan is in effect whereby the students could be housed in Mohall homes and other available facilities of the MLS Schools.
- All Parents of bus students should supply the school with the name of a storm home family at the time of registration.

### **Fire and other Emergency Evacuation Drills**

- Throughout the months of every school year, special fire drills, tornado drills, and other emergency evacuation drills are held.
- Teachers and students know exact traffic lanes to follow in leaving the school buildings at any time during the school day.
- Teachers and students go to designated assembly areas away from the school buildings, where, if necessary, they could be transported by school bus to other emergency safety areas.

### **Bus**

- Students and parents should know the number of the school bus and the name of your bus driver.
- School buses, all conditions considered, are not to arrive at school before 8:00 A.M.
- All school buses depart each day from the school bus zone at 3:27 P.M.
- Your child's bus will stop a maximum of three minutes at a farm station.
- Please have your child wear the proper type of clothing in relation to changing weather conditions that will happen throughout the school year.
- District bus drivers have the same control authority for good conduct at all times on the school bus as a classroom teacher would have in the school. If misbehavior continues by any one student, or a group of students, those students will not be allowed bus transportation to school.

- Students are to remain seated facing forward while the bus is moving.
  - Talk to seat neighbor and bus driver in a respectful inside voice using appropriate language
  - Keep hands, feet, and personal items to yourself
  - Food and beverage guidelines are posted on buses, water is permitted
  - Students will be expected to board and depart the bus in an orderly manner keeping a safe distance from the bus.
  - Students will be charged for any damage to the bus or bus seats.
- We ask that you do not park your cars in the bus zone before school and between 2:30 and 3:35 P.M. Buses need to have room to unload and load the students in their specified area.

### **School health**

In case of a serious injury on the school premises, first aid will be rendered and medical assistance will be secured. The school district provides no medical insurance benefits for school related injuries. Damage to or loss of glasses or any other personal property is not covered under any school-provided insurance plan.

Screening tests for hearing problems are completed through Peace Garden Special Education Services to Pre-School, Kindergarten, third, fifth, eighth, eleventh, and all Special Education students.

Individual pupil cumulative Health Records are maintained in your child's school pupil cumulative files. ND Dept. of Health Immunization Requirements are posted on the [mls.k12.nd.us](http://mls.k12.nd.us) website.

### **Head Lice**

Any student with live lice on the scalp or nits in the hair may remain in school until the end of the day. Immediate treatment is required once the student arrives home. The student will be readmitted to school after the initial treatment. No student should be out of school for longer than 24 hours.

### **Special Days**

Elementary school parties are scheduled during the fall, winter, and spring. These parties are held at 2:30 P.M. Parents are asked to support teachers with carrying out these occasions. Each family is asked to help with at least one of these special school parties.

Invitations to private parties may not be distributed during school hours.

When possible, other experiences are given students, such as attendance at pep rallies, HS Plays, field trips, elementary music festivals, etc.

When out-of-town trips are made, a Parent Permit Slip may be sent home with your child for you to authorize their participation in these events. School transportation, with chaperones, is provided for these activities.

Some classes may collect money for an activity or special treat at their party.

## **Other special programs**

**Title I** Programs are Federal support programs that require concentration on student skill needs in the areas of reading and mathematics. The money available to a School District is determined each year by the Coordinator of the Title One Programs at the Department of Public Instruction.

Elementary **Physical Education** is scheduled into the program of the elementary school for grades Pre- K through 6

Elementary School **Instrumental Program** provides an opportunity for students starting in Grade Five and continuing in Grade Six.

Elementary School **Vocal Music Program** is scheduled into the program of the Elementary School for grades Pre-K through 6.

**Special Education Services** is a cooperative service that is maintained with the Peace Garden Special Services in the areas of Special Education. All MIS03 guidelines are met.

The **school counseling program** is to assist all students in understanding themselves and adapting to their ever-changing world. In order to serve all students, the program emphasis is development and prevention rather than remedial and crisis oriented. Elementary guidance provides classroom presentations and individual or small group counseling. Individual regularly scheduled sessions will require a counseling permission and consent form for parents to sign. This form can be obtained under the forms section of the MLS web page.

The **school library** is accessible to all students. Each classroom has a regularly scheduled weekly library class. Children are encouraged to check out books. Parents are responsible to pay for books not returned or damaged.

## **Sports Eligibility**

- All students participating in sports activities must be eligible to participate in any athletic practice or game.
- Each student must have a passing grade in all academic areas of learning in the classroom.
- Any student who is getting below a grade "D" will miss both practice and the game for the following week. The student will then be on probation.
- The Principal will average the grades of the student on probation on the Monday of the week.
- After the probation week is over the teacher will average the grades of the student and if the student is passing the student will then be eligible for the next week.
- The parents of the student on probation will be notified of the action to be taken with ineligibility.

## **Dress**

Students are expected to maintain an appearance that does not detract for the educational program. Student dress should be modest, age-appropriate, and appropriate for the weather. Clothing that contains sayings, sexual, gang or insinuations that are inappropriate for school or that contains drug, liquor, beer, or tobacco emblems or sayings is not acceptable. No strapless shirts, undergarments will be covered at all times.

Students are not allowed to wear head attire inside the school building. Hats and other head attire are to be stored during the school day. The principal may make an exception to these guidelines for medical or religious situations or for school spirit or curriculum activities.

When there is a question about the appropriateness of a student's dress and appearance, parents may be contacted. The principal will make the final decision regarding dress code issues.

## **Family Educational Rights and Privacy Act**

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.
- The right to request the amendment of the student's educational records that the parent or eligible student believes are inaccurate or misleading.
- The right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent the FERPA authorizes disclosure without consent.
- 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

A complete text of the FERPA regulations is available at the office.

## **Responsible Behavior/Discipline**

It shall be the philosophy of the school to provide an atmosphere for learning that recognizes the right of all students to instruction that is not unduly influenced by the inappropriate conduct of others. All staff, students, and parents will treat each other with respect. Students are expected to be responsible for their work and respectful to teachers and others in authority.

Staff is expected to hold all students accountable for their conduct at school and on the playgrounds during recess. The goal for all students, parents and staff is to have respect for self, others, and property. All staff members have disciplinary authority when students are on the school premises.

Parents will be notified by the elementary principal if their child's behavior is disrupting the learning atmosphere within a classroom.

Repeated misbehavior will result in the issuance of an "Class Disturbance" report by the classroom teacher. The consequences of this drastic action are:

- Student will be removed from the classroom and put in detention for the remainder of the day.
- Parents will be notified. A mandatory meeting with the parents, student, teacher, and principal to discuss that student's behavior and to develop a plan to correct the unacceptable behavior will be required before the student is re-admitted to the classroom.
- A second "Class Disturbance" will result in a suspension from school up to two days.
- Incurable behavior will result in a referral to the School Board for corrective action.

### **Retention**

No student shall be retained in a grade without consultation between parents and school staff. The school administrator has final authority in the matter.

### **Technology**

MLS is committed to the goal of having technology, computers and network facilities used in a responsible, efficient, ethical, educational, and legal manner. An acceptable use of technology form will be signed by the parent/guardian at the beginning of the school year.

### **Medication**

It is the responsibility of the parent/guardian to have their child's physician fill out a required Medication Authorization Form if prescription medication is to be administered at school. Each Medication Authorization form signed by the physician must be signed by the parent/guardian. The medication form is available on the School website. Directions should also be clearly marked on the bottle.

All non-prescription drugs such as pain relievers, will be administered through the office only with a parent/guardian signature. The school does not provide any medications for students. If your child needs an over the counter medication, it must be provided by the parents/guardians. Children using asthma medication may carry inhalers with written permission for a medical doctor. The classroom teacher may manage the inhaler where age appropriate.

### **Personal belongings**

Students names should be on their personal belongings so found items may be identified. The school does not accept responsibility for lost or damaged personal items. Found items will be placed in a designated area. Articles not claimed will be donated or disposed of.

### **Sports and Extracurricular Activities**

MLS is proud of its academic, athletic, and extracurricular activities, and we encourage families to support our local athletes and scholars. To show your support and help our kids follow the expectations of being safe, respectful, and responsible, please keep your child seated with you at all times while attending sporting or other extracurricular events at all school sponsored activities. Please accompany your child if he or she needs to use the restroom or visit the concession stand. Our cooperation in following these expectations keeps all children safe and allows fans of all ages to cheer on our teams in a positive respectful environment.

### **Animals**

MLS has a specific policy (ACBC) regarding animals in the classroom. The only animals allowed in a classroom must be for a specific and appropriate educational purpose and shall be allowed for the amount of time necessary to achieve the educational goal. The principal shall approve any animals to be housed in the classroom.