Fisher Elementary School

2022 – 2023

Family Handbook

FISHER ELEMENTARY SCHOOL

Fisher Elementary School Mission Statement

Fisher Elementary School aspires to establish an environment where students and faculty can develop in a climate of caring and trust. We commit ourselves to creating an instructional process whereby all students are able to achieve to their academic potential. In addition, we at Fisher wish to nurture a sense of school pride that is felt and recognized by students, faculty and the community.

Arlington School District Mission Statement

The Arlington School Community strives to create a safe, caring and respectful environment of academic excellence where students are uniquely challenged to reach their potential.

PHOTO CREDIT: Gary Baker

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Deanne Lacoste, Principal
Kara Wetherell, Administrative Assistant

504 East Arlington Road, Arlington, Vermont, 05250
Phone (802) 375-6409 Fax (802) 375- 1544

FISHER ELEMENTARY SCHOOL

August 2022

Dear Fisher Families,

On behalf of Fisher Elementary, I welcome you to the 2022-2023 academic year! The *Fisher Family Handbook* should provide you with useful information concerning school procedures, policies and expectations. We hope this information helps make your experience at Fisher the very best it can be.

We want our families to be active participants in the learning process. Working together, we can create an academic partnership that is committed to providing a safe, child-centered educational experience focused on individual student achievement. Academic, social and emotional growth are achieved through developmentally appropriate curriculum and best practices delivered by a nurturing staff in close partnership with parents

Please join me in making this school year a tremendous success. If you have any questions, please contact me at lacosted@bvsu.org or by phone.

Warm regards,

Deanne Lacoste

Deanne Lacoste, Principal

FACULTY & STAFF

FISHER ELEMENTARY SCHOOL

504 East Arlington Road, 802.372.4609

Principal	Deanne Lacoste	lacosted@bvsu.org
Admin. Assistant	Kara Wetherell	wetherellk@bvsu.org
District Nurse	Laurie DiStasio	distasiol@bvsu.org
Technology	Ben Leslie	leslieb@bvsu.org
Facilities	Eric Roberts	robertse@bvsu.org
Facilities	Vince Thompson	thompsonv@bvsu.org
LCSW	Catie Burke	burkeca@bvsu.org
Counselor	Jennifer Watson	watsonj@bvsu.org

Classroom & Area Teachers

Pre-K 3	Savannah de Rham	derhams@bvsu.org
Pre-K 3-4	Heather Gardner	gardnerh@bvsu.org
Pre-K 4	Kristin Austin	austink@bvsu.org
Kindergarten	Jennifer McKeighan	mckeighanj@bvsu.org
Kindergarten	Jennifer Wright	wrightje@bvsu.org
Grade 1	Mikayla Dambrackas	dambrackasm@bvsu.org
Grade 1	Brendan Harris	harrisb@bvsu.org
Grade 2	Rachel Leard	leardr@bvsu.org
Grade 2	Caryn Snow	snowc@bvsu.org
Grade 3	Cory Jozefiak	jozefiakc@bvsu.org
Grade 3	Charlie Cummings	cummingsc@bvsu.org
Grade 4	Shirley Casey	caseys@bvsu.org
Grade 4	Crystal Setzer	setzerc@bvsu.org
Grade 5	Michelle Edmunds	edmundsm@bvsu.org
Grade 5	Jeremy Pratico	praticoj@bvsu.org
Music	Darryl Kniffen	kniffend@bvsu.org
Physical Education	Spencer Kozlak	kozlaks@bvsu.org
Library /Computer	Meghan Maguire	maguirem@bvsu.org
Art	Kate Robinson	robinsonk@bvsu.org

Paras

Amanda Harrington	harringotnam@bvsu.org
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Joelle Vosburgh	vosburghj@bvsu.org
Donna Crawford	crawfordd@bvsu.org
Jessica Pendleton	pendletonj@bvsu.org
Maryann Percey	perceym@bvsu.org
Jeannie McHale	mchalej@bvsu.org

Southwestern Vermont Supervisory Union
South Stream Road

Superintendent	James Culkeen	
Assistant Superintendent	Laura Boudreau	
Head of Facilities	Jamie Paustian	paustianja@bvsu.org
Transportation Coordinator	Mike Wood	woodm@bvsu.org
Bus Driver	Alan Mattison	mattisona@bvsu.org
Bus Driver		
Bus Driver	Dale Wood	woodd@bvsu.org

SPECIAL EDUCATION

Associate Director of Special Services	Rachel Boisvert	boisvertr@bvsu.org
Special Education Teacher	Tonya Andrick	andrickt@bvsu.org
Special Education Teacher	Jennifer Smith	smithje@bvsu.org
Special Education Teacher	Brooke Hawley	hawleyb@bvsu.org
School Psychologist	Thom Powers	powerst@bvsu.org
Occupational Therapist	Mary Naylor	naylorm@bvsu.org
Speech & Language	Courtney Ludwig	Courtney.Ludwig@svsu.org

BOARD OF SCHOOL DIRECTORS

Arlington Chair	Todd Wilkins	wilkinst@bvsu.org
Director	Nicol Whalen	whalenn@bvsu.org
Director	Matt Bykowski	bykowskim@bvsu.org
Director	Dan Wood	woodd@bvsu.org
Director	Jessica Bachiochi	bachiochije@bvsu.org

Report Cards & Progress Checks Schedules

The school year is divided into three trimesters. Parent Teacher Conferences are held in the fall and spring. All students receive progress reports at the midpoint of each trimester. Copies of grades and progress reports are kept in the student's school file.

First Trimester

August 31	First trimester begins
October 14	First progress check
December 2	First trimester ends
December 9	Report cards sent home with students

Second Trimester

December 5	Second trimester begins
January 27	Second progress check
March 15	Second trimester ends
March 24	Report cards sent home with students

Third Trimester

March 16	Third trimester begins
May 5	Third progress check
June 14	Third trimester ends
June 21	Report cards mailed home to students

POLICIES & PROCEDURES

Arrival & Supervision of Students

Drop off/ Entry will be 8:00 - 8:15 AM.
Students will arrive between 8:00AM and 8:15 AM. Please do not get out of your car. If you need to assist your child out of the car, please proceed to the library parking lot. Students will go directly to their classroom upon drop off.

Attendance

Attendance at school is very important. Please make every effort to have your student at school unless he or she is ill. If your student is going to be absent, please call the office at 375.6409.

Tardy & Early Dismissals

Students should arrive between 8:00AM and 8:15 AM daily as per the arrival procedures. Students are considered tardy after 8:15AM. If your student will be tardy, please contact the main office at 802-375-6409. You may park in the visitor parking in front of the school and walk your student up to the main door and ring the bell.

If your student needs to be dismissed for any reason before 2:50 PM, please send a note in with your student or call the main office.

Bicycles

Students in grades 4 and 5 may ride their bicycles to and from school; those in younger grades must have written permission on file at school. Students must follow these bike rules:

- Walk the bike on the grass bordering the parking lot.
- Park the bike in the bike rack provided.
- Wear a safety helmet while riding.
- Provide a chain and lock for the bike.

In addition, skateboards, scooters, rollerblades, and Heelys are not to be used on school property.

Bus Transportation

Safety is our top priority on the school bus at all times, and **riding is a privilege**. Safety is also a top priority for students who are waiting for the bus in the morning and drop off in the afternoon as well. Therefore, students are expected to observe all safety rules as follows:

- Be ready when the bus arrives; Students must stand 5 to 10 feet away from the road while waiting for the bus in the morning. Once the bus stops at the location, students may proceed to the bus for pick up. At drop off, students are expected to remain seated until the bus comes to a complete stop. Once the bus is stopped, students may get up out of their seats and proceed to exit the bus.
- Cross only in front of the bus
- Remain seated at all times on the bus
- Arms and heads must not be outside of the window
- Swearing or inappropriate language is forbidden
- Neither rough play nor fighting are allowed
- Yelling or loud voices will not be tolerated
- Keep bus neat and clean
- Obey the bus driver – follow requests quickly and respectfully
- Keep the aisle clear

Failure to meet any safety rules and any behaviors that are identified by the bus driver to be harmful, disrespectful, and in violation of the bus safety rules will result in a bus referral.

Bus Referral Procedures

The bus referral procedure will be as follows:

1. The bus driver identifies a challenge related to the bus behavior matrix (bus safety rules, disrespectful and harmful behavior to themselves and other students as well as the bus driver, etc.)
2. Bus driver fills out the bus referral form with specifics on the type of behavior that as identified and needs to be addressed.
3. Bus driver provides form to the building Principal and or the Administrative Assistant. Afternoon bus referrals will be reported the following morning.
4. The bus driver and administration will then communicate about the incident.

First Offense
A warning by phone, email or letter, will be sent to the parent/guardian by the Transportation Coordinator. This notice, verbal or written, will include the type of observed and exhibited behavior by the student. At this meeting, it will also be noted that a second offense will result in a meeting with Bus Driver, Transportation Coordinator, Administration, and Student.

Second Offense
Upon receiving a second bus referral, Administration will facilitate a meeting between the student, bus driver, and transportation coordinator.

Third Offense

Upon receiving a third bus referral, a meeting with parent/guardian, administration, bus driver, transportation coordinator and student will take place to determine further actions.

Fourth Offense

Upon receiving a fourth bus referral, notification to the parent/guardian will be made by the Transportation Coordinator, informing them their students' bus riding privileges have been revoked for **THREE** (3) school days.

Concerns/Questions Regarding Busing Should Be Directed To:
Transportation Coordinator Mike Wood at woodm@bvsu.org.

Communicable Diseases, Illness & School Notification
It is requested that families notify the District Nurse, Laurie DiStastio, RN, BSN of any communicable diseases for which their student is being treated. Communicable diseases include chicken pox, hepatitis, strep throat, conjunctivitis (pink eye), etc., so that we can determine possible contact with other students and educate families about possible symptoms. **Please note:** Students must be fever free and vomit free for 24 hours before they can return to school. To view the policy, visit www.svsu.org.

Communication
Communication between the school and home is extremely important. During regular school hours, it is often difficult to speak directly to a classroom teacher. **If you need to speak with a teacher**, you can (1) leave a phone message with the

school administrative assistant, or (2) email the teacher to set up a time to talk. **If you need to change your student's plans for pick-up**, please send a note in with your student. We understand emergencies happen, but if you can't send in a note, please try to call the school **BEFORE 2 PM,** so we can ensure the message is given to the classroom teacher, to the student, to the bus driver and to the principal. Your student's safety is very import to us, and we appreciate your help with this. **If you would like to receive emails** including updates, community happenings and various reminders through email, make sure the school has your email on file. In addition, Fisher Elementary has a webpage where families can access information about the school and individual classrooms and events. Please visit www.fisherelementaryschool.org.

Computers

Fisher Elementary is committed to providing computer access and technology education to our students. However, the use of Fisher computers is a privilege, not a right. Inappropriate use will result in the cancellation of these privileges. To view the policy **Code F-31: Computer Network & Access Terms and Conditions** visit www.bvsu.org. New this year, there will be a contract to be signed for families. This paperwork will be included in the first day packet sent home on the first day of school.

Concussions

Under Vermont regulations, public school principals are required to provide information about concussions and other head injuries to youth athletes. Although Fisher Elementary does not offer a youth sports program (these programs are community-based, not school affiliated), we wanted to include the link for concussion guidelines. A copy of the Vermont Department of Education Concussion Guidelines is available at:
http://education.vermont.gov/documents/EDU-Act_58_Concussions_Guidelines.pdf,

Contacting the School for a Concern

Concerns or questions often arise between home and school regarding homework, discipline, rules, policies, procedures and academics. The following is a suggestion of protocol when you have a concern.

Step One: Contact the classroom teacher.

Step Two: If the classroom situation is not resolved or additional information is needed, contact the principal.

Discipline & Student Expectations

We expect that all Fisher students will respect the rights of others to attend a safe and orderly school. Students are responsible for their actions. We believe all students are entitled to be treated in a supportive and respectful manner, one in which expectations are clear and reasonable, and consequences are appropriate. In addition, we believe parents and families play a primary role in making a school discipline system successful through their understanding and support when student misconduct occurs.

Depending on the frequency/severity of the situation as determined by the principal, the student may receive several kinds of consequences, not limited to:

- Verbal warnings
- Letter or phone call to discuss the situation or a parent conference
- Detention after school
- Constructive work assignment outside of school
- In-School Suspension
- Out-of-School Suspension

Our goal is to provide a safe and respectful environment for students, staff and members of the community.

School Compact

Deanne Lacoste, Principal
Kara Wetherell, Administrative Assistant

504 East Arlington Road, Arlington, Vermont, 05250
Phone (802) 375-6409 Fax (802) 375- 1544

Fisher Elementary School
School-Family Compact

Home and school are the two major influences in the lives of children. The Fisher Elementary School and Family Compact is the shared responsibility between home and school regarding the shared commitment of teachers, parents, and students to successful learning. This is necessary to fulfill our educational vision and to provide each student with the knowledge and skills necessary to become an independent learner, a contributing member of the community, and a responsible citizen. The expectations listed below are necessary in order to strengthen the communication and commitment between home and school.

Please review the School and Family Compact and return the signed agreement to us with first day papers. Use the details on pages two and three as resources to describe partnership activities and communication tools, along with district and school Continuous Improvement Plan goals.

The school understands the importance of the school experience to every student and their role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of its ability.

Teachers will:

• Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standards
• Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum—
  o parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement
  o frequent reports to parents on their children's progress
  o reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
  o Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand. (required) (ESSA, Section 1116(d)(1-2))
• Treat each child with dignity and respect
• Strive to address the individual needs of the student
• Acknowledge that parents are vital to the success of child and school
• Provide a safe, positive and healthy learning environment
• Assure every student access to quality learning experiences
• Assure that the school staff communicates clear expectations for performance to both students and parents

Teacher Signature: _____ **Date**_____

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FISHER ELEMENTARY SCHOOL

The parent understands that participation in his/her student's education will help his/her achievement and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of his/her ability:

Parents will:
• Supporting their child's learning
• Participating, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.
• Create a home atmosphere that supports learning
• Send the student to school on time, well-fed, and well-rested on a regular basis
• Attend school functions and conference
• Encourage their child to show respect for all members of the school community and school property
• Review all school communications and respond promptly

Parent Signature: _____ **Date:** _____

Students
The student realizes education is important. He/she is the one responsible for his/her own success. Therefore, he/she agrees to carry out the following responsibilities to the best of his/her ability:

Students will:
• Get to school on time every day
• Develop a positive attitude toward school
• Be responsible for completing homework on time
• Be cooperative by carrying out the teacher's instructions and ask for help when needed
• Do daily work that is neat and reflects the student's best effort
• Be respectful to all school members and to school property

Student Signature: _____ **Date:** _____

Building Partnerships Each year, individual school communities will be invited to participate in an annual Title I meeting to participate in decisions related to parent/ family engagement activities. Two parent/teacher conferences are held annually for grades PreK-8, and grades 9-12 will share progress reports with comments and follow-up conversations about how family members can support their child's achievement. Annually families are provided with an opportunity to review and provide feedback for SVSU Policy 5010, Parent Engagement, and help to develop school-level School-Family Compact for the school year.

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FISHER ELEMENTARY SCHOOL

Communication Multiple forms of communication will be used to connect with families to include, but not limited to.

a. Board meetings- Agenda posted in advance
b. Building-level parent meetings (i.e., parent-teacher groups, leadership team meetings)
c. Individual parent-teacher conferences, virtual meetings, and phone calls
d. Survey
e. Social Media/Weekly updates
f.

District Continuous Improvement Plan Goals

1. **Goal # 1: Academic Proficiency ELA-** By June 2023, 50% of all SVSU 5th grade students will be proficient in Foundational Standards linked to the SVSU ELA Curriculum and demonstrated by Spring 2023 SBAC scores.

a. Change idea: Implementation and routines for literacy linked to the science of reading
b. Change idea: Build and refine tiered instruction linked to the science of reading
c. Change idea: Provide professional learning in the science of reading

2. **Goal # 2: Safe and Healthy Schools-**By June 2023, the SVSU system for identifying and progress monitoring students will show an 8% decrease in high and moderate behaviors from Fall 2022 to Spring 2023.

a. Change idea: Develop a system for using behavior and social/emotional data to support the needs of students.
b. Change idea: Develop a system to monitor the progress of behavior and social/emotional support

3. **Goal # 3: Academic Proficiency Math-** By June 2023, 35% of all SVSU 5th grade students will be proficient in Mathematic Standards linked to the SVSU Math Curriculum and demonstrated by Spring 2023 SBAC scores.

a. Change idea: Implementation and routines for math
b. Change idea: Provide professional learning in the evidence-based math practices

4. **Goal # 4: Academic Proficiency Science-** By June 2023, all SVSU students will match the state average in all science domains linked to the SVSU Science Curriculum and demonstrated by spring 2023 Vermont Science Assessment aligned with the Next Generation Science Standards (NGSS).

1. Change idea: Provide professional learning and building-based coaching in engineering practices

a. Change idea: Ensure that ALL students have an equitable experience and are exposed to good first science instruction.
b. family engagement.

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FISHER ELEMENTARY SCHOOL

5. **Goal # 5: Personalization-**By June 2023, 75% of all SVSU students, grades 7-12 will have Personalized Learning Plans that demonstrate all components as "present" or "close" by using the Vermont AOE Critical Elements of a Personalized Learning Plan.

a. Change ideas: Review the SVSU Personalized Learning Plan process with state requirements and develop opportunities for family engagement.

School Goals:

Goal # 1 Monitor student progress using assessment tools to establish growth for all students

a. Change idea: Reinstate data teams 9/15/22
b. Change idea: build and refine our tiered instruction to meet progress goals 9/15/22

Goal # 2 All students are engaged and active learners who are self-aware, caring, respectful, connected to others, responsible decision makers, and academic achievers. Educators, students, families, and community members work together to support the healthy development of all students."

a. Change idea: Provide schoolwide professional development in SEL practices (Conscious Discipline)
b. Change idea: Ensure all students have access to school-based counseling services in classroom, group or 1:1

Dismissal & Student Supervision

Buses will load Fisher Elementary students at **2:50 PM.** For the safety of all, students are not allowed to remain on school property after 2:50 PM without adult supervision.

Dress Code

All Fisher Elementary students are expected to dress in a neat and clean manner that reflects pride in themselves and their school. Clothing must not constitute a health or safety hazard, and grooming and dress must not cause a distraction or interfere with the education of other students. Please be aware:

- Apparel with slogans that promote activities related to drugs, alcohol, tobacco, gang symbols, sexual reference and/or innuendo, violence and vulgar language is prohibited.
- Footwear needs to fit and be appropriate for elementary children. Shoes should not have large heels or be cumbersome to wear.
- No "belly shirts" or "short shorts/skirts" should be worn. Bottoms of shirts should be extended beyond the top of pants to cover up the midriff area, and short/shirks should extend a reasonable length down the leg.

Any student who violates the dress code will be required to meet the code or will be sent home to correct the situation. The principal has the discretion to determine if a student's dress, hair and/or grooming is acceptable and within appropriate standards.

Emergency Closing Phone Alert System

Emergency closings can occur before school opens or during the school day due to inclement weather or heating or water problems. Fisher families can receive a text or phone call alerting them of school closings/delays and other emergency information. To receive these alerts, families must complete the **PHONE ALERT SYSTEM FORM** and return it to the Fisher Main Office. Please make sure your student knows where to go and what to do if you are not home in an emergency.

Field Trips

Parents who attend field trips must fill out a background check form and be approved. Form will be sent home in the first day of school packet.

FERPA Policies

The federal Family Educational Rights and Privacy Act ensures parents have the right to: (1) Inspect and review their children's records, (2) See amendment of the record if it is inaccurate or misleading, (3) Consent to disclosure of personally identifiable student information – with exceptions, and (4) If they believe the Act has

been violated, file a complaint. For more information on FERPA rights, meet with the school principal who can provide you with more detailed information.

Food Service & Nutrition with Abbey Group
Fisher Elementary partners with Abbey Group to offer a daily food program that includes breakfast and lunch offerings. Our goal is to promote wellness and good nutrition to all students.Fisher Elementary School participates in the School Lunch Program. This year, all students will receive a free breakfast and lunch. However, all students, regardless of eligibility must fill out a free and reduced application to have on file.

Harassment & Bullying
Fisher Elementary School is committed to providing all students with a safe and supportive school environment in which all members of the school community are treated with respect. Harassment is a criminal offense and will not be tolerated. Bullying is a dangerous and disrespectful behavior that is not permitted. To view the policy visit www.svsu.org.

Health Services
The District Nurse, Laurie DiStasio, RN, BSN is available to PreK-12 families for consultation and discussion of any health problems or communicable diseases. As always, all medical information and records are kept confidential. The nurse's office in Fisher Elementary is in Room 121, and the direct line is 375.6616.

Homework
At Fisher School, homework is a part of our academic curriculum. We believe the purpose of homework is to practice and review skills learned during the regular school day. If families have questions or concerns about homework, they should contact the classroom teacher. **Families can help support their student with homework by:**

- Providing a regular time and place to do homework
- Offering encouragement to your student

Immunization
State law requires that children shall not be enrolled as students in a Vermont school unless they meet the following requirements:

- Provide the school with an immunization record from a health department that your child has received vaccines for Diphtheria, Tetanus, Pertussis (DTAP), Polio (IPV), Measles, Mumps, Rubella (MMR) and Varicella. Please also

include immunization records for Hepatitis B (HepB) and Pneumococcal (PCV).

- Vermont laws regarding exemptions from school immunization requirements have changed as of July 1, 2016. Please contact District Nurse, Laurie DiStasio, RN, BSN at 375.6616 for further information or visit www.healthvermont.gov for exemption forms.

JISP Wednesdays

Each year Fisher Elementary participates in JISP Wednesdays. From early January to mid-March, all students are dismissed at 12 PM to participate in winter/snow activities held throughout the area. JISP Wednesdays for 2022, begin January 5, 2022, and continue through March 16, 2022.

JISP (the Junior Instructional Snowsports Program) was started in 1951 to give local students an inexpensive way to learn to ski. Today the Bromley Outing Club offers ski/snowboard lessons to over 600 students per week. The program also offers classes for students with special needs. These classes are all taught by volunteers. Transportation to Bromley Mountain is offered through the school, and students can rent ski/snowboard equipment for the season. In addition, Riley Rink offers skating lessons on JISP days. Parents must provide their own transportation to Riley Rink.

Mandated Reporting

All Fisher Elementary School faculty and staff are mandated reporters, and as such, we are required by Vermont law (Act 50) to report any reasonably suspected abuse or neglect of a child.

Medications

If a student is under the care of a physician and medication is prescribed or recommended during school hours, families must request a written order from the physician for the school nurse or a designee to administer the medication. Medications given at school must be in a container appropriately labeled by the pharmacist or physician. The school will administer non-prescription medication during school hours with written permission from a parent or guardian.

Parent/School Compact

Home and school are the two major influences in the lives of children. The Fisher Elementary School and Family Compact is the shared responsibility between home and school regarding the shared commitment of teachers, parents, and students to successful learning. This is necessary to fulfill our educational vision and to provide each student with the knowledge and skills necessary to become an independent learner, a contributing member of the community, and a responsible citizen. The parent school compact will be included in your first day packet for your signature.

Parent Teacher Conferences

Parent Teacher Conferences are held in November and April. During these meetings with the teacher, families will have an opportunity to talk about your student and his/her progress. However, if you have a concern about your student's school experience, please contact the teacher to schedule a meeting at any time during the school year.

Parent Teacher Group (PTG)

The Fisher Parent Teacher Group (PTG) is comprised of volunteer parents and teachers. The mission of the Fisher PTG is to provide support for students' educational and recreational needs. This mission is accomplished in the following ways:

- Sponsor fun and relaxing family events and fundraisers
- Fund educational programs and special events
- Create and fulfill a yearly classroom "wish list"
- Support other activities that promote the best interests of students and the school environment.

Parking

Families are asked to use extreme caution when driving in the school parking lot. Short-term parking is available in the front lot for guests and visitors during the school day.

BUSES & BUS LANE

When buses are lined up in the bus lane, vehicles are allowed to pass the buses on the left, because we have barriers in place. Per Vermont Fire Code, cars should **AT NO** TIME park along the sidewalk that is painted red. This paint indicates an emergency vehicle lane. Students can be dropped off in this lane; *drivers cannot leave cars unattended – even for a few minutes!*

Personal Property & Weapons

Students are discouraged from bringing personal property to school, as we cannot be responsible for its loss or damage. Please do not send your student to school with audio equipment such as radios, earphones, iPods, electronic games, pagers, cell phones, walkie talkies or trading cards of any kind. These items will be confiscated and released to a parent.

In addition, **no weapons are allowed on school grounds** without the prior approval of the school principal or superintendent. To view the visit www.svsu.org.

Recess

Outdoor recess is an important part of a student's day throughout the school year. Please be aware of the day's weather, so your student is dressed appropriately for outside play. When snow is on the ground, snow pants, gloves, mittens, hat and winter jacket and snow boots should be sent to school.

Request for Student Placement

Fisher Elementary strives to create balanced classrooms. Each spring, teachers meet to determine the most appropriate classroom placement for students as they move to the next grade level. Several factors are taken into consideration including individual learning and teaching styles, overall group dynamics and educational needs. At times we have parents/guardians request a specific teacher for their child. **Requests for a specific teacher must be in writing and given to the Fisher principal no later than April 15, of each year**. We will attempt to honor all requests made by this deadline. After April 15, requests for specific teachers will not be considered. Parents/Guardians may not make a placement request for a student who is not their child.

School Board Meetings

Families are welcome to attend and participate at school board meetings. The school board meets on the second Wednesday of every month at 5:30 PM in the Marsh Library at Arlington Memorial High School. For a complete meeting schedule, visit www.svsu.org.

School Functions & Supervision

School functions held in the evening are family events. Fisher students attending these events **must be accompanied** by a parent or guardian.

Special Services

Fisher Elementary strives to assist any student who is experiencing difficulty academically, socially or emotionally. Your student's teacher may discuss a concern with you, or you may bring your own concerns to the teacher. A MTSS (Multi-Tier System of Supports) meeting will be scheduled to bring together a team of teachers to discuss the student's needs and brainstorm a plan to increase successful learning. The parents will be notified before the meeting and contacted after the meeting to discuss the team's plan.

Reading services are available during the school day for students in need of remediation as per assessment results and teacher recommendation. Special Education services may be an option if the student meets eligibility requirements.

Testing & Assessment

In addition to regular classroom tests and assessments that are teacher prepared and graded, students are assessed in the following ways:

- Students in Grades K-5 take Track My Progress three times a year to monitor progress in the area of reading and math
- Students in Grades K-5 take Measures of Academic Progress (MAPS) three times a year to monitor progress (local assessment).
- Students in Grades 3-5 take the SBAC (Smarter Balanced Assessment Consortium) in the spring.

Transgender Students

Fisher Elementary School strives to provide a safe and supportive environment for all students. When considering the best supports for transgender and general nonconforming students, we will utilize the **Continuing Best Practices for Schools Regarding Transgender and Gender Nonconforming Students** information provided by the Vermont Agency of Education.

Wellness

The Vermont Secretary of Education provides a list of school and community programs which have the potential to improve childhood wellness. More information can be found here: http://education.vermont.gov/student-support/healthy-and-safe-schools/health-services.

STATE AND FEDERAL POLICIES

FERPA Policies & Student Records

The Family Educational Rights and Privacy Act requires an annual notification to parents of their rights under the Act. Such notice must include that parents have the right to:

1. Inspect and review their children's records;
2. Seek amendment of the record if it is inaccurate or misleading;
3. Consent to disclosure of personally identifiable student information except as provided in 34 C.F.R. §99.31, and
4. If they believe the Act has been violated, file a complaint with the Family Policy Compliance Office of the United States Department of Education, 400 Maryland Avenue, S.W., Washington, D.C., 20202.

Contact Deanne Lacoste for information on:

1. The procedure for exercising the right to inspect and review education records;
2. The procedure for requesting amendment of the records, and
3. The criteria the school uses for disclosing student records to persons within the school who have legitimate educational interests in reviewing the records.

Harassment, Hazing & Bullying

In May 2015, the Vermont Secretary of Education issued a revised Harassment, Hazing and Bullying Prevention Model Policy. Designated to receive reports of harassment, hazing or bullying at Fisher Elementary are: Principal Deanne Lacoste and UCS Counselor Jennifer Watson. To view a copy of the new policy: http://education.vermont.gov/documents/edu-memo-holcombe-regarding-hhg-model-policies-2015.pdf.or visit WWW.SVSU.ORG

Hearing & Vision Screening

The Periodic Hearing and Vision Screening policy requires Vermont schools to test the hearing and vision of students pursuant to research-based guidelines, which can be found at: http://education.vermont.gov/student-support/healthy-and-safe-schools/health-services.

IDEA Information

Individuals with Disabilities Education Act (IDEA) helps improve education for children with disabilities. Originally passed as the Education of the Handicapped Act in 1975, the law has been reauthorized and amended several times since. Congress reauthorized the IDEA in 2004, and the IDEA was amended in December of 2015, through Public Law 114-95, the Every Student Succeeds Act (ESSA). To view the complete IDEA statute visit: http://sites.ed.gov/idea/statuteregulations.

Long-Term Substitute Teachers

Due to a variety of factors, it may be necessary to hire a long-term substitute teacher. Fisher Elementary will notify families if their student will be taught for four or more consecutive weeks by a teacher who does not meet State certification or licensure requirements.

Protection of Pupil Rights Act

This policy informs families of their rights and the procedures outlined: To inspect non-federal surveys, instructional materials or marketing surveys, and be informed prior of physical exams/screenings or disclosure of student information for marketing purposes. To view further wording of this act, visit the Main Office.

Qualifications of Teachers & Para-Educators

Vermont families may access information about their teacher's qualifications at:

https://alis.edlicensing.vermont.gov. If you do not have computer access, please contact Deanne Lacoste to request this information. You may also request information regarding the qualifications of para-educators who work with your student.

Seclusion & Restraint

State Board Rule 5400 defines the appropriate use of seclusion and restraint and sets forth the reporting requirements for any use of seclusion or restraint in school. Here is a link to the Questions & Answers about Rule 4500: http://education.vermont.gov/documents/EDUQestions_and_Answers_on_Rule_4500.pdf.

Section 504, Civil Rights and Title IX

Fisher Elementary does not discriminate on the basis of handicap or gender. To view further wording of these acts, please visit www.svsu.org website.