

Annual Notification for Butte Falls School District

Rights

Under OAR 581-21-260, each educational agency is annually required to notify parents and eligible students of their rights under Oregon and federal law. These rights include the right to:

1. Inspect and review the student's education records;
2. Request amendment of the student education records to ensure that they are not inaccurate, misleading or otherwise in violation of the student's privacy or other rights;
3. Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the applicable law authorizes disclosure without consent;
4. File a complaint, pursuant to OAR 581-21-410, with the U.S. Department of Education under 34 CFR 99.64 concerning alleged failures by the district to comply with the requirements of federal law; and
5. Obtain a copy of the district policy with regards to student education records.

Forwarding Records

Butte Falls School District forwards education records requested under OAR 581-21-250(l)(m) and (p) within 10 days of receiving the request.

Directory Information

Federal law requires that the school district notify the public that parents and guardians may request in writing that individual children's names and other data be kept from the media. If such a request was made, the school could not include that individual's name in information such as lists of scholarship recipients, athletic rosters, programs, and so forth. This type of information is called "Directory Information" and consists of the student's name, height, weight, address, etc..

However, new state law allows a district to release a student's address, telephone number or photo, all of which is considered personally identifiable information, in a directory format without written consent from the parent/guardian. If you *do not* want to have this information released, you must notify the district in writing at the beginning of the school year.

Eligibility Guidelines Raised for National Meal Program

The federal eligibility guidelines for the National School Lunch/Breakfast Program have changed for the 1998-99 school year. Once again, the income limits are higher than last year. The chart on the front of the application forms reflects these changes. If your household income is less than the amounts shown for your household size, your child(ren) may qualify for free or reduced meals. Reduced price meals cost 30¢ for breakfast and 40¢ for lunch. Application forms are included in registration packets sent home with students at the beginning of school, or they can be obtained from any school office manager. Students who qualified last school year will automatically qualify this year for a conditional period of 30 days. At the end of this time, benefits will be terminated unless the proper papers have been filed with the District Office. Adult and Family Services will send a notice to households receiving food stamps or Temporary Assistance to Needy Families (TANF) benefits advising them of their eligibility for free meals or milk. The school can accept this notice in lieu of the application form.

Households receiving meal benefits must report to the school when their income increases more than \$50 per month or \$600 per year, when there are decreases in household size, or when they no longer receive food stamps or TANF benefits. If a household member becomes unemployed or if the household size increases, the household should contact the school to see if it is eligible for meal benefits. Applications may be submitted at any time during the school year. Student eligibility status is strictly confidential.

Emergency Closures

As we head into a new school year, we also head into fall and winter, the times of the year when school is most likely to close due to weather, power and heating failures, and so on. There are three kinds of school closures: late start, full day closure, and early dismissal.

In the event of a delay, school will be delayed for two (2) hours. Parents should simply add two hours to the usual morning bus route times. School will be dismissed at the usual time(s). Delays will be announced early in the morning over the radio and television. In the case of a delay, morning kindergarten will be canceled.

If a severe storm or other emergency causes a full day closure, it will also be announced on local radio and television stations.

Since so many parents and guardians work, informing them of an early dismissal is a problem. For this reason, the district tries to avoid early dismissals. However, when an emergency does arise, the Family Emergency Plan that comes with students' registration packets is the key to where students are sent. It is extremely important that this slip of paper be filled out and returned at the start of the year. Staff members will be calling parents and guardians to advise them of the situation before the buses leave school. Be sure that we know where to send your child.

The following stations will be notified of any delays and/or closures:

RADIO: KBOY, KCMX, KDOV, KMED, KRWQ, KMFR, KTMT, KSOR, KZZE

Immunization Requirements

The law requires that all Oregon school children be fully immunized, be in the process of completing their immunization schedule, or be exempt for medical or religious reasons in order to attend school. A parent or guardian will be required to complete a certificate verifying this information if the child has not previously been enrolled in the Butte Falls School District. If your child is exempt for medical or religious reasons, he/she may be excluded from attending school during a disease outbreak for his/her own protection. You may contact the Jackson County Health Department for more information about your child's immunization needs.

School Visitations

If you wish to come to school and visit a class, please contact the classroom teacher in advance. In some instances, testing or special programs may be taking place at the time you wish to visit. After you have your class visitation cleared, come to the school office to sign in with the office manager and receive your visitor's pass. For the protection of your children, all visitors must check in with the building office manager before they can go to classes. This also applies to visits at lunch or recess.