
Santiam Elementary School

2023



2024

Student/Parent Handbook

Santiam Canyon School District
Santiam Elementary
Po Box 198
Mill City, OR 97360
(503) 897-2368

Santiam Elementary School

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SANTIAM CANYON SCHOOL DISTRICT

STAND TOGETHER • FIND YOUR PATH • NEVER GIVE UP

Welcome to Santiam Elementary School – Home of the Tigers! We look forward to working with your child during the coming school year. The entire Santiam Elementary staff has worked hard to prepare an outstanding educational program for your child.

We believe the traits listed below will help each student experience success and positive self-esteem in a safe, orderly, and pleasant environment in which students can learn to make responsible choices.

“Characteristics that Build Success”

- Be excited to learn
- Read every day
- Give your best effort.
- Be respectful, follow rules

At Santiam Elementary:

- STAND TOGETHER
- FIND YOUR PATH
- NEVER GIVE UP

The year will be filled with lots of activities, and in order to make our school a great place to learn, we all must follow certain rules and procedures. This handbook provides:

1. a clear understanding of school expectations.
2. a clear understanding of our behavior matrix including incentives, rewards, and consequences for specific behaviors.
3. Information for parents and students that will support responsible choices and successful outcomes.

Please read and discuss this handbook with your child. Then, sign and return the back page entitled “Parent/Student Acknowledgment Letter”. Familiarizing yourself and your child with these policies will help your child have a positive and productive year at Santiam Elementary.

We are proud of our school and our students, and look forward to working with you to make our school even better.

Have a great year!
Santiam Elementary Staff

SANTIAM ELEMENTARY STAFF

CERTIFIED STAFF

Corrine McGinnis	Principal/Federal Programs
Cynthia Anderson	Life Skills/Learning Resource
TBA	Speech/Language
Jill Saari	Behavioral Specialist
Ken Allison	Counselor
Jennifer Longfellow	Literacy Specialist
Angela Moreno	Math Specialist
David Erickson	Teacher (Music)
Tara Hibbeler	Teacher (4th)
Connie Brown	Teacher (Kindergarten)
Joy Beshay	Teacher (3rd)
Hailee Fernald	Teacher (2nd)
Stephanie Grenbemer	Teacher (1st)
McKenzie Hunt	Teacher (Physical Education)
Jennifer Jechart	Teacher (3rd)
Sabrina Kent	Teacher (2nd)
Terri Moberg	Teacher (Kindergarten)
Angie Moreno	Teacher (4th)
Sarah Shumate	Teacher (5th)
Matthew Schafer	Teacher (5th)
Charity Leatherman	Teacher (1st)

CLASSIFIED STAFF

Lindsay Sloan	Office Manager/ Registrar
Julie Pennick	Attendance Secretary
Dunell Cole	Library/ Instructional Assistant
George Morriera	Head Custodian
Roy Ramirez	Custodian
Melinda Tobey	Instructional Assistant
Brianna Ash	Instructional Assistant
Kayla Budlong	Instructional Assistant
Elizabeth Cole	Instructional Assistant
Bibiana Lopez	Instructional Assistant
Cindy Shadrick	Instructional Assistant
Sarah Martinez	Instructional Assistant
Stacey Nordmo	Instructional Assistant
Shayna Ohrt	Instructional Assistant
Jennifer Romero	Instructional Assistant
Emma Stearns	Instructional Assistant
Chase Howard	Instructional Assistant
Chad Ferschweiler	Instructional Assistant
Amy Gillaspay	Instructional Assistant
Monica Burmeister	Instructional Assistant

Quick Reference- Important Parent Information

- **SCHOOL DAY:** School begins at 7:55 am; students are considered tardy after 8:00am. Our school day ends at 3:20 pm. We are a 4 day a week school, Monday - Thursday. When a holiday falls on Monday we will attend class that Friday. Please refer to our school calendar for details.
- **COMMUNICATION:** School Messenger is our announcement system used to notify parents of special activities, school closures, and important updates. Please make sure you have a good email address on file and opt in to receive text alerts.
- **VISITORS:** Visitors **MUST** sign in & out of our office for every visit, as well as wear a visitors/volunteer sticker while on school grounds.
- **PARKING:** Please DO NOT park & leave your vehicle in the circular drive. The circle drive is for pick up and drop off only. Please park in a parking space if you will be getting out of your vehicle.
- **EMERGENCY CONTACTS:** Santiam Elementary would like to have a minimum of 4 contacts per student listed on your paperwork, in call priority order. This assures that if your child becomes ill or has a medical emergency, we have numerous ways to get in touch with an approved adult. Please notify us of any address, phone number, or contact changes as soon as they occur.
- **STUDENT CONTACTS:** Only approved student contacts designated by the parent are allowed to sign students in/out.
- **VOLUNTEERS:** If you, a family member, or friend wish to volunteer in the classroom, have lunch in the cafeteria, or attend a field trip, you **MUST** complete a criminal background check. This form can be obtained at the Santiam Elementary office.
- **TRANSPORTATION/PICK UP CHANGES:** If your K- 5 child will be going somewhere other than home at the end of the day, please send a note with your child stating the child's full name, teacher's name, destination address of where they will be going, and the duration of the note. If something comes up in the middle of the day and you need to pick up your child either early or at the end of the day, please notify us no later than **2:00 pm**. All students must be signed out to be picked up early.
- **KINDERGARTEN BUS DROP OFF:** Kindergarten children **MUST** have an approved adult at the bus stop or First Student will not leave them and they will be brought back to Santiam Elementary.
- **STUDENT MEDICATIONS:** All medication, prescription or non-prescription, (i.e.; inhalers, cough drops, aspirin, etc.) that needs to be given during school hours **MUST** be brought to school by a parent, in its original container, and a medication form will need to be filled out. **Self medication is not allowed at Santiam Elementary.** At the end of the year all leftover medication will be disposed of if not picked up by a parent. (see page 7 for more information).
- **MEALS:** All students at Santiam Elementary will be provided two meals, breakfast and lunch. Breakfast is free to all students. Lunch will be charged at the set rate. Free and reduced lunch applications are available. Please inquire at the office.
- **CLOTHING:** Please dress your child appropriately for school (see dress code for school) and weather. Prior to the start of a school day, students play on the playground or in the gym. A properly labeled coat and weather-appropriate shoes and clothing are important.
- **LOST AND FOUND:** Misplaced clothing and student items may find their way to our Lost & Found. At the end of 1st and 3rd quarters, unclaimed items are given to Goodwill or foster family programs in Salem, OR. Items will be set on tables during conferences prior to donating.
- **CUSTODY:** Finally, if you have any legal documents pertaining to guardianship, restraining orders, or custody orders, please provide us with a current copy of these documents. Without this information, we have no legal grounds to deny pick-ups, visitation, student information, etc.

GENERAL SCHOOL INFORMATION

Daily Schedule

7:40 AM	Students arrive at school
7:55 AM	Bell Rings- Students go to class
8:00 AM	Students considered TARDY if arriving after this time
3:20 PM	Dismissal

LABELING STUDENTS CLOTHING AND MATERIALS

Children tend to leave personal items and garments (lunch boxes, backpacks, sweaters, jackets, gloves, T-shirts, hats, etc.) out at recess, in the cafeteria and gym. **Labeling** of your children's clothes and personal articles assist in their return.

**All unclaimed items are donated to a charity such as Goodwill or Oregon DHS for foster kids.*

LIBRARY

The library is open on a regularly scheduled basis and is supervised by the library aide. Library classes are held for all grade levels. They are held for the purpose of library instruction as well as for the enjoyment of the materials and books. There is no fine for overdue books, but lost or damaged books must be paid for. Santiam Elementary School's library collection is continuously updated and expanded. Books are chosen for either their educational or recreational value.

HOLIDAY PARTIES/CLASS FOOD

The classroom teacher sets up all parties with assistance from parent volunteers. All food served to students must be prepared commercially and in its original container. The regularly scheduled parties for Halloween, Christmas and Valentine's Day are held in the classrooms.

REPORT CARDS

Parents may expect four grade reports during the school year. The first and third reports are provided during parent/teacher conferences held in November and April. The fourth report is a written evaluation of year long progress. Teachers or parents may request other conferences if necessary.

PARENT TEACHER CONFERENCES

Parent teacher conferences will be scheduled ahead of time and placed on the school calendar. Notifications and reminders will also be sent using school messenger and social media allowing you an opportunity to make plans. We encourage you to schedule conferences at any point if you see a need during the year. Parents can access student grades any time using Canvas. Ask the office for your login.

BUILDING SECURITY

To ensure that the building remains a safe and secure place for your child to attend school, the following procedures will be enforced. Your cooperation and understanding are greatly appreciated.

- All parents/visitors **MUST report to** the office every time they are on school property. Visitor stickers/badges will be issued and must be visible when worn to help students and staff recognize them as authorized guests. Volunteers may use their volunteer badge to identify themselves.
- Anyone on school property will be questioned if they do not have a visible visitor's sticker/badge.

CRISIS RESPONSE PROCEDURES

In the event that we have a lockdown or the need to secure students for a period of time, **parents are directed to gather at the Mill City Fire Hall** for additional information. Our first job is to ensure the safety of our students, and in certain situations, parents will not be able to enter the building or take their student out until certain steps have been followed. Information will be provided to families at the fire hall freeing up space around our building for safety and security purposes.

HEALTH SERVICES

Periodic health screening programs are held to identify students who may have medical concerns that affect educational performance. Current screening tests offered include vision, hearing, and dental. Parents will be notified if their child is identified as having a possible problem.

House Bill 2972 does require schools to collect certification from students who are 7 years of age or younger and who are beginning an education program (new student) for the first time. This information is used to provide important information and allow families the chance to learn about dental screening opportunities.

Families will be notified in advance of health services.

PHYSICAL EXAMINATIONS

A physical examination is suggested for all children entering school for the first time. This should be obtained from your physician. A dental check-up is encouraged for all first time students, as well.

END OF DAY/BUS PROCEDURES

If your K- 5 child will be going somewhere besides home at the end of the day, please send a note with your child stating the child's full name, teachers name, destination address of where they will be going, and the duration of the note. If something comes up in the middle of the day and you need to pick up your child either early or at the end of the day, **please notify us no later than 2:00 pm**. You will need to come to the office and sign them out if you are picking them up early.

MEDICATION AT SCHOOL

Ideally, all medication should be given at home. However, if a parent request that prescription or nonprescription medication be dispensed to a student by school personnel, the following guidelines **MUST** be followed:

1. All written requests or consents for dispensation of medication shall be directed to the office.
2. The written request shall include: either a completed medication permit **OR** written instruction from the physician for the administration of the medication. Instructions must include:
 1. the name of the student,
 2. name of the medication,
 3. dosage instructions,
 4. frequency of administration, and any other special instructions.

A pharmacy prescription label will be considered to meet this requirement if it contains the information listed above.

3. Medication is to be submitted in the original container.
4. Medication is to be brought to the school by the parent and/or guardian.
5. It is the parent's responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication.
6. It is the parent's responsibility to ensure that the school is informed in writing of any changes in medication instructions.
7. In the event a student refuses medication, an attempt will be made to notify the parent as soon as possible. No attempt will be made to administer medication to a student who refuses district administered medication.
8. Any error in administration of medication will be reported to the parent as soon as possible.
9. *****Non-prescription medication will be kept at school for two weeks. After two weeks parents **MUST** pick up the remaining medication or it will be disposed of. If you wish to continue medication after the two week period, you may complete new paperwork at the office for an additional two week period.**

CAFETERIA

For the 2023/24 school year breakfast and lunch will be provided to students each day.

- Breakfast- FREE
- Lunch- FREE

We encourage all families to complete a free and reduced lunch application even though meals are provided for free. Families who qualify for free meals may also qualify for PEBT payments in the summer if offered by the State, as well as other benefit programs for sports etc. Ask office staff for more information.

ENCOURAGEMENT/RECOGNITION PROGRAMS

In order to support and reinforce the development of successful student behaviors, the following encouragement and recognition programs are awarded:

Tiger Tickets

Tickets are randomly awarded to students who are caught being safe, respectful, and/or responsible. Tickets can be traded in for prizes/privileges, which vary per teacher. Every Thursday each classroom has a ticket drawing to win a prize from the office.

Semester Drawing

Tiger tickets are collected and twice a year a drawing takes place during an assembly. Students have an opportunity to win an item such as a bicycle, electronic device, or other high interest prize.

Quarterly Recognition

Kindergarten-3rd Grade: Students with no more than 3 minors for the same infraction (behavior) and no major conduct reports are eligible for a special field trip or party

4th-5th Grade: Students with no more than one minor conduct report, no major conduct reports, no more than 1 missing assignment, and no grade lower than a C are eligible for a special field trip or party

**Students who consistently demonstrate effort to improve academic skills by working hard, asking for help, and using strategies to learn and grow may be given special consideration.*

Self-Manager Program (K-3)

Students who consistently demonstrate safe, respectful, and responsible behaviors, and have good social and emotional skills, may apply to become a Self Manager. A Self-manager badge provides students with special privileges and recognition at an assembly..

Tiger of the Month

During our monthly assemblies, each teacher chooses one student from their classroom to award a certificate and t-shirt to based on behavior, academic achievement, and/or improvement.

Classroom Recognition

Each teacher has behavior incentives they use in their classrooms. The incentives vary per classroom. Incentives may include extra recess, class party, or prize. Contact your child's teacher for more information.

Santiam Elementary Rules Matrix

All staff agree to teach, monitor, and enforce the following expectations:

Area	Be Safe	Be Respectful	Be Responsible
Common Areas (Classrooms, Hallways, Stairs, Sidewalks, Doorways)	<ul style="list-style-type: none"> ● keep hands, feet and objects to self ● walk facing forward ● stay to the right ● allow others to pass ● use each step ● no gum chewing (Individual classroom rules may vary) 	<ul style="list-style-type: none"> ● use quiet voices ● follow adult directions ● use kind words and actions ● wait your turn ● hold the door open for the person behind you ● quietly close locker doors 	<ul style="list-style-type: none"> ● walk quietly ● take care of all school and personal property ● ask permission to leave any area ● clean up after yourself ● stay on sidewalks and in walking areas ● personal electronics devices/cell phones out of sight and off during school hours
Cafeteria	<ul style="list-style-type: none"> ● walk at all times ● sit properly 	<ul style="list-style-type: none"> ● use inside voices ● wait your turn ● follow adult directions 	<ul style="list-style-type: none"> ● clean up your space ● report messes to an adult
Playground	<ul style="list-style-type: none"> ● use equipment properly ● what's on the ground stays on the ground ● remain within play area 	<ul style="list-style-type: none"> ● be considerate ● be fair ● share and include others 	<ul style="list-style-type: none"> ● ask permission if you need to leave ● play by the rules ● line up quickly and quietly when the whistle blows ● put equipment away
Bathroom	<ul style="list-style-type: none"> ● keep water in the sink ● use bathroom correctly 	<ul style="list-style-type: none"> ● give people privacy ● use quiet voices 	<ul style="list-style-type: none"> ● flush ● use the bathroom quickly ● wash your hands with soap and water ● place garbage in trash
Library	<ul style="list-style-type: none"> ● walk at all times ● keep hands, feet and objects to self ● stay in designated area ● push in your chair 	<ul style="list-style-type: none"> ● listen and follow directions ● use inside voices ● keep library neat and orderly 	<ul style="list-style-type: none"> ● take care of books ● return materials on time
Digital Devices	<ul style="list-style-type: none"> ● handle equipment with care 	<ul style="list-style-type: none"> ● use equipment properly ● wait for directions 	<ul style="list-style-type: none"> ● inform adults of problems with devices ● keep food or drink away from devices ● put device away properly ● be a good digital citizen

Arrival and Dismissal Time	<ul style="list-style-type: none"> ● walk at all times ● stay in designated areas ● notify adult of arrival or dismissal changes 	<ul style="list-style-type: none"> ● keep hands, feet, and objects to oneself ● follow adult directions ● wait your turn ● enter/exit through appropriate door ● line up quickly 	<ul style="list-style-type: none"> ● check in/out at the office when arriving late or leaving early ● go directly where you need to be before/after school
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TIGER ATTENDANCE POLICY

Every Day Matters!

Regular Attendance is **CRITICAL** to your child’s education! Disruptions to your child's attendance can have a significant impact on their academic performance. A poor attendance pattern is one of the prime factors associated with student failure and frustration in school.

RESPONSIBILITIES: To ensure maximum learning, each student must have the instruction, supervision, and experiences provided in the classroom. Regular attendance is essential for a good education and is considered the responsibility of the students and parents/guardians.

When a student must miss a school day or if they are tardy to school, it is the responsibility of the parent or guardian to notify the school office via phone, email or written note, as early in the morning as possible. Call 503-897-2368.

If the parent/guardian has not used one of these methods of communication to excuse the students absence within 3 days of the absence, it will be considered unexcused.

Excused Absences (According to ORS339.065):

- | | |
|---|--|
| <ul style="list-style-type: none"> ● Student Illness ● Illness of an immediate family member ● Legal/Court Obligations ● Religious Observation ● Military parent/guardian call to duty | <ul style="list-style-type: none"> ● Family Emergency or Bereavement ● Medical, Vision or Dental Appointments ● Mental Health Appointments ● Approved planned absences. ● School Sponsored Activities |
|---|--|

Unexcused Absences

- Any absence without a call, email or note from parent/guardian
- Leaving school during the day without checking out
- Errands, shopping, working, over sleeping, missing the bus, hair appointments, etc

Parent/Guardian Notification of unexcused absences:

The school will attempt to contact the parent/guardian about their students unexcused absence through a robo call-home system. Successful contact is dependent on up-to-date contact information.

EXCESSIVE UNEXCUSED ABSENCE

According to ORS 339.020, every person having control of any child between the ages of 7 and 18 years who has not completed the 12th grade is required to send such child to and maintain such child in regular attendance at a public full time school during the entire school year.

According to the State of Oregon, regular attendance is defined as attending at least 92% of the days in session. Failure to maintain regular attendance will impact a student's participation in special activities, i.e., parties, field trips, dances etc. In addition parents/guardians who fail to send a student to school may be issued a citation by the district for the student's failure to attend school. The violation is a Class C violation of the law and it is punishable by a court imposed fine of up to \$500, as provided by 339.925.

Appropriate Dress & Appearance Santiam Canyon School District 129J

The following types of clothing and accessories will not be permitted at school and/or school sponsored activities:

- clothing or material that represents or advertise tobacco, alcohol, or any controlled substances. This includes slang names and pictures.
- clothing or items which contain inappropriate racial, sexual, or gender messages.
- clothing or materials that contain inappropriate language or have a double meaning which may be considered offensive.
- depict weapons or could be used as a weapon. No chains or spikes (including wallet, key, security and dog chains).
- No bare midriffs or exposed tops during the regular school day. Shirts must be worn in the building. Undergarments should not be easily seen when standing or sitting. Holes in clothes that show undergarments or private areas are not permissible. Tops with loose arm holes must have appropriate covering underneath.
- Hoods off during direct instruction time.
- Underwear needs to be covered.
- dress or grooming which threatens safety or is disruptive to the educational process or impedes performance of others will not be allowed.
- promote or identify gang or possible gang affiliation. What is considered "gang related" changes over time and all items cannot be listed.
- and/or deemed inappropriate by administration.

*Individual clubs, teams, or groups may have additional requirements.

The Santiam Canyon School District respects the individuality of students and allows expression of this through clothing and student voice. Just as with our words, we also want students to remain appropriate and supportive of our positive learning environment.

Electronic Devices/Cell Phones

At the elementary school, permission from the administration/staff must be given for any cell phone use. If students need to call home during class time, they must get permission from the teacher and be sent to the office to call home from our district phones. Any cell phone brought to school needs to be turned off and put away during school hours, from 8am-3:20pm.

Consequences:

First offense: the cell phone/device is taken away and it will be returned at the end of the day. It may be kept overnight if the violation occurs after the lunch break.

Second offense: a parent/student meeting with administration will be scheduled to have the phone returned.

Continued misuse: Additional offenses may result in additional consequences.

Administration may check the phone for evidence of ownership, cheating and/or inappropriate pictures of others. If any inappropriate items are found, the device will be turned over to the proper authorities.

Other consequences may result under the extra-curricular policies. Students who refuse to turn over their device to a staff member, after being requested to do so for a violation of school rules, will be subject to disciplinary action for major defiance.

DISCIPLINE

The classroom teacher is responsible for classroom management and establishes the rules of conduct in the classroom. Teachers are expected to document unwanted behaviors following the school's behavior matrix and conduct referral processes. Individual plans may be used for students with special needs or have behavior concerns. Consequences for discipline referrals will be the discretion of the classroom teacher, counselor, behavior specialist and/or principal.

Any behaviors or activities that interfere with the education of students will result in direct administrative involvement.

Santiam Elementary

Title IA School Wide Program

450 SW Evergreen Street, PO Box 198, Mill City, OR 97360, 503-897-2368

What is Title IA?

A federally funded program created by the Elementary and Secondary Education Act (ESEA).
A program for schools with a high percentage of socioeconomically disadvantaged students.
A supplemental program intended to help ensure that all students meet rigorous state academic standards.

What is a Title IA School Wide Program?

A program that provides additional academic support and learning opportunities for all students.
A process that allows the school to use Title IA funds to serve all students at the school.
A structure that uses Title I funds to provide supplemental learning opportunities to all children so that all students can meet the Common Core math and reading standards.
A system that works with other federal, state and local resources to help all students meet the state's challenging standards.

Did you know that...

You influence your child's education more than any teacher or school.

Your positive involvement can improve your child's achievement!

By taking an active role, you'll show your child:

- ❖ How important he or she is to you.
- ❖ How important education is to you.
- ❖ That you and the school are a team.

Strive to:

- ❖ Let your child see you read newspapers, magazines or books.
- ❖ Visit your public library together. Help your child pick out books to read just for fun.
- ❖ Limit TV time and computer games to 1 or 2 hours a day.

Parent Involvement Pays Off

Decades of research show that when parents are involved in their children's education, students have:

- Higher grades, test scores and graduation rates.**
- Better school attendance.**
- Increased motivation and better self-esteem.**
- Lower rates of suspension.**
- Decreased drug and alcohol use.**
- Fewer instances of violent behavior.**
- A greater chance of going on to college and or other secondary education.**

Parent Involvement Opportunities at Santiam Elementary

- Attend Parent Teacher Conferences
- Attend School Programs
- Volunteering
- Parent Teacher Organization (PTO)

2023-2024 School Wide Goals

1. **Provide academic support to all students.**

Academic student achievement goals that support all students, require commitment and coordination from all stakeholders. The process requires that teachers and paraprofessionals work together to provide supplemental support within the classroom, in small groups, and throughout the academic day so all students can achieve high academic standards.

Staff will provide focused math instruction:

- by implementing with fidelity the math CCSS in grades K-5.
- with the rigor and relevance that the math CCSS requires in grades K-5.
- through the EngageNY Math curriculum modules.
- utilizing scheduled intervention and small group differentiated instruction blocks

Staff will provide focused English Language Arts (ELA) instruction:

- by implementing with fidelity the ELA CCSS in grades K-5.
- with the rigor and relevance that the ELA CCSS requires in grades K-5.
- through the "Into Reading" and "Fountas and Pinnell" curriculum modules.
- utilizing scheduled intervention and small group differentiated instruction blocks

2. **Provide differentiated instruction to all students.**

Staff will provide differentiated instruction by:

- adapting curriculum and/or content as needed.
- Providing tiered systems of support in ELA, Mathematics, and Social Emotional Development utilizing digital tools
- Chromebook 1:1 all classrooms
- accessing online resources to meet diverse learning needs

3. **Utilize frequent and effective formative assessments for grades K-5.**

Staff will utilize formative assessments to evaluate lesson efficacy in terms of:

- the ability to provide reliable data on student learning.
- a strong continuum from grade level to grade level.
- Math and ELA CCSS

Professional Development and PLC's on effective formative assessment techniques

ADA Access Information PUBLIC NOTICE Americans with Disabilities Act (ADA)

Santiam Canyon School District is committed to achieving full compliance with the Americans with Disabilities Act. Santiam Canyon School District DOES NOT:

- Deny the benefits of District programs, services and activities to qualified individuals with a disability on the basis of a disability.
- Discriminate on the basis of disability in access to or provision of programs, services, activities of the District, or application for employment or employment to qualified individuals with disabilities.
- Provide separate, unequal or different programs, services or activities, unless the separate or different programs are necessary to ensure that the benefits and services are equally effective.

Santiam Canyon School District operates its programs so that, when viewed in their entirety, they are readily accessible to or usable by individuals with disabilities.

Santiam Canyon School District welcomes those with disabilities to participate fully in the programs, services and activities offered to students, parents, guardians and members of the public. If you need a disability related modification or accommodation, including auxiliary aids or services, to participate in any program, service or activity offered to you; contact the district ADA Coordinator at least 48 hours before the scheduled event so that we may make every reasonable effort to accommodate you. [Government Code Section 54953.2; Americans with Disabilities Act of 1990, Section 202 (42 U.S.C. Section 12132).]

In accordance with Section 35.106 of the Americans with Disabilities Act, all participants, applicants, organizations and interested individuals are advised and noticed that the ADA Coordinator for the District is:

Todd Miller
Superintendent Santiam Canyon School District
150 SW Evergreen St.
Mill City, OR 97360
Phone: (503) 897-2321
todd.miller@santiam.k12.or.us

Santiam Canyon School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sexual orientation, sex or age in providing or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination issue; Section 504 of the Rehabilitation Act of 1973, as amended; and the American with Disabilities Act.

The following has been designated to coordinate compliance with these legal requirements and may be contacted at the Santiam Canyon School District office for additional information and/or compliance issues:

Title II Coordinator, Title IX Coordinator and Section 504 Coordinator: Director of Special Programs, PO Box 197, Mill City, OR 97360, and/or 150 SW Evergreen St., Mill City, OR 97360

Santiam Canyon School District

Santiam Elementary

Title IA Parental Involvement School-Parent-Student Compact

School Responsibilities:

- Create a welcoming and positive learning environment for students and parents.
- Involve parents in the planning, review, and improvement of the school's parental involvement policy and the Santiam Elementary Title IA school wide plan.
- Hold an annual meeting to inform parents of the school's participation in a Title IA program; provide parent involvement training and/or activities. These meetings will be held based on input from parents, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Santiam Elementary Title IA school wide programs, and encourage them to attend.
- Frequently assess students and provide ongoing feedback to parents, in formats easy to understand and at reasonable intervals, on how the student is progressing academically.
- Provide opportunities for parents to participate in decisions about the education of their children.
- Classroom teacher will give each parent an individual student report about the performance of their child on the state assessment in math, reading, writing and science as applicable.
- Ensure that all certified and classified Title IA staff are highly qualified.

Parent and Family Responsibilities:

- Make sure that my child is on time and strives for 100 percent attendance, and contact the school if my child is absent.
- Establish a time and place for homework with my child to get it handed in the next day.
- Monitor the amount of television my child watches and ensure that my child gets enough sleep each night.
- Attend conferences and Title IA school wide activities, look at school-work, and call the school as needed to monitor my child's progress.
- Check with my child daily for information sent home from school, read it and respond, if necessary.
- Participate, as appropriate, in decisions relating to my child's education. If possible, be a member of the parent advisory committee, or Title IA Santiam Elementary School Schoolwide Planning Team.
- Read at least four times a week with my child, outside of school time. (minutes per day or week to be determined by the student's teacher)

Student Responsibilities:

- Come to school each day ready to learn and do my best!
- Do my homework every day and ask for help when I need it/
- Read every day outside of school time. (minutes per day to be determined by student's teacher)
- Give my parents (or adult who is responsible for me) all papers and information sent home with me from the school.
- Complete my class work/homework and ask for help when I don't understand

Santiam Elementary

PARENT/STUDENT ACKNOWLEDGMENT LETTER

1. We have read the Santiam Elementary Handbook with our child and understand the basic rules and expectations of the school.
2. We received the Title IA Compact and understand our rights and responsibilities.
3. We will support the rules of being “Safe – Respectful – Responsible”.

Student Signature _____

Parent/Guardian Signature _____

Date: _____

Please sign and return this page to the school this week and keep the other sections for your reference

Santiam Canyon School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sexual orientation, sex or age in providing or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination issue; Section 504 of the Rehabilitation Act of 1973, as amended; and the American with Disabilities Act.

The following has been designated to coordinate compliance with these legal requirements and may be contacted at the Santiam Canyon School District office for additional information and/or compliance issues:

Title II Coordinator, Title IX Coordinator and Section 504 Coordinator: Director of Special Programs, PO Box 197, Mill City, OR 97360, and/or 150 SW Evergreen St., Mill City, OR 97360