

Cannon Falls Area Elementary School

P A R E N T - S T U D E N T

H A N D B O O K

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BOMBERS

CANNON FALLS ELEMENTARY SCHOOL

1020 MINNESOTA STREET E.

CANNON FALLS, MN 55009

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Mrs. Andrea Mandelkow
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Mr. Jeff Sampson
Superintendent
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DISTRICT MISSION STATEMENT

CANNON FALLS PUBLIC SCHOOLS, PARTNERING WITH FAMILIES AND COMMUNITY, WILL PROVIDE A SAFE, NURTURING, CHALLENGING AND INSPIRING ENVIRONMENT TO EDUCATE ALL INDIVIDUALS TO BE LIFELONG LEARNERS AND RESPONSIBLE, PRODUCTIVE CITIZENS.

CANNON FALLS SCHOOL BOARD MEMBERS

Mr. Bob Brintnall
Chairman

brintnall.bob@cf.k12.mn.us

Ms. Brenda Owens
Vice Chairman

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Ms. Katie Lochner
Member

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Mr. Bill Thompson
Member
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Mr. Luke Winchell
Treasurer
winchell.luke@cf.k12.mn.us



CFES Families-

I am proud to be the principal of such a caring and successful school. Cannon Falls Elementary school provides a safe and welcoming environment where students are held to high learning expectations. Besides a strong core curriculum (reading, writing, mathematics, science and social students) CFES offers specialists classes such as: Everyday Physical Education, Art, Media and Music that enhance the learning students do during their day. The team of staff that make-up this building are outstanding at building relationships with all students and providing a positive school climate and this sets the tone for their success.

We are so proud of our school and the dynamic work we do with children each day. I look forward to working with you and building a long lasting partnership to provide the best for all that walk the halls of CFES.

Together in partnership,
Jennifer Chappuis, principal

Philosophy of Education

EDUCATION IN OUR SCHOOL WILL HELP EACH INDIVIDUAL ACQUIRE KNOWLEDGE, SKILLS, AND POSITIVE ATTITUDES TOWARD SELF, OTHERS AND THE ENVIRONMENT. EACH INDIVIDUAL WILL LEARN TO SOLVE PROBLEMS, THINK CREATIVELY, AND SEEK LIFELONG LEARNING. EVERY CHILD WILL BE ENCOURAGED TO DEVELOP TO HIS OR HER MAXIMUM POTENTIAL FOR LEADING A PRODUCTIVE, RESPONSIBLE, AND FULFILLING LIFE IN A COMPLEX AND CHANGING MULTICULTURAL SOCIETY. STUDENTS, FAMILIES, STAFF AND COMMUNITY WORKING IN PARTNERSHIP, WILL ENSURE A POSITIVE, SAFE, STIMULATING ENVIRONMENT AT THE CANNON FALLS ELEMENTARY SCHOOL.

ALL POLICIES REFERRED TO IN THIS HANDBOOK ARE ON FILE IN THE SCHOOL OFFICE AND ARE ALSO AVAILABLE TO VIEW ON THE CANNON FALLS SCHOOLS WEBPAGE.



2022-2023 School Calendar

Cannon Falls Area Schools

BOMBERS

820 E. Minnesota Street

507 263-6800 (fax) 507 263-2515

Cannon Falls, MN 55009

August 16	New Teacher Workshop
August 17-19	NO SCHOOL - Teacher Workshop
August 22	First Day of School for Grades 6-12 ONLY
August 24	First Day of School for Grades PreK-5
September 16	1:00 Early Release
October 3 and 6	Conferences- MSHS Building
October 14	1:00 Early Release
October 17 and 18	Conferences - Elem Building
October 20-21	NO SCHOOL - Education Minnesota
November 11	1:00 Early Release
November 23-24-25	NO SCHOOL - Fall Break
December 9	1:00 Early Release
December 23 - January 2	NO SCHOOL - Winter Break
January 3	NO SCHOOL- Teacher Workshop
January 13	1:00 Early Release
January 16	NO SCHOOL - MLK Day
February 7 and 9	Conferences - ALL Building
February 10	1:00 Early Release
February 20	NO SCHOOL - Presidents Day
February 21	NO SCHOOL - Teacher Workshop
March 10	1:00 Early Release
March 13	NO SCHOOL- TEACHER WORKSHOP
April 7 and 10	NO SCHOOL - Break
April 14	1:00 Early Release
May 18	Last Day of School
May 19	Graduation and Last Day for Staff

Category of Events

Aug 8 New Student Registration

Preschool through 5th grade (parents and students) will meet individually with your teachers on August 22nd and 23rd. Your First Day of School is on August 24th. Parents will receive an email in the beginning of August from PTCFast with a link to sign up for your conference time on either August 22nd or 23rd.

MS/HS

Q1 (Oct 19) = 42 Days

Q2 (Dec 22) = 41 Days

Q3 (Mar 10) = 45 Days

Q4 (May 18) = 46 Days

Elementary

T1 (Nov 11) = 57 Days

T2 (Feb 17) = 58 Days

T3 (May 18) = 59 Days

February 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

NO School

1:00 Early Release

Parent Teacher Conferences

Teacher Workshop - NO School for Students

First Day and Last Day of School

This calendar reflects 174 scheduled student days and 183 + 8) One-hour sessions, for a total of 10 teacher work days.



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Acceptable Use Policy/Technology

Internet and Network Acceptable Use Policy #524: Electronic information research skills are now fundamental to preparation of citizens and future employees. Media (photography, video and audio recordings) taken without anyone's (student or staff) knowledge will be considered a misuse of technology and disciplinary actions can and will be taken. The proper use of the Internet is the joint responsibility of students, parents, and employees of the district. ISD 252 expects that all users will blend thoughtful use of the systems and the Internet.

Admittance To School

All students must have on file with the school a completed immunization series, or a signed legal or medical exemption. Kindergarten students will need to complete their primary immunization series as well as have their second MMR, Hepatitis series, and two Varicella vaccines.

Alcohol, Tobacco and Narcotics

Possession and use of alcohol and tobacco are forbidden by state law to anyone under the age of 21. Possession and use of narcotics without a prescription is illegal at any age. Students who drink alcohol or use any other mood-altering drug during the school day will be suspended a minimum of three days. Items containing tobacco, alcohol or narcotics are subject to confiscation by school authorities, and in the event of confiscation will be made available to the student's parents. THE SCHOOL BOARD DOES NOT PERMIT THE USE OR POSSESSION OF TOBACCO, ALCOHOL OR NARCOTICS ON SCHOOL PREMISES, AT SCHOOL ACTIVITIES OR ON SCHOOL BUSES.

Arrival At & Departure From School

Office hours are 7:00 a.m. to 3:30 p.m. The main doors will be unlocked at 7:30 a.m. Students will arrive on the busses at 7:45 a.m. No supervision is provided for early drop offs. Breakfast will be served beginning at 7:30 a.m. The first bell is at 7:45 a.m. Students should be in their classrooms by the second (tardy) bell at 8:00 a.m. The school doors are locked during the school day. There is a doorbell system at the

main doors which you can ring and access to the building can be given by the office staff. The dismissal bell rings at 2:50 p.m. All students except those in Cannon Kids or at a scheduled activity are to either board their bus at that time or be picked up. All students should be off school grounds no later than 3:00 p.m. Students will be released at 12:50 p.m. on PLC days. PLC days are held one Wednesday per month. Please refer to the school calendar for the exact dates.

Attendance Policies

Parents/Guardians are required by law to ensure the regular attendance of their children. It is also the responsibility of those parent(s) or guardians to inform the school (with a phone call) of their child's non-attendance on the morning of that absence. If no such call is made and/or we are unable to verify the legitimacy of the absence (with the parent or guardian) on the day that it occurs, or are not provided a written parental excuse for the absence upon the student's return to school, the absence will be considered unexcused. After a student reaches an excessive number of absences, and barring a family emergency, the school has a legal right and obligation to notify the office of Goodhue County Social Services and charge the student's parents with educational neglect due to their child's "habitual truancy." **Please refer to MN Statute 120A.22 Subd. 12. for more information.**

Make-Up Work Policy

Students will have two days for each day missed due to illness or a school sponsored activity. Students will not have their grades reduced in any way, if the absence is excused and all missed work is completed within the allowable time noted above. Students who are absent or sent home from school due to illness are not permitted to return later that day or evening to perform in school-sponsored programs or activities.

Bicycle Safety

Parents must assume the responsibility when children ride bikes to school. Bicycles must be parked and locked in stands during the day. Children will not be permitted to ride on the playground area at any time during the school day. Bicycle safety rules should be spelled out to the children at home as well as at school. Roller blades or shoes with wheels are not permitted on school property due to liability and insurance protection.

B.O.L.D. Days

B.O.L.D. refers to a school day for teachers and students to communicate online or have set up prior learning expectations. On a B.O.L.D. day, each student's teacher must be accessible both online and by telephone during normal school hours. A B.O.L.D. day is an extension of student learning. B.O.L.D. days will allow our students to work from home, avoiding future make-up days. The first 2 cancellations will not be considered B.O.L.D. days and will not be part of any make-up days. The next 5 cancellation days will be B.O.L.D. days and be counted as regular instructional days. Any closures after these 7 days will require School Board action in order to be declared make-up days. This can be found on our website under District Policies, other Cannon Falls District Policy and Procedures.

Bullying

Bullying Prohibition Policy #514: "Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and (1) there is an actual or perceived imbalance of power between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or (2) the conduct materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services or privileges. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, school district property, school functions and activities, and on school transportation. 22 - 22 - This prohibition applies to any student who engages in cyberbullying (i.e. bullying by means of electronic devices), a student who retaliates or engages in reprisal against

someone for reporting an incident of bullying, and a student who makes a false report of bullying or other prohibited conduct. The prohibition against bullying also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, and employees.

Bus Transportation Questions

Questions concerning bus transportation should be directed to the Transportation Director at the school district's bus garage. The telephone number is 507-263-3597. Further questions should be directed to the Superintendent, Mr. Jeff Sampson at 507-263-6800, option 8. District provided transportation is a privilege, not a right. Rules of behavior have been approved by the Cannon Falls Board of Education. Failure to comply with those rules could lead to suspension of bus riding privileges. Health needs that bus drivers should be made aware of need to be discussed with the school nurse (seizure history, diabetes, etc.) and the information will be shared if it is in the best interest of the child. A plan may be made for assistance in the event of a health emergency.

Change of Address or Phone Number

Please notify the office promptly of any change of address or telephone number (at home or at work).

Closings

Our School Messenger Parent Contact System is used to notify you of any emergency closings. We will call the phone numbers listed on your child's registration form to notify you of any pertinent information. In addition to this notification system, announcements will be made over local radio and television stations, as well as on the school district website (www.cannonfallsschools.com).

Community Education

Community Education is a district wide program providing opportunities for learners of all ages to come together as active partners in the lifelong process. The Community Education office is always open to new and creative ways to educate the Cannon Falls Community. They offer several after school activities for all school age children.



Conferences

Conferences will be held the first two days of the school year, as well as fall and spring conferences. Dates can be found on the school calendar.

Data Privacy

Schools can release information about students to appropriate parties per District Policy #515: Protection and Privacy of Pupil Information.

Discipline Guidelines

In the event that a student is referred to the Principal for violation of the school's behavior expectations, the following are some possible consequences that may be implemented as indicated by our discipline guidelines:

Loss of Cafeteria Privileges: Students may be assigned one or more days of eating their lunch in the school office or other designated location.

Loss of Recess Privileges: Students may be assigned one or more days of recess detention in the school office.

Before/After School Detention: Students may be assigned before and/or after school detention.

Restorative Measures: Depending upon the circumstances, and the willingness of both the offender and the victim, students may participate in a restorative process, including but not limited to restitution and or community service.

Suspensions: Students may be suspended from attending class, riding the bus or even attending school for certain behavior violations. These suspensions can be either In-School or Out-of-School, depending upon the severity or frequency of the violation(s).

Suspension-Expulsion

Occasionally, it becomes necessary to suspend or expel a student from school. In this event, all procedures will be governed by MSBA 127.26 - 127.40, more commonly known as the Minnesota Pupil Fair Dismissal Act. Under the provisions of this law, students may be suspended or expelled from school for any of the following: a) willful violation of any school board regulation b) willful conduct materially and substantially disrupts the rights of others to an education c) willful conduct which endangers the student or other students or school property

Dress Code (District-Wide)

The first things a visitor notices in our school are the building and grounds, followed by the students' appearance and actions. We take pride in the appearance of our students. Student dress reflects the quality of the school, student behavior and schoolwork. Therefore, appropriate attire will be worn to school. The following guidelines will apply to student dress and appearance: 1) No hats or bandannas will be worn in the building during school hours. 2) Clothing with symbols, logos or sayings that represent gangs, and/or alcoholic, tobacco, or other illegal substances will not be worn. (Examples: Red Dog, Marlboro, Budweiser, etc.) 3) Clothing that contains sexually suggestive sayings will not be worn. (Examples: Big Johnson shirts, Co-ed Naked shirts, etc.) 4) Immodest clothing such as cut-off shirts, halter tops, overly tight items or baggy, loose jeans, etc., may not be worn. 5) The following dress accessories will not be worn. This includes, but is not limited to: gloves, bandannas, wheelie shoes, wristbands, studded necklaces and bracelets, wallet chains or other jewelry which are likely to cause others to feel intimidated. 6) Coats/Jackets can be worn in the building at the discretion of the school administration. 7) Final discretion on clothing will be left to the administration.

Early Dismissal—Medical or Dental Appointments or Emergencies

If you must remove your child from school during the school day, please notify the school office stating the time you will pick up your child in the office. No child is permitted to leave with anyone unless requested and approved by the parents or guardian. Parents/guardians MUST come to the school office to pick up and sign their child out.

Emergency Procedures

Fire, Tornado and Lockdown Drills

7 Fire, tornado and lockdown drills are practiced during the school year. An exit plan for the fire and tornado drills is posted in every room in the building. Students are responsible for following the specific safety directions given to them by their instructor.

Evacuation A situation may arise necessitating the evacuation of the building. Students are responsible for following the specific safety directions given by their instructors. Under normal circumstances, elementary students will be evacuated. At that time a decision will be made by the school district administration to either return to the school building, send the students home or to their designated Emergency Early Dismissal location by bus. Parents are strongly encouraged to meet their children at home and not pick them up at the church since this will only lead to increased traffic and possible confusion.

Nuclear Incident In the event of a nuclear incident, an evacuation procedure is in place that involves transporting all PreK-12 students out of Cannon Falls to Carleton College in Northfield. Parents are strongly urged to meet their children at that site. These procedures are consistent with state and federal guidelines and with other school districts in the area.

Crisis Management: In the event that an emergency arises in school, all students and staff should follow the ALICE procedures. The principal or superintendent will use the public address/telephone/messenger system to give specific directions as to how the school will proceed with the emergency. Students and staff should make decisions based off the public address announcement and follow the teachers directions.



Education Foundation

The Cannon Falls Education Foundation is a non-profit organization supporting the Cannon Falls School system's educational efforts. Grants are provided for educational activities by making an application and submitting the application to a building principal. Donations to the Foundation can be made in a variety of ways.

Field Trips

Class trips are valuable because they produce concrete learning experiences; they provide opportunity for training in courtesy, safety and good citizenship; and they help stimulate children's interest in the community. You will be notified when your child's class is planning a trip, at which time you will be asked to give your permission for him or her to go with the group. At that time you will be charged a fee for that specific trip covering the cost of bus transportation and admittance fees.

Food

Breakfast and lunch are available to all students at the Elementary School. Breakfast is served starting at 7:30 a.m. and lunch is served between 11:10 and 12:40, depending upon the student's grade level. Student breakfast cost is \$2.10 and lunch cost is \$2.90. A second entrée is available to students at a cost of \$1.95. (Meal prices are subject to change.) Your child(ren) may qualify for free or reduced price meals. To apply for free or reduced price meals, complete an Application for Education Benefits form and return it to the elementary office. A copy of this application will be sent home with all students, can be requested at the elementary office or is also available on the school web page. How the lunch program works: 1) Each family is assigned a numbered account. 2) As payments are made they are credited to their numbered account. 3) Each student is issued a lunch card and an ID number. 4) When a student eats a school provided meal, the amount is deducted from the specific numbered account. Parents will be notified when accounts have a negative balance. No seconds will be served if an account is in the red. 5) Money may be

deposited to your lunch account before school or given to the teacher. 6) Parents may access their family lunch account status either on-line (application form available in the school office), by phone or in person.

Harassment and Hazing

ISD 252 strives to maintain a learning and working environment free from religious, racial or sexual discrimination, intimidation, hazing and/or harassment. Unwelcome conduct interfering with a student's ability to learn, perform a job or is intimidating, hostile or offensive is strictly prohibited by the school district, state and federal law. Sexual harassment may include unwelcome verbal abuse, pressure for sexual activity, gestures, and physical contact, including personal displays of affection beyond hand holding, other than is necessary to provide restraint of pupils by teachers, administrators or other personnel to avoid physical harm to persons or property.

STUDENT EXPECTATIONS RESPONSIBILITIES AND RIGHTS

Racial Harassment consists of unwelcome physical or verbal conduct relating to an individual's race when the purpose is to create an intimidating, hostile or offensive working or academic environment.

Religious Harassment consists of unwelcome physical or verbal conduct that relates to an individual's religion when the purpose is to create an intimidating environment and interferes with performance.

Hazing is defined as "committing an act against a student, or coercing a student into committing an act that creates substantial risk of harm to a person or property, in order for the student to be initiated or affiliated with a student organization, or for any other purpose." Hazing includes, but is not limited to; beating, striking, placing a harmful substance on the body, sleep deprivation, exposure to weather, forced consumption of foods, beverages or tobacco products or drugs, or any activity that intimidates, threatens, ostracizes, embarrasses, shames or adversely affects the mental health or dignity of a student. School officials investigate all reports and

take appropriate action.

Hostile Environment Harassment is defined as situations created by an individual(s) where the school or work environment is saturated with sexual, racial, religious bias or discriminatory acts evidenced by demeaning verbal slurs, inappropriate pictures or publications, inappropriate jokes, or any acts that are unwelcome, pervasive and unreasonable. Such acts cause feelings of discomfort and exclusion, interfering with a student's right to education and are not tolerated. Students creating a hostile environment in school are subject to disciplinary action.

Health Services

A school health nurse will be available at the elementary building from 7:30 a.m. to 3:30 p.m. She will be available for consultation with parents at any time. The nurse may be reached by calling 263-6800, extension 1262. It is the policy of the school to send children home who become ill during the school day. However, a child will never be sent home (illness, etc.) unless a parent, relative or friend is notified and agrees to accept responsibilities. Please note: Nurses and school medications are not available for after school activities or Community Ed events. If your child has a special physical or health need, or takes a daily medication, please take the time to inform the school nurse. Health plans will be written to assure that your child is safe at school. The Health office will also work with other school staff members as needed to plan for the needs of your child. If we discover any health needs, we will inform families and recommend follow up with your primary care provider. **Illness** Please use the following guidelines to decide if your child should be kept home for illness: If they have a temperature greater than 100 degrees. If they have diarrhea If they throw up that morning or in the night Until they have been on antibiotics for 24 hours if prescribed for an illness We will send students home from school with the above symptoms or with an unidentifiable rash. If the student is seen by a doctor and diagnosed with a communicable disease, or is being treated for head lice, please call and inform the health office as soon as possible. The information will remain confidential.

Health Needs

Milk Allergy If your child is allergic to milk products, the lunch service will substitute an alternative

product upon receipt of documentation from their physician. State regulations require a physician's signature to this note, and it must be presented annually. **Daily Medications** **Daily prescription medications** will be given at school after the student has returned a completed Medication Authorization Form to the health office. This form must be filled out with the medication information and signed by a parent and by the child's physician. Medication should be brought to school by a parent whenever possible and needs to be in the original, pharmacy labeled container. Medication will be given to the teacher for field trips unless otherwise noted by the parent. **Over the counter medications** are not provided by the school. Students may bring FDA approved over the counter medications to the health office for occasional use. All medications must be kept in the health office and accompanied by a signed note from the parent stating the name of the medication and how, and when, it is to be dispensed to the student. This information can be submitted on a Medication 9 Authorization Form available from the health office. Students will not be allowed to carry their own medication; it must be stored in the health office. All medications must be in the original containers, and containers can be shared by siblings. Medication will only be given with authorization from the parent, and not to exceed the recommended dosage stated on the container. Please check the expiration dates, as expired medication cannot be given at school. **Asthma Medications** Parents who have a student with asthma should contact the school nurse. Medication Authorization Forms will need to be filled out for inhalers kept in the health office and for those carried by students. Students with a need to carry their inhaler must sign an additional contract with their parents, their physician, and the school nurse. These forms are available in the health office. Peak flow meters are available to help monitor students. PLEASE CONTACT THE HEALTH OFFICE WITH ANY QUESTIONS OR CONCERNS ABOUT THE HEALTH OF YOUR CHILDREN. LOCAL CLINICS WILL HAVE COPIES OF OUR MEDICATION AUTHORIZATION FORMS FOR YOUR USE AND THEY ARE AVAILABLE AT THE SCHOOL OFFICES AND ON THE WEB SITE.

Injury or Illness at School

In case of serious illness or potential serious situations, every effort will be made to contact the parent prior to taking action to obtain medical attention. If the parent is unavailable, medical care will be obtained in the best interest of the child. The school will not be responsible for the costs resulting from these actions. Please make sure the school has alternative numbers to reach you, or someone authorized to make decisions for your child if you are unavailable. Please contact the school office to update contact numbers when they change.

Injury or Illness (Return to School)

In the case of communicable diseases, injuries, physical, emotional or other situations requiring a doctor's attention, upon the student's return to school, the student (or parent) must present a discharge notice from the doctor allowing the student to return and noting any limitations on the student's ability to fully participate in all activities while at school. Without any such physician's written orders, the student will be expected to fully participate in all such activities. This includes orthopedic concerns that may limit physical education or recess.

Immunizations

In accordance with Minnesota Statutes, sections 121A.15 and 135A.14, parents of all children who are enrolled in a Minnesota school must be immunized against diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, and varicella or submit signed exemption forms. Students entering Kindergarten and 7th grade must also be immunized against hepatitis B. Immunization records of all children entering the Cannon Falls schools will be reviewed. No child, unless s/he meets allowable exemptions, is allowed to attend school if those records are not up to date. Allowable exemptions include either (1) a medical exemption signed by a physician stating that the immunization is prohibited for medical reasons or because an adequate immunity already exists or (2) a conscientious exemption signed by the parent or legal guardian and notarized stating that the child has not been immunized because of conscientiously held beliefs of the parent or legal guardian.

Lost and Found

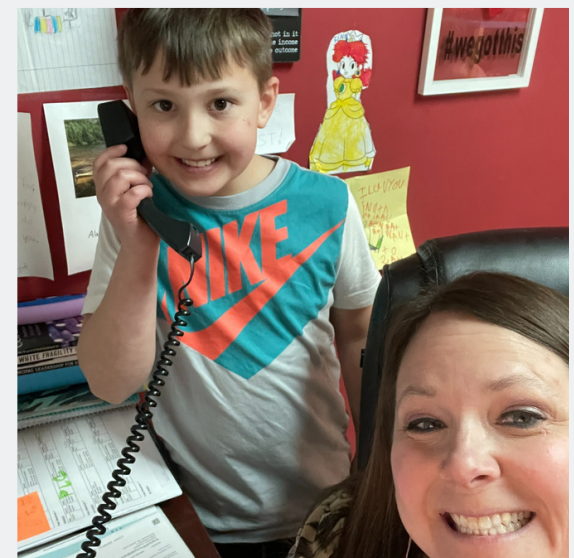
Each year, hundreds of items of clothing and other miscellaneous items are turned in to the lost and found and are never claimed. Parents are urged to clearly label their children's clothing, etc., with the student's full name. When an article is lost, don't let time lapse before trying to locate it. All items (other than clothing) will be held for two weeks. After two weeks the items will be given back to the person that found it. Lost clothing items are given to charity periodically throughout the year.



Great day



to be a



BOMBER!

Parties & Treats

If parents wish to send a birthday treat to the classroom for their child's birthday they must contact the child's teacher prior to the day of the event. Any birthday treat brought in must be store bought. Please check wellness policies. Birthday treats are also available for purchase at the school. Classroom Party Tray order forms are sent home in the beginning of the school year or are also available in the school office.

Personal Property

Students often bring personal property to school (soft balls, baseball gloves, bikes, toys, pets, etc.). The school cannot be responsible for any lost or damaged student's property, including cell phones, electronic devices, Gameboys, trading cards, baseball bats, and lasers. Minnesota law permits school officials to search school lockers or desks for any reason, at any time, without notice, without student consent and without a search warrant, Minn. Stat. 121A.72. Personal possessions within the locker (or backpack or coat) may also be searched only if school officials have a reasonable suspicion the search will uncover evidence of violation of law or school rules. Notice of such search will be given shortly afterwards, unless such a notice will impede on an ongoing investigation by police or school officials.

Pledge of Allegiance

The Cannon Falls Elementary School learning community will regularly recite The Pledge of Allegiance. However, Minnesota Statutes 121A.11 mandates the following: "Anyone who does not wish to participate in reciting the pledge of allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice.

Policies

Please see the District Office web site or contact the school for a complete listing of policies.

Recess

We find there is general agreement among area schools that elementary students go outside to play during noon hour if the temperature and/or wind-chill is zero degrees or above. Please have your child come to school dressed for outdoors (coat, hat, mittens, boots, etc.) if the temperature and/or wind chill is zero degrees or above. This will give your

child an opportunity for more healthy fresh air, and exercise. Wearing of snow pants and boots are required for K-3 students to play in the snow.

Report Cards/On-Line Grading Access

All students receive grades on a trimester basis. All report cards are sent home with the students.

School Patrol

Fifth grade students who qualify may enlist in the elementary school safety patrol. The teachers submit lists of those who are good candidates to the patrol advisors. Parents must give their permission before a boy or girl can qualify for patrol duty since this duty sometimes involves the student being at school by 7:45 A.M.

Special Services

Students who qualify because of a learning need, may be eligible to receive instruction in addition to their regular classroom program. The special instruction is usually provided by the speech therapist, a physical education teacher, or a special education resource teacher. Parents are contacted before service is provided. Some students will participate in interventions outside the classroom with an interventionist (this may include Title 1). Parents may be contacted when this service is provided.

Tardies

Tardiness to school is excused only for illness, appointments, or family emergency. Students must have a note from their parent/guardian. Tardy students are to report to the office prior to admittance to class.

Testing

Our testing procedures are as follows:

FASTBridge Assessment will be given to students in grades K-5 three times a year, to determine progress. Some students may be assessed on a weekly or biweekly period, if students are being progress monitored in our Response to Intervention Program. Grades three through five will participate in the Minnesota Comprehensive Assessment Test (MCA-III) in the Spring.

Testing Refusal

For more information on refusal of statewide testing please visit:

<https://www.cannonfallsschools.com/assessments/assessments>

Textbooks and Library Books (Lost and/or Damaged)

Textbooks and library books are provided free of charge to students in all grades. Under state guidelines, parents are financially responsible for reimbursement to schools regarding lost or damaged textbooks or library materials.

Visitors

We encourage you to visit school to become more familiar with the school and its staff, and the educational experiences your child is receiving. Classroom visits will be approved at teacher discretion and be set at a time limit determined by the building administrator. Consideration must be given to the disruption a visit causes to other students. Special education settings are more restrictive. Advanced arrangements can be made by contacting the teacher and the school office. Upon arrival at the building, visitors must check in at the office before proceeding to the classroom. A visitor badge will be given

to display while you are in the building. To avoid classroom disruption, if you need to deliver a forgotten item to your child, please leave it at the office. Your child will be sent for it, or the item will be delivered by school personnel.

Volunteers

At Cannon Falls Area Elementary School, we believe that parental involvement in the educational process is integral to your child's success. We, and your child, need your help, support and active involvement. Background checks are required for volunteer athletic and academic coaches and for any chaperone that would go on an overnight trip. An application for a background check can be obtained at the district office and a \$10.00 fee would apply.

Water Testing

The Cannon Falls Area School District performs water testing, which includes lead testing, every 5 years. These tests are performed in each building serving PreK-12 grade students. Tests were done on December 15, 2016 and are scheduled on or before December 14, 2022. Results are available on our school website (www.cannonfallsschools.com) or in all school offices.

Bomber Family

