

2017-18 Parent‘s Guide To Education

WashIngton County School District

2017-18 Parent’s Guide to Education

© Washington County School District

652 Third St

Chipley FL 32428

Phone 850.638.6222 • Fax 850.638.6226

Table of Contents

|  |  |
| --- | --- |
| ***Important Numbers To Remember:***  *District Office and Extension Numbers*  *School Board Members*  *School Numbers* | **1** |
| ***School Attendance...Very Important To School Success***  ***Assessment Schedule 2017-18***  ***Other Assessments/Screenings***  ***Schedule of Health Screenings*** | **3-11** |
| ***Health and Wellness for Students and Families***  ***Immunization and Record Requirements Meningococcal Vaccines Healthy Kids Enrollment Facts and Information*** | ***12-19*** |
| ***Healthy Kids***  ***Kidcare*** | **19-21** |
| ***Qualifications of Employees***  ***Chartwell’s-Food Services Management Company***  ***Transportation Department*** | ***21-23*** |
| ***Florida 2017-18 Application for Federal Programs***  ***Florida Standards***  ***Reporting Student Progress*** | ***23*** |
| ***Elementary Schools:***  *Admission into Kindergarten Promotion or Retention Guidelines K-3 READ Initiative* |  |
| ***Middle Schools:***  *Promotion or Retention Guidelines*  *How to Help Your Child Do Better* |  |
| ***High Schools:***  *Promotion or Retention Guidelines/Graduation Options*  *Graduation Options* |  |
| *Project lead the Way*  *Early College Admission* |  |
| ***High School Programs for Students*** |  |
| ***Why Should My Child Have a Planned and Rigorous Education*** |  |
| ***Rigorous Academic Opportunities for Students Educational Choices for Students*** |  |
| ***Classroom and Test Accommodations for Students with Disabilities Parental Participation Opportunities and Services Public School Choice*** |  |
| ***Parent Involvement Parents “Right To Know”*** |  |
| ***FERPA Notification of Rights PPRA*** |  |
| ***Student Social Security Information***  ***Florida Twins Law***  ***Websites for Students and Parents*** |  |
| ***2017-18 School Calendar*** |  |
| ***Parent Involvement Self-Assessment Checklist*** |  |

**Important Numbers to Remember**

**DISTRICT OFFICE STAFF AND EXTENSION NUMBERS**

**Washington County School Board**

**652 Third St**

**Chipley, Florida 32428**

**Phone: 850.638.6222 Fax: 850.638.6226**

Mr. Joseph Taylor Superintendent Ext.

Patricia Collins Director of Human Resources 1111

Gail Riley Director of Curriculum & Instruction 1118

Lucy Carmichael Director of Finance 1116

Dr. Bobbie Dawson Director of Federal Programs/Food Service 1114

Bill Lee Director of Operation 1115

Elizabeth Arnold Director of Student & ESE Services 1112

**SCHOOL BOARD MEMBERS**

Mrs. Susan Roberts, Vice Chairman Mr. Terry Ellis, Chairman

1456 State Park Road 1306 Pine Bluff Ct

Chipley, FL 32428 Chipley, FL 32428

Mr. Vann Brock Mr. Milton Brown

1160 Whittington Road 3399 Mallory Rd

Chipley, FL 32428 Vernon, FL 32462

Dr. Lou Cleveland Mr. Jeff Goodman

315 Hwy 273 Board Attorney

Chipley, FL 32428 935 Main St

Chipley, FL 32428

**SCHOOL INFORMATION**

**Kate Smith Elementary School Vernon Elementary School**

Principal: Lesa Burdeshaw Principal: Steve Griffin

1447 South Blvd 3665 Roche Avenue

Chipley, FL 32428 Vernon, FL 32462

Phone: 850.638.6220 Phone: 850.535.2486

Fax: 850.638.6279 Fax: 850.535.1437

Web: <http://kms.wcsdschools.com/> Web: <http://ves.wcsdschools.com/>

School Information (continued from pg. 1)

**Kate Smith Elementary School Vernon Elementary School**

Assistant Principal: Bonnie Lindsey

Assistant Principal: Chris Tyre Assistant Principal: Latina English

Guidance Counselor: Sule Locke Guidance Counselor: Alice Simmons

Guidance Counselor: Tiffany Clifton

**Roulhac Middle School Vernon Middle School**

Principal: Nancy Holley Principal: Kim Register

1535 Brickyard Road 3190 Moss Hill Road

Chipley, FL 32428 Vernon, FL 32462

Assistant Principal: Alicia Clemmons Teacher on Special Assignment: Brenda Basnaw

Guidance Counselor: Delanie Pritchard Guidance Counselor: Sara Short

Web: <http://rms.wcsdschools.com/> Web: <http://vms.wcsdschools.com/>

**Chipley High School Vernon High School**

Principal: Kyle Newsom Principal: Brian Riviere

1545 Brickyard Road 3232 Moss Hill Road

Chipley, FL 32428 Vernon, FL 32462

Assistant Principal: Troy Peoples Assistant Principal: Dr. Charles Peterson

Guidance Counselor: Tiffany McKinney Guidance Counselor: Lee Richards

Web: <http://chs.wcsdschools.com/> Web: <http://vhs.wcsdschools.com/>

**Washington Institute for Specialized Education**

Teacher on Special Assignment: Sam Cox

680 Second St.

Chipley, FL 32428

Guidance Counselor:

Web: <http://www.wcsdschools.com/>



*Elementary School Attendance Policy*

**Attendance/Referral Procedures**

School Code 1003.26 states that it is the responsibility of the superintendent to enforce school attendance and that schools must respond in a **timely manner** to every unexcused absence or absences for which the reason is unknown.

The purpose of this policy is to establish procedures and guidelines to be utilized by parents, students and school and district staff.

**General Procedures**

* 1. All questions relating to the attendance policy are to be directed to the school. The concerned party should contact the school’s attendance officer for clarification first and then the school principal or his/her designee. An attendance committee from the school will be selected to handle all attendance/grade/excused absence issues.
  2. Each of the schools will document attempts to notify parents of each absence for which the reasons are unknown.
  3. The teacher’s grade book or other approved school attendance records at the school will be the final authority in determining the number of absences for each student.
  4. The school shall provide opportunities for the student to make up assigned work and not receive an academic penalty unless the work is not made up within a reasonable time (three days).
  5. School day attendance definition – An absence defined as missing more than one-half of the school day.

**Tardies and Checkouts**

1. A student who arrives to school after the scheduled beginning time will be recorded as tardy for that day.
2. A student who is checked out before the class or school day is officially over will be declared a “checkout”. Checkouts are recorded in the school office. However, the school principal has the authority to excuse or determine the consequence arising from recorded checkouts.
3. Four (4) unexcused tardies or unexcused checkouts in a nine (9) week grading period will be considered as one (1) unexcused absence for the period in which the tardy or checkout occurred. This is for the purposes of contacting parents and referring to the district office.

**Absences**

Parents/guardians are to sign in/out their child when missing school for the excusable appointments or emergencies and are to comply with the individual school procedures established with the school’s attendance officer.

**Excused Absence**

Excused absences will be given for the following reasons:

* + - Religious instruction and/or religious holidays
    - Sickness, injury or other medical condition
    - School leave-school approved trips such as instructional field trips, club events, athletics, etc. These are not counted as absences.
    - Other academic classes or programs
    - Educational trips – when requested by parents (five (5) days in advance), for educational purposes may be granted
    - Pre-approved absences – absences from school approved by the administration prior to occurrence
    - Funerals (documentation must be provided)
    - Legal reason (documentation must be provided)
    - Other absences as approved by the principal/designee.

Parents or guardians are required to justify each absence. A parent note for reasons as listed above will be accepted for each absence up to four (4) during a nine (9) week period. Any other absences, after the fourth absence, will only be excused with a note from a doctor or dentist, funeral program of immediate family member, religious holiday, documentation for a legal reason or principal’s/designee’s excuse. Students **must** turn in excuse notes to the office upon returning to school. If the appropriate documentation is not provided after a reminder and within a reasonable amount of time, the absence(s) will be unexcused.

**Principal Referral to Child Study Team**

If a student has five (5) or more unexcused absences, or absences for which the reasons are unknown, within a calendar month or ten (10) unexcused absences or absences for which the reasons are unknown, within a 90-calendar-day period, the student’s primary teacher shall report to the school principal or his/her designee that the student may be exhibiting a **pattern of nonattendance** per F.S. 1003.26(1)(b).

The principal shall, unless there is clear evidence that the absences are not a **pattern of nonattendance**, refer the case to the school’s child study team to determine if early patterns of truancy are developing. If the child study team finds that a **pattern of nonattendance** is developing, whether the absences are excused or not, a meeting with the parent **must** be scheduled to identify potential remedies. The principal or designee must maintain documentation or attempts of parent documentation.

If an initial meeting does not resolve the problem, the child study team shall implement interventions that best address the problem. The interventions may include, but need not be limited to:

* + Frequent communication between the teacher and the family;
  + Changes in the learning environment;
  + Mentoring;
  + Student counseling;
  + Tutoring, including peer tutoring;
  + Placement into different classes;
  + Evaluation for alternative education programs;
  + Attendance contracts;
  + Referral to other agencies for family services; or
  + Other interventions- including but not limited to a truancy petition pursuant to s. 984.151

The child study team shall work **diligently** in facilitating the intervention services; however, **if a parent refuses to attend the child study team meeting, the child/parent may be referred to Truancy Court**.

If a student accumulates 15 unexcused absences in a period of 90 calendar days, the principal or his/her designee shall notify the **district office contact** and the **child/parent** will be referred to truancy court per F.S. 1003.27(2)(b).

**A parent who refused or fails to have a minor student who is under his or her control attend school regularly, or who refuses or fails to comply with the requirements of school attendance, commits a misdemeanor of the second degree per F.S. 1003.27(7)(a). The court may also order a parent who violates compulsory attendance to participate in approved parent training class, attend school with the student, perform community service hours at the school, or participate in counseling.**

**In addition to any other authorized sanctions, the court shall order a student found to be a habitual truant to make up all school work missed and may order the student to pay a civil penalty of up to $2, based on the student’s ability to pay, for each day of school missed, perform up to 25 community service hours at the school or participate in counseling or other services, as appropriate per F.S. 1003.27(7)(d).**

**Upon a second or subsequent finding of habitual truancy, the court, in addition to any other authorized sanctions, shall order the student to make up all school work missed and may order the student to pay a civil penalty of up to $5, based on the student’s ability to pay, for each day of school missed, perform up to 50 community service hours at the school, or participate in counseling, as appropriate per F.S. 1003.27(7)(d).**

**Parent Appeal to School Board**

If the parent, guardian, or other person in charge of the child refuses to participate in the remedial strategies because he or she believes that those strategies are unnecessary or inappropriate, the parent, guardian, or other person in charge of the child may appeal to the school board. The school board may provide a hearing officer, and the hearing officer shall make a recommendation for final action to the board. If the board’s final determination is that the strategies of the child study team are appropriate, and the parent, guardian, or other person in charge of the child still refuses to participate or cooperate, the superintendent may seek criminal prosecution for non compliance with compulsory school attendance.

**Criminal Prosecution/Truancy Petition**

The superintendent or his or her designee shall give written notice in person or by return-receipt mail to the parent, guardian, or other person in charge of the child that criminal prosecution is being sought for nonattendance. The superintendent may file a truancy petition, as defined in s. 984.03, following the procedures outlined in s. 984.151

**A complete attendance policy is located on the following website:** [http://www.wcsdschools.com/](http://www.wcsdschools.com/Default.asp?PN=StaffList&L=1&DivisionID=14085&LMID=649957&ToggleSideNav=ShowAll) .

*Middle & High School Attendance Policy*

The information located in the Elementary School Attendance Policy section of this guide with the additional information stated below.

Florida Statute 1003.21(c) states a student who a attains the age of 16 years during the school year is not subject to compulsory school attendance beyond the date upon which he or she attains that age if the student files a formal declaration of intent to terminate school enrollment with the district school board. A student who attains the age of 18 years during the school year is not subject to the legal sanctions for compulsory school attendance. (F.S.1003.21 (2) (c)).

An exit interview must be conducted by school personnel to determine the reasons for the student's decision to terminate school enrollment and actions taken to keep the student in school. (F.S. 1003.21(2) (c)).

Students placed on out-of-school suspension shall receive all assigned work for the days of the suspension. However, the student will not receive credit for completion of those assignments. In addition, the student will receive a zero for any daily grade, pop quiz, or other grade assigned while the student is suspended. Exception: when an assignment is made prior to the student’s suspension the student will be allowed to make up that particular assignment i.e. test, project, etc. Students shall be allowed to make up nine (9) weeks or semester exams, or other major projects or assignments.

Students are to sign in/out when missing school for excusable appointments or emergencies and are to comply with the individual school procedures established with the school’s attendance officer. Failure to sign out may result in an unexcused absence and the consequences thereof.

Teachers will provide all work to students (whether absence is excused or unexcused. All work will be graded for all students. If students do not complete work, they receive a zero.

**Attendance/Driver’s License (15-18 Year Old)**

The Superintendent must provide the Department of Highway Safety and Motor Vehicles the legal name, sex, date of birth, and social security number of each minor student who has been reported under this paragraph and who fails to otherwise satisfy the requirements of s322.091. The Department of Highway Safety and Motor Vehicles may not issue a driver’s license or learner’s driver’s license to, and shall suspend any previously issued driver’s license or learner’s driver’s license of, any such minor student. The student will also be referred to truancy court.

Pursuant to Section 322.091, Florida Statutes, a minor is not eligible for driving privileges unless that minor:

* is enrolled in public school, non-public school, or home education program and satisfies relevant attendance requirements, or
* has received a high school diploma, high school equivalency diploma, special diploma, or certificate of high school completion, or
* is enrolled in a study course in preparation for the Test of General Educational Development (GED) and satisfies relevant attendance requirements, or
* is enrolled in other educational activities approved by the district school board and satisfies relevant attendance requirements, or
* has been issued a certificate of exemption according to Section 1003.21(3) Florida statutes, orphans received a hardship waiver, pursuant to section 322.091, Florida Statutes.

**Reinstatement Procedures**

Students must contact the school to assist in the reinstatement of the driving privilege. The district must electronically transmit a transaction code to cancel out-of- compliance reports of students who are licensed and have satisfied attendance requirements or who should not have been reported. **Electronic transmissions for cancellation must occur within 20 calendar days of issuance of the notice to suspend.** A reinstatement form or status letter must be sent for unlicensed students who have not satisfied attendance requirements or who should not have been reported to DHSMV.

Students are eligible for reinstatement if they have earned a high school diploma or a State of Florida diploma. The reinstatement form or status letter should be electronically transmitted on school letterhead directly to DHSMV and include the superintendent or designee’s signature, name of the student, date of birth, social security number and a statement that the student should not have been reported to the DHSMV. Principals will request reinstatement of a student’s license upon completion of requirements.After the suspension is posted to a licensed student’s driver record, the reinstatement form can be presented to a local driver license office. If the license is suspended, a reinstatement fee of $35.00 will be required.

In order for students to have their driver’s license reinstated:

* Students must attend school (all scheduled classes) for 30 consecutive days. (If the student misses a scheduled class, the 30-day count must begin again.
* Students must attend each scheduled class for a minimum of 2 hours for GED classes.

Although the district is not required to submit the names of adult students under the age of 18, there are some situations in which high school students have had their licenses suspended, and then elect to enroll in a GED program. In order for these students to have their licenses reinstated, they need to verify 30 days of consecutive school attendance.

If students meet these criteria, the Adult and Community School administrator can complete the attached reinstatement form.

Students enrolled in Home Education programs who have been noticed for suspension of driving privileges must verify their enrollment through the Director of Student Services. You may contact Home Education at 850.638.6222 for questions about this process.

**Hardship Waiver Procedures**

School districts must have procedures to schedule hardship waiver hearings for students who receive a notice of intent to suspend.  **Unlicensed students are not eligible for a hardship waiver hearing.** The purpose of the hardship waiver hearing is to review the pending suspension of a student’s driving privileges. Hardship waivers may be related to one of the following criteria: “…a personal or family hardship that requires that the minor have a driver’s license for his or her own, his or her family’s, employment or medical care.”

1. A hardship for employment is based on verification of need. The factor to be considered is the extent to which a student provides a substantial financial contribution for his/her livelihood or that of his/her family needs relevant to food and shelter.
2. A hardship for medical care is based on the need for transportation for the student or his /her immediate family members living in the same household to access required treatment. Consideration should be given to whether there are other licensed drivers in the household.

Any student who is denied a waiver may appeal the decision to the district school board.

***ASSESSMENT SCHEDULE 2017-18***

**FSA(Preliminary)**

|  |  |  |
| --- | --- | --- |
| Dates | Assessment | Grade Level |
| |  | | --- | | **September 11–22, 2017** | | Retakes\*  English Language Arts Retake-Wiriting | 10 |
| September 11-29, 2017 | English Language Arts-Reading | 10 |
| Feb. 26-March 1, 2018 | English Language Arts-Writing | 4- 7 |
| February 29-March 7, 2018 | Retake English Language Arts-Writing | 8-10 |
| April 9-20, 2018 | English Language Arts-Reading | 3 |
| April 9-May 4, 2018 | English Language Arts-Reading  Mathematics | 4-10  3-8 |

|  |  |  |
| --- | --- | --- |
| Dates | Assessment | Grade Level |
| March 19-April 6, 2018 | Algebra I Retake | 8, 9, 10, 11, 12 |
| September 11-22, 2017  November 27-December 15, 2017  April 16-May 11, 2018  July 9-20, 2018 | Algebra 1, Geometry, Algebra 2 | 8, 9, 10, 11, 12 |

**FSA End-of-Course Assessments**

**Next Generation Sunshine State Standards (NGSSS) Assessement**

|  |  |  |
| --- | --- | --- |
| Dates | Assessment | Grade Level |
| September 18-29, 2017 | Retakes\*  FCAT 2.0 Reading |  |
| March 19-April 6, 2017 | FCAT 2.0 Reading Retake |  |
| April 30-May 4, 2018 | Science Assessment | 5, 8 |

**Florida End-of-Course (EOC) Assessments**

|  |  |  |
| --- | --- | --- |
| Dates | Assessment | Notes |
| September 18-29, 2017  November 27-December 15, 2017  July 9-20, 2018 | Algebra 1 Retake, Biology 1, Civics, U.S. History |  |
| March 19-April 6, 2018 | Algebra 1 Retake |  |
| April 16-May 11, 2018 | Biology 1, Civics, U.S. History |  |
| July 11–22, 2016 | Computer-Based: Algebra 1 Retake, Biology 1, Civics, U.S. History |  |

***SCHOOL HEALTH SCREENINGS***

***2017-18***

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Screening(s) | Schools | Grades |
| Sept. 5-8, 2017 | Vision, Hearing\*, Height, & Weight | VES | K, 1, & 3 |
| Sept. 11-15, 2017 | Vision, Hearing\*, Height, & Weight | KMS | K, 1, & 3 |
| Sept. 18-20, 2017 | Vision, Hearing, Height, Weight, Scoliosis | RMS | 6 |
| Sept. 21-22, 2017 | Height & Weight | CHS | 9 |
| Sept. 25-27, 2017 | Vision, Hearing, Height, Weight, Scoliosis | VMS | 6 |
| Sept. 28-29, 2017 | Height & Weight | VHS | 9 |
|  |  |  |  |

\*Hearing is for kindergarten only.

(Scoliosis checks will also be done for other grades as indicated for follow up)

(School Health staff will perform the Ht. & Wt. screenings)

Body Mass Index (BMI) will be completed for all above Heights/Weights this school year. This is an assessment tool to determine the need for further evaluation of nutritional status using each student’s Ht. & Wt. ration



***Health and Wellness for Students and Families***

Developing healthy habits at a young age is very important since changes become more difficult with age. Healthy habits involving nutrition and physical activity are the foundation to preventing obesity in children and adolescents. A balance of a healthy meal and activity is the key to a healthy body.

**Tips for Creating a Healthy Meal Environment**

**Changing the Way We Eat:**

* Encourage your family to eat meals together at the dinner table at regular times.
* Encourage your child to eat a healthy breakfast each day. Breakfast provides energy for him/her to perform well at school.
* Avoid rushing through meals. Eating a meal quickly does not allow the body to digest the food properly and sense that the stomach is full.
* Plan times with your family to prepare a meal together.
* Avoid having other activities during the meals such as watching TV.
* Follow a healthy meal plan for your entire family, not just a select individual.
* Avoid forcing your child to eat if he/she is not hungry. If your child constantly refuses to eat, consult a health care professional.
* Avoid using food as a reward or the lack of food as a punishment.

**Choosing the Right Foods:**

* Avoid pre-packed or prepared foods that are high in preservatives, sugars and fats.
* Avoid serving portions that are too large for a child.
* Limit drinks and foods that are high in sugar such as soda and candy.
* Limit the amount of junk foods that are kept in your home.
* Limit the frequency of fast food eating to no more than once a week.
* Have snack foods available that are nutritious and low in calories such as fruits, vegetables and yogurt.
* Eat at least 5 servings of fruits and vegetables each day.
* Eat or drink 3 servings of low-fat milk or dairy products each day.
* Eat foods that are low fat.
* Choose foods that are high and rich in fiber.
* Eat meats that are lean.
* Drink plenty of water each day.



**Tips for Creating an Active Environment**

* One of the best things that you as a parent can do is to limit the amount of TV time/computer for your child.
* Encourage your entire family to participate in an activity that everyone enjoys doing such as walking, bicycling, or roller skating.
* Encourage your child to participate in school and community sports programs.
* Start a neighborhood program where families join and play basketball, baseball, tag or hide and seek.
* Involve your children in household activities that are considered a form of exercise such as vacuuming, washing the car or mowing the lawn.
* Physical activity should be initiated slowly, and intensity should be increased gradually.
* To maintain your weight your intake of calories must equal your energy output.
* To loose weight you must use more energy than you actually take in.
* One small chocolate chip cookie (50 calories) is equal to walking briskly for 10 minutes.
* One hour of walking at a moderate pace uses about the same amount of energy that is in one jelly filled doughnut which contains about 300 calories.
* A fast food meal (1500 calories) such as a double meat cheeseburger, an extra large fries and a 24 ounce soft drink is equal to running 2 ½ hours at a 10 min/mile pace.

For more interesting data about the energy balance visit: <http://www.surgeongeneral.gov/library/calls/obesity/index.html>.

***IMMUNIZATION AND RECORD REQUIREMENTS***

**For Children Entering or Attending School, Child Care, Family Day Care and/or Preschool**

**IMMUNIZATION REQUIREMENTS for 2017-18**

|  |
| --- |
| **Florida law (Statute**[**1003.22**](http://www.flsenate.gov/Statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=&URL=CH1003/Sec22.HTM)**) requires that students attending Florida schools, (public, private and charter) have the following documentation on file in their school health records.** |
| **1.**  [Physical exam form (DH 3040)](http://www.doh.state.fl.us/family/school/parent/SchoolEntryExam06-02.pdf) COMPLETED and SIGNED by a licensed physician (Medical Doctor, Doctor of Osteopathy, Doctor of Chiropractic), a registered Nurse Practitioner or a Physician’s Assistant.  (A Physicians Assistant must be licensed specifically in the state of Florida). The exam must be within the 12 months prior to your child enrolling in a Florida school, and must have a review of components (complete body systems review). Children are not admitted to school without this physical exam form.  Contact your medical provider (doctor/clinic) for a school physical exam ([DH 3040](http://www.doh.state.fl.us/family/school/parent/SchoolEntryExam06-02.pdf)). For students coming from out of state, other forms will be accepted if it includes a complete review of body systems. |
| Link to [Guidelines for completing DH 3040 in PDF](http://www.doh.state.fl.us/Family/School/parent/GuideSchoolEntryExam7-02.pdf) on the Florida Department of Health website |
| Link to [Form DH 3040 in PDF](http://www.doh.state.fl.us/family/school/parent/SchoolEntryExam06-02.pdf) on the Florida Department of Health website |
| **2.**  A Florida Certificate of Immunization ([DH 680](http://www.manatee.k12.fl.us/parents/DH_680.html)) with all immunization dates/or disease date(s) must be completed and/or updated by a Florida health care provider.  Students entering the designated grade levels are required to show proof of these vaccines or a valid Florida Medical/Religious Exemption before entry into school. The Florida Medical Exemption must be signed by a physician listing the vaccine or vaccines that are exempt and the reason for the exemption. The Religious Exemption must be obtained from a health department. |
|  |
| NOTE: THESE IMMUNIZATION REGULATIONS APPLY TO ALL NEW STUDENTS & RETAINED STUDENTS. |

|  |  |
| --- | --- |
| **WASHINGTON COUNTY HEALTH DEPARTMENT:** | |
|  | 1338 South Blvd Chipley FL 32428, 850-638-6240. Hours of Operation:  Monday – Friday 8:00am – 12:00noon and 1:00pm – 5:00pm. For all appointments call (850) 638-6240. Appointments are required for immunizations. Required immunizations are provided free of charge to all individuals under 19 years of age by the vaccine for children program. Physicals are available by appointment. Cost for children is $35. |
|  | |
|  |  |

|  |  |
| --- | --- |
| **PRE-KINDERGARTEN PROGRAM REQUIREMENTS 2017-18** | |
| **DTaP, Varicella, IPV MMR, Hepatitis B & Hib** | Given at appropriate age. |
| **HIB** | For children up to 59 months of age. Discuss with your medical provider. |
| **PneumoConju** | For children up to 59 months of age. Discuss with your medical provider. |
|  | |
| **ELEMENTARY IMMUNIZATION REQUIREMENTS 2017-18** | |
| **DTaP** | 5 doses (4 doses if last dose was given on or after the 4th birthday). **DT** requires a medical exemption form signed by the doctor as to reason why the Pertusis vaccine was omitted. |
| **POLIO (OPV/IPV)** | 4 doses (3 doses if last dose was given on or after the 4th birthday). If the 4th dose is administered prior to the 4th birthday, a 5th dose of polio vaccine is required for entry into kindergarten. |
| **MMR** | 2 doses: first dose given on or after the 1st birthday, 2nd dose recommended at Kindergarten entry. |
| **HEPATITIS B** | 3-dose series given before entry into Kindergarten and is required for Kindergarten through 5th grade |
| **VARICELLA** | 2 doses required for entry into Kindergarten through 5th grade. |
| **Tdap** | 1 Tetanus-diphtheria-acellular pertussis |
|  | |
| **MIDDLE AND HIGH SCHOOL IMMUNIZATION REQUIREMENTS 2017-18** | |
| **DTaP Polio & MMR** | As required for Elementary School |
| **Tdap (tetanus/diphtheria/acellular pertussis)** | Required for 7th through 11th grade entry. |
| **TD or Tdap (tetanus/diphtheria)** | Required for 12th grade. |
| **HEPATITIS B** | Hepatitis B Vaccine is required for 6th - 12th grades.  It is a 3 dose series. However, it is available in either a 2-dose or 3-dose series for ages 11-15 only.  Please discuss with your medical provider. |
| **VARICELLA** | 1 dose required for 6th through 12th grades (See NOTE Below). |

NOTE: VARICELLA VACCINE IS RECOMMENDED FOR ANY CHILD OVER AGE 1 YEAR WHO HAS NOT HAD CHICKEN POX DISEASE.  CHILDREN WHO ARE 13 YRS OR OLDER SHOULD RECEIVE A 2-DOSE SERIES.  FOR CHILDREN WHO HAVE HAD THE DISEASE, DOCUMENTATION BY THEIR MEDICAL PROVIDER OF THE YEAR OF THE DISEASE IS REQUIRED.

PLEASE TAKE ALL IMMUNIZATION RECORDS WITH YOU TO ANY DOCTOR OR CLINIC OF YOUR CHOICE.  THIS WILL HELP TO AVOID DELAYS OR UNNECESSARY REPEATING OF VACCINATIONS.  TAKE PROOF OF PHYSICAL EXAM AND / OR A FLORIDA IMMUNIZATION CERTIFICATE RECEIVED TO THE SHCOOL YOUR CHILD WILL BE ATTENDING.  THESE RECORDS SHOULD BE THE ORIGINAL FORMS.

**IF YOU HAVE ANY QUESTIONS CALL YOUR SCHOOL NURSE.**

***MENINGOCOCCAL VACCINES***

**What You Need to Know**

**What is meningococcal disease?**

Meningococcal disease is a serious illness, caused by bacteria. It is a leading cause of bacterial meningitis in children 2-18 years old in the United States.

Meningitis is an infection of fluid surrounding the brain and the spinal cord. Meningococcal disease also causes blood infections.

About 2,600 people get meningococcal disease each year in the U.S. 10-15% of these people die, in spite of treatment with antibiotics. Of those who live, another 11-19% lose their arms or legs, become deaf, have problems with their nervous systems, become mentally retarded, or suffer seizures or strokes.

Anyone can get meningococcal disease. But it is most common in infants less than one year of age and people with certain medical conditions, such as lack of a spleen. College freshmen who live in dormitories have an increased risk of getting meningococcal disease.

Meningococcal infections can be treated with drugs such as penicillin. Still, about 1 out of every ten people who get the disease dies from it, and many others are affected for life. This is why preventing the disease through use of meningococcal vaccine is important for people at highest risk.

**Meningococcal vaccine**

Two meningococcal vaccines are available in the U.S.:

**-Meningococcal polysaccharide vaccine (MPSV4)** has been available since the 1970s.

**-Meningococcal conjugate vaccine (MCV4)** was licensed in 2005.

Both vaccines can prevent 4 types of meningococcal disease, including 2 of the 3 types most common in the United States and a type that causes epidemics in Africa. Meningococcal vaccines cannot prevent all types of the disease. But they do protect many people who might become sick if they didn't get the vaccine.

Both vaccines work well, and protect about 90% of those who get it. MCV4 is expected to give better, longer-lasting protection. MCV4 should also be better at preventing the disease from spreading from person to person.

**Who should get meningococcal vaccine and when?**

MCV4 is recommended for all children at their routine preadolescent visit (11-12 years of age). For those who have never gotten MCV4 previously, a dose is recommended at high school entry. Other adolescents who want to decrease their risk of meningococcal disease can also get the vaccine.

Meningococcal vaccine is also recommended for other people at increased risk for meningococcal disease:

● College freshmen living in dormitories.

● Microbiologists who are routinely exposed to meningococcal bacteria.

● U.S. military recruits.

● Anyone traveling to, or living in, a part of the world where meningococcal disease is

common, such as parts of Africa.

● Anyone who has a damaged spleen, or whose spleen has been removed.

● Anyone who has terminal complement component deficiency (an immune system

disorder).

● People who might have been exposed to meningitis during an outbreak.

MCV4 is the preferred vaccine for people 11-55 years of age in these risk groups, but MPSV4 can be used if MCV4 is not available. MPSV4 should be used for children 2-10 years old, and adults over 55, who are at risk.

**How May Doses?**

People 2 years of age and older should get 1 dose. (Sometimes an additional dose is recommended for people who remain at high risk. Ask your provider.) MPSV4 may be recommended for children 3 months to 2 years of age under special circumstances. These children should get 2 doses, 3 months apart.

**Some people should not get meningococcal vaccine or should wait.**

● Anyone who has ever had a severe (life-threatening) **allergic reaction to a previous**

**dose** of either meningococcal vaccine should not get another dose.

● Anyone who has a severe (life threatening) **allergy to any vaccine component** should

not get the vaccine. Tell your doctor if you have any severe allergies.

● Anyone who is **moderately or severely ill** at the time the shot is scheduled should

probably wait until they recover. Ask your doctor or nurse. People with a **mild illness**

can usually get the vaccine.

● Anyone who has ever had **Guillain-Barre' Syndrome** should talk with their doctor

before getting MCV4.

● Meningococcal vaccines may be given to pregnant women. However, MCV4 is a new

vaccine and has not been studied in pregnant women as much as MPSV4 has. It should

be used only if clearly needed.

● Meningococcal vaccines may be given at the same time as other vaccines.

**What are the risks from meningococcal vaccines?**

A vaccine, like any medicine, could possibly cause serious problems, such as severe allergic reactions. The risk of meningococcal vaccine causing serious harm, or death, is extremely small.

**Mild Problems**

Up to about half of people who get meningococcal vaccines have mild side effects, such as redness or pain where the shot was given. If these problems occur, they usually last for 1 or 2 days. They are more common after MCV4 than after MPSV4.

A small percentage of people who receive the vaccine develop a fever.

**Severe problems**

● Serious allergic reactions, within a few minutes to a few hours of the shot, are very rare.

● A few cases of Guillain-Barre' Syndrome, a serious nervous system disorder, have been

reported among people who got MCV4.

There is not enough evidence yet to tell whether they were caused by the vaccine. This is being investigated by health officials.

**What if there is a moderate or severe reaction?**

**What should I look for?**

● Any unusual condition, such as a high fever or behavior changes. Signs of a serious

allergic reaction can include difficulty breathing, hoarseness or wheezing, hives, paleness,

weakness, a fast heart beat or dizziness.

**What should I do?**

● **Call** a doctor, or get the person to a doctor right away.

● **Tell** your doctor what happened, the date and time it happened, and when the

vaccination was given.

● **Ask** your doctor, nurse, or health department to report the reaction by filing a Vaccine

Adverse Event Reporting System (VAERS) form.

Or you can file this report through the VAERS web site at www.vaers.org, or by calling 1-800-822-7967. (*VAERS does not provide medical advice.*)

**How can I learn more?**

● Ask your doctor or nurse. They can give you the vaccine package insert or suggest other

sources of information.

● Call your local or state health department.

● Contact the Centers for Disease Control and Prevention (CDC):

● Call **1-800-232-4636 (1-800-CDC-INFO)**

● Visist CDC's National Immuniation Program website at **www.cdc.gov/nip**

● Visit CDC's meningococcal disease website at

**www.cdc.gov/ncidod/dbmd/diseaseinfo/meningococcal\_g.htm**

● Visit CDC's Travelers' Health website at **www.cdc.gov/travel**

***Healthy Kids***

Working families with uninsured children can apply year-round for affordable health care benefits through Healthy Kids and KidCare. Washington County District School Board is helping to inform families about the Healthy Kids and KidCare program and the easy application process.

Healthy Kids and KidCare provides quality medical benefits to families with uninsured children less than 19 years of age. Children enrolled in the program receive regular doctor’s visits, immunizations and routine vision and hearing screening. Most families pay a premium of $15 or $20 a month.

Qualified families can enroll their children in Healthy Kids and KidCare by simply completing a one-page application, attaching the income verification documents, and mailing, faxing-or e-mailing it back to Healthy Kids and KidCare anytime during the year.

There’s also a re-designed website www.healthykids.org for families to download applications, determine what documents they need to send and find answers to their questions about the program.

“Our goal is to insure as many eligible children in the program as possible and we hope families will read this article and then take a few necessary steps to apply for benefits,“ said Rose Naff, executive director of the Florida Healthy Kids Corporation. “There’s nothing like having the peace of mind that you can take your kids to the doctor instead of the emergency room when they’re sick.”

Since it began in 1990, Florida Healthy Kids has offered working families access to high-quality doctors and preventative care for their children at a low cost. KidCare now covers more than 250,000 children statewide.

Regular doctor’s visits and immunizations help keep kids healthy and medical insurance costs down. Washington County District School Board supports the Healthy Kids and KidCare program because it helps the working families in our community by giving kids the health coverage they need.

Applications are available to download at www.healthykids.org or by calling toll free, 1-888-540-KIDS (888-540-5437). You can also obtain an application and eligibility information at Washington County District School Board.

******

***Healthy Kids***

***Healthy Kids and KidCare Enrollment Facts and Information***

● Open enrollment applications can be downloaded off the Internet at:

<http://www.healthykids.org/apply>

● Families can also call 1-888-540-KIDS (1-888-540-5437) to receive the enrollment

application by mail

● Enrollment guidelines only require one document verifying each source of income (most

recent federal income tax return, wages and earnings statements or pay stubs)

● To submit an application you can:

*Mail it to:*

***Healthy Kids and KidCare***

***Post Office Box 980***

***Tallahassee, Florida 32302-0980***

*Fax it to: (850) 681-2131*

*Email it to:* [*apply@healthykids.org*](mailto:apply@healthykids.org)

*(Accepted email attachments must be sent in one of the following formats: .JPG .JPEG .BMP .GIF*

*.PDF .DOC .PPT .TIF .TIFF .TXT .RTF)*

***Qualifications of Employees***

***In Our District***

Teachers and other individuals in the Washington County School District are subject to certain qualifications and requirements before they can become employees of the district. Any person desiring employment is required to complete an online application located on our district website at: <http://www.wcsdschools.com/>.

Individuals must be of good moral character, be eighteen years or older and have a high school diploma or equivalent with the exception of students employed by the board.

Each applicant for an instructional or a certificated administrative position must hold a valid Florida Educator’s Certificate, have receipt from the Florida Department of Education acknowledging that an application has been filed and that issuance of the certificate is pending or have the proper license to perform services. Applicants for a paraprofessional (instructional support services) position shall have: a) completed at least two (2) years of college (60 credit hours), b) obtained an associate’s (or higher) degree or c) met a rigorous standard of quality as measured through a formal assessment (Para Pro Examination).

Applicants are subject to a pre-employment drug test and any offer of employment with the School District is conditioned on the submission of fingerprints as required by Florida statute, a Criminal Background Check (CBC), and an employment background check.

***Chartwells—Food Services Management Company***

In an effort to improve the food services program for Washington County students, the School Board has contracted with Chartwells, a food services management company. Chartwells is a member of the Compass Group, a nationwide company. The high and middle schools will daily feature separate stations for pizza and/or Italian dishes, deli sandwiches, specialty salads, main dish with various side dishes, and al a carte items. Elementary schools will also have additional choices for their main dish daily.

Healthy choice items and menus will be prepared daily and clearly identified for easy student choice. We feel this is a great opportunity for the students and will improve child nutrition. For additional information contact **Allen Cotton,** Director of Food Services/Chartwell’s or **Brandy Vaughn**, Assistant Director at 638-7355.

***Transportation Department***

The number one priority for everyone connected with the transportation department of the Washington County School District is the safe transportation of our students to and from school each day. This includes everyone from the Superintendent and school board members to transportation supervisors, drivers and mechanics.

Listed below is some information about our transportation system for the Washington County School District:

* Over 2,000 students are transported to and from school each day.
* Over 3,500 miles are traveled on the bus routes daily.
* Over 600,000 miles were traveled last year on bus routes within the district.
* There are at least 50 different bus routes per day that transport children to and from school daily.
* All bus drivers are required by law to have a minimum of 40 hours of training as a driver and must have both passenger and student endorsements on their driver license.
* All drivers are required to be trained in first aid and CPR before driving a bus.
* All of our buses are equipped with phones that are tracked by GPS for quick responses in case of an emergency.

As we begin another school year, it is important for all us to be reminded of some basic safety issues that will help us to meet our goal of no accidents or injuries involving school buses during 2013-2014 school year.

* Obey all school zone traffic laws, especially posted speed limits and flashing speed zone signs.
* Obey bus signals at route stops including warning lights and stop signs while students are loading and unloading.
* Be alert, slow down and watch for children playing around designated bus stops.
* Be extra careful as children are picked up and dropped off by parents at school.
* Be patient at bus stops and wait for all children to safely cross streets or roads before proceeding, following a bus route stop.

***Remember—School Bus Safety Begins With You!***



***Federal Programs***

A major focus of all district federal programs is to increase student achievement in the core subject areas by providing training, academic specialists, academic analysts, instructional materials and supplemental educational services in our schools. The collaborative effort will eliminate duplication of services and provide a cohesive, efficient utilization of all funds available.

Title I, Part A, purpose is to help ensure that all children have the opportunity to obtain a high-quality education and reach proficiency on challenging state academic standards and assessments. As the largest federal program supporting elementary and secondary education, Title I targets these resources to the districts and schools where the needs are greatest.

Title II, Part A, purpose of this part is to provide grants to State educational agencies, local educational agencies, State agencies for higher education, and eligible partnerships in order to —

Increase student academic achievement through strategies such as improving teacher and principal quality and increasing the number of highly qualified teachers in the classroom and highly qualified principals and assistant principals in schools; and hold local educational agencies and schools accountable for improvements in student academic achievement.

[Title VI: Rural & Low Income Schools Program (RLIS)](http://www.fldoe.org/bsa/title1/titlevi2.asp), purpose is to address the unique needs of rural local educational agencies (LEAs). RLIS provides additional resources to assist rural LEAs in increasing student achievement and meet the goals of Title VI.

[Title X: Homeless Education Program (HEP)](http://www.fldoe.org/bsa/title1/titlex.asp), The McKinney-Vento Education for Homeless Children and Youth Program is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this program, state educational agencies must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth.

21st Century Community Learning Centers is designed as a key component of the No Child Left Behind Act. Authorized under Title IV, Part B, of the Elementary and Secondary Education Act (ESEA), as amended by the No Child Left Behind Act of 2001, the specific purposes of the federal law are to:

* Provide opportunities for academic enrichment, including providing tutorial services to help students, particularly students who attend low-performing schools, to meet state and local student academic achievement standards in core academic subjects, such as reading and mathematics.
* Offer students a broad array of additional services, programs, and activities, such as youth development activities, drug and violence prevention programs, counseling programs, art, music, and recreation programs, technology education programs and character education programs, that are designed to reinforce and complement the regular academic program of participating students.
* Offer families of students served by community learning centers opportunities for literacy and related educational development.

***Assessments & Standards***

With the [Florida standards](http://www.cpalms.org/) in place to help Florida students succeed, the Florida Standards Assessments (FSA) in English Language Arts (ELA), Mathematics, and end-of-course (EOC) subjects (Algebra 1, Algebra 2, and Geometry) will serve Florida students by measuring education gains and progress. Students, parents/guardians, and educators are encouraged to stay connected to the [FSA Portal](http://www.fsassessments.org/) to receive important announcements and access information and resources as they are available.

You can obtain more information about FCAT 2.0, FSA, computer-based testing, standards and End-of-Course Assessments at: <http://www.fldoe.org/accountability/assessments>

***Reporting Student Progress***

Report cardsare sent home to the parent or guardian at the end of each nine week grading period to be signed and returned to school. In grades K-1, the report card is a checklist of basic skills, and, in grades 2-12, the report card uses letter grades to reflect if your child is performing at or below grade level. In addition, mid-nine weeks reports are also sent home in the middle of each nine week grading period to inform the parent of his/her child’s progress. Parents may be notified at any time during the grading period when the student’s grades are below passing or when the teacher has a concern. Parents do have access to the parent portal on the following website: <http://www.wcsdschools.com/>.

Promotion will be based on satisfactory performance as measured by passing grades/skills in reading, writing and math in accordance with state regulations. Parents will receive reports on all standardized or state results. For more information about promotion procedures, see the pages that follow on the elementary, middle and high schools in our district.

**Each letter grade has a grade point average value as follows:**

**Unweighted: A=4.00 B=3.00 C=2.00 D=1.00 F=0 I=0**

**Weighted: A=5.00 B=4.00 C=3.00 D=2.00 F=0 I=0**

**NOTE:** Full time high school students earning credits in advanced placement and dual enrollment above ninth grade will use the Weighted Values to determine grade point averages.

High School students earning credits in advanced placement, dual enrollment (college and technical center) and Level 3 courses will use the Weighted Values to determine grade point average.

**Grading Scale: (90-100 A), (80-89 B), (70-79 C), (60-69 D), (0-59 F)**

***Rigorous Academic Opportunities for Students***

Students who are ready for advanced academic challenges will find a number of opportunities in the Washington County School System.

Juniors and seniors can receive college credit for certain courses taught at the high schools in the county. Dual enrollment credits from area state colleges and universities are accepted at Florida public universities. For more information about dual enrollment classes available at each high school in the district, please consult the guidance counselor at your child’s school.

In addition, students may graduate Magna Cum Laude (honors) or Summa Cum Laude (high honors). A student may graduate Magna Cum Laude if he/she earns a standard diploma, earns 24 credits and has a grade point average of 3.50 based on a 4.0 grading scale. A student may graduate Summa Cum Laude if he/she earns a standard diploma, earns 24 credits and has a grade point average of 3.75 on a 4.0 grading scale.

***Educational Choices for Students***

The Opportunity Scholarship Program (OSP) reflects Florida’s commitment to higher standards in education for Florida students. The OSP allows parents whose children are assigned to a school which has been assigned a failing grade for two of the last four years to choose a higher performing public school or choose to apply for state generated funding toward private school tuition. For additional information, visit: [www.opportunityschools.org](http://www.opportunityschools.org) or call 1-800-447-1636.

Florida’s school choice programs ensure that no child will be left behind by allowing parents to choose the best educational setting, public or private, for their child. The McKay Scholarship Program is a parental choice program in which parents are responsible for selecting the participating private school and applying for the student’s admission to the private school. The McKay Scholarships for Students with Disabilities Program enables a parent of a special needs student who is dissatisfied with the student’s current school to choose to transfer the student to another public school or to a private school.

Parents and students also have access to virtual k-12 as a choice program.

