



## BELOIT ELEMENTARY SCHOOL



Phone: 785-738-3581

Jeff Travis, Principal  
Brady Dean, Vice-Principal  
1201 North Bell  
Beloit, KS 67420

Fax: 785-738-3357

July 21, 2015

Dear Parents:

The countdown is on to the new school year.

On the district website you will find enrollment paperwork for the 2015-16 school year. USD 273 will not be mailing enrollment packs this year unless requested. All documents are posted online for your convenience.

Included in the attachments you will find the following items:

- Enrollment sheet: If a new BES student, complete student/parent information form. If enrolled during 2014-15, or a pre-enrolled preschooler, a sheet with your information will be provided for review during enrollment.
- BES Fee Schedule. If you are paying prior to enrollment, please mark what you are paying for on this form. Take note that USD 273 is charging a textbook fee per student again this year to deter budget expenses.
- Damage to or Destruction of School Property form. This is the form that both parents and students are required to sign yearly. All students can sign on one sheet.
- Accident Insurance Form. This form only needs to be completed, at the bottom, if you are NOT interested in purchasing extra insurance for your child(ren), and if you feel you have sufficient insurance coverage for them through your place of employment. If you are interested, brochures will be provided for you at regular enrollment.
- Information sheet with breakdown prices for lunch & breakfast.
- Title 1 Parent Compact.
- Health History Form.
- BES Year-At-A-Glance Calendar.
- Annual Notice of Authorized Student Data Disclosures.
- Information on Parental Release Form Publications and Web Page.
- Technology Acceptable User Policy
- Free/Reduced Lunch/Breakfast Form. Please double-check before returning, as employees of the school district are **not** allowed to make corrections of any kind on these forms. Please fill out this form even if your child(ren) will not be eating lunch/breakfast at school, if you feel you would qualify, as a price decrease could be applied to the book fee amount.

The following will be provided at regular enrollment, which will be held on August 6th from 8:00 AM to 4:00 PM, and August 7th from 8:00 AM to 12:00 PM.

- Teacher assignments for your child.
- 9 month calendar for BES & BJSHS.
- Student planner.

Please return **ALL** signed paperwork and money to school. Paperwork may be returned prior to enrollment in the BES office or you may return them at enrollment. Summer office hours are from 7:30 AM to 4:00 PM.

Thank you and enjoy the rest of the summer!

*Jeff Travis*  
Principal  
*Brady Dean*  
Vice-Principal



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**Beloit Elementary School Fee Schedule  
2015-2016**

Please fill out this form and return prior to or at enrollment along with your payment. Please make sure and mark what you are paying and total at the bottom. Free and reduced rates are available for families who qualify. Lunch and breakfast prices have increased this year. Lunch rates are \$2.50 per meal and breakfast rates are \$1.40 per meal. Please consider this when sending lunch money.

**Parent(s) or Guardian(s) Name(s)** \_\_\_\_\_

**Student Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

Lunch/Breakfast (Family accounts are the same as previous years. If you have students in both schools, you may pay one amount to cover all students. Please refer to information sheet included in your packet for monthly breakdown of costs of lunch and breakfast.)

Amt. Pd. \$ \_\_\_\_\_

Extra Milk (For 20 extra milks)

\$9.00 \_\_\_\_\_

Book Fee

\$35.00 \_\_\_\_\_

Preschool Milk (1st Semester = \$37.00; Year = \$77.00)

Amt. Pd. \$ \_\_\_\_\_

**2nd Student Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

Book Fee

\$35.00 \_\_\_\_\_

**3rd Student Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

Book Fee

\$35.00 \_\_\_\_\_

**4th Student Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

Book Fee

\$35.00 \_\_\_\_\_

**5th Student Name** \_\_\_\_\_

**Grade** \_\_\_\_\_

Book Fee

\$35.00 \_\_\_\_\_

**TOTAL AMOUNT PAID** (made payable to Beloit Elementary School)

\$ \_\_\_\_\_

# Unified School District No. 273 Mitchell County

P.O. Box 547                      BELOIT, KANSAS 67420

Ph. 785-738-3261      Fax 785-738-4103

e-mail: [beloitschools@usd273.org](mailto:beloitschools@usd273.org)

## DAMAGE TO OR DESTRUCTION OF SCHOOL PROPERTY

(From Policy JCDA)  
2015-2016 SCHOOL YEAR

A student shall not intentionally cause or attempt to cause damage to school property or steal or attempt to steal school property. In addition, the destruction, loss, or damage of school property that is either rented, loaned or assigned to the student, will result in the student being held responsible for the repair or replacement charges. Rented or loaned school property shall include but not be limited to things such as gym equipment, textbooks, library books, athletic uniforms, etc. Repeated damage or theft involving school property also shall be a basis for long-term suspension or expulsion from school.

In lieu of textbook rental and other fees related to the academic program, and in accordance with Unified School District No. 273 Policy JCDA, I understand that I am responsible for repair or replacement charges for any destruction, loss, or damage to school materials that have been rented, loaned, or assigned to my son/daughter.

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PARENT SIGNATURE

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STUDENT SIGNATURE

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DATE

## **INFORMATION ABOUT MEALS AT BELOIT ELEMENTARY SCHOOL**

### **BREAKFAST INFORMATION:**

REGULAR COST: \$1.30 per meal **(single meal tickets are not sold)**  
\$26.00 for a 20 meal ticket

REDUCED COST: \$ .30 per meal **(single meal tickets are not sold)**  
\$6.00 for a 20 meal ticket

TIME: **Students are not allowed in the building until 7:40 a.m.**  
Breakfast is served from 7:40 until 8:00 a.m.  
Bus children will be served as soon as their bus arrives.  
Unless a bus is late, children should be finished eating by 8:00 a.m.  
Children planning on eating should be getting here as close  
to 7:40 a.m. as possible.

ENTRANCE: Students entering the building for breakfast, because of bad weather, or  
they just want to wait in the multi-purpose room **ARE TO USE THE  
MAIN ENTRANCE.** Bus children are to use the **NORTH DOOR TO THE  
MULTI-PURPOSE ROOM.**

### **LUNCH INFORMATION:**

REGULAR COST: \$2.50 per meal **(single meal tickets are not sold)**  
\$50.00 for a 20 meal ticket

REDUCED COST: \$ .40 per meal **(single meal tickets are not sold)**  
\$8.00 for a 20 meal ticket

TIME: Each class has a scheduled lunch time. All children eat at school.  
There have been situations where children have gone out to eat  
with a parent. If a student leaves the building for lunch, they are  
expected to leave and be back during the same time period that  
their class is scheduled for lunch. Students leaving the building  
should sign out and back in at the office on the log sheets on the  
counter.

### **SACK LUNCH INFORMATION:**

We have been informed by our lunch auditors that POP is not  
allowed in the school cafeteria. Please do not send POP to school  
with your child's sack lunches. We will not allow students to drink  
pop with their lunch.

**\*\*\* REMINDER\*\***

**Family accounts are the same as the last few years.  
If you have students in both schools, you may pay one amount to  
cover all students.**



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**TITLE 1 PARENT COMPACT**

Beloit Elementary School receives Title I funds provided by the Federal Government. These funds provide support to the school to hire additional instructors, pay extra costs for curriculum needs, help fund summer school, and provide teacher in-service education. As a condition of receiving Title I funding, a school district must send an annual notification to parents, informing them of their right to request information about the qualifications of their child’s teacher and/or paraprofessional who provide instruction. If you would like specific information about the qualifications of staff members at Beloit Elementary School, please contact the superintendent of schools, Jeff Travis, at 785-738-3261 or e-mail him at [jtravis@usd273.org](mailto:jtravis@usd273.org).

Currently, all instructors at Beloit Elementary School meet the Federal and State Guidelines of Highly Qualified.

Parent/Guardian Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_

Teacher: \_\_\_\_\_

Date: \_\_\_\_\_

# UNIFIED SCHOOL DISTRICT 273

## HEALTH HISTORY FORM

2015/16 Year

This form should be filled out by the child's parent or legal guardian. Return the completed to your child's school nurse.

Name of Child: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Sex:  Male  Female Grade: \_\_\_\_\_

### MEDICAL HISTORY

Health concerns: Does your child have any health concerns the nurse needs to be aware of?  Yes  No  
If YES, please describe: \_\_\_\_\_

Can your child participate in all school activities?  Yes  No

Allergies: Does your child have allergies?  Yes  No  
If YES, what is your child allergic to? \_\_\_\_\_

Does your child carry an EpiPEN?  Yes  No

Medication: Does your child currently take medications?  Yes  No  
If YES, what medicine and dosages (may write on back of form)? \_\_\_\_\_

Past medical history: Does or has your child received medical care of any of the following:  Yes  No  
 Asthma  Diabetes  Kidney Disease  Orthopedic  Seizure  
 Heart Disease  ADHD/ ADD  Concussion/Head Injury  Other \_\_\_\_\_

Past Surgeries/Hospitalizations/Accidents: \_\_\_\_\_  
(may write on back of form)

### MEDICAL PROVIDER INFORMATION

Primary care provide: Name & Phone # \_\_\_\_\_ Last Visit Date \_\_\_\_\_ Concerns \_\_\_\_\_

Dentist: Name & Phone # \_\_\_\_\_ Last Visit Date \_\_\_\_\_ Concerns \_\_\_\_\_

Optometrist: Name & Phone # \_\_\_\_\_ Last Visit Date \_\_\_\_\_ Concerns \_\_\_\_\_

Specialist/Other: Name & Phone # \_\_\_\_\_ Last Visit Date \_\_\_\_\_ Concerns \_\_\_\_\_

Families are expected to provide coverage to meet the needs of their student. Families may choose to purchase a supplemental **STUDENT ACCIDENT INSURANCE** through the school. You may obtain applications from School Office. Applications for the **KANCARE are available from your school nurse, health department, and doctor's office or online at <http://www.kancare.ks.gov/index.htm>**

### PARENT/GUARDIAN CONSENT

The school nurse has permission to give my child the following **over-the-counter medications**:  
We will request parents/guardian to bring medication to be stored in nurse office if we give over 3 dosages during school year.

**Please mark or check medications' that approved to dispense by nurse or delegated staff**

- |  |  |
|--|--|
| <input type="checkbox"/> Acetaminophen (same ingredient as TYLENOL)  | <input type="checkbox"/> Cough Drops                       |
| <input type="checkbox"/> Ibuprofen (same ingredient as ADVIL)        | <input type="checkbox"/> Aloe Vera or Burn Spray for burns |
| <input type="checkbox"/> Triple Antibiotic Ointment                  | <input type="checkbox"/> Hydrocortisone Cream              |
| <input type="checkbox"/> Calamine Lotion or Anti-itch spray for rash | <input type="checkbox"/> TUMS                              |

### VACCINATIONS

**Has your child received any recent vaccinations?**  Yes  No

If YES, please list and provide a copy of report: \_\_\_\_\_

**Statement of Consent:** This information will be held in confidence and disclosed to school personnel to the extent necessary to protect the health of the student. In order to better serve the health needs of my child, I hereby give permission for the transfer of health information to school and other appropriate health professionals, including immunizations status to state and local authorities as requested. I authorize school personnel to obtain emergency medical care for my child in the event I cannot be reached. If transportation by ambulance is required, this may be obtained.

Parent/Guardian Signature: \_\_\_\_\_ Print Name Here: \_\_\_\_\_ Date: \_\_\_\_\_

**Annual Notice of Authorized Student Data Disclosures**

In accordance with the Student Data Privacy Act and board policy IDAE, student data submitted to or maintained in a statewide longitudinal data system may only be disclosed as follows. Such data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and
- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school performing instruction, assessment, or longitudinal reporting, provided a data-sharing agreement between the educational agency and other state agency or service provider provides the following:

- Purpose, scope and duration of the data-sharing agreement;
- Recipient of student data use such information solely for the purposes specified in agreement;
- Recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- Student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever occurs first.

\*A service provider engaged to perform a function of instruction may be allowed to retain student transcripts as required by applicable laws and rules and regulations.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data.

The district may disclose:

- Student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to an enhancement vendor providing photography services, class ring services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

**As the parent or legal guardian of \_\_\_\_\_ I acknowledge that I have been provided with notice of authorized student data disclosures under the Student Data Privacy Act.**

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Parent Signature

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Date

**INFORMATION ON PARENTAL RELEASE FORM  
PUBLICATIONS AND WEB PAGE**

Dear Parent or Guardian:

During the course of a school year, a student's name, photograph, personal artwork, personal writing, awards received and/or information about the student's participation in school-related activities may be submitted for publication in print, examples, such as area newspapers, the "Trojan Times", Beloit Call, District Newsletter or on our website <http://www.usd273.org>.

The school district is not responsible for actions of the news media in gathering information or in seeking to interview students where the media has not requested information through the school.

Please review the attached parental release form and mark your choice with respect to publishing permission. We must have a release form on file for all students attending school in the USD 273 district.

\_\_\_\_\_ YES, I GIVE PERMISSION for USD 273 to publish my child's/children's name(s), photograph(s), and/or personal work in any of the following venues: 1) any print media, 2) on the district website.

\_\_\_\_\_ NO, I DO NOT GIVE MY PERMISSION for USD 273 to publish my child's/children's name(s), photograph(s), and/or personal work in any print media or on the district's website.

DATE \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_

Grade \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_

Grade \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_

Grade \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_

Grade \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_

Grade \_\_\_\_\_

ATTENDANCE CENTER - Beloit Elementary School

PARENT OR LEGAL  
GUARDIAN'S SIGNATURE \_\_\_\_\_



## **Beloit Elementary School Technology Acceptable Use Policy (AUP)**

Internet access is available to students and staff on the Beloit Elementary network. This technology will be used to support the district's curriculum. The smooth operation of these technology resources relies upon the proper conduct of the users- who must follow the Acceptable Use Policy (AUP). This contract encourages responsible behavior by students and staff. Use of school technology is a privilege, not a right. Inappropriate use will result in termination of those privileges and future access could be denied.

The underlying purpose of the Internet is to support research and education. As much as possible, information resources for students will be reviewed and evaluated by staff prior to use. The school district has installed Internet filtering which is compliant with the Children's Internet Protection Act (CIPA). This filter will block access to most offensive or non-educational sites. Parents should bear in mind that new sites are created daily, and no filtering system can be one hundred percent effective. Therefore, students will be held accountable for their individual use of the Internet. All students will be granted access to the Internet unless the school receives written notice from the parents or guardians stating otherwise.

All students will be informed by the staff of their rights and responsibilities as users for the district's computers, network and the Internet before gaining access. K-5 students will not be assigned their own E-mail account; 6<sup>th</sup> will have limited access; both may work with E-mail for classroom projects under direct teacher supervision.

### **Student Responsibilities:**

1. I will have a teacher's permission before using technology tools.
2. I will use the equipment with care and report problems immediately.
3. I will only use software or web sites assigned or as directed by the teacher.
4. I understand that I am not allowed to change any settings (screensavers, icons, controls, etc.) or install any software on any technology device.
5. I will keep all food and drinks away from technology.
6. I will help keep our technology resources clean and orderly by returning materials to their proper place.
7. Netiquette: I will demonstrate appropriate behavior and courtesies. Be polite. No threats or hurtful communication. Repeatedly acting in a manner that distresses or annoys another person is harassment/bullying and is not allowed.
8. I will use only "school-appropriate" language, pictures and other data on the computers and network. Your use of the Internet is like a mirror that reflects what kind of person you are.
9. Social networking sites and blogs will only be used for educational purposes and under the supervision of my teacher.
10. Digital Citizenship: I will respect the rights of copyright owners. I can't copy or reproduce a work that belongs to someone else. If you are unsure

whether you can use a work or not, you should get permission from the owner.

11. I will not use another's password or access another individual's account.
12. I will not give out personal contact information (name, address, phone numbers etc.) or meet anyone I first met online.
13. I will not do anything to destroy data or disrupt ours or any other network.

**Teacher Responsibilities:**

Teachers are obligated to supervise students as they use the Internet & technology tools. A supervising teacher will see that students receive instruction on the acceptable use of technology resources, including the Internet. The teacher will seek parents' permission before publishing any individual student's photo or work on the school's web site.

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To be **signed and returned** to the **Beloit Elementary School** office.

**Beloit Elementary School Technology Acceptable Use Policy (AUP)**

**Student:**

I understand and will follow the Technology Acceptable Use Agreement and rules as they have been explained to me. I further understand that any violation of the rules will result in access privileges being taken away and school disciplinary action taken.

Name of student \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Parent or Guardian:**

As a parent or guardian of this student, I have read the Technology Acceptable Use Agreement. I understand that access is designed for educational purposes. Beloit Elementary School will take precautions to eliminate controversial material. However, I also recognize it is impossible to restrict access to all possible offensive materials, and I will not hold Beloit Elementary School or USD 273 responsible for materials acquired on the network.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_