

**DMPS Board of Directors Policy Review Committee
Policy Series 500 Proposed Changes**

**Series 500
Policy XXX**

Title: Guiding Principles

The Board of Directors of the Des Moines Independent Community School District is committed to student achievement, and providing a safe learning environment for all students so that they can become prepared for the next stage of their lives. Realizing that schools are diverse communities of students, the Board has established policies relating to the operation of schools to assure that an orderly school organization results, and that the District maintains attendance centers that operate in an effective, efficient and equitable manner for the benefit of our diverse community of students.

**Series 500
Policy XXX**

Title: Entrance Requirements

Children within the school District's boundaries will be allowed to enroll in the District's regular education program beginning at age five. The child must be age five on or prior to September 15 of the current year to participate in the District's kindergarten program. The child must be age six on or prior to September 15 to begin the first grade of the education program. The District requires evidence of age and residency in the form of a birth certificate or other evidence before the student may enroll in the District's education program. It is within the discretion of the Superintendent or designee to determine what is satisfactory evidence for proof of age.

Prior to the first day of school, the health and immunization certificates must be provided to administration. Failure to provide this information within the time period set by the Superintendent/designee is reason, according to Iowa law to deny admission to the student.

The Board of Directors shall approve the necessary boundaries and attendance areas for the schools of the District, and assign student to the District's schools to (a) provide the most effective programs; (b) achieve and maintain the desired minority student enrollment levels; (c) utilize school facilities and resources effectively and efficiently; and (d) avoid overcrowding in school facilities.

The Superintendent shall develop and implement procedures for advanced placements.

Legal Reference: Code of Iowa, Sections 139.9, 282.3 (2013)
Adopted: 2014

**Series 500
Policy XXX**

Title: Student Attendance

The parent, guardian or legal or actual custodian of a child who has reached the age of six or is under sixteen years of age by September 15 of the current school year shall cause the child to attend some public school, an accredited nonpublic school, or competent private instruction in accordance with the provisions of Iowa law.

A child who has reached the age of five by September 15 and who is enrolled in a school district is of compulsory attendance age unless the child's parent or guardian provides written notice to the school district of the intent to remove the child from enrollment in the district. A child enrolled in the Statewide Voluntary Preschool Program, which serves 4-year-old children, will be considered of compulsory attendance age and subject to compulsory education laws.

Students who are eligible to attend an Iowa public school but who are not legal residents of this District may be admitted to school, at the discretion of the Superintendent/designee, upon application and payment of tuition. The tuition rate shall be the current per pupil cost of the District as computed by the Board Secretary and as authorized by the Iowa Department of Education.

The Board is committed to student achievement, and requires punctuality and regular attendance. Students are required to conform to District and school rules and procedures regarding attendance. These rules and procedures are consistent among grade levels and buildings throughout the District and should be administered in such a manner as to serve the best interests of the students, and to comply with the Code of Iowa.

Legal Reference: Code of Iowa, Chapter 299 (2013)
Adopted: 2014

Series 500

Policy XXX

Title: Student Transportation

In accordance with Iowa law, all students enrolled in an elementary or middle school (K-8) must live more than two miles from the designated attendance center to be entitled to transportation.

Students enrolled in a senior high school (9-12) must live more than three miles from the school designated for attendance to be entitled to transportation.

The Board directs the Superintendent to annually review the mileage requirements and routes to ensure the safety of students.

Legal Reference: Code of Iowa, Chapter 285 (2013)
Code of Iowa section 282.18 (2013)
Adopted: 2014

Series 500

Policy XXX

Title: Student Health, Safety and Welfare

The Board directs the District to make every effort to protect, improve, and maintain the physical, emotional, and social well-being of students. This will include minimizing environmental risks in the school setting, and maintaining standards of emergency care to minimize the effects of accidents and illnesses on school premises. Opportunities

should be provided in the curricular and co-curricular program to promote sound health practices, taking into consideration the availability of District resources.

The Board recognizes and supports the need for proper health and safety practices. Appropriate personnel shall adhere to medication practices that meet safety standards and comply with current legal mandates. District procedures and practices shall include maintenance of written medication administration records and medication supplies in the original labeled containers.

The Board also recognizes the District's responsibilities to maintain appropriate procedures to maintain the welfare of students. The Superintendent shall implement appropriate procedures to address items such as mandatory reporting and non-school personnel interviewing students while at school.

Legal Reference: Code of Iowa, Chapter 280 (2013)
Code of Iowa, Chapter 232 (2013)

Adopted: 2014

Series 500

Policy XXX

Title: Student Behavior Expectations and Discipline

The Board, administration and employees expect students to conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others. Students, teachers, employees, and visitors are expected to treat each other with respect and courtesy so that all may be safe within the school environment. Inappropriate student conduct may cause material and substantial disruption to the school environment, interfere with the rights of others, or present a threat to the health and safety of students, employees, and visitors on school premises.

The Superintendent shall implement appropriate procedures for students who violate these expectations through handbooks, procedures and regulations.

Legal Reference: Iowa Code, Chapter 280 (2013)

Adopted: 2014

Series 500

Policy XXX

Title: Student Complaints

The Board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, creed, religion, national origin, sex, gender identity, age, disability, marital status, sexual orientation, physical attributes, physical or mental ability or disability, ancestry, political party preference, military affiliation, socioeconomic status or familial status. This concept of equal educational opportunity serves as a guide for the Board and employees in making decisions relating to District facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

The Board requires that the District provide for a student complaint process, which allows students to complete a written and signed statement alleging a violation of Board policy, procedures and regulations, federal and state laws or regulations, or allegations of unlawful discrimination by students or the District's employees.

Legal Reference: Code of Iowa, Chapter 216
Title VI and VII of the 1964 Civil Rights Act,
Title IX of the 1972 Education Amendments,
Section 504 of the Rehabilitation Act of 1973
American Disabilities Act of 1990

Adopted: 2014

Series 500 Policy XXX

Title: Bullying, Harassment and Hazing Prohibited

The Board directs the Superintendent to implement appropriate procedures and regulations to maintain an academic environment that is free from harassment, including sexual harassment, and bullying. It is a violation of this policy for any student to harass or bully any student, staff member, volunteer, parent or business associate of the District on the basis of race, color, creed, religion, national origin, sex, gender, gender identity, age, marital status, sexual orientation, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, military affiliation, socioeconomic status, or familial status, or any other trait or characteristic, on or in school property or vehicles, and at any school function or school sponsored activity, regardless of the activity's location. Harassment and bullying is prohibited by the State of Iowa and this school policy. Violations of this policy or procedure will be cause for disciplinary action up to and including expulsion. The level of discipline for each incident will be determined after considering the severity of the incident and any prior incidents. The Board is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect.

This policy is in effect while students or employees are on property within the jurisdiction of the District, including District owned or chartered vehicles, and while away from school grounds if bullying, harassment, hazing, or any other victimization of students directly affects the good order, efficient management, and welfare of the District.

If, after an investigation, a student is found to be in violation of this policy, the student may be disciplined by appropriate measures, which may include suspension or expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If, after an investigation, a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures which may include exclusion from school grounds.

Legal Reference: Code of Iowa, Section 280.28
Code of Iowa, Sections 216.9; 280.3 (2013)
281 Iowa Administrative Code 12.3(6)

Adopted: 2014

Series 500

Policy XXX

Title: Weapons

Firearms, other weapons, other dangerous objects, and look-a-likes are prohibited on District property and at school-sponsored activities. The Board of Education believes firearms and other weapons on District property or at school sponsored activities cause material and substantial disruption to the school environment, and present a threat to the health and safety of students, employees and visitors.

Any object which could be used to injure or threaten another person and which has no school-related purpose may be considered a weapon. This includes specifically, but is not limited to, firearms of all types, knives of all types, fireworks, metal pipes, metal knuckles, and explosives. The term "firearm" includes, but is not limited to, any weapon which is designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas. An object that serves as a facsimile of a weapon may be considered a weapon in the enforcement of this policy. An object that has a school-related purpose but is used to threaten or inflict injury may also be considered a weapon.

Weapons shall be confiscated from persons who bring them onto District property or to school sponsored activities.

The parents/guardians of a student shall be notified if a student is found in possession of a weapon, or is responsible for bringing a weapon, onto District property or to school sponsored activities. Possession or confiscation of weapons or dangerous objects will be reported to law enforcement officials. The student will be subject to disciplinary action which could include expulsion.

Weapons under the control of law enforcement officials shall be exempt from this policy. The principal may allow authorized persons to display weapons, or unloaded firearms, or other dangerous objects for educational purposes.

Legal Reference: Iowa Code, Chapter 724 (2013)
Adopted: 2014

Series 500

Policy XXX

Title: Student Activities

The Board encourages all types of student-produced official school publications, school organizations and other school-sponsored activities that enhance the educational experience for students.

The Superintendent or designee will review and approve student activities as provided for at each attendance center.

Adopted: 2014

Series 500
Policy XXX

Title: Student Records

In compliance with state and federal law, attendance and other official student records will be kept at the school level for each student. Educational records shall remain confidential as required by federal and state law.

The Superintendent or designee shall serve as the records custodian for the District and ensure that all official student records are maintained in secure environments.

Written consent for disclosure of educational records, including both permanent and cumulative information, shall be signed and dated by the parent or student eighteen years of age or older. Permission for release may not be general in nature but shall include a specification of the records to be disclosed, the reasons for such disclosure and names of the party or class of parties to whom such records may be disclosed.

Legal Reference: Code of Iowa, Chapter 22
Adopted: 2014

Series 500
Policy 514

Title: Rights of Custodial and Non-Custodial Parents

The Board recognizes the value of providing information to custodial and non-custodial parents regarding the progress of their child in academic and non-academic areas.

For purposes of this policy, the term “parent” means a parent of student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian. “Parent” includes custodial and non-custodial parents. The District will presume that the person who enrolls the student in school is the student’s parent, or person acting as a parent for purposes of the student’s education. The term “custodial parent” is defined as the person or persons with primary responsibility for the day-to-day care and control of a student. The term “non-custodial parent” is a person who is a natural parent, an adoptive parent, or guardian who does not presently have primary responsibility for the day-to-day care and control of the student.

It is not the school District’s responsibility to resolve disagreements between custodial and non-custodial parents. The District will obey all court orders relating to custody issues and parental rights. Therefore, the rights afforded parents under this policy may be limited in any individual situation. It shall be the responsibility of a parent requesting any action by the school District relative to the rights of custodial and non-custodial parents to provide the school District with a copy of a court order, decree or other documentation supporting the action requested.

Adopted: 2014