

# 2020-21 Parent Guide to Olathe Public Schools



## A Message from the Superintendent

### Dear Olathe Public Schools families,

Welcome to the 2020-2021 school year. The beginning of the year is an exciting time not only for students and families, but for our district staff as well. Each fall is an opportunity for students to learn and grow.

This year is unusual as our country and our world deal with a global pandemic. I want to assure you that our staff commits themselves to providing students a safe, positive learning environment which enables education to thrive. Our commitment also extends to the families of our students and to our community where we eagerly work to spread word of the successes of our students and staff members. We will always do what it takes to prepare students for *their* future.

This Parent Guide document is designed to be a helpful resource for your family and to serve as an informational tool. Please visit our district website ([www.olatheschools.org](http://www.olatheschools.org)) for more information. Each school has its own website which can be accessed from the district website.

Together, we can enrich student education and prepare them for future success. We look forward to working collaboratively to provide a quality education.

Superintendent John Allison



Students Prepared  
for *Their* Future



John Allison

Providing quality educational opportunities for students in Olathe, Overland Park and Lenexa.

For more information about the Olathe Public Schools, go to [www.olatheschools.org](http://www.olatheschools.org).

## DISTRICT CALENDAR



Look for the latest district calendar by visiting the district website: [www.olatheschools.org](http://www.olatheschools.org)

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**Olathe Public Schools**  
14160 S. Black Bob Road, P.O. Box 2000  
Olathe, KS 66063-2000  
(913) 780-7000  
[www.olatheschools.org](http://www.olatheschools.org)

**Check out  
board meeting  
videos on  
our website!**

## **Meet the Board of Education!**



Joe Beveridge  
(913) 461-9906



Brad Boyd  
(913) 353-6263



LeEtta Felter  
(913) 397-9936



Brian Geary  
(913) 526-4536



Brent McCune  
(913) 238-8000



Kristin Schultz  
(913) 397-8023



Shannon Wickliffe  
(913) 269-4102



John Allison  
Superintendent of Schools  
(913) 780-8022



# Feeder Schools List\*

<b>Olathe North High School (ON)</b> (913) 780-7140 • 600 E. Prairie • Olathe, KS 66061 Established 1958 Principal: Jason Herman Assistant Principals: Johnathan Lynk, Jennifer Noteboom, Joshua Price (AD), Heather Smith		
<b>Indian Trail (IT)</b> <b>Middle School</b> (913) 780-7230 1440 E. 151st Street Olathe, KS 66062 Established 1981 Principal: Elizabeth Holland Assistant Principals: Doug Hay Catherine Phillips	<b>Santa Fe Trail (SFT)</b> <b>Middle School</b> (913) 780-7290 1100 N. Ridgeview Road Olathe, KS 66061 Established 1968 Principal: J.J. Libal Assistant Principals: Erin Richerson Drew Thomas	<b>Oregon Trail (OT)</b> <b>Middle School</b> (913) 780-7250 1800 W. Dennis Avenue Olathe, KS 66061 Established 1976 Principal: Justin Howe Assistant Principals: Denise Herman Anna-Lynn Morris
<b>Havencroft (HC)</b> (913) 780-7470 1700 E. Sheridan Olathe, KS 66062 Established 1972 Principal: Beth Bodenhamer	<b>Mahaffie (MA)</b> (913) 780-7530 1300 N. Nelson Rd. Olathe, KS 66061 Established 1991 Principal: Peggy Head	<b>Central (CE)</b> (913) 780-7370 305 E. Cedar St. Olathe, KS 66061 Established 1882 Principal: Brandi Leggett
<b>Ridgeview (RV)</b> (913) 780-7630 1201 E. Elm Olathe, KS 66061 Established 1956 Principal: Kim Thorup	<b>Northview (NV)</b> (913) 780-7570 900 N. Woodland Road Olathe, KS 66061 Established 1967 Principal: Nancy Julio	
<b>Tomahawk (TH)</b> (913) 780-7690 13820 S. Brougham Dr. Olathe, KS 66062 Established 1980 Principal: Julia Baucum	<b>Washington (WA)</b> (913) 780-7730 1202 N. Ridgeview Olathe, KS 66061 Established 1889 Principal: Aaron Miller	<b>Woodland (WL)</b> (913) 780-7770 11601 S. Woodland Rd. Olathe, KS 66061 Established 2008 Principal: Stacy Shipley

<b>Olathe Northwest High School (ONW)</b> (913) 780-7150 • 21300 College Boulevard • Olathe, KS 66061 Established 2003 Principal: Chris Zuck Assistant Principals: Leah Cogswell Joe Gunderson (AD), Kathi Hilliard, Steve Page		
<b>Prairie Trail (PRT)</b> <b>Middle School</b> (913) 780-7280 21600 W. 107th Street Olathe, KS 66061 Established 2004 Principal: Jenna Jones Assistant Principals: Brian Barackman Jennifer Stoskopf	<b>Summit Trail (ST)</b> <b>Middle School</b> (913) 780-7200 22201 W. 118th St. Olathe, KS 66061 Established 2018 Principal: Heath Sig Assistant Principals: Heather Rice Keri Snyder	<b>Santa Fe Trail (SFT)</b> <b>Middle School</b> (913) 780-7290 1100 N. Ridgeview Road Olathe, KS 66061 Established 1968 Principal: J.J. Libal Assistant Principals: Erin Richerson Drew Thomas
<b>Canyon Creek (CY)</b> (913) 780-7400 24001 W. 97th Terrace Lenexa, KS 66227 Established 2019 Principal: Christy James	<b>Fairview (FV)</b> (913) 780-7430 600 N. Marion Olathe, KS 66061 Established 1964 Principal: Andrew Dimitt	<b>Woodland (WL)</b> (913) 780-7770 11601 S. Woodland Rd. Olathe, KS 66061 Established 2008 Principal: Stacy Shipley
<b>Manchester Park (MP)</b> (913) 780-7540 9810 Prairie Creek Rd. Lenexa, KS 66220 Established 2004 Principal: Nancy Bohon	<b>Millbrooke (MB)</b> (913) 780-7560 11751 S. Sunnybrook Blvd. Olathe, KS 66061 Established 2014 Principal: Sean Bohon	
<b>Meadow Lane (ML)</b> (913) 780-7550 21880 College Blvd. Olathe, KS 66061 Established 1951 Principal: Brian Lowe	<b>Ravenwood (RW)</b> (913) 780-7640 12211 S. Clinton Olathe, KS 66061 Established 2005 Principal: Jami Veatch	
<b>Woodland (WL)</b> (913) 780-7770 11601 S. Woodland Rd. Olathe, KS 66061 Established 2008 Principal: Stacy Shipley		

<b>Olathe West High School (OW)</b> (913) 780-7180 • 2200 W. Santa Fe • Olathe, KS 66061 Established 2017 Principal: Jay Novacek Assistant Principals: Megan Black, Pat Butler (AD), Greg Smith, Josh Umphrey		
<b>Mission Trail (MT)</b> <b>Middle School</b> (913) 780-7260 1001 N. Persimmon Drive Olathe, KS 66061 Established 2010 Principal: Rachelle Waters Assistant Principals: Mark Munson Lee Myers	<b>Oregon Trail (OT)</b> <b>Middle School</b> (913) 780-7250 1800 W. Dennis Avenue Olathe, KS 66061 Established 1976 Principal: Justin Howe Assistant Principals: Denise Herman Anna-Lynn Morris	<b>Prairie Trail (PRT)</b> <b>Middle School</b> (913) 780-7280 21600 W. 107th Street Olathe, KS 66061 Established 2004 Principal: Jenna Jones Assistant Principals: Brian Barackman Jennifer Stoskopf
<b>Cedar Creek (CC)</b> (913) 780-7360 11150 S. Clare Rd. Olathe, KS 66061 Established 1997 Principal: Liz Harrison	<b>Clearwater Creek (CW)</b> (913) 780-7380 930 S. Clearwater Creek Rd. Olathe, KS 66061 Established 2004 Principal: Nate Kremer	<b>Canyon Creek (CY)</b> (913) 780-7400 24001 W. 97th Terrace Lenexa, KS 66227 Established 2019 Principal: Christy James
<b>Forest View (FRV)</b> (913) 780-7440 12567 S. Canyon Dr. Olathe, KS 66061 Established 2009 Principal: Dana Hinds	<b>Rolling Ridge (RR)</b> (913) 780-7440 1500 W. Elm Terr. Olathe, KS 66061 Established 1972 Principal: John Ernst	
<b>Prairie Center (PC)</b> (913) 780-7560 629 N. Persimmon Dr. Olathe, KS 66061 Established 1980 Principal: Chris Lucas	<b>Westview (WV)</b> (913) 780-7550 500 S. Troost Olathe, KS 66061 Established 1954 Principal: Cindy Kapeller	

<b>Olathe South High School (OS)</b> (913) 780-7160 • 1640 E. 151st Street • Olathe, KS 66062 Established 1981 Principal: Dale Longenecker Assistant Principals: Elaine Carpenter, Rachel Jetton, Matt Johnson (AD), Gabe Mervosh		
<b>Chisholm Trail (CST)</b> <b>Middle School</b> (913) 780-7240 16700 W. 159th Street Olathe, KS 66062 Established 2000 Principal: Rick Sola Assistant Principals: Krista Dueringer, Rebecca Reyes	<b>Frontier Trail (FT)</b> <b>Middle School</b> (913) 780-7210 15300 W. 143rd Street Olathe, KS 66062 Established 1989 Principal: Rod Smith Assistant Principals: Jennifer Steele, Aaron Todd	<b>Indian Trail (IT)</b> <b>Middle School</b> (913) 780-7230 1440 E. 151st Street Olathe, KS 66062 Established 1981 Principal: Elizabeth Holland Assistant Principals: Doug Hay, Catherine Phillips
<b>Arbor Creek (AC)</b> (913) 780-7300 16150 S. Brougham Dr. Olathe, KS 66062 Established 2002 Principal: Joyce Flowers	<b>Black Bob (BB)</b> (913) 780-7310 14701 S. Brougham Dr. Olathe, KS 66062 Established 1978 Principal: Trisha Putthoff	<b>Havencroft (HC)</b> (913) 780-7470 1700 E. Sheridan Olathe, KS 66062 Established 1972 Principal: Beth Bodenhamer
<b>Madison Place (MD)</b> (913) 780-7520 16651 S. Warwick St. Olathe, KS 66062 Established 2007 Principal: Gary Stevenson	<b>Briarwood (BW)</b> (913) 780-7330 14101 S. Brougham Dr. Olathe, KS 66062 Established 1988 Principal: Chris Korb	<b>Heritage (HT)</b> (913) 780-7490 1700 E. Pawnee Dr. Olathe, KS 66062 Established 1988 Principal: Tara Payton
<b>Sunnyside (SS)</b> (913) 780-7680 16025 S. Lindenwood Dr. Olathe, KS 66062 Established 2000 Principal: Amy Hercules	<b>Brougham (BR)</b> (913) 780-7350 15500 S. Brougham Dr. Olathe, KS 66062 Established 1985 Principal: Stephanie Conklin	<b>Scarborough (SC)</b> (913) 780-7670 2000 S. Lindenwood Dr. Olathe, KS 66062 Established 1977 Principal: Felicia Yoakam
	<b>Green Springs (GS)</b> (913) 780-7450 14675 S. Alden Olathe, KS 66062 Established 1991 Principal: Todd Wheat	
	<b>Tomahawk (TH)</b> (913) 780-7690 13820 S. Brougham Dr. Olathe, KS 66062 Established 1980 Principal: Julia Baucum	

<b>Olathe East High School (OE)</b> (913) 780-7120 • 14545 W. 127th Street • Olathe, KS 66062 Established 1992 Principal: Kerry Lane Assistant Principals: Leslie Simons, Kaleb Stoppel (AD) Kraig Taylor, Mike Wolgast		
<b>California Trail (CT)</b> <b>Middle School</b> (913) 780-7220 13775 W. 133rd Street Olathe, KS 66062 Established 1996 Principal: Mike Wiley Assistant Principals: Karey Ficken, Shane Kaberline	<b>Frontier Trail (FT)</b> <b>Middle School</b> (913) 780-7210 15300 W. 143rd Street Olathe, KS 66062 Established 1989 Principal: Rod Smith Assistant Principals: Jennifer Steele, Aaron Todd	<b>Pioneer Trail (PT)</b> <b>Middle School</b> (913) 780-7270 15100 W. 127th Street Olathe, KS 66062 Established 1986 Principal: Julie Veatch Assistant Principals: Scott Appell, Scott McFarland
<b>Bentwood (BE)</b> (913) 780-7320 13000 Bond Overland Park, KS 66213 Established 1996 Principal: Sharon Ingebrand	<b>Briarwood (BW)</b> (913) 780-7330 14101 S. Brougham Dr. Olathe, KS 66062 Established 1988 Principal: Chris Korb	<b>Countryside (CS)</b> (913) 780-7390 15800 W. 124th Terr. Olathe, KS 66062 Established 1988 Principal: Courtney Hickman
<b>Heatherstone (HN)</b> (913) 780-7480 13745 W. 123rd St. Olathe, KS 66062 Established 1995 Principal: Toni Cole	<b>Tomahawk (TH)</b> (913) 780-7490 13820 S. Brougham Dr. Olathe, KS 66062 Established 1980 Principal: Julia Baucum	<b>Heatherstone (HN)</b> (913) 780-7490 13745 W. 123rd St. Olathe, KS 66062 Established 1995 Principal: Toni Cole
<b>Pleasant Ridge (PR)</b> (913) 780-7590 12235 Rosehill Rd. Overland Park, KS 66213 Established 1991 Principal: Krystal Atkinson		<b>Indian Creek (IC)</b> (913) 780-7510 15800 W. Indian Creek Pkwy. Olathe, KS 66062 Established 1985 Principal: Julie Slyter
<b>Regency Place (RP)</b> (913) 780-7620 13250 S. Greenwood Olathe, KS 66062 Established 1999 Principal: Greg Oborny		<b>Walnut Grove (WG)</b> (913) 780-7710 11800 Pflumm Rd. Olathe, KS 66062 Established 1985 Principal: Natalie DeWeese

\*Administrator names are subject to change due to printing deadlines.  
(Revised 07/07/20)

# Olathe Public Schools Strategic Plan 2019-2024

The Olathe Public Schools Strategic Plan 2019-2024 outlines the district's goals and core values to set the roadmap to help students achieve great success. The Strategic Plan was approved in October 2019, but began with the development of the Portrait of a Graduate during the 2018-19 school year. District staff and the Board of Education, with much community input, created a Portrait of a Graduate to outline what we want our students to know and be able to do when they graduate from our schools. The new Strategic Plan provides the path and steps the organization needs to follow to help our students achieve the competencies outlined in the POG: critical thinking and problem solving; resilience and social and emotional well-being; creativity and innovation; communication; initiative and self-direction; and social and cross-cultural skills.

"We are fortunate to work in a great school district filled with people who are committed to doing what is best for students," Superintendent John Allison said. "Now our focus is on the relentless pursuit of excellence. So what does the new Strategic Plan mean for our district? It means direction and focus and the ever important knowing our end goal. It means integrating our six core values of integrity, vision, accountability, resilience, innovation, and inclusivity into every decision we make, every interaction we have and every part of our work. As we work to prepare students for our continuously changing world, education will have to look different in order for us to achieve our Strategic Plan and Portrait of a Graduate goals. We will continue to have to adapt how we teach to prepare our students to be successful in 2032 and beyond."

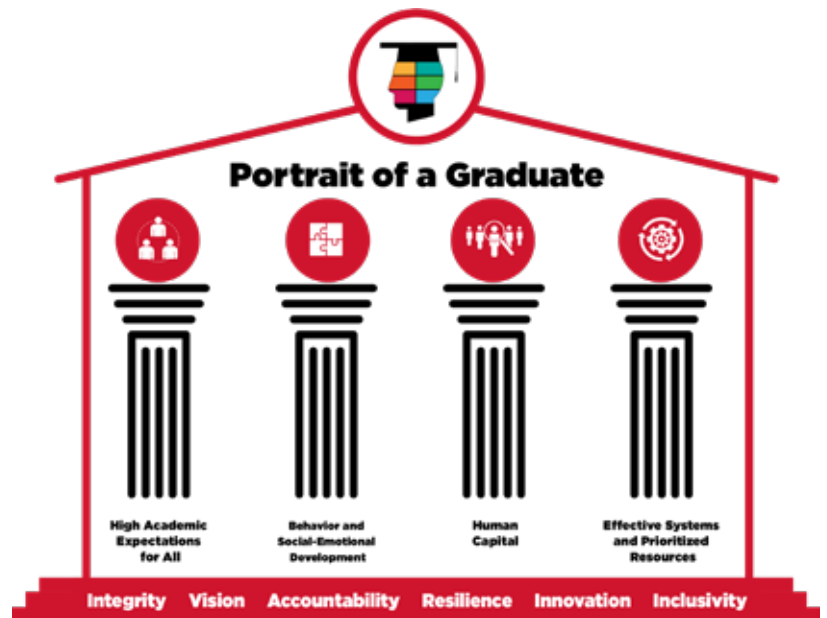
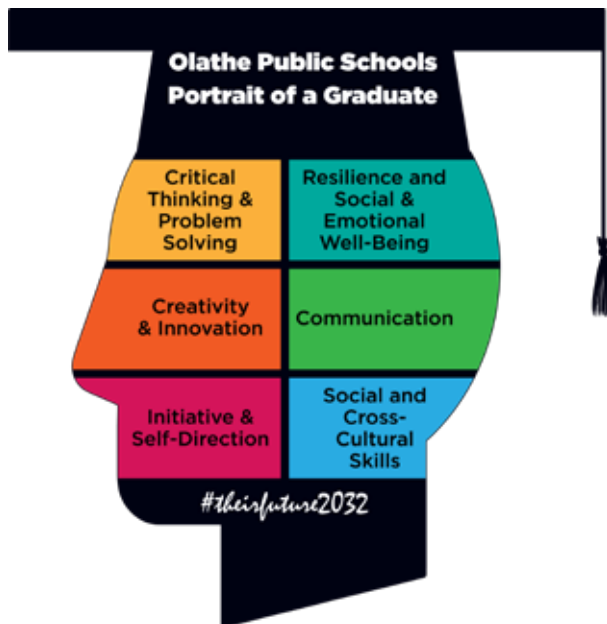
Our four strategic plan goals are:

- **High Academic Expectations for All:** Every student will be challenged and supported through tiers of instruction by all staff to achieve a high standard of academic performance and growth.
- **Behavior and Social-Emotional Development for All:** Every student will benefit from an educational experience that fosters their behavioral, social and emotional development.
- **Human Capital:** The district will attract, develop, engage and retain high quality talent.
- **Effective Systems and Prioritized Resources:** All systems and resources will be aligned based on organizational data to achieve strategic initiatives.

**Core Values: Integrity, Vision, Accountability, Resilience, Innovation, and Inclusivity**

**Vision:** Students Prepared for *Their* Future

Read more about the Strategic Plan at [www.olatheschools.org/strategicplan](http://www.olatheschools.org/strategicplan).



# Activities and Athletics

A variety of opportunities are available for students with specific information on each school's website.

## Boundaries

### Legal Residence

The residence of all students is defined as the legal residence of the parent, legal guardian, or person acting in the capacity of a parent where the student resides the majority of the time. In situations involving shared custody the legal residence will be the residence of the primary custodial parent.

Call (913) 780-7000 with questions regarding residency.

### Maps and Online Information

Boundary maps are published annually and available at the district Education Center, 14160 S. Black Bob Road, (913) 780-7000, and on the district website ([www.olatheschools.org](http://www.olatheschools.org)). Anyone having a question about the assignment of a particular area should call General Administration (913) 780-7000.

The district also provides, through a collaborative effort with Johnson County, an interactive map. Patrons can enter their home address to view their elementary, middle school and high school attendance boundaries. (AIMS School Locator on the district website)

### Moving out of the District

Pupils who move from the district during the school year are considered non-resident and must apply for permission to finish the school year only. Board of Education policy does allow students in grades 11 and 12 to complete their high school years at the high school facility they are currently attending.

### School Attendance Areas

The Board of Education has established attendance boundaries for each elementary, middle school and high school. Boundary adjustments are approved by the Board of Education to provide the best pupil-teacher ratio and to make optimum use of district school facilities.

### Transfers

Students residing within the attendance area of a school shall attend that school. However, a student may be permitted to transfer outside of his or her attendance area only for exceptional circumstances and highly justifiable reasons. Applications for transfer can be obtained from your home school and submitted to the principal of the sending school for consideration and recommendation. No school district transportation will be provided.



### Stay Connected





## Bus Transportation

- Bus service is provided at no cost for students living 2.5 miles or more from their school, 21<sup>st</sup> Century Academies students who attend a program outside of their normal home school boundary and ELL students who attend a school outside of their normal school boundary to receive ELL instructional services.
- Bus service may be available on a pay basis for students who live less than 2.5 miles from school. Bus service is provided on a first-come, first-serve, space-available basis.
- Annual bus registration is required for all students who plan to ride a general education bus.
- It is not necessary to register students who will be attending an ELL program outside of their normal home school boundary. Transportation for these students is arranged by district staff.
- Students are to ride the bus to which they have been assigned. Students will only be allowed off the bus at their assigned bus stop. Door-to-door service will not be provided. Students will be required to walk to designated bus stops which are primarily located near corners centrally located within neighborhoods.
- All students riding the bus must comply with the requests of the driver, and the Student Code of Conduct will apply at all times. School transportation is a privilege that may be withdrawn for inappropriate behavior.
- For more information on transportation services as well as the registration process, please visit the district website at [www.olatheschools.org/transportation](http://www.olatheschools.org/transportation).
- Bus service is provided by DS Bus Lines, phone (913) 361-7400 or email [olathebus@dsbuslines.com](mailto:olathebus@dsbuslines.com).

## Cancellation of Schools

If school is cancelled due to snow or bad weather, information will be available in these ways:

- Local television and radio stations
- District website — [www.olatheschools.org](http://www.olatheschools.org)
- Push notification on district mobile app
- Facebook — go to “Olathe Public Schools”
- Twitter — @olatheschools

### If Bad Weather Occurs During the School Day

If school is in session, regular dismissal time will be observed rather than dismissing school early. We must be mindful of such safety issues as transportation, particularly for those students who normally ride the bus or are driven to and from school; lack of supervision at home because of an unscheduled dismissal; and the uncertainty of sending children away from a protected school environment and out into hazardous weather conditions.



### Did You know?

More than 600 community volunteers assist in classrooms and offices across the district.

Olathe School District Food Services serves about 25,000 meals each day.

# Enrollment

## Residence

Only students residing in the Olathe School District are eligible for enrollment.

## Age Requirements

The requirement for a child's first enrollment in a Kansas school is governed by state law and the school district cannot exercise any deviations from the law. In essence the law provides:

- A child must be 5 years of age on or before August 31 of the current year to enter kindergarten.
- A child must be 6 years of age on or before August 31 of the current year to enter the first grade.

## Entrance Requirements

- All students entering Kansas schools must follow Kansas laws for immunizations and inoculations.
- Physical examinations are required for all pupils admitted to early childhood programs and kindergarten, as well as for grade 6-12 students participating in sports.
- Students enrolled in Olathe Public Schools are required to pay an instructional materials fee and other fees as adopted and approved annually by the Board of Education. Student fees may be reduced or waived for students who qualify based on financial need. The instructional materials fee is assessed to partially offset the cost of consumable materials (worksheets, art supplies, etc.) that are used by students throughout the school year.

## Eligibility Requirements

Whenever a child is enrolled in an Olathe district school for the first time, the parent/guardian is required to provide proof of the child's identity. "Proof of Identity" is defined for different grade levels.

### A child enrolling in kindergarten or first grade:

- An original or certified copy of the birth certificate of the child, or
- As an alternative for the child in the custody of the Secretary of Social and Rehabilitation Services, a certified copy of the court order placing the child in the custody of the secretary.
- In the absence of a certified copy of birth certificate for the child in kindergarten or first grade, any document which reasonably tends to establish the age of the child will be accepted as temporary proof of identity.

### A student enrolling in grades 2-12:

- An original or certified copy of birth certificate of child, or
- A certified transcript of school records, or
- Actual school records from sending school, or
- A hospital birth certificate.

NOTE: If proof of identity is not presented to the school district within 30 days after enrollment, written notice will be given immediately to a law enforcement agency having jurisdiction within the home county of the school. Upon receipt of the written notice, the law enforcement agency shall conduct an investigation to determine the identity of the child.

## Textbooks and Library Books

Textbooks and library books are loaned to students for their use during the school year. Books are to be kept clean and handled carefully. A fee will be charged for lost or abused books.

## Volunteers

Parent volunteers are welcome and vital to the success of our schools. Please see the school office for an overview notecard with procedures and guiding principles.



# Health Services

The district's health policies and procedures have been developed with a focus on safety. We also believe that health and education go hand-in-hand. At each school, Registered Professional Nurses promote health and safety through the following activities:

- Identifying health needs/coordinating care;
- Implementing communicable disease control including maintaining immunization records;
- Caring for ill or injured, which may include calling 911;
- Performing nursing procedures, including medication administration, catheterization, gastrostomy feeding, and tracheostomy care;
- Conducting health screenings – vision (grades PK, K, 2, 4, 6, 8, 9, 11), hearing (grades PK-2, 5, 8, 11), and height/weight screening in cooperation with physical education teachers;
- Serving as a liaison between the home, school and community.

Parental cooperation, working with the school to foster good health, is needed in order to provide these services. Specifically, parents should:

- Keep students home when ill until symptom-free for 24 hours or until the period of communicability has passed. Report communicable illness to your school nurse. For specific exclusion and return criteria, call your school nurse.
- When calling your student in sick, please include symptoms for the school nurse who monitors illness in each building.
- Report student exposure to COVID-19 and out-of-state travel to the school nurse.
- Provide valid contact information is necessary for student health and safety.
- Students who become sick at school must be picked up quickly to limit spread of illness.
- Have a plan for timely pick-up of sick children in place in the event that the parent is not able to pick up the child.
- Send students to school ready to participate in physical education class and recess. Note: the school nurse may authorize keeping a student inside and/or excused from physical education class for up to two days when the student's physical condition appears to warrant this action. Additional consecutive days require a physician or dentist note.
- Provide immunization records prior to first entry into the district and updated records, as needed, to maintain state requirements for school attendance.
- Abide by medication policies, realizing that unnecessary medication administration at school is strongly discouraged due to potential side effects and safety concerns.
- Due to the increased risk of aerosol-producing procedures transmitting COVID-19 when children are pre-symptomatic or asymptomatic, we are restricting the use of nebulizers in buildings while COVID-19 is a concern. If at all possible, please provide inhalers for asthma relief. If this is not possible, please contact your school nurse for guidance.

## Wellness Policy

The Olathe School District has developed a Wellness Policy to promote healthy nutrition and physical activity choices for students, families and staff. Information about the Wellness Policy is available on the district website, or you may request a copy by contacting the district Education Center, (913) 780-7000.

## Medication Policy for Elementary Students

- All student medications, including over-the-counter, must be administered through the health room under the supervision of the school nurse and are to be sent to school in the original container labeled with the student's name.
- All medications, including over-the-counter, require a doctor's note and parent's authorization updated annually.
- Two exceptions exist to the above policy:
  - Health room stock of acetaminophen, ibuprofen, Tums, and diphenhydramine (Benadryl) may be sparingly administered by the school nurse upon annual parent written authorization.
  - Students in kindergarten through fifth grade with asthma or allergies may carry and self-administer emergency medication. The self-administration policy requires written parent and physician signature specifying name and purpose of medication, prescribed dosage, conditions under which the medication is to be self-administered and verification that the student has been instructed in self-administration, etc.

## Medication Policy for Middle School and High School

The middle school and high school medication policy varies slightly from the elementary school policy and encourages increased responsibility.

1. All prescribed medications should be brought to the school nurse's attention.
2. Many medications prescribed for attention deficit disorder and emotional problems, including depression, are controlled substances. Controlled substances require a doctor's note and parent's authorization and must be secured in and dispensed from the health room under the supervision of the school nurse.
3. Students in sixth through 12th grades with diagnosis of asthma or severe allergies may carry and self-administer emergency medication. Kansas law states that this self-administration policy require written parent and physician signature specifying the name and purpose of medication, prescribed dosage, conditions under which the medication is to be self-administered and verification that the student has been instructed in self-administration, etc.
4. Antibiotics and other non-controlled prescription medications can be carried and self-administered by the student at the nurse's discretion. Medication must be in the original prescription bottle.
5. Over-the-counter medications (Tylenol, ibuprofen, cough drops, etc.) may be carried in limited quantities and self-administered by students without written parent and/or physician signature. A limited supply of over-the-counter medications is available from the health room with parent permission.
6. In addition, these general rules apply:
  - All medication is to be carried in its original container.
  - At no time should a student give medication to another student.
  - The principal may revoke the self-medication privilege of any student found to be in violation of the policy.

## Other Student Health Information

Additional information regarding health policies including access to forms (e.g. medication forms) can be found on the district website. Click on Parents, then Health.



# Safety & Security

## Positive and Safe Learning Environment

Student, staff and visitor safety is of the highest priority to the Olathe Public Schools. A safe schools culture is achieved by promoting trusted positive relationships, providing clear expectations, and supporting students in the intentional development of character and leadership. The district uses a best practice approach to maintain protocols and programs to help maintain a positive and safe atmosphere for everyone.

## Code of Student Conduct

The Olathe Public Schools believes in accountability and a positive approach to student behavioral issues. The Code of Student Conduct (COSC) defines behavioral expectations essential to an effective and safe school. Potential consequences for violations of the code are contained in the booklet as well. The COSC contains information on the weapons policy, Kansas School Safety and Security Act, Safe and Drug-Free Schools Act, and policies related to bullying. The booklet is available annually to each student and family and contains valuable information on student rights and responsibilities. The COSC is accessible on the Olathe Public Schools website.

## Multi-Tiered Approach

The district employs a multi-tiered strategy to prevent, prepare, respond and recover from the multiple hazards potentially affecting our school community. This balanced approach is designed to build skills and confidence in support of our safe and prepared schools emphasis.

- Manager of Safety and Security
- Public Safety and other Community Partnerships
- Crisis Management Teams
- Crisis Response Planning and Communications
- A.L.I.C.E. Protocol
- School Resource Officer Program (SRO)
- Keyless Access Control Systems
- CCTV Cameras
- Secure Entrance/Buzzer Systems
- Bus Safety Programs
- Bullying Prevention Programs

## Safety Preparedness

A variety of safety drills and exercises are conducted regularly in our schools. The purpose of these exercises is to give students and staff the knowledge and confidence to be prepared in the event an emergency occurs. These processes and practices are important components of our safe and prepared schools emphasis.

## SEE SOMETHING, SAY SOMETHING - Anonymous Reporting

The district provides several ways to anonymously report behaviors and/or circumstances negatively affecting the safety and security of our schools. Report all safety and security concerns or rumors to your school administrator or SRO immediately. Use the district's app to provide an anonymous TIP or leave a message on the district's *SAFE SCHOOLS TIPLINE*: (913) 780-7777. The Kansas Department of Education, in cooperation with the Kansas Highway Patrol, operates a toll free 24-hours per day, 365 days per year, *SCHOOL SAFETY HOTLINE*: 1-877-626-8203 for students, parents, and community members.



### Did You know?

80 percent of students in grades 5-12 are involved in one or more activity or athletic opportunity.



## Student Insurance

Olathe Public Schools provides student injury or accident insurance for all students in the district. This coverage is secondary to the parents' health insurance and applies to incidents arising while participating in a school-sponsored and school-supervised activity/event, or while traveling directly to or from a residence to school (except traveling by two- or three-wheel motor vehicle) within policy limits. Accident claim forms are available in each school office.

# Directory Information

## Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. See "Opt Out of Directory Information" below. More detailed information about FERPA may be found on the U.S. Department of Education's website and at the end of this handbook.

## Release of Student Information

The following information is designated as directory information by the school district:

- Name
- Address
- Telephone listing
- Email address
- Date and place of birth
- Major field of study
- Participation in officially recognized activities
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- Most recent previous educational agency or institution attended by the student

**Directory information may be released without prior parental consent unless a parent elects to opt out (see below).**

## Opt Out of Directory Information

If a parent believes that student directory information (listed in section above) should not be released without prior consent, **PLEASE NOTIFY YOUR SCHOOL PRINCIPAL WITHIN 10 DAYS** of the beginning of the school year or within 10 days of enrollment. Online registration also provides an opportunity to opt out of directory information. Notification will be given whenever educational records are transferred to another educational institution or released by court order. A copy of the records transferred or released may be requested at a charge of the school's cost.

## Opt Out of Other Student Information, Photos

Parents must also notify the school office if they elect to opt out of the following categories: photo/video release, military recruitment (juniors/seniors), and public display of student work. Parents with questions related to opting out or wishing to opt out of any of these categories should contact the school principal within 10 days of the beginning of the school year or within 10 days of enrollment. Opting out is also available via online registration.

The school principal or designee will keep a list of all outside persons or agencies that have accessed a student's records and the reasons for access. When a student becomes 18 years of age or is attending a post-secondary institution, all rights accorded to the parents will be accorded to the student.

## Emergency Information/Address and Phone Changes

Please notify the school office immediately of address and telephone changes. This is important for the school to handle emergencies, maintain communication, and keep student records current. It is extremely important that every child maintain an up-to-date address and telephone number record at the school office.

Emergency numbers (adults who pick up a child in case of a parent's absence) are also important. We will contact the parent or designated adult in cases of serious illness or other emergencies. This information can be updated as part of the annual online registration process.

# Family Education Rights and Privacy Act (FERPA)

## Annual Notice to Parents, Guardians and Eligible Students

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. The information contained in this notice details your rights and fulfills the annual notification requirements of FERPA. As used throughout this notice the term “parent” shall include natural or adoptive parents, guardians or a person acting as a parent in the absence of a parent or guardian.

The school district maintains the following types of records on students:

- Personal data information
- Medical and health information
- School grades
- Transcripts from previous schools attended
- Date of school entry and withdrawal
- Results of schoolwide tests
- School activities
- Counselor and teacher observation reports
- Special Education records for eligible students
- School disciplinary records

## Student Records

The records of currently enrolled students are in the custody of the school principal. Records of students who have left the Olathe School District are maintained by the Student Services department at the Education Center. Records will be reviewed annually and records not needed for administrative purposes may be destroyed. Only information that is current, accurate and appropriate will be kept. Special Education records are maintained by the Special Services department located at the Instructional Resource Center.

FERPA generally requires prior written parental consent before a school may release personally identifiable “educational records” maintained by the school district. However, prior written consent is not required for disclosures:

- of directory information as designated by the Olathe School District
- to school officials (or representatives) of the Olathe School District with a legitimate educational interest in viewing the record
- to officials of other schools where the student seeks to enroll
- in connection with financial aid for which the student has applied or received
- to institutions or organizations in connection with studies on behalf of the school district related to administering predictive tests, student aid programs or improving instruction
- made in connection with a health or safety emergency
- to authorized representatives of state/local/federal agencies in connection with audit or evaluation of federal or state supported programs
- made to comply with a judicial order or subpoena (parental notification generally required)
- to accrediting organizations to the extent required to perform accrediting functions
- other entities/individuals as allowed by law

## Accessing Educational Records

Parents have the right to inspect and review their student’s education records within 45 days of the day the school receives a request for access.

Parents or eligible students should submit to the school principal or Student Services a written request that identifies the record(s) they wish to inspect.

The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

## Amending Educational Records

Parents have the right to request the amendment of their student’s education records if the parent or eligible student believes they are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend a record should write the school principal or General Administration level director, clearly identifying the part of the record they want changed, and specifying why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school official will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

## FERPA Complaint Procedure

Parents have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5920



# School Hours

## Regular School Hours

Early Childhood (AM)	8:00 – 11:20
Early Childhood (PM)	12:30 – 3:40
Grades K-5	8:00 – 3:40
Grades 6-8	7:50 – 3:10
Grades 9-12	7:45 – 3:00

**First day of classes for all students is on September 8.**

## High School Finals Schedule

December 16, 2020	7:45 – 3:00
December 17-18, 2020	7:45 – 11:15
May 18, 2021	7:45 – 3:00
May 19-20, 2021	7:45 – 11:15



## Hours for October 14

Grades K-5	8:00 – 11:15
Grade 6-8	7:50 – 12:20
Grade 9-12	7:45 – 12:20

## Hours for December 18 & May 20

Grades K-5	8:00 – 12:00
Grade 6-8	7:50 – 11:15
Grade 9-11	7:45 – 11:15

## Parent/Teacher Conferences: October 14-15, 2020 February 10-11, 2021

Specific information on conference times will be provided by buildings.

## Kindergarten Roundup February 25, 2021

## High School Graduation • 2021

- Olathe West - Fri., May 14 at 7 p.m.
- Olathe North - Sat., May 15 at 2 p.m.
- Olathe South - Sat., May 15 at 7 p.m.
- Olathe East - Sun., May 16 at 2 p.m.
- Olathe NW - Sun., May 16 at 7 p.m.



### Notification Statement of Non-discrimination:

The Olathe Public Schools prohibit discrimination on the basis of race, color, ethnicity, national origin, sex, disability, age, religion, sexual orientation or gender identity in its programs, activities or employment, and provides equal access to the Boy Scouts and other designated youth groups to its facilities as required by: Title IX of the Education Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act (ADA), the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, the Equal Access Act of 1984 and other relevant state and federal laws as amended. Inquiries regarding compliance with applicable civil rights statutes related to race, ethnicity, gender, age discrimination, sexual orientation, gender identity or equal access may be directed to Staff Counsel, 14160 S. Black Bob Road, Olathe, KS 66063-2000, phone 913-780-7000. All inquiries regarding compliance with applicable statutes regarding Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act and the Americans with Disabilities Act may be directed to the Assistant Superintendent of Support Services, 14160 S. Black Bob Rd. Olathe, KS 66063-2000, phone (913) 780-7000. Interested persons including those with impaired vision or hearing, can also obtain information as to the existence and location of services, activities and facilities that are accessible to and usable by disabled persons by calling the Assistant Superintendent of Support Services. (03/19)