

TODAY'S STUDENTS...TOMORROW'S LEADERS

*DALLAS E.S.D. No 327
921 CREAMERY HILL
DALLAS CITY, IL 62330*

*DR. MICHELLE LEE, SUPERINTENDENT
217-852-3204*

*Bob Castillo, Board President
Shasta Heidbreder, Board Secretary*

*Alissa Tucker, Principal
217-852-3201*

April 1, 2022

Dear Parents and Guardians,

Enclosed are Pre-Registration forms for the 2022-2023 school year. Completing and returning these documents now saves you some time in the fall and helps us to prepare for next school year. In August, you will only need to provide us with any changes that took place over the summer and pay registration fees. Please review, edit, complete, and return the enclosed documents. Return the completed forms and other required documents to the school office on or before Friday, April 29. Each family who returns the completed pre-registration forms will be entered into a drawing for one of three \$25 Casey's gift cards.

You may use the checklist on the next page to ensure you complete and return all of the pre-registration documents. Thank you for your help in getting our students ready for the upcoming school year!

Sincerely,

Alissa Tucker

PreRegistration Forms Checklist

- Registration Form
- Signature Page
- Field Trip Permission and Medical Release Form
- Transportation Form
- Title I Compact
- Other Required Health Documents

DALLAS ELEMENTARY SCHOOL DISTRICT #327

REGISTRATION FORM

| | | | |
|---|--|-------------------------------|-------|
| STUDENT NAME (Last, First, Middle) | DATE OF BIRTH (mm/dd/yyyy) | <input type="checkbox"/> Male | Grade |
| <input type="checkbox"/> Female | | | |
| STUDENT PHYSICAL ADDRESS (Street, City) <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary | ALLERGIES/MEDICAL CONDITIONS | | |
| MAILING ADDRESS (Street or PO Box, City, State, Zip) | STUDENT RESIDES WITH | | |
| RACE <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Multi-racial/Ethnic | | | |
| LANGUAGE(S) SPOKEN IN THE HOME | BIRTH ORDER <input type="checkbox"/> Oldest <input type="checkbox"/> Middle <input type="checkbox"/> Youngest <input type="checkbox"/> Only Child | | |

| | | |
|---|---|--|
| <input type="checkbox"/> Own/Rent | <input type="checkbox"/> With Relatives or others | <input type="checkbox"/> Motel/hotel/camp ground |
| <input type="checkbox"/> Train or bus station, park, or in a vehicle | <input type="checkbox"/> Abandoned apartment/building | <input type="checkbox"/> Disaster victim? Explain: _____ |
| STUDENT SAFETY | | |
| Is there a current Order of Protection or No Contact Order which concerns the student? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

FATHER'S INFORMATION

| | |
|-----------------------------|---------------|
| FATHER'S NAME (Last, First) | DAY PHONE |
| EMPLOYER | CELL PHONE |
| HOME PHONE | EMAIL ADDRESS |

MOTHER'S INFORMATION

| | |
|-----------------------------|---------------|
| MOTHER'S NAME (Last, First) | DAY PHONE |
| EMPLOYER | CELL PHONE |
| HOME PHONE | EMAIL ADDRESS |

LEGAL GUARDIAN'S INFORMATION

| | |
|-------------------------------------|--|
| LEGAL GUARDIAN'S NAME (Last, First) | ADDRESS IF DIFFERENT THAN ABOVE (Street, City, State, Zip) |
|-------------------------------------|--|

OTHER GUARDIAN INFORMATION

If there is another guardian that you would like us to share information with (ex. report card) provide their contact information below.

| | |
|--------------------|------------|
| NAME (Last, First) | DAY PHONE |
| EMAIL | CELL PHONE |

OVER →

OTHERS WHO RESIDE AT THE STUDENT'S ADDRESS

| | | |
|--------------------|-------------------------|-----------|
| NAME (Last, First) | RELATIONSHIP TO STUDENT | BIRTHDATE |
| NAME (Last, First) | RELATIONSHIP TO STUDENT | BIRTHDATE |
| NAME (Last, First) | RELATIONSHIP TO STUDENT | BIRTHDATE |
| NAME (Last, First) | RELATIONSHIP TO STUDENT | BIRTHDATE |

EMERGENCY CONTACT INFORMATION

In case of an emergency at school, parent(s) will be called first. If the school is unable to reach a parent, the emergency contacts will be called.

| | | |
|--------------------------------------|-------------------------|-------|
| EMERGENCY CONTACT NAME (Last, First) | RELATIONSHIP TO STUDENT | PHONE |
| EMERGENCY CONTACT NAME (Last, First) | RELATIONSHIP TO STUDENT | PHONE |
| EMERGENCY CONTACT NAME (Last, First) | RELATIONSHIP TO STUDENT | PHONE |
| EMERGENCY CONTACT NAME (Last, First) | RELATIONSHIP TO STUDENT | PHONE |

AUTOMATED PHONE NOTIFICATION SYSTEM "ALL-CALL"

The automated calling system will be utilized to notify you if school is canceled, share school messages and reminders by phone call and/or text message.
List 3 numbers you would like this information sent to.

| | | |
|--------------|--------------|--------------|
| PHONE NUMBER | PHONE NUMBER | PHONE NUMBER |
|--------------|--------------|--------------|

OPTIONAL ARMED FORCES INFORMATION

United States military includes Army, Navy, Marine Corps, and Air Force

Is the student a dependent of an Active Duty member of the United States military? Yes No

Is the student a dependent of a fulltime member of the National Guard, or Reserves? Yes No

Is the student a dependent of a member of the National Guard, or Reserves? Yes No

NAME OF ADULT REGISTERING THE STUDENT

SIGNATURE

DATE

SIGNATURE PAGE

PICTURES

I grant consent to Dallas City Elementary School to identify a picture of my child/ward, by full name and/or the school he/she attends, in any school sponsored material, publication, videotape, and artwork. This consent is valid for the entire time my child/ward is enrolled in Dallas City Elementary School. I may revoke this consent at any time by notifying the Principal in writing.

Yes

No

SCHOOL'S WEB PAGE

I hereby give permission for my child(ren)'s picture and/or name to be used on the School's Web Page, www.dcbulldogs.com.

Yes

No

I have checked Yes or No for my child(ren). Please write the names of your child(ren) below.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Parent/Guardian Signature: _____ Date: _____

**DALLAS CITY ELEMENTARY
2022-2023**

**FIELD TRIP PERMISSON
AND MEDICAL RELEASE**

I give permission for my child _____, to go on school field trips.

In case of a medical emergency, I give Dallas Elementary School District #327, and its employees authorization to seek medical services if my child needs medical attention.

Current medications being taken, allergies, and past medical history.

Parent Contact Number Daytime: _____

Parent Contact Number Evening: _____

Emergency Number if
Parents cannot be contacted: _____

Name: _____

Parent Signature - Date

DALLAS ELEMENTARY DISTRICT #327

2022-2023 TRANSPORTATION FORM

Student Name: _____

Home Address: _____ Phone: _____

Will your child ride the bus to school? YES NO (circle one)

Will your child ride the bus after school? YES NO (circle one)

What days of the week will your child ride the bus? (circle one)

EVERYDAY

SPECIFIC DAYS (list below)

Will your child be picked up and dropped off at home? YES NO* (circle one)

*If you circled NO above, please give specific instructions for the bus driver. Example: My child will be picked up at home in the morning but dropped off at Sunbeam after school.

Read and initial the following:

_____ Due to buses being full, students may not ride the bus home with friends on a different route.

_____ I have received a copy of the bus / transportation rules.

_____ I will ensure my child understands and follows the rules.

_____ I understand my child may not get to ride the bus if he/she misbehaves while riding the bus.

If your child will not be riding the bus to school, please contact the driver the evening before or early in the morning so they know not to stop at your home.

The bus driver will contact you the week prior to starting to advise you of the bus your child will ride, the name and number of the driver and approximate pick up and drop off time.

Parent/Legal Guardian Signature: _____ Date: _____

BUSING/TRANSPORTATION

Arrival Procedure

Students should not arrive to campus prior to 7:30 a.m. as there is no supervision until this time. School begins at **8:00 a.m.** Students who arrive after this time will be marked tardy.

Dismissal Procedure

Students being picked up will be dismissed at 3:00. Should your child have a change in routine, the office must be contacted (preferably by 2:00 p.m.) or your child will follow his/her normal routine. Parent pick-up follows bus transportation. Students may also be picked up in the foyer.

Parent drop off & pick up

Students may be dropped off and picked up at the front door. After school, students who are picked up will be dismissed after bus students. Please travel in a northerly pattern in the drive. Cell phone use is not allowed in school zones. Cars may not pass busses parked in front of the school.

Safety/Laws

Passing buses with the stop sign out is **ILLEGAL**. Using cellular phones in a school zone (including in our school parking lot and drive) is **ILLEGAL**. To ensure the safety of our students, school personnel is **REQUIRED** to notify police when individuals use cell phones in our parking lot and drive **OR** pass buses with the stop sign out.

Bus Procedures

Students riding the bus will be dismissed at 2:55. Students who ride the bus should ride only their assigned bus. Students should arrive at the bus stop five minutes prior to pick up. Parents/guardians are responsible to see that a child is at the scheduled bus stop in time to board the school bus to go to school and be at the bus stop upon the child's return at the end of the school day.

Parent Guidelines for Transporting Your Child to School

Please do not leave a vehicle unattended in the fire and loading zone. If entering the building you must pull into a designated parking spot.

Parent Guidelines for Picking Up Your Child from School

It is illegal to pass buses while they are loading or unloading. When picking your child up after school, wait in line behind buses, pull up after buses leave and your child will be brought out to you.

Bus Rider

Your child's safety is our first priority; therefore, a note or phone call must be made if after school arrangements have changed. If there is no note or phone call, the student will be sent home on the bus as required by law.

A student may not ride a bus other than his/her regular route (to visit another student's home, to be transported to temporary baby-sitter's, meetings of organizations, and sports, etc.). Space is limited on buses during normal routes.

Students must use extreme caution around buses and other traffic; using sidewalks where provided.

Permanent Change

To receive a permanent change in designation of a bus stop a request must be made in writing to the Director of Transportation, Angie Wisheart.

A student will be permitted to ride a route to a new permanent bus stop after approval of the Director of Transportation. This will become the bus stop at which the student will utilize for the entire year or the remainder thereof.

Bus Behavior

At all times when riding on school buses, students are expected to conform to all school and safety rules set out by the bus driver, chaperone, or staff member. Failure to comply with this policy may result in disciplinary action.

Snow Emergency Road Conditions

When hazardous road conditions are present, buses will run on solid roads that have been plowed and made safe. The bus driver will notify the school and the school will then contact the parent(s)/guardian(s) of students they could not pick up. If conditions still persist at the end of the day, parents will need to pick their child up at school.

Procedures for Students Riding Buses

Only those students who are picked up on the regular bus routes may ride the bus. The bus driver is instructed not to permit non-riders to board the bus, except by written permission of the principal.

Parents/guardians are responsible to see that the child is at the scheduled bus stop in time to board the school bus to go to school and be at the bus stop upon the child's return at the end of the school day. A parent is responsible between the bus stop and the home.

- All students are to be picked up at their loading point in the morning and dropped off there after school, unless the driver has been notified otherwise in writing by the Principal.
- Students will be expected to be ready when the bus arrives. The driver is instructed not to wait for students, but must stop at each scheduled stop, unless notified in advance that a stop is not needed.
- Students will enter the bus in an orderly manner. Running or pushing to get a seat will not be permitted. Upon entering the bus, the student shall not be permitted to get off without the driver's permission. The bus will not move until all students are seated.
- While seated on the bus, students will face forward with back against the seat and keeping the inside seat boundary, not out in the aisle.
- All students must remain quiet when the bus comes to railroad crossings.
- Guns or any kind of weapons will not be allowed inside the bus.
- Eating or drinking shall not be permitted on the school bus on regular bus routes.
- Students are not permitted to lean out of the windows or extend their arms out the windows.
- Animals of any kind will not be transported.
- Students will remain seated at all times while the bus is in motion.
- Students are not to throw paper or other trash on the floor or out bus windows. Students are expected to demonstrate appropriate behavior on the bus and at the bus stop. See page 19 for potential consequences of poor bus behavior.

If you have any questions or concerns please contact Angie Wisheart, Transportation Director at 217-852-3204 opt 1.

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2022-2023 Title I Compact

Learning best takes place with the efforts of all. We are committed to _____'s progress in school. This agreement is a promise we make to work together.

As a student, I pledge to:

Student signature: _____

- Work to the best of my ability on my school assignments
- Complete all assignments on time
- Discuss with my parents what I'm learning in school
- Ask my teachers and parents questions when I don't understand something
- Read, write and discuss books in order to become a strong reader

As a parent, I pledge to:

Parent signature: _____

- Assist my child in arriving to school on time and attending every day
- As much as possible, plan meetings and appointments outside of the school day
- Provide a quiet place for homework
- Talk with my child about what he/she is learning
- Reinforce good choices
- Attend conferences and contact the teacher(s) as needed
- Encourage my child to read daily
- Support the learning going on at school

The school pledges to:

Teacher and Principal signature: _____ *Alissa Tucker*

Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

- Differentiate lessons so every child can be successful
- Teach meaningful, engaging lessons that reflect student interests
- Provide feedback to students and parents in a timely manner
- Make expectations clear to students and parents

Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.

- K-5 teachers will arrange times with teachers/Junior High parents will meet parents as they arrive

Provide parents reasonable access to staff.

- All teachers will meet with families as needed at reasonable times during school day/term
- Families should contact the teacher by phone, note, email or by coming to the school

Provide parents with frequent reports on their children's progress.

- Quarterly report cards will be provided to students in grades K-8
- Midterm reports will be provided in grades 4-8
- Assessment data will be shared with parents during conferences

Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities.

- Parents are invited and encouraged to visit classrooms
- Visitors should make arrangements with the classroom teacher
- Visitors should sign in at the office