

DRIFTWOOD SCHOOL GUIDE

2008/09 SCHOOL YEAR

PORT ORFORD/LANGLOIS 2CJ BOARD OF DIRECTORS

Rosaria Williams, Chairperson
Joe Brown, Vice Chair
Stacy Romele, Member
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2CJ MISSION STATEMENT

To provide each student with the opportunity to acquire skills, knowledge, and attitudes necessary to become responsible, contributing community members leading a personally rewarding life.

DRIFTWOOD SCHOOL HOME OF THE OTTERS

1210 Oregon Street
Port Orford, OR 97465
Phone: (541) 332-2712
Fax: (541) 332-0190
Website: www.2cj.com

Benton Wells, Principal
Martha Lane, Office Manager



OFFICE HOURS

7:30 a.m. to 4:00 p.m. (Monday – Friday)
Closed Holidays

INSTRUCTIONAL SCHEDULE

Kindergarten – 5th Grades

8:15 a.m. to 2:45 p.m. (4/5 starts at Pacific High)

6th, 7th and 8th Grades

8:15 a.m. to 3:15 p.m. (Dismissed from Pacific High)

DRIFTWOOD SCHOOL STAFF

Licensed

Benton Wells, Principal
Beth Mitchell, Kindergarten
Lucinda Sheeran, Grades 1, 2 and 3
Georgia Weinblatt, Grades 4 and 5
Kim Nye, Middle School Math and Science
Sondra Heckard, Middle School PE and Health
Benton Wells, Middle School Language Arts
Bob Lemerande, Middle School Social Studies
Chuck Mitchell, Resource Room and
ESD Severe Program
Will Jarvis, Music
Catherine Rowe, Speech Therapist – SCESD

Classified

Lewis Lang, Custodian
Rhonda Gore, Head Cook
Diane Becker, Assistant Cook
Maureen Wayne, Resource Room Assistant
Shannon Wagner, Resource Room Assistant
Laura Riffle, Title I Assistant
Laurie Feldhaus, Title I Assistant
Jean Marsh, Library/Media Specialist
Martha Lane, Office Manager

PRINCIPAL'S CORNER

Dear Parents and Students,

I am excited about the 2008-2009 school year. A lot of positive changes are coming to Driftwood that will help challenge and encourage the students. I am looking forward to seeing all of you this year. Please review the information in this DRIFTWOOD SCHOOL GUIDE and make a commitment to become an involved parent during the 2008-2009 school year. I encourage you to take the time to volunteer in your child's classroom and to join the Blanco/Driftwood Boosters, who support many school projects and activities.

The staff at Driftwood School is excited about the new school year. They continue to have high expectations for all of our students, both academically and behaviorally. The students at Driftwood are expected to contribute to a safe, orderly and productive learning environment. Parents are a very important part of our school-wide behavior management plan which is outlined in this handbook. Our goal is to create a warm, friendly and positive school climate by encouraging all the students to bring pride to themselves, their parents/guardians, their teachers, and Driftwood School.

Sincerely,

Benton Sean Wells, Principal

Driftwood School Guide 2008-09

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VISITORS TO DRIFTWOOD

ALL visitors are required to sign in and out at the office and wear visitor identification while in the school. *Even if a parent is well-known to school staff, he/she must follow this procedure. This policy is part of the district's effort to keep our schools safe.*

Classroom observations or visitations should be scheduled at least 48 hours in advance. Visitors are to refrain from participating in the class activity unless invited to do so by the teacher.

CONTACT US

Email: You can reach any staff member through email by using the first letter of their first name, followed by their last name, then 2cj.com. For example the principal is bwells@2cj.com.

When emailing staff:

- Remember that email is **not** confidential.
- Be concise.
- If the concern is lengthy or involved, please request a conference.

Phone: All teachers can be contacted by phone by calling the school office at 541-332-2712. Unless it is an emergency, classroom phones will not be answered during instructional times.

ARRIVING AT DRIFTWOOD

Students are not to be on campus prior to 7:45 a.m. Supervision is not available until then. Students are to report to the cafeteria until the first bell rings at 8:15, when they can go to their classrooms.

It cannot be stressed enough how important it is that students are at school on time, both to ensure the maximum benefits of school, and to prevent disruption of the class.

DISMISSAL

If your child is not riding the bus, please make arrangements to have him/her picked up promptly at dismissal each day. Children are not permitted to remain on school grounds unless they are waiting for the late bus, or arrangements have been made for them to stay by a teacher or the principal.

STUDENT ATTENDANCE

Being present and punctual to school every day is one of the strongest predictors of student success, as well as building a habit that will benefit your child throughout their lives. Parents who allow their child to miss school for non-emergency reasons send a strong message that school is not important.

State law requires that all students, ages 7 through 18 attend school regularly unless otherwise exempted by law. Citations may be issued to parents of students with a pattern of unexcused absences.

Absences that will be excused include:

1. Illness of the student;
2. Illness of an immediate family member when the student's presence at home is necessary;
3. Emergency situations that require the student's absence;
4. Field trips and school-approved activities;
5. Medical or dental appointments;
6. Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.



REPORT CARDS

Report cards are sent home four times per year at the end of each quarter. In addition, middle school students receive mid-term progress reports.

RECESS AND LUNCH

Kindergarten through 5th Grade students have a 15 minute morning recess.

All students have a 35 minute lunch period:

- 1st – 5th 11:40 to 12:15
- 6th – 8th 12:10 to 12:45

Lunch behavior expectations:

- Follow adult directions.
- Inside voices in the line and at the tables.
- Manners and courtesy practiced at all times.
- Clean up your messes.
- Hands, feet and objects to yourself.

SCHOOL MEALS

Breakfast and hot lunches are available everyday. Menus are available at the school and are printed in the Port Orford News weekly. Free and reduced lunches are available to qualifying students, and we encourage all parents to apply in the office.

District schools have “closed campuses”, and students are not allowed to leave the school to eat unless escorted by an adult.

School breakfast is free to all students. Student lunches, including milk, are \$1.75. Milk is 25 cents. Lunches are purchased through the office, and **charging meals is allowed only in an emergency situations**. Parents are welcome to periodically eat at school with their student/s. Adult lunches are \$2.75.

MEDICATION AT SCHOOL

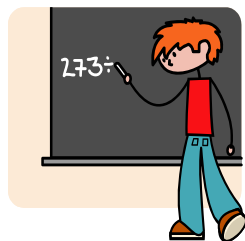
A student who must take prescription and/or over-the-counter medication during the school day must bring the medicine and a written request to administer medication signed by his/her parent to the office. For over-the-counter medicine, the request must include the parent/physician’s written instructions, dosage, time interval, and method of administration. All prescription medication must be in its original container, and the container label must clearly show the student’s and physician’s names, and instructions. Parents must deliver all medicines to the school. Students may not bring their own medications.

Written permission must be given for students to be administered non-aspirin pain relievers.

All medication will be taken in the school office under supervision of office staff.

SCHOOL PHONES

Phones are for school business only. Due to the volume of calls and limited phone lines, student usage of phones is for extremely important or emergency situations as determined by the teacher or office staff. After school play arrangements is not appropriate use of school phones.



STUDENT VISITORS

Visiting by another child is NOT permitted unless the child is accompanied by an adult, and permission is granted by the principal.

PETS AT SCHOOL

Animals may not be brought to school without prior approval from the teacher, and may not be transported by school bus.

LOST AND FOUND

Any items found at school should be turned in to the office for placement in lost and found.

Your student’s name should be on articles of clothing, school supplies, or other possessions brought from home, then found items can be returned to the owner.

The school assumes no responsibility for a child’s personal belongings beyond teaching responsibility and honesty.

Students are urged to check with the office for lost articles. Clothing items left unclaimed at the end of the school year will be donated to the needy.



PERSONAL ITEMS FROM HOME

Students are not to bring personal items from home unless they are cleared by the teacher, and are for educational purchases. Toys, trading cards, electronic devices, skateboards, roller shoes, scooters, etc. are not to be brought to school for any reason as they create safety issues and/or are distracting to students.

No student-owned toys or sports equipment, including all types of balls, are permitted without written permission from the teacher for a PE activity. It is important to remember that the school is not responsible for the loss or damage of personal items brought to school.

CELL PHONES

Students are permitted to bring cell phones to school (as per district policy) for emergency use, but they must be turned off and kept in a backpack. Parents and students are responsible for lost or damaged cell phones. Violation of this policy will result in confiscation of the phone to be returned only to a parent.

Students may **not** take photos or send text messages using cell phones.

VOLUNTEER AT DRIFTWOOD!

Parents are important for the success of the school and are encouraged to contribute their time, expertise, and energy to our school. Parents can assist in classrooms, on the playground, and on field trips. Training and background checks are necessary for some roles. If you would like to learn more about volunteering opportunities, call the office at 541-332--2712.



WE ARE TITLE I SCHOOLS

Blanco and Driftwood have School-wide Title I programs in place that serve all the students in both schools. Our district receives federal grant money that is used for supplies and personnel to provide students with supplemental instruction focused on reading and math.

Federal law now allows parents to ask for certain information about the adults working with your children, and requires the district to respond in a timely manner. Parents may request information about the professional qualifications of classroom teachers. This could include information about the teacher's licensing for grade levels taught and whether the teacher is teaching under an emergency or provisional status. Parents may request what baccalaureate degree and other graduate certification is held by the teacher and subject area, if any, of the certification or degree. Parents can also learn whether their child is being provided service by a paraprofessional (instructional assistant) and if so, their qualifications.

EMERGENCY SCHOOL CLOSURE

In case of hazardous or emergency conditions, the superintendent may alter district and transportation schedules as deemed appropriate to the particular condition. Such alterations include closure of all schools, closure of selected schools or grade levels, delayed openings of schools, and early dismissal of students. We will do our best to notify parents of these situations and local radio will broadcast timely school information. Local media that will be used in the event of emergency closure are radio stations 107.3 or 107.7 (KACW FM) and 94.9 (KOOS FM), and local TV, KCBY Coos Bay or KOB1 Medford.

ATHLETICS/ACTIVITIES

Blanco and Driftwood 6th, 7th, and 8th graders have the opportunity to participate in a variety of co-curricular activities. This includes cross country, girls volleyball, boys and girls basketball, and track.

All athletes must have a current physical in order to participate in our sports programs. Curry Family Medical in Port Orford is offering annual sports physicals for \$20.00.

There is also a Middle School Knowledge Bowl team that takes part in academic competitions throughout the year.

SCHOOL CLOTHING

2CJ Board Policy JFCA was adopted to ensure students' dress and grooming does not cause:

- disruption or interference with the classroom learning environment
- threat to the health and/or safety of the student concerned or of other students

Examples of inappropriate dress include, but is not limited to:

1. Clothing promoting alcohol, drugs, tobacco, sex, gangs, or inappropriate words or pictures;
2. Short shorts, skirts or dresses, (garments are too short if while standing the finger tips extend beyond the lower edge of the garment);
3. Tank tops, spaghetti straps, mid drift tops, see-through material, low necklines, large scoops under the arms, pajamas, and dress that allows undergarments to show;
4. Any dress that could be gang related. "Sagging" pants, chains, scarves, hoods, etc.

Head-coverings of any kind are not to be worn in school except on special occasions. Eye contact is important in the teaching/learning process, hats can be related to gang activity, and it is a respectful courtesy in our culture to remove hats in a public building.

Students on field trips or other school sponsored events are expected to follow dress guidelines as directed by the teacher.

Students involved in sports or other voluntary activities may be required to meet additional dress and grooming standards.

The administration reserves the right to determine if dress and/or grooming is inappropriate. In the event of an infringement of the dress code, parents will be called to bring appropriate clothing.



INSURANCE

At the beginning of the year, the district will make available to parents a low-cost student accident insurance program. Parents are responsible for paying premiums if coverage is desired.

The district is not responsible for costs of treating injuries, or assume liability for any other costs associated with an injury.

GUM

For sanitary and clean up concerns chewing gum is **not** allowed at school.

DISPLAYS OF AFFECTION

It is normal for elementary and middle school students to be attracted to each other, and we certainly encourage friendships among all students. We feel that our students are not ready for a serious relationship with another boy or girl, and that school is not the appropriate place for intimate gestures.

Hand holding, kissing, hugging or other physical displays of affection are not allowed at school or school functions.



STEPS TO RESOLVE CONCERNS

Board policy outlines a hierarchy of contact when parents have concerns. Concerns should be addressed in this order, if needed:

1. Teacher
2. Principal
3. Superintendent
4. Board of Education

For more serious concerns, a formal complaint procedure is available to parents, and these will be responded to in a very timely manner.

COMMUNICABLE DISEASES

Parents of students with a communicable disease are asked to contact the school so that other students who have been exposed to the disease can be alerted.

Students with certain diseases are not allowed to attend school while the disease is contagious. These diseases include, but are not limited to, chicken pox, diphtheria, measles, meningitis, mumps, lice infestations, whooping cough, rubella, staph/strep infections, and tuberculosis.

Parents with questions should contact the office.

IMMUNIZATIONS

Students enrolling in Oregon schools must have been immunized for certain diseases. Parents must submit documentation showing their child has had the required immunizations. Only medical or religious reasons will exempt children from the provisions of this law. School administrators are required by Oregon law to deny admission to children who have not been immunized.

More information is available at the school or the Curry County Health Department.

PARENT-TEACHER CONFERENCES

A conference provides for productive two-way communication that can set the stage for a great school year. Parents who are concerned can schedule a conference at any time during the year by calling the teacher or using email.

District schools schedule conferences in both the fall and spring. The fall conference is required, and spring conferences are strongly recommended for some students.

Conference tips:

- Before the conference, spend a few minutes talking with your child about things he or she likes and doesn't like, problems or concerns.
- Prepare some questions in advance. These could be about subjects, homework, assignments, or how you can help at home.
- Share things about your child, like favorite subjects, outside interests/hobbies, medical/health needs, or other concerns.
- At the conference keep an open mind. The teacher shares your wishes for your child's success, and the goal is a partnership. Ask to see your child's work. Ask for explanations of anything you don't understand. If necessary, ask to meet again.
- After the conference, follow up. Stay in touch with the teacher, and if you think of a question you forgot to ask, write a note or call.

Parents should notify the teacher several days in advance if they need a translator for the conference. Parents or teachers may request that a third party join the conference, and it is helpful to inform the conference participants in advance. If any participant feels that a conference is threatening, an administrator will join the conference. If an administrator is not available, the teacher will terminate the conference and an administrator will contact the parent to arrange a follow-up conference at a later date.

COMPUTER LAB – INTERNET

Both Blanco and Driftwood have excellent up-to-date computer labs that allow teachers to spend instruction time teaching computer skills, keyboarding, email, and internet use.

We take every precaution to protect students from material on the internet that could be considered inappropriate or objectionable, and we feel the educational benefits far outweigh any risk.

Along with this educational opportunity also comes responsibility. It is important that parents and students read and discuss the Internet Use Agreement. This permission form is given to parents at the beginning of the school year.



SCHOOL SUPPLIES

A list of school supplies is included in the appendix of this guide. Teachers may require that additional supplies be purchased during the year for special activities and/or projects. We sometimes have donations of supplies that help those in financial need.

FIELD TRIPS

Field trips are an important part of our school program. A letter explaining the nature of the trip and requesting parent permission for the students to attend will be sent out prior to each field trip.

Field trips may be scheduled for educational purposes during the school year. Students are considered "in school" while participating in district sponsored activities. This means students are subject to the rules, district policy, and other rules deemed necessary by the field trip supervisor.

DRILLS

The safety of our students is the top priority. Drills are conducted on a regular basis both to comply with the law. Fire drills occur monthly. Earthquake, tsunami, and lockdown drills take place 3 to 4 times per year.

Students are taught proper procedures for evacuation, and we are proud of our ability to get to safety quickly and quietly.



DISTRICT/SCHOOL WEBSITE

Go to www.2cj.com to view the district website. There is information about the district, calendars, menus, school news, and much more. Adam House, our technology coordinator does an outstanding job in making our website attractive and useful.

SPECIAL PROGRAMS

Sometimes the student may require special education and related services because of a significant disability that adversely affect his or her ability to learn. Parents and teachers can refer students for evaluation of needs.

Services for talented and gifted students are provided upon determination of eligibility through district procedures, (see the TAG Handbook).

More information is available through the teachers or principal.

TIME TO LEARN

"WE CARE TOO MUCH TO LET PROBLEM BEHAVIOR INTERFERE WITH LEARNING."

Students learn best when they feel safe and respected at school. Rules and routine give students a feeling of security and reinforce the skills every student must have to be successful learners. This success is critical to self-esteem and learning responsibility. Here are some of our beliefs:

1. *Kids don't care how much you know until they know how much you care.* Our goal is to treat every child with unconditional positive regard.
2. *Good Discipline is only a matter of good timing.* We take a proactive, rather than a reactive approach to addressing problem behaviors by teaching the correct way to do things **before** misbehavior occurs.
3. *Conflict is an essential part of growing up.* Challenging behaviors are a child's way of asking: "Do you care enough to set limits for me." Predictability and clear limits will reduce conflict and promote self-esteem.
4. *Most behavior, positive and poor, is learned.* There is much that the school staff can do to teach the student behaviors that lead to success and self-respect.

TEACH TO'S

We try to avoid making the assumption that our students come to us knowing how to behave in a school setting. During the first week of the year we will spend a lot of time teaching very specific skills and procedures related to the classroom and school. We call these lessons "teach to's."

REFOCUS

You will probably hear your student talk about "Refocus." When a problem behavior occurs we intervene early by asking the student to move to a new location and think about these questions:

1. What was my behavior?
2. What should I have been doing?
3. Am I ready to rejoin my class and do that?

Refocusing does not mean the student is in trouble, but rather he or she has done something to interfere with learning in some way, and it is the opportunity to self-correct and quickly resume learning.

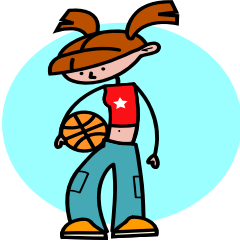
ACADEMY

If the problem becomes serious, students may be invited to Lunch or After-school Academy to make up learning time lost during Refocus

ABSOLUTES

"Absolutes" have been developed by students and staff, and are behaviors that will **never** be tolerated at school. Students will be sent home if they break an "Absolute." Here are our "Absolutes":

1. **No violence, threats of violence, or anything that looks like violence.**
2. **No weapons, not even toys.**
3. **No alcohol, tobacco or other drugs.**



“NO BULLY” POLICY

We do not allow hurtful, mean, or threatening words and/or actions at our school. We teach our students what it means to be bullied.

Bullying can consist of single or repeated incidents that can be verbal (name-calling, teasing, spreading rumors, etc.) or physical (pushing, tripping, etc.). A bully can also be someone who tries to convince peers to exclude a child from participating in school activities (games at recess, etc.) and/or to reject or cut others off from friend/peers and social connections.

Some of the acts of bullying would fall under our “Absolutes” and students would be sent home, but others could result in other consequences (parent contact/conference, loss of privileges, etc.).

We will never totally prevent all bullying, and a strong component of this policy is teaching coping skills to our students. We emphasize “planned ignoring”, “I messages”, and knowing the difference between tattling and telling. Students feel empowered when they are able to solve their own problems, but also know when they need an adult’s help.

2CJ SCHOOL BOARD

The Port Orford/Langlois 2CJ School Board is made up of seven elected representatives from throughout the district. The Board sets policy, develops goals and hires the superintendent. School Board meetings are scheduled for the second Monday of each month at 7:00 p.m., and are held at different school locations. Citizens of the community are encouraged to attend.

BUDGET COMMITTEE

The Budget Committee, consisting of the Board members and seven citizen members reviews the administration’s recommended budget each year. The committee makes allocations and approves the amount of the total budget.

Budget Committee meetings are held during the spring at Pacific High School. Citizens are encouraged to join the Budget Committee, and you may attend meetings to comment on the proposed budget. Call the 2CJ District Office at 541-348-2337, for meeting dates.

If children live with criticism,
They learn to condemn.
If children live with hostility,
They learn to fight.
If children live with ridicule,
They learn to be shy.
If children live with shame,
They learn to feel guilty.
If children live with tolerance,
They learn to have patience.
If children live with encouragement
They learn to have confidence.
If children live with praise,
They learn to appreciate.
If children live with fairness,
They learn to have justice.
If children live with security,
They learn to have faith.
If children live with approval,
They learn to like themselves.
If children live with acceptance
and friendship,
They learn to find love in the
world.

- Dorothy Law Nolte

