



# FISHER SCHOOL

## LYNDEN SCHOOL DISTRICT

### FAMILY HANDBOOK

FISHER ELEMENTARY SCHOOL  
 501 N. 14<sup>th</sup> St., Lynden, WA 98264  
 Phone: 360-354-4291  
 FAX: 360-354-0952  
 Website: [www.lynden.wednet.edu/fisher](http://www.lynden.wednet.edu/fisher)

LYNDEN SCHOOL DISTRICT  
 BOARD OF DIRECTORS

*Steve Jilk, Brian Johnson, Kelli Kettels,  
 CJ Costanti, David Vis*

#### ADMINISTRATION

Mr. Mike Stromme, Interim Superintendent	360-354-4443
Mr. David Vander Yacht, Assistant Superintendent	360-354-4443
Ms. Julie Van Wijk, Director of Teaching & Learning	360-354-4443
Mr. Ian Freeman, Principal of Lynden High School	360-354-4401
Ms. Molly Mitchell-Mumma, Principal of Lynden Middle School	360-354-2952
Mr. Tim Doering, Principal of Isom Elementary School	360-354-1992
Mrs. Michelle Nielsen, Principal of Bernice Vossbeck Elementary	360-354-0488
Mrs. Mandy Jessee, Principal of Fisher Elementary School	360-354-4291
Mrs. Ellie Meenk, Principal of Lynden Academy	360-354-6675
Mrs. Rebecca Morgan, Director of Special Education	360-354-2893
Mr. Shane Stanfill, Transportation Supervisor	360-354-5469

## *WELCOME TO FISHER SCHOOL!*

Welcome to Fisher School. We are a kindergarten through fifth grade school served by a caring and well-trained staff. Our goal is to work with the family in helping our students build a strong foundation in academic skills. Working with you makes our program even stronger. Helping Fisher students to be respectful and responsible citizens is a priority of each staff member. We have high expectations for ourselves and for our students, each of whom deserve our best every day.

There is important information contained in this handbook. It will be most helpful if you and your children know and understand our basic policies and procedures. Our entire staff considers it an honor to invest in your child's education. Fisher School is a great place to learn! Please use the Lynden School District and Fisher School websites to access information.

Sincerely,

Mandy Jessee, Principal

### DAILY SCHEDULE

*Subject to change*

Monday, Tuesday, Thursday & Friday:      Student's Day: 8:55 AM to 3:05 PM

Most Wednesdays: 9:55 AM - 3:05 PM

#### Morning Recess

10:20-10:35 AM      4<sup>th</sup> gr.

10:25-10:40 AM      5<sup>th</sup> gr.

#### Lunch/Recess

10:50-11:30 AM      Kindergarten

11:10-11:50 AM      1<sup>st</sup> gr.

11:30-12:10 PM      2<sup>nd</sup> gr.

11:50-12:30 PM      3<sup>rd</sup> gr.

12:10-12:50 PM      4<sup>th</sup> gr.

12:30-1:10 PM      5<sup>th</sup> gr.

#### Afternoon Recess

1:10-1:25 PM      Kindergarten & 1<sup>st</sup> gr.

1:30-1:45 PM      2<sup>nd</sup> & 3<sup>rd</sup> gr.

### FISHER WEBSITE

Fisher School has an active website that has information about school events and other information.

The web address is: [www.lynden.wednet.edu/Domain/213](http://www.lynden.wednet.edu/Domain/213).

### ARRIVAL AND DISMISSAL TIME

School begins at 8:55 AM and dismisses at 3:05 PM, except for most Wednesdays when we have a delayed start at 9:55 AM. Your child should not arrive at school earlier than 8:45 as no supervision is provided before that time. If your child is tardy, you need to sign him/her in at the office where they will receive a tardy pass. Please avoid, whenever possible, picking up your child before school dismisses. Children should be picked up no later than 3:05 PM.

Adult supervisors are on duty each recess and during the noon recess. No playground supervision is provided before in the morning or after the students are dismissed for the day and the buses have departed.

### ATTENDANCE

The habit of regular and punctual attendance is strongly related to the success of every student. We ask that you help your child acquire this good work habit. If your child will be absent or tardy due to illness or an appointment, please call our office at 354-4291 after 7:30 AM, or report their attendance via our website. Students released for doctor or dentist appointments should check in and out through the office. Please send a written note when your child returns to school from an absence.

### SCHOOL MESSENGER

The Lynden School District has partnered with SchoolMessenger, a proven technology for reliable communication between schools and student households. SchoolMessenger is a service to communicate absences, emergencies, weather-related closures/delays, early release notices, and meal balances. You will receive communication relating to your student via your phone # and email contact information on record at your child's school. Please make sure your contacts are up-to-date.

This program retrieves data from our school data program called Skyward. If your student is marked absent you will receive an automated phone call alerting you of their absence; the message advises how to proceed to excuse your student, if that has not been done. During inclement weather situations you will receive an automated phone call at approximately 6:00 AM, and email alerting you of the district plan on late arrivals or closures. You may opt-out of early AM weather-related communication by contacting the district office. As well, Early Dismissal Day notices will be sent two days prior to an early release day. Communication regarding meal balances under \$3.00 will be sent via an automated phone call and email alerting of the low fund balance.

### RELEASE OF STUDENTS

Children will be released from the classroom, building, grounds or building function only to a parent having legal custody, a legal guardian, or a person designated by the parent/legal guardian and listed on school records. This person must present to the satisfaction of the school office

staff, evidence of proper authority to remove the student from the school. All students must be picked up at the office and signed out.

To minimize disruption to learning, we ask that you try to avoid removing your child during the school day, and avoid picking them up just before the end of the day. We understand that at times this is unavoidable.

Should your child become ill at school, the office will first attempt to contact a parent or guardian at home or work. If the office is unable to reach a parent, they will call your emergency contact names listed on your child's records.

Should a student need to be sent home due to discipline, suspension, or expulsion (except in emergency expulsion), the principal shall attempt to inform a parent or guardian about the school's action and will request the parent come to school for the child.

### HOME A DIFFERENT WAY

Students are expected to go straight home by the usual means of transportation. If your child is to go home with a friend, on a different bus, or to be picked up early or by someone other than their parent/guardian, written permission or a phone call from a parent is required.

If we are not notified of a change in transportation by a note or phone call from the parent, we will send students home the usual way. Whenever possible, please try to avoid last minute decisions to change your child's plans concerning their way home. The office needs to be called before 2:30 PM with any transportation changes for the day. This will eliminate any confusion on your child's part and will insure that he/she arrives safely at his/her destination. Also, the office should be informed of any changes in your child's daycare provider.

### BUS RIDING

Most of our students ride the bus to and from school. We want the ride to be safe and pleasant. Bus drivers and teachers go over safety rules with the children and we would like parents to support these rules at home. Bus rules are sent home with all children at the beginning of each school year.

Riding the bus is a privilege. If a student consistently misbehaves on the bus, they may lose this privilege. Glass items, pets and medication are not allowed on school buses for safety reasons. Children should be extremely careful at bus stops and when crossing streets. Children should understand that bus stops become dangerous when pushing and shoving occur.

Concerns about the bus should be directed to your child's bus driver or the transportation supervisor who may be reached at the bus garage (354-5469).

### BUS SCHEDULE/SEVERE WEATHER

Operation of buses during snow or ice conditions: School Messenger will send an automated phone call and email alerting you of a school closure or delay at approximately 6:00 AM. (If parents opt-out of this by contacting the district office, they will need to check the district website or listen to the local radio stations. The school district will inform these stations by 6:00

AM of any delay in the bus schedules, cancellations of transportation for the day or cancellation of school. Please do not call the school office for this information.

Please listen to the following radio stations: KGMI 790 AM, KPUG 1170 AM, KWPZ 106.5 FM, KAFE 104.3 FM or KISM 92.9 FM, or check the district website for up to date information.

Operation of buses during a thaw and county imposed road restrictions: Buses will run only on all-weather roads during a thaw following a long or severe freeze. The school district will be notified by the county commissioner, usually a day in advance, so notices can be sent home with students. It is recommended that you listen to the radio stations listed above for this information.

Parents are expected to get their children to all-weather roads and home again from the all-weather road drop-off point in the afternoon.

### BICYCLE RIDERS and WALKERS

Students are permitted to ride their bicycles to and from school. Students need to have a note signed once a year by a parent giving permission for their child to ride their bike to and from school. Bicycles should be locked when parked at school for the student's own protection. The school is not responsible for personal property. Please instruct your child thoroughly on bicycle safety. All children should wear bicycle helmets.

Students who regularly walk to and from school need to have a note signed by a parent once a year giving permission for their child to walk. Bike riders and walkers will wait until the buses have left the premises to leave the school, unless accompanied by an adult.

### BREAKFAST AND LUNCH

Breakfast and lunch are eaten in the cafeteria. Students may bring a lunch or purchase meals. Lunches may be purchased on a daily basis or pre-paid for as many days as you desire. Meal prices will be sent home along with some additional information at the beginning of the school year. Applications for free and reduced meals are available in the office or on our school website at [www.lynden.wednet.edu](http://www.lynden.wednet.edu). On the Department tab, select Food Service/Application.

Breakfast & Lunch prices: (subject to change)

	Breakfast	Lunch
Full Price	\$1.50	\$2.90
Reduced K-3	free	free
Reduced 4-5	free	\$.40
Free K-5	free	free
Individual milk		\$.50
Adults:	\$2.75	\$4.00



### PARKING

We ask that visitors use the parking lot and avoid driving through and/or parking in the bus lane. Parking in the pick-up and drop-off lane is not permitted. Designated visitor parking spots are located close to the school and are to be used when you need to leave your vehicle.

### USE OF THE SCHOOL PHONE

The school telephones are intended for school business use. The office staff will make every effort to deliver urgent messages from parents to students. Students will be allowed to use the telephone for calls of an urgent nature with permission by a school employee. Calls to see if one student can go home with another are not permitted; after-school "play-dates" must be pre-arranged.

#### INVITATIONS AND GIFTS

We want to be sensitive to the feelings and needs of our students and ask that you do not bring gifts or invitations for parties, get-togethers etc. to school.

#### VISITING FISHER SCHOOL

You are encouraged to visit your child's classroom. Whenever possible, please notify the teacher of your visit in advance. All visitors are asked to first stop by the school office to sign in and put on a "Guest" badge. Please feel free to contact your child's teacher whenever there is a concern or question. It is advisable to make an appointment so you will be assured of seeing the person you want to contact. Good times to reach teachers by phone are 8:20-8:40 AM and 3:05-3:15 PM.

Visits to our school by other children are discouraged. Our program is set up to accommodate your child. Children not enrolled as part of our program take extra time from our staff, thus taking away from the education of our students.

#### VOLUNTEERING AT SCHOOL

For the safety of our students, anyone who volunteers in the classroom and/or accompany field trips with students is required to pass a background check. Forms are available online or at the school office and need to be completed and returned to us five days before the event. Volunteering can occur after the forms have been processed. There is no cost involved and is good for two years.

#### STUDENT INFORMATION

The school is responsible for your children approximately six hours a day. It is important that we have up-to-date information such as address, current telephone numbers and emergency contacts. Please call the office if any information needs to be updated on your child's records. Inform the school as soon as possible if you are moving.

#### REPORTING STUDENT PROGRESS

Report cards are sent home three times per year. The first report card is covered in a parent-teacher conference in mid-November. The second report card is sent home in March, and the last one is sent home on the last day in the school year.

Please take time to go over progress reports with your child. This is an important part of their learning process as well. If you have any questions, please feel free to contact your child's teacher.

#### PARENT - TEACHER CONFERENCES

Conferences regarding student progress are scheduled in November. Conferences are a

very important part of the educational process for your child and Fisher Elementary School expects 100% parent involvement.

### SCHOOL SUPPLIES

A list of student supplies is sent home at the end of the previous school indicating the items teachers ask students to furnish. These supplies are the property of each child and are to be taken home at the end of the school year.

### CARE OF THE BUILDING

Good citizens will take pride in keeping our buildings, grounds and equipment neat and in the best condition. As parents and teachers, we can work together with our students to emphasize responsibility and respect for our facilities.

### ITEMS NOT ALLOWED

Skateboards, roller skates, in-line skates, cell phones, ipods, radios, headphones, video games, trading cards and toys, toy guns and knives, cleated shoes, baseball bats and hard balls, golf balls, and gum are not allowed at school.

### DRESS CODE

We want Fisher School to be a safe and friendly environment where students can excel in their learning. In order for this to work, we do have expectations for how students come to school in appropriate clothing.

Shoes: We have recess, P.E., and time in the cafeteria. Wearing flip-flops on the playground equipment area or in P.E. are not appropriate. Students wearing them can get injured more easily. Shoes need to enclose the heels and toes. If flip flops are worn to school, appropriate shoes need to be brought along for recess and P.E.

Shorts/pants: Shorts need to be modest and not too short. A rule of thumb would be a hand width above the student's knee. Pants should not have large tears on them and should be worn in a respectful manner.

Shirts: We do not allow any words or pictures that are inappropriate or disrespectful (i.e. violence, controlled substances, sexually explicit information, gang related material etc...). Students also need to have shirts that cover the body appropriately (no large tears, no spaghetti straps, no midriff shirts).

Hats: Hats are not to be worn in the buildings or on playground unless students are given permission (If it is severe weather, then hats, gloves and other warm clothing is important to wear). Any items like bandanas and other things that cover the face are not allowed.

Accessories: Any item worn that would suggest gang affiliation is not allowed. (This might include chains for wallets, clothing, necklaces or other items). If a student wears a hooded sweatshirt, the hood should only be worn in a respectful manner (not indoors and not used to hide the face).

### SCHOOL SAFETY : Bullying, Intimidation, and Harassment Policy (District Policy 3207)

The District is committed to a safe and civil educational environment for all students, employees, volunteers, and patrons; free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" (HIB) means any intentional written, verbal, or physical act, including but not limited to

one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender sexual orientation, or mental or physical disability), or other distinguishing characteristics, when the intentional written verbal, or physical act:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying. "Other distinguishing characteristics" can include but are not limited to physical appearance, clothing or other apparel, socioeconomic status, gender identity, and marital status. Harassment, intimidation or bullying can take many forms including slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral or physical actions. "Intentional acts" refer to the individual's choice to engage in the act rather than ultimate impact of the actions(s).

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and is to be implemented in conjunction with comprehensive training of staff and volunteers, including the education of students in partnership with families and the community. The policy is to be implemented in conjunction with the Comprehensive Safe Schools Plan that includes prevention, intervention, crisis response, recovery and annual review. Employees, in particular, are expected to support the dignity and safety of all members of the school community.

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation, false reports or retaliation for harassment, intimidations or bullying also constitute violations of this policy.

The district's HIB compliance officer is Mr. Jim Frey, Superintendent. All formal and informal complaints should be directed to him at the District Office, 1203 Bradley Rd., Lynden WA.

### **Non-discrimination**

Lynden School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:



Civil Right Coordinator - Mike Stromme: [Strommem@lynden.wednet.edu](mailto:Strommem@lynden.wednet.edu) 360-354-4443  
 Title IX Officer - Tim Metz: [metzt@lynden.wednet.edu](mailto:metzt@lynden.wednet.edu) 360-354-4443

**You can report discrimination and discriminatory harassment** to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint. For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here: <https://www.lynden.wednet.edu/board/board> documents

### **Sexual Harrassment**

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

**Sexual harassment is unwelcome behavior or communication that is sexual in nature when:**

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision or
- The conduct substantially interferes with a student's educational performance or creates an intimidating or hostile educational or employment environment.

### **Examples of Sexual Harassment:**

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, emails or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

**You can report sexual harassment** to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment policy and procedure, contact your school or district office, or view it online here: <https://www.lynden.wednet.edu/board/board> documents

### **Complaint options: Discrimination and Sexual Harassment**

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns.

### **Complaint to the School District**

#### ***Step 1. Write Out Your Complaint***

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual

harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint - by mail, fax, email or hand delivery - to the district superintendent or civil rights compliance coordinator.

***Step 2: School District Investigates Your Complaint***

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days - unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

***Step 3: School District Responds to Your Complaint***

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil right laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil right laws. Corrective measures will be put into effect within 30 calendar days after this written response - unless you agree to a different time period.

**Appeal to the School District**

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

**Complaint to OSPI**

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

**Email:** [Equity@k12.wa.us](mailto:Equity@k12.wa.us) / Fax: 360-664-2967

**Mail or hand deliver:** PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit our [website](#), or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY:360-664-3631 or by email at [equity@k12.wa.us](mailto:equity@k12.wa.us).

Other Discrimination Complaint Options:

*Office for Civil Rights, U.S. Department of Education*

206-607-1600 | TDD: 1-800-877-8339 | [OCR.Seattle@ed.gov](mailto:OCR.Seattle@ed.gov) | [OCR Website](#)

*Washington State Human Rights Commission*

1-800-233-3247 | TTY: 1-800-300-7525 | [Human Rights Commission Website](#)

Threats/Harassment: Students may not threaten to hurt someone or property. This includes teasing, verbal abuse, sexual harassment, intimidation, threats or threatening statements. This also means on the way to or from school. (RCW 28A.300.285) (Board policy 3207, 3207P)

Weapons/Gun Free School Zone: It is against school board policy and state laws to carry or possess a firearm or dangerous weapon (as outlined in Board Policy 3200) on school premises or school-transportation. The penalty for this shall be expulsion from school (RCW 9.41.280 & Board Policies 4210 and 3200) for one year. This can be modified if deemed appropriate by the superintendent. If a weapon is brought to school, both parents and law enforcement must be notified.

Gang Activity: Any student enrolled in public or alternative school that is engaged in gang activity or is a member of a gang on school grounds, may be suspended or expelled from school. (RCW 28A.600.455 & Board Policy 3200)

Drugs, Tobacco products, and Alcohol: It is against school board policy for a student to have illegal drugs, tobacco products, or alcohol at school. It is also against school board policy to have taken illegal drugs or alcohol before coming to school. Any medications brought on campus must be approved through the appropriate building authorities. Discipline for these actions could result in suspension or expulsion from school (RCW 28A.210.310 & Board Policies 4215 and 3200).

Right to Appeal process: If a student is accused of one of these incidents he or she will be afforded an appeal process that is outlined in Board Policy 3200.

The Lynden School District adheres to a "zero tolerance" policy concerning threats of violence, acts of violence and possession of dangerous items (i.e., knives, guns, etc.). It is against the school board policy and state laws for a student to have illegal drugs, tobacco products, or alcoholic materials at school. It is also against school board policy to have taken illegal drugs or alcohol before coming to school. Unless there is a doctor's note on record, prescription drugs are also not allowed. (RCW28A.210.310)

This is a gun-free zone. Law enforcement will be notified of any violation.

#### ABOUT YOUR CHILD'S HEALTH...

Sick Children: If your child has a fever or is obviously not well, we ask that you please keep him/her at home. This helps your child recover more quickly and helps to prevent other students and staff from becoming ill. A child that contracts a contagious disease or condition, such as pink eye, chickenpox, ringworm, impetigo, or pediculosis (head lice), will be sent home from school and must remain at home until the condition or the disease is treated.

Fever: Children with a fever should not be sent to school. A fever is considered to be at least one full degree of temperature above normal (98.6). If no thermometer is available, then feel the child's forehead with the back of your hand. If it feels hot, keep the child at home. A child should be fever-free for 24 hours before returning to school.

Cold: A child with cold symptoms of a runny nose and/or a deep hacking cough belongs at home, even if they are not running a fever. Greenish discharge from the nose is a sign of a bacterial infection. Please have a doctor check this condition. If your child has a sore throat with a fever and/or white spots on the back of the throat, call your doctor.

Headaches: A child with a headache, stiff neck, and chills along with a high fever should be seen by a doctor.

Vomiting: Children who have vomited in the afternoon or evening should remain at home the following day especially if they have not been able to eat or drink other than clear liquids.

Head lice: If head lice are discovered, the parent will be notified if possible, and information given related to detection and elimination of head lice. The student is not sent home from school unless the parent wants to pick up the student. Students need to be treated prior to returning to school.

### MEDICATIONS AT SCHOOL:

Because of recent changes in Washington State Law in regard to administration of oral medications at school, the following rules now apply.

- The medication must be furnished in the ORIGINAL container from the pharmacy, with the student's name, the name of the medication, and the dosage to be given. Non-prescription medication must be furnished in the original container from the manufacturer.
- All medication should be ready to be administered and must not require any preparation by building staff.
- It is the parent's responsibility to deliver and maintain an adequate supply (not more than one month supply) of medication at the school.
- The medicine MAY NOT be delivered by the child or school bus driver. If delivered by the student or bus driver, medication will not be dispensed and the parent will be contacted to come to school to verify medication and amount.
- An "Authorization for Administration of Oral Medications at School" form must be filled out prior to administration of any medication including Tylenol, and MUST be signed by both a physician and parent or guardian.

### VACCINATIONS

In accordance with Washington State Law WAC 246-100-166, your child must have the following immunizations completed before entering kindergarten.

- 4 doses of DTP or DT vaccine with the last dose on or after the fourth birthday
- 3 doses of oral polio (OPV) or 4 doses of Inactivated Polio vaccine (IPV) with the last dose on or after the fourth birthday

- 2 doses of Measles, Mumps and Rubella (MMR) vaccine on or after the first birthday
- 3 doses of Hepatitis B vaccine
- 2 varicella (chicken pox) vaccination

#### ACCIDENT INSURANCE:

School accident insurance is available for students at a very reasonable rate. Application forms are available in the school office.

#### SAFETY DRILLS AND DISASTER PREPAREDNESS

Fire drills are necessary for the safety of students and staff. Drills are held throughout the year when an alarm is sounded over the public address system. Students are continually taught and reminded of Fisher School evacuation and earthquake procedures.

#### LOST AND FOUND

The school maintains a "Lost and Found" for unclaimed clothing items located near the office. Students and parents are encouraged to check the "Lost and Found" for articles of clothing. School supplies, etc. that have been lost or misplaced can be claimed in the school office. Parents are requested to place suitable identification on clothing, lunch boxes, glasses, watches, etc. in order to help us return these items to their owners. Unclaimed items will be donated to local charities at the end of June.

#### SAVING FOR EDUCATION

There are ways that parents can help Fisher School receive materials and equipment for our students. We participate in the following programs and ask for your help in saving and turning in labels and receipts:

1. Box Tops for education - we receive \$.10 for each "Box Tops for Education" logo from General Mills products. These may also be brought to the Fisher School office.
2. There are several stores that donate to schools such as Safeway and Target. Ask for information when you shop.

Thank you for your help!

## FISHER SCHOOL DIRECTORY

### Kindergarten

Danielle Ayres  
 Jessica Granstrom  
 Marci Peterson  
 Bree Prosser

### First Grade

Megan Burmeister  
 Leilani Hoch  
 Tami Namminga  
 Katie Polinder

### Second Grade

TBD  
 Jen Haugen  
 Laura Munkres  
 Laura Sebastiani

### Third Grade

TBD  
 Kristie Hutchins  
 Charity Jones  
 Jamie Matheis

### Fourth Grade

Cory Clawson  
 Julie Adams  
 Andrew Dickson  
 Christine Gish

### Fifth Grade

TBD  
 TBD  
 Hannah Todd  
 Ruby Mora-Zamora

### Physical Education & Music

Kacey Hersom  
 Mike Sebastiani  
 Rebecca Wright

### Intervention Specialists

TBD  
 Amy Miller

### Computer Lab/Library

Diane Zediker  
 Leah Tag

### Special Education

TBD

### ELRC

Laura Landis  
 Luis Garcia  
 Deanna Karb  
 Carrie Lyddan  
 Kathy Vis

### School Psychologist

James Scarborough

### Speech

Chelsey Caraco

### Instructional Assistants

Janice Croft  
 Amy Maynard  
 Annette Salazar  
 Kesley Stauffer  
 Deanna Wemp

### Nurse

Theresa Odom

### Cafeteria/Playground Supervisors

Geneva Spracklen  
 Sheila Visser

### Custodians

Keith Pine  
 Dan Jack

### Kitchen

Tara Stauffer  
 Monika Guffy

### Office

Mandy Jessee  
 Megan Herwerden  
 Cynthia Huaracha  
 Megan Vopnford  
 Wendy Kuplent