



**Dubuque**  
COMMUNITY SCHOOLS

2016-2017

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**PARENT-STUDENT**

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HANDBOOK

## DISTRICT WEBSITE

[www.dbqschools.org](http://www.dbqschools.org)

The Dubuque Community School District website is the official electronic communication tool for the district. Parents and students will find a variety of helpful, timely information throughout the site, including the following:

School Calendar	Lunch Menus
School Board Policies	Registration Schedules
School Delay Info	Athletic Events
Arts Calendar	Special Events
Teachers and Staff	Open Enrollment
School Board Agendas	Annual Progress Report

Look for frequently used webpages referenced throughout this handbook for your convenience.

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## ASBESTOS NOTICE

Asbestos is an issue we have been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (referred to as AHERA) was enacted to determine the extent of and develop solutions for any problems schools may have with asbestos.

To give you some background, asbestos has been used as a building material for many years. Asbestos' properties made it an ideal building material for insulation, sound absorption, decorative plasters, fireproofing, and a variety of miscellaneous uses. EPA began action to limit uses of asbestos products in 1973 and banned most uses of asbestos products as building materials in 1978.

A certified asbestos inspector examines our facilities every three years, as required by AHERA. This inspection will be completed in July or August 2013.

The Management Planner has developed an asbestos management plan for our facilities which includes: this notification letter, education and training of our employees, and a set of plans and procedures designed to minimize the disturbance of the asbestos containing materials, and plans for regular monitoring of the asbestos-containing materials.

A copy of the asbestos management plan is available for your inspection in our Buildings and Grounds Offices during regular office hours. All inquiries regarding the plan should be directed to Charlie Clasen, Assistant Manager of Buildings and Grounds, who is our Asbestos Program Manager.

Our intent is not only to comply with, but exceed federal, state and local regulations in this area. Our plan is to take whatever steps are necessary to ensure that our students and employees have a healthy, safe environment in which to learn and work.

## WEATHER-RELATED INFORMATION

Inclement weather may cause the district to cancel school, delay start times or release early. This decision is based on district-wide conditions, on-site observations and weather reports.

When a schedule change is made due to inclement weather, families will be notified by phone and email using the district's mass notification system. The district's inclement weather line (563/552-3035) and website ([www.dbqschools.org](http://www.dbqschools.org)) will also be updated. Area television and radio stations will also be notified of the change. When a full day is canceled, it is made up at a later date.

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## EQUAL EDUCATIONAL OPPORTUNITY ASSURANCE STATEMENT

Any form of harassment, bullying, or discrimination can be devastating to an individual. Therefore, the Dubuque Community School District will not tolerate harassment, bullying, or discrimination based upon a trait or characteristic of a student, staff member, volunteer, or applicant for employment including, but not limited to, age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status.

The school district requires all agencies, vendors, contractors, and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity. SCHOOL BOARD POLICIES #1001 AND #1005.

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## PUBLIC NOTICE: TITLE IX

The Dubuque Community School District does not discriminate on the basis of sex in admission to or employment in its education programs and activities. Inquiries regarding Title IX and the Title IX regulations can be referred to the designated Title IX Coordinator.



Fall 2016

Dear Families,

Welcome back for the 2016-17 school year! On behalf of the over 1,800 staff members in our 18 schools and throughout the district, I want you to know that we are excited for the many opportunities that are ahead of us as we begin this new year.

Throughout the year, I hope you will see that our priority is not to simply teach students facts and figures – it is to arm them with the knowledge and skills they will need to find success in our ever-changing world. As we work to achieve this goal, we remain committed to our mission: **To develop world-class learners and citizens of character in a safe and inclusive learning community.**

Guided by seven dedicated members on the Board of Education, we are committed to providing a first-rate educational experience to our students. We are also dedicated to achieving strategic growth in the areas of student achievement, student development, community engagement, effective resource management and employee excellence.

As educators of tomorrow's adults, we know that our responsibilities are great. But, we can't do it alone. We rely on your help and assistance. Here are a few things you can do to make a great impact in the life of your child(ren):

- Become involved at the school your child(ren) attend
- Communicate with us if there are concerns or changes with your child(ren)
- Remember to stress that education is important and that the number one job of your child(ren) is attending school

In the pages that follow, you will find important information to get the year started on the right foot. This handbook includes federal, state and district policy information, some of which we are required to distribute to you annually. **Please take a moment to review the information in the handbook.**

Lastly, thank you for your continued support of our students. We look forward to another outstanding year and hope you will contact us if there is anything we can do to serve you better.

Sincerely,

A handwritten signature in black ink that reads "Stan Rheingans". The signature is fluid and cursive, with a long, sweeping underline that extends across the width of the name.

Stan Rheingans  
Superintendent of Schools

# DISTRICT STAFF

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## BOARD OF EDUCATION

Please see [www.dbqschools.org/schoolboard](http://www.dbqschools.org/schoolboard) for a current list of board members and officers.

## THE SUPERINTENDENT'S CABINET

Superintendent	Stan Rheingans
Executive Director of Finance and Business Services	Kevin Kelleher
Executive Director of Human Resources	Philip Kramer
Director of Elementary Education and Professional Learning	Nancy Bradley
Director of Technology	Coby Culbertson
Director of School and Community Relations	Mike Cyze
Director of Student Services	Shirley Horstman
Director of Secondary Education and Alternative Programs	David Olson
Athletics and Activities Supervisor	Amy Hawkins

## LOOKING FOR SOMEONE?

Online: Find an up-to-date listing of district contacts for administrative and curricular areas, visit [www.dbqschools.org/contact](http://www.dbqschools.org/contact).

By phone: If you are unsure who to contact for more information on a particular topic, call the main district office at **562/552-3000** to be directed to the appropriate staff member.

# SCHOOL DIRECTORY

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## ELEMENTARY SCHOOLS (GRADES PREK-5)

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AUDUBON ELEMENTARY SCHOOL	605 Lincoln Avenue, Dubuque, IA 52001-3411 www.audubon.dbqschools.org	P: 563/552-3300 Principal: Ed Glaser	F: 563/552-3301 Secretary: Brenda Roschen
BRYANT ELEMENTARY SCHOOL	1280 Rush Street, Dubuque, IA 52003-7597 www.bryant.dbqschools.org	P: 563/552-3400 Principal: Chris McCarron	F: 563/552-3401 Secretary: Connie Mueller
CARVER ELEMENTARY SCHOOL	2007 Radford Road, Dubuque, IA 52002 www.carver.dbqschools.org	P: 563/552-4500 Principal: Cindy Steffens	F: 563/552-4501 Secretary: Becky Christy
EISENHOWER ELEMENTARY SCHOOL	3170 Spring Valley Road, Dubuque, IA 52001-1500 www.eisenhower.dbqschools.org	P: 563/552-3500 Principal: Andy Ferguson	F: 563/552-3501 Secretary: Juli Roth
FULTON ELEMENTARY SCHOOL	2540 Central Avenue, Dubuque, IA 52001-3303 www.fulton.dbqschools.org	P: 563/552-3650 Principal: Chris Nugent	F: 563/552-3651 Secretary: Ann Schreyer
HOOVER ELEMENTARY SCHOOL	3259 St. Anne Drive, Dubuque, IA 52001-3700 www.hoover.dbqschools.org	P: 563/552-3700 Principal: Kathleen Walech-Haas	F: 563/552-3701 Secretary: Mindy Klein
IRVING ELEMENTARY SCHOOL	2520 Pennsylvania Avenue, Dubuque, IA 52001-3036 www.irving.dbqschools.org	P: 563/552-3800 Principal: Susan Meehan	F: 563/552-3801 Secretary: Carrie Welu
KENNEDY ELEMENTARY SCHOOL	2135 Woodland Drive, Dubuque, IA 52002-3826 www.kennedy.dbqschools.org	P: 563/552-3900 Principal: Donna Loewen	F: 563/552-3901 Secretary: Amy Nevins
LINCOLN ELEMENTARY SCHOOL	555 Nevada Street, Dubuque, IA 52001-6438 www.lincoln.dbqschools.org	P: 563/552-4050 Principal: T.J. (Tim) Potts	F: 563/552-4051 Secretary: Katie Preston
MARSHALL ELEMENTARY SCHOOL	1450 Rhomberg Avenue, Dubuque, IA 52001-2242 www.marshall.dbqschools.org	P: 563/552-4100 Principal: Joe Maloney	F: 563/552-4101 Secretary: Linda Delaney
PRESCOTT ELEMENTARY SCHOOL	1151 White Street, Dubuque, IA 52001-5070 www.prescott.dbqschools.org	P: 563/552-4200 Principal: Vicki Sullivan	F: 563/552-4201 Secretary: Nicole Borovic
SAGEVILLE ELEMENTARY SCHOOL	12015 Sherrill Road, Dubuque, IA 52002-9706 www.sageville.dbqschools.org	P: 563/552-4300 Principal: Jean McDonald	F: 563/552-4301 Secretary: Karen Bahl
TABLE MOUND ELEMENTARY SCHOOL	100 Tower Drive, Dubuque, IA 52003-8074 www.tablemound.dbqschools.org	P: 563/552-4400 Principal: Matthew Hull	F: 563/552-4401 Secretary: Julie Koontz

## MIDDLE SCHOOLS (GRADES 6-8)

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JEFFERSON MIDDLE SCHOOL	1105 Althausen Avenue, Dubuque, IA 52001-2099 www.jefferson.dbqschools.org	P: 563/552-4700 Principal: Kelly Molony	F: 563/552-4701 Secretary: Judy Sheridan
ROOSEVELT MIDDLE SCHOOL	2001 Radford Road, Dubuque, IA 52002 www.roosevelt.dbqschools.org	P: 563/552-5000 Principal: Jeff Johll	F: 563/552-5001 Secretary: Christy Hendricks
WASHINGTON MIDDLE SCHOOL	51 North Grandview Avenue, Dubuque, IA 52001-6390 www.washington.dbqschools.org	P: 563/552-4800 Principal: Mark Burns	F: 563/552-4801 Secretary: June Stecklein

## HIGH SCHOOLS (GRADES 9-12)

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DUBUQUE SENIOR HIGH SCHOOL	1800 Clarke Drive, Dubuque, IA 52001-4199 www.senior.dbqschools.org	P: 563/552-5500 Principal: Dan Johnson	F: 563/552-5702 Secretary: Julie McCaw
STEPHEN HEMPSTEAD HIGH SCHOOL	3715 Pennsylvania Avenue, Dubuque, IA 52002-3792 www.hempstead.dbqschools.org	P: 563/552-5200 Principal: Jerald (Lee) Kolker	F: 563/552-5231 Secretary: Pam Scales
THE CONNECT PROGRAM (grades 8-10)	1090 Alta Vista, Dubuque, IA 52001 Assistant Principal: Chris Oberhoffer	P: 563/552-5800 Secretary: Amber Everett	F: 563/552-5801
ALTERNATIVE LEARNING CENTER	1090 Alta Vista, Dubuque, IA 52001-6197 Assistant Principal: Chris Oberhoffer	P: 563/552-5850 Secretary: Amber Everett	F: 563/552-5851

# MISSION

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## TO DEVELOP WORLD-CLASS LEARNERS AND CITIZENS OF CHARACTER IN A SAFE AND INCLUSIVE LEARNING COMMUNITY

### VISION

Unfolding the potential of every student by empowering the teacher/student relationship through:

- promoting the roles and responsibilities we all have in the 21st century learning process;
- removing barriers;
- creating an environment where character and citizenship count;
- leveraging content knowledge to become critical thinkers and problem solvers; and
- providing multiple pathways to unlocking student potential.

### THE BOARD OF EDUCATION VALUES:

- Essential skills of digital-age literacy, inventive thinking, effective communication, and high productivity
- Innovative programming options
- Extra-curricular activities and character development
- Building leadership capacity for all employees
- Community engagement and multiple ways of communication
- Being transparent, ethical, and using resources wisely

### WANT TO SEE THE MISSION, VISION AND VALUES COME TO LIFE?

Look no further than the district's strategic plan. Online now at [www.dbqschools.org/strategicplan](http://www.dbqschools.org/strategicplan).

# 2016-2017 SCHOOL CALENDAR

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2														
3	4	5	6	7	8	9	1	2	3	4	5	6					1	2	3	
10	11	12	13	14	15	16	7	8	9	10	11	12	13	4	5	6	7	8	9	10
17	18	19	20	21	22	23	14	15	16	17	18	19	20	11	12	13	14	15	16	17
24	25	26	27	28	29	30	21	22	23	24	25	26	27	18	19	20	21	22	23	24
31							28	29	30	31				25	26	27	28	29	30	

  

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1														
2	3	4	5	6	7	8			1	2	3	4	5					1	2	3
9	10	11	12	13	14	15	6	7	8	9	10	11	12	4	5	6	7	8	9	10
16	17	18	19	20	21	22	13	14	15	16	17	18	19	11	12	13	14	15	16	17
23	24	25	26	27	28	29	20	21	22	23	24	25	26	18	19	20	21	22	23	24
30	31						27	28	29	30				25	26	27	28	29	30	31

  

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31					26	27	28					26	27	28	29	30	31	

  

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1														
2	3	4	5	6	7	8	1	2	3	4	5	6					1	2	3	
9	10	11	12	13	14	15	7	8	9	10	11	12	13	4	5	6	7	8	9	10
16	17	18	19	20	21	22	14	15	16	17	18	19	20	11	12	13	14	15	16	17
23	24	25	26	27	28	29	21	22	23	24	25	26	27	18	19	20	21	22	23	24
30							28	29	30	31				25	26	27	28	29	30	

**AUGUST**  
 16, 17, 18: Professional-Learning Days  
 19: Half-Day Professional Learning (paid for by Teacher Quality Committee)  
 22: Orientation (Grades PreK-5, 6, 9)  
 23: FIRST DAY OF SCHOOL  
 26: One-Hour Late Start

**SEPTEMBER**  
 2, 9, 16, 23: One-Hour Late Start  
 5: No School (Labor Day)  
 30: No School (Professional-Learning Day)

**OCTOBER**  
 7, 14, 28: One-Hour Late Start  
 19, 20: Parent-Teacher Conferences  
 20, 21: No School

**NOVEMBER**  
 4, 11, 18: One-Hour Late Start  
 16: First Trimester Ends  
 23: No School (Professional-Learning Day)  
 24-25: No School (Thanksgiving)

**DECEMBER**  
 2, 9, 16: One-Hour Late Start  
 23-30: No School (Winter Break)

**JANUARY**  
 2: No School (Winter Break)  
 6, 13, 20, 27: One-Hour Late Start  
 13: First Semester Ends (High School)  
 16: No School (Martin Luther King Jr. Day)

**FEBRUARY**  
 3, 17: One-Hour Late Start  
 10: No School (Professional-Learning Day)  
 22, 23: Parent-Teacher Conferences  
 23, 24: No School  
 24: Second Trimester Ends

**MARCH**  
 3, 10, 24, 31: One-Hour Late Start  
 13-17: No School (Spring Break)

**APRIL**  
 7, 21, 28: One-Hour Late Start  
 14: No School

**MAY**  
 5, 12, 19, 26: One-Hour Late Start  
 25: Last Day for Seniors  
 29: No School (Memorial Day)  
 31: Last Scheduled Day of Classes

**JUNE**  
 1: Staff Professional-Learning Day (or following last day of school)  
 1, 2, 5, 6, 7: Make-up Day if Needed  
 3: Graduation at Five Flags Center (Senior at 10 a.m., Hempstead at 3 p.m.)

Additional make-up days will be added to the end of the school year, if necessary.

Professional-Learning Day (No School)  
 Student Orientation (Select Grades)  
 First/Last Day of School  
 One-Hour Late Start  
 Non-school Day  
 Make-up Day  
 Parent-Teacher Conference Day  
 End of Trimester  
 End of Semester  
 High School Graduation

**24** **Connect with us any day of the year.** Looking for lunch menus? Checking grades in PowerSchool? Viewing the event calendar? It's just a click away all day, every day at: » [www.dbqschools.org](http://www.dbqschools.org)

**24** **Let your fingers do the walking...** Not near a computer? The answers to two common questions are a phone call away.  
 » SCHOOL LUNCH HOTLINE: 563/552-3250  
 » WEATHER HOTLINE: 563/552-3035