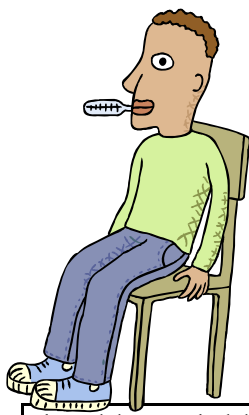


# What You Need To Know



Should my child stay home?

To help parents determine whether a health issue would keep a child from attending school, we have included a chart in this document regarding illnesses and head lice. Schools must be made aware of students' special physical and mental health needs (for example: diabetes, asthma, seizure disorders or school anxiety, etc.) It is important to promptly tell the school about new and changing health problems that can cause learning or safety problems at school.

Please do not send an ill child to school. There could be some serious health problems for your child and other students. If your child is ill or his/her fever is higher than 103 degrees, you should contact your health care provider for advice. If you need help in finding a health care provider, you may call the Multnomah County Health Department 503.248.3816 or School Health Services 503.257.1732. Some students have medical conditions that can become life threatening when exposed to: measles, chicken pox/shingles, fifth's disease, rubella and hepatitis. Should your child be diagnosed during the school year with any of these diseases, please call your school office immediately.

Keep home under conditions listed on the chart below.

Student's symptoms/ diagnosed illness:	Student may return to school when:
Fever greater than 100 degrees (orally)	Temperature below 100 degrees (orally) for a minimum of 24 hours without use of fever-reducing medication.
Rash or rash with fever – new or sudden onset	Rash disappears. Written or phone consent: from a medical doctor to school nurse.
Brown, gray, tan or yellow drainage from nose, eyes, or any other part of the body	Discharge must be gone or student must have been on antibiotics for 24 hours and have written or phone consent: from a medical doctor to school nurse.
Vomiting Diarrhea	Symptom-free for 24 hours.
Cough: Deep, barking, congested, or productive mucous	Symptom-free or student must have been on antibiotics for 24 hours and have written/phone consent: from a medical doctor to school nurse.
White, clay colored, or bloody stool Yellow color of skin and/or eyes Brown or bloody urine Stiff neck or headache with fever	Symptom-free or written/phone consent from a medical doctor to school nurse.
Unusually sleepy, lethargic or grumpy	Symptom-free.
Strep throat diagnosed by a medical doctor	Must have been on antibiotics for 24 hours and have written/phone consent from a medical doctor to school nurse. If no antibiotic given, call school nurse before sending child to school.
After an illness of two or more weeks, surgery, or other change in health status	Written instructions from the doctor and parent regarding medication or special health needs must be provided to the school nurse.

Due to inclement weather, schools may need to close or dismiss early for the safety and welfare of all our students. The decision to close schools is made by the Superintendent or her/his designee (usually by 5:00 a.m.). This information is publicized on FM and the following AM radio stations: KBPS 1450; KEX 1190; KUPL 1330; KXL 790. Radio station KBPS announces school closures in eight other languages. Announcements are made on local television stations KATU, Channel 2; KOIN, Channel 6; and KGW, Channel 8.

The announcement may include one of the following messages:

**Portland Public Schools and offices closed:** This means students and all employees, except custodians, stay home.

**Portland Public Schools closed. Central Office personnel report:** This means students, faculty and staff, except custodians, stay home. Central administrative offices open.

**Portland Public Schools closed. Faculty and staff report:** This means students remain home and all employees report.

**Portland Public Schools 2 hour late opening:** This means schools will begin two hours after the regular starting time. No half-day or mid-day transportation. No morning kindergarten takes place, however, only transportation home is provided for those usually taking the bus.

**Portland Public Schools regular opening:** This means schools begin at regular starting time.

Inclement Weather



The Portland Council Parent Teacher Association (PTA)

sponsors a **Clothing Center** at Marshall High School, phone: 503.293.0783. Parents wishing to visit the center for their child need to pick up a referral in any PPS school office.



## Head Lice

Lice are not a vector for disease, or a public health threat. They are not caused by, or associated with, poor hygiene or parent neglect. Lice are gray to brown in color and can lay many eggs (called nits) on hair shafts. Nits are gray, tan, or white in color. If students are found to have live head lice, schools keep that information very confidential but students are sent home, returning when the hair has been treated with a special shampoo that can be purchased at the grocery store and no live lice are present.

Please understand that lice aren't particular. They are found in hair of any color, regardless if it is clean or dirty. Lice cannot jump, cannot fly. They do not live on pets. They crawl. How can you prevent it happening to your children? Encourage them not to share combs, brushes, and hats.

If you have questions, schools can put you in contact with the school nurse. Please – if your family has any members with head lice, let the school know.

Families can:

Check children's hair weekly for lice or nits.

Remove ALL nits.

Check children when they scratch or complain of itching heads.

Wash clothes, bedding, and towels in hot water and dry on hot cycle for at least 20 minutes.

Check all family members if one person is found to have lice or nits.

Soak combs and brushes in hot water (at least 130 F) for 5 to 10 minutes.

Treat all people who have lice. Consult the school nurse or your medical provider for information about treatment options.

Vacuum everywhere – furniture, car seats, mattresses, rugs, etc.

Let the school nurse know. She/he can do follow-up and answer questions.

## Immunizations

Oregon law requires new students, including Pre-Kindergarten and Kindergarten students, to have at least one dose of each required vaccine or appropriately signed exemption before attending school.

For 2008/2009, the following vaccines are required for a child 19 months old or older to be up to date.

<b>Pre-Kindergarten</b>	Diphtheria/Tetanus/Pertussis (DTaP): <b>4 doses</b> Polio: <b>3 doses</b> Measles, Rubella, Mumps (MMR): <b>1 dose</b> received on or after first birthday Hepatitis B: <b>3 doses</b> <b>Hepatitis A: 2 doses—NEW REQUIREMENT</b> Haemophilus influenzae type B (Hib): <b>1-4 doses</b> (if under 5 years of age) Varicella (Chickenpox): <b>1 dose</b> received on or after first birthday or has chickenpox history
<b>Kindergarten</b>	Diphtheria/Tetanus/Pertussis (DtaP): <b>5 doses</b> Polio: <b>4 doses</b> Measles, Rubella, Mumps (MMR): <b>2 doses*</b> first dose received on or after first birthday Hepatitis B: <b>3 doses</b> <b>Hepatitis A: 2 doses—NEW REQUIREMENT</b> Varicella (Chickenpox): <b>1 dose</b> received on or after first birthday or has chickenpox history
<b>Grade 1-6 or 8-12</b>	Diphtheria/Tetanus/Pertussis (DtaP): <b>5 doses</b> Polio: <b>4 doses</b> Measles, Rubella, Mumps (MMR): <b>2 doses*</b> first dose received on or after first birthday Hepatitis B: <b>2 or 3 doses</b> (depending on vaccine type) Varicella (Chickenpox): <b>1 dose (or 2 doses</b> if vaccine is given at age 13 or older) received on or after first birthday or has chickenpox history
<b>Grade 7</b>	<b>In addition to all vaccines for Grades 1-6 or 8-12, Grade 7 students also require Tdap: 1 dose</b>  * "Measles only" vaccine is acceptable for 1 dose

If additional vaccines are needed, call 503.988.3816 for Multnomah County Clinic locations

## Insurance

### Accidental only:

Low cost accident insurance for students is made available by private insurance companies in cooperation with the Portland Public School District. Please consider purchasing student accident insurance to protect your children. Even if you already have medical insurance, you may consider student accident insurance as a supplement to your existing medical insurance.

### Oregon Health Plan:

There are many ways that you may be eligible for OHP if you live in Oregon and are a U.S. citizen or an eligible non-citizen. Different eligibility rules and income levels apply to different groups of people. The level of coverage (benefit package) you or your family receive is based on your income, age, and physical or mental condition.

To receive an OHP application packet, contact your school nurse or school-based health clinic. Or you may call 1.800.359.9517 or go to the following website for information: <http://www.Oregon.gov/DHS/healthplan/>



## ANNUAL FAMILY NOTIFICATIONS

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires Portland Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Portland Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Portland Public Schools to include this type of information from your child's education records in certain school publications.

Examples include: a playbill, showing your student's role in a drama production; the annual yearbook; honor roll or other recognition lists; graduation programs; and sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require schools receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the school that they do not want their student's information disclosed without their prior written consent. (1) If you do not want Portland Public Schools to disclose directory information from your child's education records without your prior written consent, **you must notify the District in writing within 30 days of enrollment in school.**

Portland Public Schools has designated the following information as directory information: student's name, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, major field of study, dates of attendance, and the most recent school attended.

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<sup>1</sup>These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces

### STUDENT RECORDS: ANNUAL NOTIFICATION OF RIGHTS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. School officials include, but are not necessarily limited to: persons employed by the School as administrators, supervisors, instructors, or support staff members (including health or medical staff and law enforcement unit personnel); persons serving on the School Board; persons, entities, or companies with whom the School has contracted to perform special tasks (such as attorneys, auditors, medical consultants, or therapists) or that perform tasks on behalf of the school (such as the Portland Schools Foundation or the school based threat assessment team or the Schools Uniting Neighborhoods Community Schools providers); a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-46052



## Annual Family Notifications Continued

### RELEASE OF STUDENT INFORMATION TO MILITARY AND COLLEGE RECRUITERS

The No Child Left Behind Act of 2001 requires school districts to provide upon request the names, addresses, and phone numbers of juniors and seniors to military recruiters and colleges or universities.

If you do not want the school district to provide information about your student to either the military or colleges or universities, you have an opportunity to 'opt out.'

In order to do so, you must check the box marked "NO" next to one or both of the categories (Military or College/University) on the students' registration form or the yearly verification form and then sign and return the form immediately to your school. If your child is over 18, he or she must also sign the form.

If you do not check "NO" or if you fail to return the registration/verification forms, the school district must release the student information to military or college recruiters upon their request. Once this information is released, the district cannot control how these institutions use the information.

A list of the guidelines on military recruiters' and colleges' access to information can be found at the following website: [http://www.ed.gov/offices/OM/fpco/hot\\_topics/ht10-09-02.html](http://www.ed.gov/offices/OM/fpco/hot_topics/ht10-09-02.html)

If you have questions, please call your school counselor or college coordinator.

### PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. § 1232h; 34 CFR Part 98) applies to programs that receive funding from the U.S. Department of Education (ED). PPRA is intended to protect the rights of parents and students in two ways:

It seeks to ensure that schools and contractors make instructional materials available for inspection by parents if those materials will be used in connection with an ED-funded survey, analysis, or evaluation in which their children participate; and

It seeks to ensure that schools and contractors obtain written parental consent before minor students are required to participate in any ED-funded survey, analysis, or evaluation that reveals information concerning: 1. Political affiliations; 2. Mental and psychological problems potentially embarrassing to the student and his/her family; 3. Sex behavior and attitudes; 4. Illegal, anti-social, self-incriminating and demeaning behavior; 5. Critical appraisals of other individuals with whom respondents have close family relationships; 6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or 7. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Parents or students who believe their rights under PPRA may have been violated may file a complaint with ED by writing the Family Policy Compliance Office. Complaints must contain specific allegations of fact giving reasonable cause to believe that a violation of PPRA occurred.

For additional information or technical assistance, you may call 202. 260.3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1.800.877.8339. Or you may contact us at the following address: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-4605

### TITLE I: "PARENTS RIGHT-TO-KNOW"

Section Title I-A in the No Child Left Behind Act of 2001<sup>1</sup> requires school districts to notify parents in any school receiving Title I funding of their right to request the professional qualifications of their child's classroom teacher(s). This right extends to all parents in any school receiving Title I funds, whether as a school wide program or as a targeted assistance program. Upon the request of a parent a school must disclose, in a timely fashion, at minimum: Whether the teacher has met state licensure requirements for the grade-level and subject area in which they are currently teaching. Whether the teacher is teaching under emergency or provisional status through which state licensing criteria have been waived. The baccalaureate degree major of the teacher, any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree. Whether the child is provided services by a paraprofessional, and if so their qualifications.

In addition to notification of their right to request information on the professional qualifications of their child's teacher, schools must also provide timely notice to parents if a child is assigned to, or has been taught for more than four consecutive weeks by a teacher that is not highly qualified.

All notices must be in a comprehensible and uniform format, and to the extent practicable, translated into a language that the parent can understand.

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<sup>1</sup> This requirement is found in Section 1111(6) of Title I: Improving the Academic Achievement of the Disadvantaged in the No Child Left Behind Act of 2001 (P.L. 107-10).

