

Legal Annual Notices

Each school year we are required to give "official notice" to school district patrons.

Annual Notice of Non-Discrimination - It is the policy of the Lu Verne Community School District that every student will have equal educational opportunities regardless of race, color, creed, sex, national origin, marital status, or handicap. It is also the policy of the school district that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women as well as men in our society. Inquiries regarding compliance with nondiscrimination policies and practices may be directed to Janie Eischen, Director of Teaching and Learning, 405 Hanna Avenue, Lu Verne, Iowa, 515-882-3357, jeischen@algona.k12.ia.us or to the Director of the Office of Civil Rights, Washington, D.C.

Lu Verne offers the following CTE courses (through a whole grade sharing agreement with Algona Community School District);

- Area 1-Agriculture, Food, and Natural Resources
- Area 2- Applied Sciences, Technology, Engineering, and Manufacturing
- Area 3- Human Services
- Area 4- Business Finance, Marketing and Management

Homeless Information - A child whose family lives in a shelter, motel, vehicle, or a campground; on the street; in an abandoned building or trailer; or doubled up with friends or relatives, has the right to attend school. Contact Courtney Fannon, Guidance Counselor and Local Homeless Liaison, Lu Verne (CWL) Elementary School, 405 Hanna Avenue, Lu Verne, Iowa 50560, 515-882-3357 X 235, cfannon@trv.k12.ia.us; cfannon@cwl-csd.org.

If you need further assistance call the National Center for Homeless Education at the toll free number 1-800-308-2145.

Section 504 of the Rehabilitation Act: - Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program receiving financial assistance. In order to fulfill obligations under Section 504, the school districts have the responsibility to avoid discrimination in policies regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system.

The school district has the responsibility under section 504, which includes the obligations to identify, evaluate, and if the student is determined eligible under section 504, to afford access to appropriate services.

If the parent or guardian disagrees with the determination made by the professional staff or the school district, he/she has the right to a hearing with an impartial hearing officer.

It is the policy of the Lu Verne Community School District not to illegally discriminate on the basis of age (for employment), race, creed, national origin, color, marital status (for programs), sexual orientation, religion, gender/sex, socio-economic status (for programs), gender identity or physical/mental disability in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Janie Eischen, Director of Teaching and Learning, 405 Hanna Ave, Lu Verne, IA 50560, 515-882-3357, jeischen@algona.k12.ia.us

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to:

1. Inspect and review his/her child's educational records;
2. make copies of these records;
3. receive a list of the individuals having access to those records;
4. ask for an explanation of any item in the records;
5. ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights; and
6. a hearing on the issue if the school refuses to make the amendment.

If there are questions, please feel free to contact the Superintendent, Mr. Jon Hueser, 405 Hanna Avenue, Lu Verne, Iowa 50560, 515-882-3357, jhueser@cwl-csd.org.

Open Enrollment - Parents who wish to transfer their child out of the district under Open Enrollment may pick up appropriate forms in the Office of the Superintendent. These forms must be completed and returned to the Superintendent's Office on or before March 1 of the year preceding the year in which the child wishes to transfer. The deadline for applications for students entering Kindergarten is September 1st of the current school year they wish to enroll. Exceptions to this timeline for good cause purposes can be made. For information regarding what constitutes good cause, contact the Superintendent of Schools.

Parents May Request Teacher Qualifications - Parents/Guardians in the Lu Verne Community School District have the right to learn about the following regarding their child's teacher's qualifications: state licensure status, special endorsements for grade level/subject area taught, and baccalaureate/graduate certificate/degree.

Parents/Guardians in the Lu Verne Community School District may request this information from the Office of the Superintendent by calling 515-882-3357 or sending a letter of request to the Office of the Superintendent, Lu Verne CSD, 405 Hanna Avenue, PO Box 69, Lu Verne, Iowa 50560.

Consent/Opt Out for Specific Activities - The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. & 123h. requires Lu Verne CSD to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information survey"):

1. Political affiliations or beliefs of the student or student's parents;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family members;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of information for marketing purposes. ("Marketing Surveys"), and certain physical exams and screenings.

Student Abuse Investigators - If a student feels school employees have abused him or her physically or sexually, he /she can report it to investigators. The primary Level One Investigator is Jon Hueser, 515-882-3357, jhueser@cwl-csd.org and the Level II Investigator is Courtney Fannon, 515-882-3357, cfannon@cwl-csd.org.

Human Growth and Development Instruction - Students in grade levels 1 - 12 will receive, as part of their health education, instruction about personal health; food and nutrition; environmental health; safety and survival skills; consumer health; family life; human growth and development; substance abuse and non-use; including the effects of alcohol, tobacco, drugs and poisons on the human body; human sexuality; self esteem; stress management; interpersonal relationships; emotional and social health; health resources; prevention and control of disease; and communicable diseases; including acquired immune deficiency syndrome. The purpose of the health education program is to help each student protect, improve, and maintain physical and social well being.

The areas stated above are included in health education and the instructions are adapted at each grade level to aid understanding by the students.

Parents who object to the health education instruction in human growth and development may file a written request that the student be excused from the instruction. The written request will include a proposed alternate activity or study acceptable to the Superintendent. The Superintendent will have final authority to determine the alternate activity or study.

Student Fee Waiver - Students whose families meet the income guidelines for free and reduced lunch, the Family Investment Program (FIP), the Supplemental Security Income (SSI) transportation assistance under open enrollment, or who are in foster care, are eligible to have their fees waived or partially waived. Students whose families are experiencing temporary financial hardship may qualify for a temporary waiver of student fees. Parent's or students who believe they may qualify for temporary financial assistance should contact the main school office with a waiver request form. This waiver does not carry over from year to year and must be completed annually.

Asbestos Notice- Our school building contains friable and non-friable asbestos containing materials, The district has developed a written Asbestos Management Plan that indicates location, condition, and response act to minimize exposure of asbestos to the building occupants. Our Management plan is in operation and this plan is available for inspection by anyone in the Office of the Principal/Superintendent.

Wellness Policy -As required by the Iowa Department of Education, the District has adopted a Wellness Policy. Part of this policy encourages community comments in providing a positive, safe, and health promoting learning environment. Therefore, the Superintendent invites suggestions or comments concerning the development, implementation, and improvement of the school Wellness Policy. As such, interested persons are encouraged to contact the Superintendent.

Family Educational Rights and Privacy Act Annual Notice- 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 educational records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record (s) they wish to inspect. The Principal will make arrangements for access and notify the eligible student of the time and place where records will 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 or in violation of the student's privacy rights.

Parents or eligible students may ask the school district to amend a record they believe to be inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district 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 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. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employees, medical consultant, or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her tasks.

A school official has the legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (Note: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.)

4. The right to inform the school district that the parent does not want directory information released. Directory information can be released without prior parental consent.
5. The right to file a complaint with the US Department of Education, concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, SW, Washington DC, 20202-4605

Use of Directory Information- The following information may be released to the public in regard to any individual student of the school district as needed:

name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational institution attended by the student, photographs and likeness and other similar information.

Any student over the age of eighteen or parent not wanting this information released to the public must make an objection in writing by September 1st to the Principal. The objection needs to be renewed annually.

Use of Recording Devices in Building and Busses - The Lu Verne Community School District Board of Directors has authorized the use of recording devices on school district owned property. The recording devices will be used to enhance safety and security within the educational environment. Students, employees, and parents are hereby notified that the content of the recording may be used in a student or employee disciplinary proceeding or other matters as determined necessary by the administration. Parents may request to view the recording of their child.