

August 24 – 31, 2016



Welcome to the 2016-17 School Year!

MANDATORY Grade Level Meetings - The assemblies for each grade level will be as listed below in the auditorium. Students that go to CC/CA should attend those classes, no special buses will be provided.

9th Grade ~ Monday, August 29, 9:20 a.m.

10th Grade ~ Tuesday, August 30, 9:20 a.m.

11th Grade ~ Wednesday, August 31, 9:55 a.m.

12th Grade ~ Wednesday, September 7, 9:55 a.m.

After taking attendance, teachers should bring students to the auditorium after the PA call and stay with them during the assembly (If you have a mixed grade level class, ask colleagues to assimilate your students into their class for supervision purposes).

Pep Rally Assembly We will have a pep assembly in the large gym on Friday, September 2. Classes will be called by PA to the gym and sit by grade level approximately 2:00 and finishing by 2:35.

Computer Science Club – All students interested in things such as: gaming, making music, creating apps, building and/or dissecting computers should be there! We will have 2 initial interest meetings in Mr. Arends room (1830) on Tuesday, August 29, 2016. These meetings will be before school at 7:20 am and right after school around 2:45 pm so that all students can attend if they choose. All students are welcome!

SCHEDULING - Please see your grade level counselor in the Counseling Office for any changes. Wednesday through Friday this week, counselors will see seniors and juniors during their INCORRECT block class. Starting Monday, sophomores and freshmen will be seen during their INCORRECT block class for schedule changes.

Labor Day Holiday on Monday, September 5. No school, offices closed. Offices will close at 3:30 p.m. on Friday, September 2.

Theatre Club Meeting! Interested in Theatre? Onstage/backstage/film/ singing/painting/power tools/sewing/light and sound operators. Come be a part of the exciting world of Theatre! Tuesdays, 2:45-3:15. Theatre Arts Room 2080. Our 2016-17 Kick off meeting will be on Tuesday, August 30! Visit with Mr. Rixner, Mrs. Tuttle, Mrs. Sutton, or Mrs. Sheridan for more details.

Freshmen! Any freshmen interested in playing baseball in the spring, please stop by Coach Schultz's room to pick up a schedule. You can stop by after school Wednesday, Thursday or Friday this week in room 1860.

The Roosevelt Girls Swimming And Diving Team is looking for girls that are interested in diving. Please see Coach Teter down in the large gym or the pool if you are interested.

The Roosevelt Speech And Debate Team invites all students with any interest to attend our team meetings on Tuesdays and Thursdays at 3:00 in the library. No experience required - we can teach you all the skills you need. From arguing politics, to performing monologues, to discussing current events there is an event for any and every one. If you have any questions, or cannot attend the meetings on Thursdays, please see Mrs. McCool, the head coach any day after school. Her office is behind the auditorium- Room 1170!

Your Student Council Officers for 2016-17!

Student Body President: Ethan Shafer

Vice President: Jayda Hawkins

Treasurer: Paige Crall

Secretary: Molly Kresse

Publicist: Noah Grimes

Senior Class President: Ivy O'Connor

Senior Class Vice President: Seamus Geraty

Junior Class President: Graham Link

Junior Class Vice President: Intisar Becic

Sophomore Class President: Ashley Pappas

Sophomore Class Vice President: Forrest LaPrade

Dental Forms! All 9th graders are required to have a dental screening. If you have not yet turned in your completed dental forms to the nurse's office, please do so as soon as possible.

Contract PE Students: All contract PE students must meet with Mr. Kenton immediately after school on September 7. The meetings will last 15-20 minutes. See Mr. Kenton or Mrs. Burns' sub in the large gym with questions.

Student Medical Excuse From Physical Education Students who have medical excuses from PE need to file a doctor's letter with the school nurse, Mrs. Cable, immediately. You are to stay in PE class until the doctor's excuse is on file.

Ninth Graders: If you did not receive a Roosevelt freshman t-Shirt at orientation, please see Mrs. Thomason in the room 2170.

Sheroes – a group of high school women, dedicated to volunteerism and philanthropy, sponsored by the Young Women's Resource Center, is continuing to take applications for the 2016-2017 school year. To apply, please go to [ywrc.org \(http://www.ywrc.org/what-we-do/prevention-services/\)](http://www.ywrc.org/what-we-do/prevention-services/) and fill out the Sheroes application and schedule an appointment for a personal interview. For more information, please contact Tara Ray at 515-244-4901 or tray@ywrc.org.

A 90 Minute Early Dismissal for staff collaboration will be held EVERY WEDNESDAY throughout the year beginning August 24. Make transportation arrangements ahead of time, as staff will be in required meetings. Release students are reminded that block 2/6 begins at **9:15** a.m. Students are not to be in the building in the afternoon as staff are involved in meetings.

Parking Restrictions!! Due to special City of Des Moines parking permits, parking on the east & west sides of Polk Blvd and between Chamberlain and Blvd Place will be closed to cars on October 3, 4, 11, and 12. Parking laws will be strictly enforced by Des Moines Police Department. Please be aware of the restricted parking on those days and CAR POOL, or allow EXTRA TIME to park extended distances. Thanks in advance for your cooperation!

Doctor Appointments Again this year, all medical/dental appointment passes will be recorded & sent from the attendance desk. Please call 242-7273 to leave a message. Advanced notice from a parent is appreciated by the office staff. Don't forget to bring back the appointment confirmation from the doctor's office.

South Parking Lots are reserved for senior and junior parking by (\$20) permit only. Students must have their vehicles registered with a parking tag no later than Friday, September 9. ALL students that drive to school should register their vehicle. All other parking is available on the surrounding streets per city posted signage. Students parking illegally will be subject to parking tickets from city officials. Carpooling, city transportation (DART), bicycling or walking is highly encouraged!

Counseling Center To assist you in the counseling center:

Mr. Williamson, counselor	⇒	11 th & 12 th Grades A - K
Mrs. Stoffa, counselor	⇒	11 th & 12 th Grades L - Z
Mrs. Haylett, counselor	⇒	9 th & 10 th Grades A - K
Ms. Miller, counselor	⇒	9 th & 10 th Grades L - Z
Ms. Williams	⇒	scheduling specialist (library)
Mrs. Smith	⇒	counseling secretary
Mr. Hedrington	⇒	GEARUP Iowa Coordinator

Student Lunches The cost of a school breakfast and lunch is: breakfast, \$1.80 ~ free/reduced 00 cents; lunch is \$2.85 ~ free/reduced is 40 cents, a la carte milk is 45 cents.

Myschoolbucks.com - Through myschoolbucks.com you can pay with credit card for school meals from one convenient location. . . YOUR home! You will know at any point, the balance in your child's meal account and see exactly what they are purchasing. myschoolbucks.com:

- Accepts credit card payments
- Allows you to view account balances and transaction history
- Gives you the ability to monitor what a child is purchasing at the cafeteria
- Enables you to monitor online what your child is eating at school
- Deposits directly into your child's account – **requires 24 hours** before purchase to process
- Has secure online data protection
- Allows you to request email reminders and low balance notifications
- Allows you to pay for your child's meals via Internet

It's time to make your busy life just a little bit easier. Log on to: www.myschoolbucks.com today to get started! You will need to provide your child's school, child's student ID, birth date, address and a valid email address for your account.

Free Or Reduced Price Lunches Federal guidelines require all participants to complete a new application each school year. Using last year's approval is not a standard operating procedure and is only done when there are too many applications for a district to approve. In order to continue uninterrupted benefits during the 2016-17 school year, it is critical that households submit a new application online as soon as possible to allow sufficient time to process the application.

Students who feel they are eligible for free or reduced price lunches should have a parent apply online through the Des Moines Public School website at www.myschoolapps.com.

DES MOINES PUBLIC SCHOOLS LUNCH LOAN PROCEDURE It is expected that meals be paid for at the time of service. Money may be put into a student's account at any time for any amount. You may check the balance in your students lunch account by checking online through myschoolbucks.com, or by calling the school and speaking with the foodservice clerk or coordinator (Roosevelt Cafeteria 242-7276).

High Schools

- No high school student will be allowed to charge for meals or a la carte items.
- Students must have cash or a sufficient account balance to make a purchase.
- Students will be notified of their balance verbally at the cash register when their balance falls below \$5.

Bulletins Students may access the bulletin information in the following ways: review with your Advisory teacher each week, posted outside the front office, on the front monitors at Roosevelt, on the Roosevelt website and posted at Central Campus/Academy in the school bulletin board/monitor area. The bulletin is prepared in week increments. Any student wishing an item placed in the bulletin must present it in writing to their activity sponsor for a signature authorization, then to the main office. Please write it exactly as you wish it to appear in the bulletin. It must be approved by a sponsor/ advisor/coach and have his/her signature and date on it to be included in the bulletin.

Leaving The Classroom Students are expected to be in classes at all times. However, there are times when it is necessary for a student to be out of a classroom. When the student secures the teacher's permission to leave the classroom, students will sign out on the log, the teacher will then write them a pass or provide a bathroom pass. When the student returns to the class, the student is to sign in the time of returning to the classroom. Students are not to be released from class the first and last 20 minutes of each class.

Educational Equity And Employment Statement The Des Moines Public Schools prohibits discrimination based on age, race, creed, color, sex, marital status, national origin, religion, sexual orientation or disability in educational and employment programs and activities. In addition, the district prohibits acts of intolerance or any form of harassment toward employees or students. For information regarding procedures for discrimination complaints, contact the District Compliance Officer who is also the Title IX and 504 Coordinator, Des Moines Public Schools, 2323 Grand Ave., Des Moines, Iowa 50312, (515) 242-7781.

FERPA The Family Educational Rights and Privacy Act (ERA) affords parents and students over 18 years of age ("eligible students" certain rights with respect to the student's education records. For a complete overview of this act, please visit the US Department of Education website: <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html> The following information is a "snapshot" version of this act:

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.
2. The right to contest placement of a controversial record in the student's education records.
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.
4. The right to inform the District that the parent or eligible student does not want the District's designated directory information to be released to the public. (For a list of these items, please ask for the document in the main office, include the RHS Student Directory). This must be done by September 10th.
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA.

Accessibility People with disabilities who need information about accessibility to the building or who need sign or language interpretations should contact the office at 242-7272.

Opt Out Sec. 9528. Armed Forces Recruiter Access To Student and Student Recruiting Information
(a) POLICY –

- (1) ACCESS TO STUDENT RECRUITING INFORMATION – Notwithstanding section 444(a)(5)(B) of the General Education Provisions Act and except as provided in paragraph (2), each local educational agency receiving assistance under this Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students names, addresses, and telephone listings.
 - (2) CONSENT – A secondary school student or the parent of the student may request that the student's name, address, and telephone listing described in paragraph (1) not be released without prior written parental consent, and the local educational agency or private school shall notify parents of the option to make a request and shall comply with any request.
 - (3) SAME ACCESS TO STUDENTS – Each local educational agency receiving assistance under this Act shall provide military recruiters the same access to secondary school students as is provided generally to post secondary educational institutions or to prospective employers of those students.
- Military Opt Out forms are available in the main office throughout the year.

Iowa Sex Offender Registry Information The public can access information on the registrants of the Iowa Sex Offender Registry through the website, www.iowasexoffenders.com, or by contacting local law enforcement agencies such as the Des Moines Police Department at (515) 283-4832.

District Policies and Procedures DMPS District Policies may be found at www.dmschools.org.

2017 - 2018 School Year PATRON NOTIFICATION Between District Open Enrollment

Iowa Administrative Code 281-17.3(2) Parents/Guardians considering the use of the open enrollment option to enroll their children in another public school district in the state of Iowa should be aware of the following dates:

DEADLINES: March 1, 2017 is the last date for regular open enrollment requests for the 2017-2018 school year. September 1, 2017 is the last date for open enrollment requests for entering kindergarten students and those students falling under the "good cause" definition for the 2017-2018 school year. To insure that the transfer of individual students does not adversely affect the diversity plan of the District, certain limitations to open enrollment have been established. **Parents of kindergarten students are therefore encouraged to make application requests prior to March 1, 2017.**

APPEALS: Within 30 days of a denial of an open enrollment request by the DMPS Board of Education, a parent/guardian may file an appeal with the state board of education only if the open enrollment request was based on repeated acts of harassment or a serious health condition of the student that the district cannot adequately address. All other denials must be appealed to the district court in Polk County.

ATHLETIC ELIGIBILITY: In most cases, a high school student who open enrolls is ineligible for **varsity** athletic competition during the student's first 90 consecutive school days of enrollment in the receiving district. Some, but not all, exceptions to this general rule of ineligibility are as follows:

1. The sending district does not offer the sport in question.
2. The sending district was dissolved and merged with one or more other districts.
3. The sending district whole-grade shares with another district for the student's grade level.

TRANSPORTATION: Parents/Guardians of students open enrolled from another school district are eligible for transportation assistance if the household income of the parent/guardian is at or below the federal poverty guidelines for household size. The two districts must be contiguous. Assistance may be in the form of actual transportation or in the form of a cash stipend. Information regarding transportation eligibility and a complete copy of the District's open enrollment policy and procedures may be obtained from the Open Enrollment Office, 2100 Fleur Drive, Des Moines, Iowa 50312



EDUCATIONAL EQUITY AND EMPLOYMENT STATEMENT

The Des Moines Public Schools prohibits discrimination in educational and employment programs and activities based on age, race, creed, color, sex, marital status, national origin, religion, sexual orientation, or disability. Complaints of discrimination may be filed with the District's Compliance Officer, Title IX Coordinator, and 504 Coordinator at 2323 Grand Ave., Des Moines, Iowa 50312, (515) 242-7781.

In addition, the District prohibits hostile work and learning environment harassment toward employees or students that are not allegations of discrimination. Complaints of hostile work or learning environment harassment may be filed with Human Resources Investigations Specialist at 2323 Grand Ave., Des Moines, Iowa 50312, (515) 242-7841.

The district is committed to maintaining a learning and working environment free of any form of sexual harassment toward personnel and students on school grounds, on school time, at a school-sponsored activity or in a school-related context. Complaints of sexual harassment filed against students may be filed with the Compliance Officer at 242-7781.

COMPLAINT PROCEDURE

This complaint procedure has been developed to handle complaints of discrimination, harassment, or sexual harassment. Employees, applicants for employment, parents, students, and volunteers can file a complaint. Briefly, the complaint procedure includes the following steps:

1. Complainants may talk to their building principal or immediate supervisor to try to resolve the problem informally. If the complaint is based upon the conduct of the Complainant's principal or immediate supervisor, the Complainant may contact that person's immediate supervisor. Complaints should be reported as soon as possible after the event giving rise to the complaint.
2. If the Complainant prefers to proceed with a formal complaint, or if the matter has not been informally resolved, he or she may file a complaint with the District Compliance Officer or the Human Resources Investigations Specialist based on the allegation. Formal complaints should be filed by the Complainant within 30 days after the event giving rise to the complaint or it is determined the complaint cannot be informally resolved.
3. Within 10 working days, the appropriate investigator will begin the investigation. An investigation will include taking a written statement from the Complainant, the Respondent(s) named in the complaint, and those witnesses who have been identified who have relevant information pertaining to the complaint. Relevant documentation will also be collected and considered. During the investigation, a Respondent may elect to have a union representative, friend, counsel or any other individual present during interviews and subsequent meetings.
4. Within 30 working days, the investigator shall complete the investigation and issue a written report making findings with respect to the individual allegations set out in the complaint and rendering an ultimate finding as to whether the greater weight of the evidence, based on the entire record, indicates the District's policies have been violated. Under some circumstances, when many individuals are involved in the investigation or an extensive legal review must be done, the investigator will inform the Complainant of the expected date of completion beyond the 30 working days.
5. The District prohibits retaliation against an individual for filing a complaint. Any individual intentionally providing false information in a complaint investigation may be subject to disciplinary action.

In the event the investigator finds:

- A. No violation of District policy, the findings will be shared by the investigator with the Complainant and the Respondent.
- B. A violation of the District's policies or no violation of the District's policies but other inappropriate behavior on the part of the Respondent, the findings will be provided:
 - 1.) By the investigator to the Complainant and the Respondent; and
 - 2.) By the investigator to Respondent's principal or the immediate supervisor, the director responsible for Respondent, and a representative of Human Resources Management. The Human Resources representative will inform the Respondent of any decision regarding disciplinary action.
 - 3.) If disciplinary action is warranted, documentation of the disciplinary action will be placed in the employee's file or the student's file. All other information regarding the case will be kept in confidential files.
 - 4.) The District has no jurisdiction to take disciplinary action over parents and volunteers. However, steps will be taken to ensure individuals do not continue to violate nondiscrimination policies on district property, school-related activities.

The complaint will be closed after the investigator has provided the information to the Complainant and the Respondent unless, within ten days of receipt of the final investigative report, either side files a written appeal to the superintendent setting out the reason(s) why they believe the decision should not stand.

In the event of an appeal, the Superintendent/designee shall review the written record and may meet with the appealing party. The Superintendent/designee may affirm, reverse, modify or remand the matter for further proceedings and shall, within twenty (20) days of the written appeal, provide the decision in writing to the appealing party.

Except in the event of a termination of a certified employee, the Superintendent's/designee's decision shall be final.

A parent or guardian who disagrees with the school district's decision regarding a student's identification, evaluation or educational placement of program accommodations under Section 504 of the Rehabilitation Act of 1973 has a right to an impartial, third party hearing. They may contact the District Compliance Officer & 504 Coordinator, 2323 Grand Ave., Des Moines, Iowa 50312 or call 242-7781 to make the arrangements.

The District encourages individuals to use the internal complaint procedure. However the Complainant may seek legal advice of his or her choosing or file a formal complaint with the Des Moines Human Rights Commission, Iowa Civil Rights Commission, the Equal Employment Opportunity Commission, or other agencies. If the Complainant seeks other avenues of redress, the District may choose not to conduct its internal complaint procedures.

References:

Board Policies

Series 400 Code 402, 402.1, 406, and 407
Series 600 Code 601

Legislation

Title VI and VII of the 1964 Civil Rights Act,
Title IX of the 1972 Education Amendments,
American Disabilities Act of 1990
Iowa Civil Rights Act

Seniors

Senior Board Applications due to VP office by 3:00 p.m. on September 6.

Senior Board Elections will be held using Infinite Campus student portal 9/14 through 9/28. Log into IC, go to your 'Inbox', click on the link for the 2016-17 Senior Board Election survey.

IC for Seniors! Get into Infinite Campus and make sure your user ID and password is working. This year we will be voting for many items through IC student portal SURVEY for elections and voting. The surveys will come to you in the form of an email message in IC and will link you directly to the survey to vote. The survey will be open for a stated amount of time and then will close. The benefit of this new survey option is that everyone, anywhere can get online (on Smart phones, computer labs, etc.) and vote, no matter their location! The first opportunity will be for Senior Board. Many other senior choices throughout the year will be handled in this manner. Please do not delay in accessing your IC student portal account and receive assistance with the librarian for password resets, or other issues with portal! *studentnumber@student.dmschools.org* ~ *password:* your DMPS network login password. If you have forgotten your password, there is a link at the side bar to help. If you need further assistance, please see the librarian.

College Representatives

The following college representatives will be visiting Roosevelt this week. Juniors and seniors must get a pass from the counseling office the morning of the visit.

Looking Forward

- **August 24** 1st Day of School!
- **August 29** 9th grade level assembly, block 6, 9:20 a.m., auditorium
- **August 30** 10th grade level assembly, block 2, 9:20 a.m., auditorium
- **August 31** 11th grade level assembly, Advisory, 9:55 a.m., auditorium
- **September 2** Pep assembly, 2:00 p.m., large gym
- **September 2** Offices close 30 minutes early (3:30)
- **September 5** No school, Labor Day holiday
- **September 6** Senior Board Applications due, 3:00, VP office
- **September 7** 12th grade level meeting, Advisory, 9:55 a.m., auditorium
- **September 12-15** Homecoming Dance tickets on sale!
- **September 12-17** Roosevelt Homecoming Week!
- **September 13** First Day of Eid al-Adha
- **September 14-28** Senior Board Elections in IC Student Portal
- **September 15** Hispanic Heritage Month begins
- **September 15** Community Night, Parade, & Bonfire 4:00 – 9:00 p.m., front lawn
- **September 16** Homecoming Coronation & Pep assembly, afternoon assembly schedule, lg gym
- **September 16** Homecoming Game vs Ottumwa, 7:00 p.m., Drake Stadium
- **September 17** Homecoming Dance, 7:00-10:00 p.m., Iowa Choice Community Credit Union/Vets Aud
- **September 16-17** Beavertdale Fall Festival
- **September 20** Conversation w/Principal & PTA Meeting, 5:30 p.m., library
- **September 21** Financial Aid Night, 6:00 p.m., library
- **September 26** Academic Letter Ceremony, 7:00 p.m., auditorium
- **October 3 & 4** Rosh Hashanah, no parking on Polk Blvd & surrounding streets
- **October 4** National Honor Society Induction Ceremony, 7:00 p.m., auditorium
- **October 5** Picture Re-Take Day (mandatory school picture), 7:00 a.m. – 1:00 p.m., south commons
- **October 10** Parent Teacher Conferences, 4:00-7:45 p.m., library, cafeteria, small gym
- **October 12** Yom Kippur, no parking on Polk Blvd & surrounding streets

- **October 13** Parent Teacher Conferences, 4:00-8:00 p.m., teacher classrooms
- **October 19** PSAT testing, 7:30 a.m., small gym
- **October 27-28** Fall Play, auditorium
- **October 28** EQ Day, no school for students and associates (excellent senior college visit day!)
- **October 28** End 9 week grading period
- **October 31** Halloween!

Blue/White Calendar

August 16							September 16							October 16							November 16						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30			
														30	31												

BLOCK CALENDAR LEGEND

- Blue Days
- White Days
- No Student Days
- Testing Days

Club Meeting Section

<u>Club</u>	<u>Day</u>	<u>Room</u>	<u>Time</u>
Art Club			
Environment Club			
GSA			
Theatre Arts			
Danceversity			
Movement 515	Tuesday	2820	2:45 p.m.
Debate/Speech	Thursday	Library	3:00 p.m.
Psychology Club			
Science Bound	Thursday	Library	2:45 p.m.
Academic Decathlon			
French Club			
National Honor Society			
PROUD			
R Club			
Spanish Club			
Student Council			
Upward Bound			

Clubs and meeting times will be added as more information is returned to the main office.