



# MUSTANG MONTHLY™

VOLUME 23  
ISSUE 1  
August/September 2023

Empowering Students to Take Charge of Their Future.

## SUPERINTENDENT'S MESSAGE

Wow! The start of the 2023-24 school year in the Blum household has been nothing short of incredible. We are so thankful for the way this entire district rallies around each one of our students. You are all so important to us.

As DCG's Interim Superintendent there are a few things that I want you to hear from me.

1) This district is the best place on earth. I've spent the first few days of school connecting with our students and staff. Sorry inbox. However, I've built my entire professional life developing relationships that stand the test of time. I'm simply amazed by the talent that is on display every single day at DCG. Here's the best part, we are only getting better.



*Dr. Blum, Heritage Principal Diann Williamson and Heritage Interventionist Lisa Shaffer gathered for traffic duty during the first week of school.*

2) We have driven students! I spent time in all seven of our buildings on the first day of school and I walked away so impressed. Everyone was ready to learn and grow together. Our kindergartners ran into their first day with the biggest smiles. Our seniors were eager to start their final chapter at DCG. We should all feel confident that the Class of 2024 is going to make a huge impact in this world.

(More from Dr. Blum on page 5)

## INSIDE THIS ISSUE

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- High School Leaders
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- Years of Service
- Activities Update
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Home of the Mustangs



## CALENDAR AT-A-GLANCE

- September 4 - No School - Labor Day
- September 6 - Early Dismissal - 12:30 Oak View - 1:00 All Other Buildings
- September 20 - Early Dismissal - 12:30 Oak View - 1:00 All Other Buildings
- September 25 - No School - Staff Development



[www.dcgschools.com](http://www.dcgschools.com)

## NEW FACES AT DCG

### DALLAS CENTER-GRIMES

#### COMMUNITY SCHOOLS OFFICES

##### Elementary Offices

Patty Morris, Principal/South Prairie Elem.

E-mail: patty.morris@dcdgschools.com

Telephone Number: (515) 986-4057

Fax Number: (515) 986-4532

500 SW James Street, Grimes, Iowa 50111

Office Hours: 7:30 a.m. – 4:00 p.m.

April Heitland, Principal/North Ridge Elem.

E-mail: april.heitland@dcdgschools.com

Telephone Number: 515-986-5674

Fax Number: 515-986-5376

400 N.W. 27th Street, Grimes, Iowa 50111

Office Hours: 7:30 a.m. – 4:00 p.m.

Diann Williamson, Principal/Heritage Elem.

E-mail: diann.williamson@dcdgschools.com

Telephone Number: (515) 300-9627

Fax Number: (515) 300-9627

500 NE Beaverbrook Blvd., Grimes, IA 50111

Office Hours: 7:30 a.m. – 4:00 p.m.

Deb Cale, Principal/Dallas Center Elem.

E-mail: debra.cale@dcdgschools.com

Telephone Number: (515) 992-3838

Fax Number: (515) 992-3467

1205 13th Street, P.O. Box 400, Dallas Center, Iowa 50063

Office Hours: 7:30 a.m. – 4:00 p.m.

Middle School Office/Jerry Hlas, Principal

E-mail: jerry.hlas@dcdgschools.com

Telephone Number: (515) 992-4343

Fax Number: (515) 992-4076

1400 Vine Street, P.O. Box 608, Dallas Center, Iowa 50063

Office Hours: 7:30 a.m. – 4:00 p.m.

Oak View/Joan Cundiff, Principal

E-mail: joan.cundiff@dcdgschools.com

Telephone Number: (515) 986-0105

Fax Number: (515) 986-3155

1300 SW County Line Road, Grimes, Iowa 50111

Office Hours: 7:00 a.m. – 3:30 p.m.

High School Office/Travis Donahue, Principal

E-mail: travis.donahue@dcdgschools.com

Telephone Number: (515) 986-9747

Fax Number: (515) 986-9734

2555 W. 1st Street, Grimes, Iowa 50111

Office Hours: 7:30 a.m. – 4:00 p.m.

Transportation Office/Jeff Wolfe, Transportation Director

Email: jeff.wolfe@dcdgschools.com

Telephone Number: 515-986-5173

255 SW Jazzwood Dr.

Grimes, IA 50111

Office Hours: 7:00 am - 4:00 p.m.

Central Office/Business Office

Dr. Scott Blum, Interim Superintendent

E-mail: scott.blum@dcdgschools.com

Telephone Number: (515) 992-3866

Fax Number: (515) 992-3079

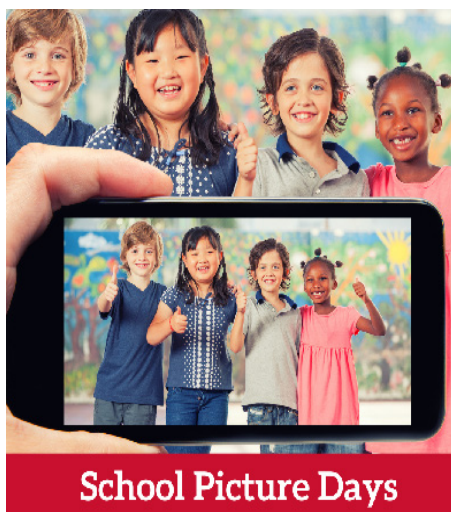
2405 W. 1st St., P.O. Box 680

Grimes, Iowa 50111



**Dr. Greg Carenza Named DCG Associate Superintendent of School Improvement** - We are excited to welcome Dr. Greg Carenza back to our district! He served as our Director of Teaching and Learning from 2016-18 and is now returning as DCG's Associate Superintendent of School Improvement. Dr. Carenza had been working as an elementary principal in the Waukee Community School District! He started his work at DCG in July!

**Deputy Alan Loutzenhiser Named DCG School Resource Officer** - Please join us in welcoming Deputy Alan Loutzenhiser from the Polk County Sheriff's Office as DCG's first School Resource Officer! Deputy Loutzenhiser has been working with PCSO since 2020 and is thrilled to join our team. He will be stationed out of our high school building but will work on establishing positive relationships with all DCG students and staff. Deputy Loutzenhiser joined our team in August!



### School Picture Days

#### School Picture Days at DCG Dallas Center Elementary

Picture Day - 9/19

Retake - 10/27

#### Heritage

Picture Day - 10/5

Retake - 11/2

#### North Ridge

Picture Day - 8/31

Retake - 10/5

#### South Prairie

Picture Day - 9/7

Retake - 11/2

**DCG Middle School** - Picture Day - 9/19 | Retake - 10/13

**Oak View** - Picture Day - 10/12 | Retake 11/30

**DCG High School** - Picture Day - 10/6 | Retake 10/25

# HIGH SCHOOL



**DCG High School Leadership** - The front office at DCG High School will look slightly different this year. Travis Donahue (left) will be in his first year as DCG High School Principal. He will be joined by Sheila Hudson (middle) and Austin Roy (right) as DCG HS Assistant Principals. Donahue has been with DCG for the last 16 years, most recently serving as the school's assistant principal. "Dallas Center-Grimes holds a special place in my heart and I can't wait to serve our students and staff as principal," Donahue says. Hudson is coming to our district via the West Des Moines Community School District and Drake University. Sheila is a leader in the ESL work at WDMCSD and is currently an adjunct instructor, teaching a variety of ESL courses to undergraduate and graduate students in the School of Education at Drake. Roy is no stranger to Dallas Center-Grimes. Mr. Roy's been teaching in the district for eight years with a focus on physics, engineering and computer science. DCG High School is in great hands with this leadership team. Make sure you say hello next time you see them in our buildings!



**New Facilities at DCG High School** 2023-24 is off to a great start at DCG High School! Phase one of the renovation project in our building is nearing completion and our fine arts students have a new place to call home! We have new art studios (pictured left) and several new spaces for our DCG musicians. We are so thankful for the support from our community in this project!

## Education Foundation Update -

Raise a paddle to raise scholarship funds. Join us Saturday, November 11th for the 6th Annual RED Dinner and Auction! Get your tickets today (QR code right) or visit [www.dcgeducationfoundation.org](http://www.dcgeducationfoundation.org)



**Great Start at South Prairie -** Kindergartners at SPE are already sharing their talents with us! The first few days were spent working together on projects and building expectations!



**Smiling Faces at Heritage -** There is so much joy in Mrs. Carenza's kindergarten class at Heritage Elementary! Keep smiling kids!



**Oak View Band -** The 7th grade Band consists of 106 students this year. 11 of them are beginners! We are going to have so much fun making music together this year! We will begin with a review of all of the basic music-making elements. The 8th grade Band will spend the first few weeks of the school year experiencing an "introduction" to marching band unit. This will allow us to participate in the homecoming parade on September 28 and to perform at the Oak View football game October 10.

## WELCOME DCG NEW TEACHERS

### Dallas Center Elementary

Asia Olson - Fourth Grade

Nejra Vatres - Special Education

### Heritage

Jenna Dace - Third Grade

Hope Kirby - Kindergarten

Erica Jaeschke - Preschool

### North Ridge

Major Johnson - Third Grade

Zach Lester - Fourth Grade

Betsy Bejarno - Library

Sarah Bosen - Music

Briana Wilson - Kindergarten

### South Prairie

Chloe Lester - Fourth Grade

Shea Jorgensen - Kindergarten

Katy Fancher - Interventionist

Logan Wilson - Counselor

### Middle School

Carter Boothe - Sixth Grade

Stephanie Maher - Fifth Grade

Ashley Kolum - Art

Ronda McCarthy - Indust. Tech

Suzanne Holden-Royer - Band

Elizabeth Nielsen - Sixth Grade

Jaycie Gurnsey - Special Education

Sabrina Morua - Special Education

Sara Jones - Special Education

Emma Olejniczak - Counselor

Maranda Turner - Interpreter

### Oak View

Brianna Koulback - ELA

Grant Hayward - Science

Austin Oborny - PE/Health

Danielle Christensen - Librarian

Alison Thompson - FCS

Shannon Tanner - Special Education

Emily Waugh - Counselor

Beth Hansen - Seminar

## YEARS OF SERVICE



5 Years of Service  
at Dallas Center-Grimes CSD

10 Years of Service  
at Dallas Center-Grimes CSD



15 Years of Service  
at Dallas Center-Grimes CSD

20 Years of Service  
at Dallas Center-Grimes CSD

25 Years of Service  
at Dallas Center-Grimes CSD

**Years of Service at Dallas Center-Grimes CSD** - Celebrating staff members reaching years of service milestones at DCG is one of the best parts of the year! This group in 2023 is simply incredible! Together, these members have served our district for a combined 675 years! We have a complete list of service awards posted at [DCGschoools.com](http://DCGschoools.com). Your commitment to our students deserves to be celebrated every single day!



### Dinosaurs in Third Grade -

One of the year's first projects featured dinosaurs! Ms. Johnson's third grade classroom has a dinosaur theme this year and students were tasked with putting these puzzles together as a team! Friendships were made and teamwork is on full display! Side note, how cool does this puzzle look?!

**School Board Update** - The next Dallas Center-Grimes School Board meeting is scheduled for Monday, September 25 at 5:30 inside the DCG Administration Office. The meeting agenda will be posted at [DCGschoools.com](http://DCGschoools.com). There is also a live stream available on our district's YouTube page.

# MORE FROM THE SUPERINTENDENT

Continued from Page One with Dr. Blum

3) There are going to be new challenges on the horizon. My promise to you as the DCG community is simple - we are going to do everything in our power to make this the best year yet. I strongly believe that we can follow new legislation and create a wonderful learning environment for our students. We can have both high expectations for our students, and be relationship oriented at the same time. That was my message to our staff before the first bell rang.

There is a powerful energy running through our DCG CSD right now. 2023-24 will be a year I remember for the rest of my life. I'm so thankful for your support! Go Mustangs!

Dr. Scott Blum, DCG Interim Superintendent



*Dr. Blum catches part of the opening DCG Middle School presentation put on by DCG MS Principal Jerry Hlas.*

**Peace Path at DCE** - There's a new addition to the Dallas Center Elementary playground. Students are now able to walk along the Peace Path as they navigate any conflicts at school. The Peace Path helps students work through a productive dialogue with their classmates!



**Middle School Transition** - There's been a pretty significant change at DCG Middle School this summer! Our old industrial tech classroom will now be home to a level 3 special ed classroom! A special thank you to the DCG Building and Grounds team for their help!



## New Staff: High School

- Austin Errthum - Science
- Morgan Stapp - Science
- Beth Stolte - PE/Health
- Richard Johnston - Math
- Rachel Bartels - Spanish
- Deborah Foss - Special Education

## Shared Staff

- Whitney Boaz - PE
- Lisa Wall - Special Education
- Brandon Fitch - Counselor
- Abigail Speichinger - ESL



**First Week Fun** - Check out this opening week STEM activity in Mrs. Stratton's first grade class at North Ridge! Students were challenged with building the tallest tower. Here's the catch, they only had straws, spaghetti noodles and marshmallows available! Creative minds are already flowing at DCG!



# TRANSPORTATION

School buses across the country transport millions of kids every year and are, without question, the safest way to get kids to and from school. We transport over 1,600 students per day at DCG and our number one priority is "SAFETY". Transporting kids to and from school takes a team effort to be successful. Parents, kids, and the school all need to work together to provide the safest transportation possible. We want all kids to feel physically and mentally safe while on a school bus. 42% of all DCG students ride a school bus every single day. In 2022, the DCG Transportation team drove a total of 440,751 miles! Our commitment is to meet the needs of every student, while doing so in a safe and timely manner!

## **Parents Responsibilities:**

1. Ensure your child arrives at their bus stop safely and on time.
2. During extreme weather, ensure your child boards the bus safely.
3. Review the Bus Rules and Disciplinary Policy with your child (see rules below).

## **Bus Driver and School Responsibilities:**

1. Ensure the school bus is safe to transport students.
2. Ensure buses run on time. Extreme weather may affect bus STOP times.
3. Ensure there is room on each bus to transport students safely.
4. Ensure all students are safely transported to and from school.

## **Student's Responsibilities:**

1. Arrive at the bus STOP on time.
2. Follow ALL of the bus safety rules.
3. Report any problems you are having on the bus to your school bus driver or teacher.

The bottom line is, we want all students to feel safe while on a DCG school bus, both physically safe and mentally safe. Report safety issues to your school bus driver. If issues continue, contact Jeff Wolfe at [jeff.wolfe@dcschools.com](mailto:jeff.wolfe@dcschools.com) or 515-986-5173 ext 1.

## **Bus Video Cameras**

The DCG School Board has authorized the use of video cameras on school district buses. The video cameras will be used to monitor student behavior in order to promote and maintain a safe environment. Bus camera videotapes may be used in student disciplinary proceedings. Digital video will be retained, only if necessary, for use in student disciplinary proceedings or other matters as determined by the administration. Parents may request to view video of their child, if the video is used in a disciplinary proceeding involving their child.



# TRANSPORTATION CONT.

## School Bus Rules

1. Follow the instructions of the bus driver.
2. While waiting for the bus, stand in an orderly fashion.
3. Do not walk in front of a school bus until your driver gives you a "thumbs up"
4. After entering the bus, go directly to a seat and sit down.
5. Talk quietly with those around you using inside voices.
6. Loud or vulgar language is prohibited.
7. Treat others on school bus with kindness.
8. Remain seated; facing forward while the bus is in motion.
9. If your school bus is equipped with seat belts, students are expected to wear them.
10. Keep your hands and feet to yourself.
11. Do not throw objects on the bus.
12. Keep the bus clean.
13. Students must keep sharp objects and feet off the seat. Any damages will be charged to the student.
14. When exiting the school bus, take five steps away from the bus. Do not walk next to or directly in front of a school bus.

We want your child and every child that rides a DCG school bus to have a pleasant experience on the school bus. Encourage your child to report problems they are having on the school bus to their school bus driver. They can also report the problem to their school teacher, counselor, or principal. We take all reports of problems on the school bus seriously and will be investigated with the intent of correcting the problem.

## School Bus Routes

Regular school bus routes for each building are posted on the school website at: [www.dcgschools.com](http://www.dcgschools.com). If you can not find your school bus stop, please contact the Transportation Office at 515-986-5173 Ext 3.

Specialized transportation and country routes: Your school bus driver will call you the week before school starts with home pickup and drop off times. If you have not heard from your school bus driver, please call the transportation office at 515-986- 5173 ext 3 for more information.

**PTO News** Welcome to a new school year! The DCG Elementary Schools PTO would like to invite you to join the PTO. Each building has a PTO group that works hard throughout the school year to shower the students and staff with appreciation. From stocking the teachers lounge to helping with teacher grants there are lots of ways to get involved at the level you feel most comfortable.

To join the PTO go to our website: <https://dcgpto.com> and click the "join the PTO" link. Also, 'Like' your school's PTO page on Facebook for the most current information on upcoming events, ways to get involved, DCG apparel sales, and student resources. For questions, you can also contact us directly at [dallascentergrimespto@gmail.com](mailto:dallascentergrimespto@gmail.com)



## The 2023-2024 PTO District Executive Team

Help Needed, Dallas Center Elementary President  
Heather Spooner, Heritage Elementary President  
Betsy Bejarno & Nicole Tilstra, North Ridge Elementary Presidents  
Jen Ohannesian, South Prairie Elementary President  
Danielle O'Neill, Bookkeeping Treasurer  
Nancy Baker Curtis, Secretary  
Lindsey Weber, Accounts Payable



## FALL SPORTS SCHEDULES



DCG at Gilbert - 8/25  
Newton at DCG - 9/1  
Fort Dodge at DCG - 9/8  
DCG at Ballard - 9/15  
DCG at CB TJ - 9/22  
Norwalk at DCG - 9/29  
DCG at Glenwood - 10/6  
Winterset at DCG - 10/13  
DCG at Lewis Central - 10/20



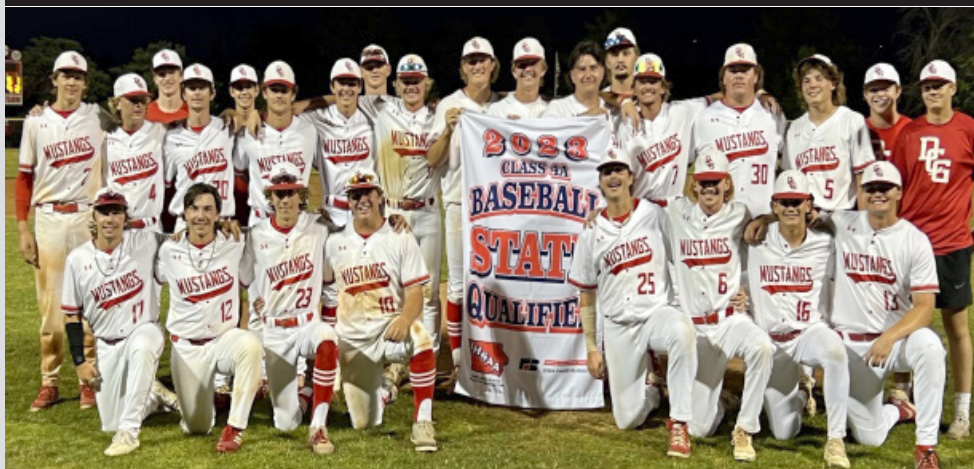
DCG at Grinnell - 8/26  
Newton at DCG - 8/29  
Pella at DCG - 9/5  
DCG at Oskaloosa - 9/12  
DCG at B-F - 9/16  
DCG at Indianola - 9/19  
DCG at Nevada - 9/23  
DM Lincoln at DCG - 9/26  
DCG at Urbandale - 9/30  
DCG at Norwalk - 10/3  
DCG at ADM - 10/5  
DCG at Pella Christian - 10/10



### Girls Cross Country

DCG at Home - 8/29  
DCG at Marshalltown - 9/7  
DCG at Central College - 9/16  
DCG at Kansas Univ. - 9/23  
DCG at SE Polk - 9/28  
DCG at Lakeside Golf - 10/5  
DCG at Indianola - 10/9  
State Qualifier - 10/18  
State Meet - 10/27

## ACTIVITIES



**Baseball Advances to Class 4A State Tournament** - The DCG Baseball team made quite the first impression in Class 4A. Bumped up to the state of Iowa's largest class, the Mustangs qualified for the Class 4A State Tournament! In addition to a spot in the Class 4A bracket, DCG also claimed the Little Hawkeye Conference Championship, finishing 18-3 in league play! DCG said goodbye to five seniors from last year's team, but they laid the groundwork to a successful transition to Class 4A. Congratulations on a great season Mustangs!



### Boys Golf Starts Strong

- The DCG Boys Golf team started their season with a win! The Mustangs captured the Jesse Peck Centennial Invitational on August 14. This is the first Class 4A invitational championship in program history! This group is going to do big things on the links this fall!

**DCG Booster Club** - The DCG Booster Club is holding their annual membership drive for the 2023-2024 activity year. We are excited to kick off our fall sports season! We have NEW Membership information and options on our website at [www.dcgboosterclub.com](http://www.dcgboosterclub.com) and you can do a one time donation or a subscription donation (1 time per month for a year). As a member, you're entitled to a vote at our meetings, receive communications on our meetings and events and MOST IMPORTANTLY support our athletics program for grades 7-12th in the DCG Schools!

We are always looking for new volunteers for both board members and concession stand workers. If you are interested in becoming a board member please reach out and let us know. If you are interested in being a volunteer in the concession stand or learning how to be an overseer please visit [www.dcgboosterclub.com/volunteer](http://www.dcgboosterclub.com/volunteer). JOIN US TODAY!



# ACTIVITIES



**Softball Success** - The proud tradition of DCG Softball was on display in Dallas Center this summer. The Mustangs advanced to a Class 4A substate final and finished the season with a 29-11 overall record. The Mustangs claimed their second straight Little Hawkeye Conference Title, finishing 18-3 in league play. DCG said goodbye to three seniors from the 2023 team.

## **Cross Country Team Camp** -

The Girls Cross Country team kicked off their season by holding their summer team camp in Colorado. They had a great time training and team bonding on their four-day trip. Check out a race this fall and cheer on our Mustangs as they take aim at Fort Dodge!



**Introducing the Class of 2036** - We are getting our first look at the DCG Class of 2036! North Ridge kindergarten students received their official t-shirts during the first week of school. We are so excited to walk this path with these incredible students! See you for graduation in 13 years!



# FALL SPORTS SCHEDULES



## **Boys Cross Country**

DCG at DMACC - 8/22  
DCG at Home - 8/29  
DCG at Marshalltown - 9/7  
DCG at Central College - 9/16  
DCG at Pickard Park - 9/21  
DCG at SE Polk - 9/28  
DCG at Lakeside Golf - 10/5  
DCG at Indianola - 10/9  
State Qualifier - 10/18  
State Meet - 10/27

**Boys Golf Schedule** - The DCG Boys Golf team started their season on August 10. This will be the program's second year in Class 4A. The Mustangs home meet is set for Wednesday, September 27 at Beaver Creek. The 2023 Class 4A State Tournament will be played on October 6 and 7.



**Football Camp** - Thank you to all the kids who camped with DCG Football in August! We had a record number of participants and we thank you for your support! We had a blast!  
#DCGFB #1-0 #ESD

# ANNUAL AND SPECIAL NOTIFICATIONS

## No Tobacco Use

Tobacco use is prohibited in all district facilities, on school grounds, and in school vehicles. DCG policy states, "All school district facilities and property, including school buildings, vehicles and land shall be off limits for tobacco use."

The policy continues to state, "This requirement extends to employees, visitors, and students. This policy applies at all times, including school sponsored and non-school sponsored events. Persons failing to abide by this request shall be required to extinguish their smoking material or leave the school district premises immediately and/or be reported to appropriate authorities."

Patrons are asked to abstain from tobacco use on school property. This includes all school activities regardless of the location. We thank you for your continued cooperation.

## Student Surveys

Senate File 496 outlines the procedures for administering surveys in a school setting. School districts are prohibited from administering or conducting an invasive physical examination of a student, a student health screening that is not required by state or federal law, or a formal examination or survey of a student that is designed to assess the student's mental, emotional, or physical health that is not required by state or federal law, without first acquiring the written consent of the student's parent or guardian.

The board of directors of a school district must receive the prior written consent of a student's parent or guardian before requiring a student to take part in any survey, analysis, activity or evaluation that reveals information concerning any of the following about the student or the student's family, whether the information is personally identifiable or not:

- a. The political affiliations or beliefs of the student or the student's parent or guardian.
- b. Mental or psychological problems of the students or the student's family.
- c. Sexual behavior, orientation, or attitudes.
- d. Illegal, antisocial, self-incriminating, or demeaning behavior
- e. Critical appraisals of other individuals with whom the student has close familial relationships.
- f. Legally recognized privilege or analogous relationships, such as those of attorneys, physicians, or ministers.
- g. Religious practices, affiliations, or beliefs of the student or the student's parent or guardian.
- h. Income, except when required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

An employee of a school district, or a contractor engaged by a school district shall not answer any question pertaining to any student related to the social or emotional abilities, competencies, or characteristics of the student, unless the board of directors satisfies all of the following requirements:

- a. Parents and guardians are provided detailed information related to the survey.
- b. District received written consent from a student's parent or guardian authorizing the employee to answer questions in the

survey pertaining to the student.

c. This section does not prohibit an employee or a contractor engaged by a school district from answering questions pertaining to any particular student enrolled in the school district as part of the process of developing or implementing an individualized education program for each student.

Each district will give written notice to a student's parent or guardian of an examination or survey of the student required by state or federal law that is designed to assess the student's mental, emotional, or physical health not less than seven days prior to the examination of the survey.

The notice shall include a copy of the examination or survey or a link to an internet site where the parent or guardian may access the examination or survey. This does not apply to a hearing or vision examination.

## Anti-Harassment and Anti-Bullying Policies Code 105

The Dallas Center-Grimes School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity, and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or District.

### Definitions

For the purposes of this policy, the defined words shall have the following meaning:

- "Electronic" means any communication involving the transmission of information by wire, radio, optic cable, electromagnetic, or other similar means. "Electronic" includes but is not limited to communication via electronic mail, Internet-based communications, pager service, cell phones, and electronic text messaging.
- "Harassment" and "bullying" shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual's actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
  1. Places the student in reasonable fear of harm to the student's person or property.
  2. Has a substantial detrimental effect on the student's physical or mental health.
  3. Has the effect of substantially interfering with a student's academic performance.

# ANNUAL AND SPECIAL NOTIFICATIONS

4. Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

• "Trait or characteristic of the student" includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.

• "Volunteer" means an individual who has regular, significant contact with students.

## **Filing a Complaint**

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent's designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent's designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 30 days of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed. School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

## **Investigation**

The school district will promptly and reasonably investigate allegations of bullying or harassment. The building principal or person(s) designated by the principal (hereinafter "Investigator") will be responsible for handling all complaints alleging bullying or harassment. The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. The superintendent or the superintendent's designee shall also be responsible for developing procedures regarding this policy.

## **Decision**

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student's parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report. Individuals who knowingly file false bullying or harassment complaints and any person who gives false statements in

an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

## **Student Records**

Dallas Center-Grimes Community School District maintains records on each student in order to facilitate the instruction, guidance and educational progress of the student. The records contain information about the student and his or her education and may include, but are not limited to, the following types of records: identification data, attendance data, record of achievement, family background data, aptitude tests, educational and vocational plans, honors and activities, discipline data, objective counselor or teacher ratings, and observations and external agency reports.

The records of each student are generally located in the school in which he or she is attending. The person in charge of record maintenance for each school building will note in the student's other records any exception. The name and position of the person responsible for maintenance of student records for each school building is listed:

**Dallas Center Elementary** - Debra Cale/Principal

**Heritage Elementary** - Diann Williamson/Principal

**North Ridge Elementary** - April Heitland/Principal

**South Prairie Elementary** - Patty Morris/Principal

**Dallas Center-Grimes Middle School** - Jerry Hlas/Principal

**Oak View** - Joan Cundiff/Principal

**Dallas Center-Grimes High School** - Travis Donahue/Principal

The following persons, agencies and organizations may have restricted access to student records without prior written consent of the parent or student over the age of 18 years. Any other access to student records shall be only upon written consent or upon court order or legally issued subpoena.

- to school officials within the school district and AEA personnel whom the superintendent has determined to have a legitimate educational interest, including, but not limited to, board members, employees, school attorney, auditor, health professionals, and individuals serving on official school committees;
- to officials of another school district in which the student wishes to enroll, provided the other school district notifies the parents the student records are being sent and the parents have an opportunity to receive a copy of the records and challenge the contents of the records unless the annual includes a provision that records will automatically be transferred to new school districts;

# ANNUAL AND SPECIAL NOTIFICATIONS

Notification includes a provision that records will automatically be transferred to new school districts;

- To the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education or state and local educational authorities;
- In connection with financial aid for which the student has applied or which the student has received if the information is necessary to receive the financial aid;
- to organizations conducting educational studies and the study does not release personally identifiable information; to accrediting organizations;
- To parents of a dependent student as defined in the Internal Revenue Code;
- To comply with a court order or judicially issued subpoena (consistent with an inter-agency agreement between the school district and juvenile justice agencies);
- In connection with a health or safety emergency; or, as directory information.

Student records are reviewed and inappropriate material destroyed periodically and, at a minimum, whenever a student moves from the elementary level to the middle school level, from middle school level to the high school level, and when a student transfers out of the district. Those records not of permanent importance are destroyed within three years after graduation or discontinued attendance.

The parents of disabled students, or disabled students over age 18, will be informed when personally identifiable information in the records is no longer needed to provide educational services, and before the information is destroyed. Parents of students under age 18, or over 18 if still claimed as a dependent, and students over age 18 may exercise the opportunity to review educational records of the student, to obtain copies of the records, to write a response to material in the record, to challenge the content of the record on grounds of inappropriateness, inaccuracy or an invasion of privacy, and to have the records explained.

The procedure to be followed in exercising any of the rights under school policies or files may be obtained from any of the aforementioned persons responsible for maintaining student records.

Students and parents may file with the Department of Education, complaints concerning alleged failures of the school district to comply with federal legislation dealing with student records. Correspondence should be addressed to: The Family Educational Rights and Privacy Act Office, Department of Education, Switzer Building, 330 C Street SW., Washington, D.C. 20201.

If you are the parent or legal guardian of a student, you have the right to (1) inspect and review your child's educational records; (2) ask for an explanation of any item in the records; (3) have copies made at a reasonable cost; (4) be informed of types and locations of records being collected or used by the agency; (5) ask for the amendment of any record if you feel it is inaccurate, misleading or violates privacy rights; (6) a records hearing if the agency does not make the requested amendment; (7) give or withhold consent to disclose your child's records; (8) be told to whom information has been disclosed.

## **Asbestos Notification**

Asbestos has been an issue of national concern for many years. The Asbestos Hazard Emergency Response Act of 1986 (AHERA) was designed to determine the extent of asbestos concerns in the schools and to act as a guide in formulating asbestos management policies for the schools.

The school district facilities have been inspected by a certified asbestos inspector as required by AHERA. The inspector located, sampled and determined the condition and hazard potential of all material in the school facilities suspected of containing asbestos.

The inspection and laboratory analysis records form the basis of the asbestos management plan. Ultimately, though, starting with the 2004-05 school year, all DCG students attended classes and activities in facilities that are certified as asbestos free. A certified management planner has developed an asbestos management plan for the school district facilities which includes: notification letters, training for employees, a set of procedures designed to minimize the disturbance of asbestos-containing materials, and plans for regular surveillance of the materials. A copy of the management plan is available for inspection in the district office at: 2405 W. 1st Street, Grimes, IA 50111.

## **Homeless Children and Youth Publication**

In accordance with 281 IAC Chapter 33, Iowa Administrative Code, the Dallas Center-Grimes Community School District is required to give written notice to homeless children and families if the district is going to deny access to their educational programs. Homeless children and families may obtain free legal services by contacting:

Legal Aid Society of Polk County 1111 9th Street – 3rd Floor  
Des Moines, IA 50314 - Phone: (515) 243-1193

In accordance with Chapter 33, Iowa Administrative Code, the Dallas Center-Grimes Community School District encourages homeless children and youth to enroll in school. Roxanne Cummings, Director of Student Services, is the identified homeless education liaison. She can be contacted at 515-992-3866.

"Homeless child or youth" is defined as a child or youth from the age of 3 years through 21 years who lacks a fixed, regular, and adequate nighttime residence and includes the following:

1. A child or youth who is sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; is living in a motel, hotel, trailer park, or camping grounds due to the lack of alternative adequate accommodations; is living in an emergency or transitional shelter; is abandoned in a hospital; or is awaiting foster care placement;
2. A child or youth who has a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. A child or youth who is living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting; or
4. A migratory child or youth who qualifies as homeless because the child or youth is living in circumstances described in paragraphs "1" through "3" above.

# ANNUAL AND SPECIAL NOTIFICATIONS

## **Private Instruction (Home School) Students Publication**

Private Instruction applies to students between the ages of 6 and 16 (by September 15th) that are using a plan and a course of study in a setting other than a public or organized accredited nonpublic school. It includes competent private instruction (CPI) by a licensed practitioner or a non-licensed person, independent private instruction (IPI), home school assistance programs (HSAP), and non-accredited nonpublic schools. Dallas Center –Grimes does not have a home school assistance program (HSAP.) If you have questions on the options, need help on the forms, or assistance with this information, please contact Deanna Sandegren at 515-992-3866 or go to <https://www.educateiowa.gov/> and search for Private Instruction. Families that are participating in CPI are required to file CPI forms with the district by September 1st of each school year. Only CPI students may dual enroll with the district for the purposes of state testing or participation in academic or extra-curricular activities.

CPI students that do not have an Iowa certified teacher assisting with their educational program, must take an annual assessment. The annual assessment can either be a standardized test or portfolio as a baseline as well as annually. Parents may choose to dual enroll for testing purposes and DCG will administer the tests if parents wish to use these services. If a portfolio review is chosen, the parent is responsible for finding a portfolio evaluator that is a certified, licensed teacher in the state of Iowa.

Families who are participating in IPI are requested to communicate the names of the students to central office.

## **Open Enrollment Notification Publication**

Open Enrollment is the process by which parents/guardians residing in an Iowa district may enroll their children into another Iowa school district under the terms and conditions of Iowa Code section 282.18 and 281–Iowa Administrative Code 17. House File (HF) 2589 eliminates the previous March 1 deadline for open enrollment. This change allows parents/guardians to apply for open enrollment at any time without the need for good cause. The receiving district may deny an open enrollment request if one of the following applies:

- The application violates the district's insufficient classroom space policy,
- The district does not have the appropriate special education program,
- The application would adversely affect the district's implementation of a court-ordered desegregation plan, or
- The student has been expelled or suspended.

## **Equal Educational Opportunity**

Dallas Center-Grimes Community School District does not discriminate in its education programs or educational activities on the basis of race, color, gender, national origin, creed, sexual orientation, gender identity, age, religion, marital status, socioeconomic status, or abilities/disabilities in its education programs, activities or employment policies as required by Title VI and Title XII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendment, Federal Rehabilitation Act

of 1973, and the Iowa Code #216.9. Students are educated in programs which foster knowledge of, and respect and appreciation for, the historical and contemporary contributions of diverse cultural groups, as well as men and women, to society. Students who feel they have been discriminated against are encouraged to report it to the school district Affirmative Action Coordinator, Roxanne Cumings at [roxanne.cumings@DCG-schools.com](mailto:roxanne.cumings@DCG-schools.com). Inquiries may also be directed in writing to the Iowa Civil Rights Commission, Grimes State Office Building, Des Moines, IA, 50319-0201, (515) 281-4121; or the U.S. Department of Education, Office for Civil Rights, 500 West Madison Street, Suite 1475, Chicago, IL 60661

## **Fees**

The district charges fees for certain items, such as textbook rental, and other items in accordance with state law and guidance from the Iowa Department of Education. Students whose families meet the income guidelines for free and reduced price meal, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for fee waivers can pick up waiver forms in any school office or can be downloaded from the school's website. This waiver does not carry over from year to year and must be completed annually.

## **Military Recruiter Access**

Under federal law, DCG must provide military recruiters your child's name, address and telephone number, without your prior or written consent. Parents of secondary school students have a right to request that their child's name, address and telephone number not be released to a military recruiter. Parents/Guardians may request that information not be provided by completing the form that can be found on the school's website, [www.dcgschools.com](http://www.dcgschools.com) or by calling 515-992-3866. Please return the form to the Superintendent's Office, 2405 West 1st Street, Grimes Iowa 50111, PO Box 680.

## **Release for Student Information**

Student directory information is designed to be used internally within the school district to assist certified personnel.

The principal or person in charge of each attendance center may release the following types of information to the public, where appropriate, keeping in mind the privacy of the student and the student's family and the totality of the surrounding circumstances:

- Student's name
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photograph
- Degrees, honors, and awards received
- Dates of attendance
- Grade level

# ANNUAL AND SPECIAL NOTIFICATIONS

The most recent educational agency or institution attended  
If you choose not to allow any information to be released, please complete the appropriate form and send it to Superintendent's Office, 2405 West 1st St., IA 50111, PO Box 680. The form can be accessed on the school's website, [www.dcgsschools.com](http://www.dcgsschools.com), or by calling 515.992.3866. Please understand that by completing and signing this form, no information can be released, including athletic or music programs, plays, the district newsletter, etc. Release of information on the district's website does not allow for the identification of individual students' contact information.

## **Level 1 Investigator: Abuse**

In compliance with the child abuse policy passed by the State Board of Education, the Dallas Center-Grimes Schools designate the following as investigators of physical and sexual abuse of students by school employees:

Level I Investigators for Dallas Center-Grimes Community School District are:

Primary Investigator:

Dr. Greg Carezza, 515-992-3866

Alternate Investigator:

Mrs. Shana Olson 515-992-3866

Level II Investigators will be an official(s) from outside the district's regular staff. The primary investigator will examine reported incidents of physical and sexual abuse of students by school employees. She/he will review all allegations and determine whether a Level Two referral is warranted. The investigator must notify local law enforcement authorities in cases of proven serious physical and sexual abuse.

The investigator must also give a copy of the report to the employee's superintendent. All proven cases of abuse by certified employees will be reported to the Iowa Professional Teaching Practices Commission. Counseling services for the student will be arranged upon request from the parents or student.

## **Communicable and Infectious Diseases**

Students who have an infectious or communicable disease are allowed to attend school as long as they are able to do so and their presence does not pose an unreasonable risk of harm to themselves or does not create a substantial risk of illness or transmission to other students or employees. If there is a question about whether a student should continue to attend classes, the student shall not attend class or participate in school activities without their personal physician's approval. Infectious or communicable diseases include, but are not limited to, mumps, measles and chicken pox.

## **Free and Reduced Lunch/Breakfast**

Families that meet federal guidelines can qualify for free or reduced breakfast or lunch. Forms to make application for free or reduced lunches may be picked up in any one of our school offices or can be downloaded from the school's website. These forms must be completed annually. These can also be completed on the Infinite Campus Parent Portal.

## **Iowa Sex Offender Registry Publication**

Many communities in Iowa, including Dallas Center and Grimes, have residents living in the community that are on the Iowa Sex Offender Registry. We are aware of residents living in Grimes and in Dallas Center that are on the sex offender register, although we no longer receive any official notification. We want to make you aware of the situation so you can discuss it with your child(ren).

The sex offender register is available Online at <http://www.iowasexoffender.com/>. Parents are encouraged to be aware of this information by accessing this website. If you do not have access to the Internet, or need assistance in accessing this information, please contact 992-3866. If you are unable to access this information, we will provide the information verbally or send copies of the information in the mail.

Please be aware that this notification is to serve only as a means for the public to protect themselves. Any action taken by anyone against these individuals, including vandalism of property, verbal or written threat of physical harm, or physical assault against these individuals or their family can result in arrest and prosecution.

## **Corporal Punishment, Restraint, and Physical Confinement and Detention**

State law forbids schools employees from using corporal punishment against any student. Certain actions by school employees are not considered corporal punishment. Additionally, school employees may use "reasonable and necessary force, not designed or intended to cause pain" to do certain things, such as prevent harm to persons or property.

State law also places limits school employees' abilities to restrain or confine and detain any student. The law limits why, how, where, and for how long a school employee may restrain or confine and detain a child. If a child is restrained or confined and detained, the school must maintain documentation and must provide certain types of notice to the child's parent.

If you have any questions about this state law, please contact your school. The complete text of the law and additional information is available on the Iowa Department of Education's Web site: [www.iowa.gov/educate](http://www.iowa.gov/educate).

## **Student Lockers and Desks**

Student lockers and desks are the property of the school. As such, they should not be considered private or confidential. Locker/desk inspections without prior notice may be conducted periodically throughout the school year and when conducted, the students will be present for the inspection. Student lockers/desks may also be searched in compliance with the board policy that regulates search and seizure.

## **Senior Year Plus**

Through Senior Year Plus (SYP), school districts are provided with a variety of options to enhance students' high school experience. Enacted by the legislature in 2008, SYP was created to provide increased and more equal access to college credit and advanced placement courses. Courses delivered through SYP provide students the opportunity to take a rigorous college curriculum and receive, in many cases, both high school and college credit concurrently.

# ANNUAL AND SPECIAL NOTIFICATIONS

SYP includes: Postsecondary Enrollment Option (PSEO), courses delivered through sharing agreements between community colleges DCG (concurrent enrollment), enrollment in college courses independently as a tuition-paying student, and Advanced Placement courses. It is important to note that students must demonstrate proficiency on the Iowa Assessments in reading, mathematics, and science to participate in SYP programming (with the exception of CTE courses.)

## **Human Growth and Development**

The school district provides students with instruction in human growth and development. Parents may review the human growth and development curriculum prior to its use and have their child excused from human growth and development instruction. Parents should contact the principal if they wish to review the curriculum or to excuse their child from human growth and development instruction.

## **Board Support of Discipline Procedures**

The Board of Directors of the Dallas Center-Grimes Community School District hereby confirms its intent to support the school discipline policy, to support staff that enforces the discipline policy, and to hold staff accountable for enforcing the discipline policy.

## **Health Records and Finding Medical Help Publication**

In keeping adequate health histories, we are better able to evaluate, understand, and be responsive to your child's individual needs. Please contact the school nurse regarding any developments concerning your child's health. This would include hospitalizations, all medications (type, amount and time given), fractures, all recent diagnoses of medical conditions and any other medical information that would be pertinent to the student's performance and attendance.

If you are a new resident and do not have a doctor or dentist, you may call the Polk County Medical Society (288-0172) or the school nurse who will be glad to give you assistance.

## **Identification of Gifted and Talented Students**

The district has an approved process for identifying students to receive services in the gifted and talented program. Part of the identification process allows parents to nominate their child for this program. If you would like additional information about the gifted and talented selection process, or would like to nominate your child, please contact your building principal or talented and gifted instructor of your school.

## **Notice to Parents Regarding Teacher Qualifications**

Parents/Guardians in the Dallas Center-Grimes Community School District have the right to learn about the following qualifications of their child's teacher: whether the teacher has met state licensing criteria for the grade level(s) and subject area(s) taught; whether the teacher is teaching under emergency or provisional status through which state licensing criteria have been waived; the undergraduate degree major of the teacher, and any graduate certification or degree held by the teacher, including the field of discipline of the certification or degree; if your child is provided services by paraprofessionals, their qualifications. Parents/Guardians may request this information from the Office of the Superintendent by calling 515-992-3866 or sending a letter of request to the Office of the Superintendent, 2405 W. 1st Street, Grimes, Iowa 5011, PO Box 680.

## **Early Graduation**

Students may graduate early if the course work required for graduation under board policy "Graduation Requirements" has been fulfilled. Students interested in graduating early should contact the high school guidance counselor for an application form and details. Please refer to Board Policy 505.1. Students who graduate early cannot participate in any of the school activities, except for prom and commencement.

## **Healthy Kids Act**

In May of 2008, Governor Culver signed the Healthy Kids Act. This act has three major parts: nutrition guidelines, CPR education and physical activity. Nutrition guidelines go into effect July 2012 and changes have been made in the vending machines and in the breakfast and lunch programs. All students are required to take a course leading to certification of Cardiopulmonary Resuscitation (CPR). DCG has integrated this training into the Health class, with CPR being taught to all freshmen and seniors that have not taken the training at this time. The final area is physical activity. All physically able students in grades K-5 are required to engage in physical activity for a minimum of thirty minutes per day. This requirement will be met with recess and PE. All physically able students in grades six through twelve shall be required to engage in a physical activity for a minimum of one hundred twenty minutes per week. This requirement can be met through PE and school sponsored activities that involve physical activity, as well as non-school sponsored activities, including a home exercise program. All students in grades 6-12 are required to complete a physical activity contract and return to the school stating other activities in which the student is involved.

## **Vaccines**

According to Iowa law, parents must be permitted to submit a religious or medical exemption for their child to attend school and/or daycare centers if their child is not fully up-to-date on their vaccinations. There are many reasons, including religious and medical, that may cause parents to decide not to follow the recommended CDC childhood vaccination schedule.

Iowa Code, Chapter 139a.8(6) and Iowa Administrative Code, 641-7.7(139) outlines the immunization requirement for Iowa children attending licensed childcare centers and/or elementary or secondary schools. This code states students shall submit one of the following: Iowa Department of Public Health Certificate of Immunization, Certificate of Immunization Exemption – Religious Exemption, or Certificate of Immunization Exemption – Medical Exemption.

DallasCenter-GrimesCommunitySchool  
2405 West 1st Street. P.O. Box 680  
Grimes, IA 50111

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## POSTAL CUSTOMER



[www.dcgschools.com](http://www.dcgschools.com)

**Team DCG** - We are excited to showcase Team DCG! Close to 600 staff members gathered together on the football field in August for our annual staff photo! We are incredibly thankful for each and every member of this team! We couldn't do it without you! Can you spot your favorite teacher?? Thanks for sharing your talents with our students!

