

Canyon Elementary School

Parent/Student Handbook
2026-2027



Canyon Elementary Science Magnet School

2026-2027 Parent Handbook



Welcome to the 2026-2027 School Year at Canyon Elementary-the school where students learn to think like scientists!

At Canyon Elementary, we pride ourselves on fostering a close-knit community where family relationships are integral to our educational environment. Our school comprises six classrooms: Kindergarten, 1st grade, 2nd grade, 3rd grade, 4th grade and 5th grade. Each of our dedicated teachers works diligently to create a classroom experience tailored to meet the unique needs of every child.

We view your child's education as a collaborative partnership between the school and your family. Our primary goal is to provide a high-quality education while nurturing a caring and positive relationship with your child. We are committed to working closely with you to ensure your child's success. Should you ever have any questions or concerns, we encourage you to reach out to us directly. Open communication is a cornerstone of our approach at Canyon.

As a Science Magnet School, Canyon Elementary not only provides a robust general education but also specializes in science. Our integrated approach is designed to help students develop problem-solving and critical thinking skills that are essential for "thinking like scientists." We strive to weave this focus into multiple aspects of our teaching, offering students a comprehensive and enriching learning experience.

If you have any questions, please feel free to call us at (208) 682-2749 or visit us in person. You can also stay informed about school events through our Canyon Elementary School Facebook page and website. Please also download the Kellogg Joint School District App in Google Play or the App Store to stay up to date on important school information and announcements.

We encourage you to take the time to get to know our staff, students, and families, and to discover what makes Canyon Elementary such a special place. On behalf of myself and the entire Canyon staff, I warmly welcome you to the new school year.

Sincerely,
Jenny Ferreira
Principal

Canyon Elementary School

2025-2026 Staff

Office

Jenny Ferreira-Principal
Rachel Stice-Administrative Assistant

Positive Action

Janea Etherton

Superintendent

Lance Pearson

Computer

Shyla Ohman

Kindergarten Teacher

Taylor Hahn

School Counselor

Rachel Weaver

1st Grade Teacher

Jackie Durham

Speech/Language Pathologist

Nicole Kessler

2nd Grade Teacher

Eli Bourgard

School Custodian

Taylor Huber

3rd Grade Teacher

Michele McKinnon

School Nurse

4th Grade Teacher

Heidi Miller

Kitchen Manager

Taylor Huber

5th Grade Teacher

Patrick Levesque

Special Education Para Educators

Jessie Sager
Elizabeth Reed
Kenadie Hojem

Literacy Para Educator

Tanisha Gloyn
Lindsey Wesche

Music

Jocelyn Cano

Physical Education

Callie Hegbloom

SCHOOL HOURS
Monday-Thursday**
8:00am – 3:00pm

*7:30 a.m.	Teachers arrive at school
7:30 a.m.	Breakfast is served in the cafeteria
7:55 a.m.	Warning bell rings
8:00 a.m.	Tardy bell rings
9:55-10:10	Morning Recess K-2
10:15-10:25	Morning Recess 3-5
11:00–11:35	Lunch and Recess K-2
11:25-11:55	Lunch and Recess 3-5
1:25-1:40	Afternoon Recess K-2
1:45-1:55	Afternoon Recess 3-5
3:00	Students are released for the day

***Please do not drop your child off before 7:20 unless prior arrangements have been made.**

****Please note that the Kellogg School District has chosen to pilot a 4 day school week for the 2025-2026 school year. Students will go to school Monday-Thursday.**

MISSION STATEMENT

Our mission at Canyon Elementary Science Magnet School, in partnership with our students' families and the local community, is to provide each individual student with academic, technological and social skills needed to be a successful and productive citizen.

VISION STATEMENT

The teachers, parents, students, and community of Canyon Elementary School recognize the importance of a well~rounded education within a safe and nurturing environment for each student. Each of these groups, in collaboration with each other, will provide the resources needed for students to develop to their full potential and become life~long learners who will make positive contributions to our society.

STATEMENT OF PURPOSE

During the 2008-2009 school year, Canyon became a magnet school, the first elementary science magnet school in North Idaho. A magnet school is a public school of choice that offers a unique curriculum not available in current district schools. Using an integrated approach to curriculum with science as a focus, students will learn the problem-solving and critical thinking skills needed to "think like scientists."

IMMUNIZATION/BIRTH CERTIFICATE

Under state law it is necessary that the parents of all new students and those students entering Kindergarten, submit their immunization records and birth certificates to the school office. Families who opt out of immunizations will need to provide a letter stating such. Copies of records will be made and placed in the student's permanent file. Students will have sixty days after the start of school in which to provide the office with a birth certificate.

EMERGENCY SCHOOL CLOSURE/LATE START

In the event that something happens to cause a school closure or cause late start, you will be contacted via phone and/or email by mass notification. School closures are also announced on Spokane television stations, TV news and social media posts. In the event that inclement weather and/or road conditions necessitate an emergency closure BUT those conditions are anticipated to improve within a few hours, the Kellogg School District will implement a 2 hour late start for all schools in the district. As in the case of regular emergency closures, School Messenger, TV news, social media posts and website updates will be used to communicate the information. The emergency closure hotline is 208-786-2071 and will be updated with the most current information. All bus routes will be delayed 2 hours. Questions regarding when a bus will be picking up can be referred to the bus garage (208-784-0061). School start time will be exactly 2 hours late (CES @ 10:00). Breakfast will not be served in any of the buildings in the event of a 2 hour late start. Lunch will be served at the normal times. School will be released at regular dismissal time.

Please make sure your contact information stays up to date in our system so that you successfully receive mass notification messages. Use the QR code below to download our app.



OPEN ENROLLMENT POLICY

Students living outside of the school's zone may apply for open enrollment to attend Canyon. The student's parent or guardian must apply for admission using the form found on the Kellogg School District website ([link](#)). The parent or guardian must request that the home (current) school forward the student's records to the receiving school (Canyon). Open enrollments can be denied based upon the following:

1. The student was expelled at his/her previous school
2. The student has a documented history of significant disciplinary occurrences
3. The student has a documented history of chronic absenteeism
4. Current class sizes are already at capacity (K=20, 1=22, 2nd=25, 3rd=26, 4=28, 5th=28).

Priority is given to applicants who have siblings already enrolled at Canyon, and then by date of application received.

Once an application has been approved, the parent or guardian does not need to re-apply the following school year. However, the parent or guardian must provide notice of intent for the following year. Once an open enrollment student has been enrolled for a second consecutive year, the pupil may complete his/her education at the school.

Once approved, open enrollment can be revoked based on the above denials (1-4) during the first and second years of (open) enrollment. However, after two consecutive years of enrollment the school may not revoke the enrollment.

(Open Enrollment Policy pursuant to Idaho Code 33-1402)

ATTENDANCE

According to the Kellogg School District Attendance Policy, students need to be in school a minimum of 90% of the time. Missing 10% of school days works out to be 9 days per semester, or 18 total days in a school year. Students who drop below that minimum could be considered for retention. Considerations are made for special circumstances including extended illness, etc.

Our office will send out a letter to parents notifying them when their child has reached, or is close to reaching the allowable number of days. If student absences continue to be above the 10% mark after a letter is sent home we will continue to work with the family to remedy the situation.

If your child needs to be absent from school please call the school to notify the office ahead of time, or the morning of the absence, whenever possible. Our office will call home each day that a student is absent if a prior communication hasn't occurred. Please attempt to make medical and dental appointments after school hours or on Fridays, if at all possible. Please see KSD Policy 522 for the full Attendance Policy.

CHECKING STUDENTS OUT OF SCHOOL

If a student needs to be checked out during the school day, the parent/guardian or individuals authorized by the parent/guardian must sign the student out using the form at the office. It is building policy that students not be released to leave school with someone other than their parents/guardians or authorized individuals. Individuals not recognized by office staff will be asked to present photo identification when checking out students. This is very important for the safety of the children and will be strictly enforced.

Note: Unless documentation is on file in the school office to the contrary, it will be understood by the school that both parents have custodial right to take the student from school.

BUS CHANGES

The transportation Department will no longer accept same week changes.

ALL changes must be made by 4:00pm the Thursday before your change.

Please call the Transportation Department at 208-784-0061 and Canyon Elementary at 208-682-2749 for all changes. All changes must go through the Transportation Office and your child's school. This policy ensures we can meet your needs and keep your children safe.

INSURANCE

Special accident insurance is made available through a commercial agency as a service to parents and students. Information regarding coverage and pricing can be found at: <https://www.kandkinsurance.com/>. Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a part of the growing up process our children go through. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child be injured at school. The district does not provide medical insurance to automatically pay for medical expenses when students are injured at school. This is the responsibility of the parents or legal guardians. The district carries only legal liability insurance.

PARENT INVOLVEMENT

There are many opportunities for parents to be involved in the educational process at Canyon. The Canyon School Organization (CSO) is our parent organization. We are incredibly fortunate to have a strong parent organization. Parent volunteers are a vital component of the structure and success of Canyon. Please consider joining CSO and playing an active role in events and activities. Another way to volunteer at Canyon is to contact your child's teacher and see if there are things you can do to assist with classroom activities and/or prep work.

Parents are encouraged to call ahead and have lunch with your child(ren). Also, about once every six weeks we have Science Thursdays.. These are afternoons dedicated to hands-on science. The more parents we have volunteering on Science Thursdays the more smoothly they run.

GRADING POLICY

Kellogg District Policy NO: 653

For Kindergarten through grade five (5), the following scale will be used to show proficiency on the standards within each area of development, including ancillary classes.

4	Advanced Proficient
3	Proficient
2	Basic
1	Below Basic
M	Curriculum has been Modified to meet IEP

RESPONSIVE SCHOOL DISCIPLINE AT CANYON

Our belief is that developing good behavior skills is as much a part of Canyon student learning as any academic subject. Goals for students in this area are:

- For all students at Canyon to feel physically and emotionally safe at school so they can learn at their best
- For all students to develop self-discipline and the skills needed for working and learning cooperatively with others

Students at Canyon Elementary Science Magnet School practice being:

- Responsible
- Respectful
- Safe

STUDENT PROCEDURES AT CANYON

These are more specific school procedures which can also be used when addressing student misbehavior.

BUILDING AND HALLWAY RULES

- Show respect to adults and children in the hallway.
- Be safe by keeping hands, feet, and objects to yourself.
- When walking in line, leave a space between people.
- Quiet walking in the hallway.
- Go directly to where you are going, no detours.

LUNCH ROOM RULES

- Speak and act respectfully to adults and children. (This includes using please and thank you in the lunch line.)
- Use quiet voices and keep a “beside the person” voice level.
- Eat appropriately and clean your eating area when you are through. Eat your food only.
- Remain seated at tables. Three people on a bench unless the duty teacher says otherwise.
- When you hear the whistle signal, raise your hand and wait quietly to be excused.

PLAYGROUND RULES

- Boundaries –
 - Play in any of the areas where the grass is mowed. This includes the baseball field (inside the fence) and out to the gazebo.
 - Students are not allowed to play in the baseball dugouts.
 - Students are not allowed to play in the area around the concession stand.
- Crosswalk –
 - Students walk from the school doors to the grass before running.
- Coming In From Recess –
 - A bell will ring, signaling the end of recess. Students will line up on the playground with their class. Duty teacher will release students by class into the building. They will go directly into the classroom. Quiet talking upon entering the school.
- General Play –
 - Play safe.
 - Play fair.
 - All can play. If someone is not being respectful of the game, the equipment, or others, they may be asked to leave the game.
 - Ask a duty teacher for help if you are unable to solve a problem on your own
- Merry-go-round –
 - Riders must have 3 points of contact on the merry-go-round. No body parts hanging off .
 - Respect others on the merry-go-round. If someone says “Stop!” – please do so.
- Slides –
 - Slide down only on the 2 big slides.

- Students may climb up and down the little slide.
- Monkey bars –
 - Students can cross the monkey bars, but do not climb on the top of them.
- Large Playground Structure
 - No playing tag on structure
 - No twirling on the bars
 - Can't climb on the top of equipment
- Swings –
 - Swings are used for sitting and swinging back and forth only
- Skyrunner -
 - Grip the handle. Run and lift your feet to go around. Do not climb on top of the skyrunner.
 - No getting on when it's spinning
 - Keep the riders' feet at a 45 degree angle or less when riding.
 - Students can grip the handle and push to give others a ride.
 - Students cannot use coats or sweatshirts to spin it

SNOW RULES

- No one owns the snow.
- You cannot destroy snow creations.
- You can build on any creation.
- No throwing or kicking of snow or ice.

BUS RULES

- The driver is in charge of the bus and students. The students must obey the driver promptly and willingly.
- Students will remain seated at all times.
- Students will keep their hands, feet and objects to themselves.
- Students will not throw objects on the bus.
- Students will keep the bus clean and free from litter.
- Students will keep all body parts inside the bus.
- Students must have a note from their parents if they are to go somewhere other than their home or normal after school destination.
- Failure to follow these rules may result in detention or students losing their privilege of riding the bus.
- Students who do not ride the bus are not to arrive at school before 7:20 am unless arrangements have been made with the school staff.
- When students misbehave on the bus the transportation department administration becomes involved in determining the

consequences of the student's behavior. Depending upon the violation, the severity of the violation, and the frequency of the behavior consequences can include detention, temporary suspension from riding the bus to permanent suspension from riding the bus.

CONSEQUENCES

In general, when a student is misbehaving in the classroom or elsewhere in the building, they can expect the following:

- Adults will address the misbehavior immediately with a simple response – using reminding and redirecting language. Sometimes, this is not enough. If this is the case, adults will use an additional consequence. Here are some of the basic types:
- Simple reparation – (also known as “you break it, you fix it”) When children can quickly and simply fix a mistake, having them do so often provides them with the most effective learning.
- Increased structure and supervision – which may take the form of:
 1. Having the child move to a new location
 2. Taking away objects related to the misbehavior – (a student who is not using playground equipment properly must stop using it for a time period)
 3. Narrowing a child's choices – (limited space on the playground, etc.)
 4. Taking a privilege away for a while (missing part of recess – either indoors or outdoors, etc.)
 5. Take a break: To help children regain self-control, adults can choose to have them take a short break in a designated place.
- Repeated Classroom Behaviors-If a student demonstrates repeated undesirable classroom behavior, your child's teacher may choose to fill out a “Repeated Behavior Form.” The purpose of this form is to document the undesirable behavior and the teacher's attempts at intervention/student's attempt at correcting the behavior. Parent contact will be made when a student reaches this step. The 4th step on the form is an office referral.

*Please note: Each individual classroom behavior system and student expectations will vary slightly. Your child's teacher will communicate with you and your child regarding these systems and expectations.

OFFICE REFERRAL CONSEQUENCES

Any student who receives a pink slip or office referral may expect to receive one or more of the consequences listed below.

- **Problem Solving Conference:** The student and principal will meet to develop a plan to eliminate further behavioral issues.
- **Parent Contact:** The teacher or principal will make contact with the parent or guardian by telephone or written letter to provide behavioral information.
- **Parent Conference:** The teacher or principal will schedule a conference with the parent or guardian to discuss the behavioral expectations and possible solutions.
- **Detention:** The student will not be allowed to participate in regular recess activities and will be assigned to an alternate location for the period of time (typically one day of lunch detention for the 1st offense, 2 days for the 2nd offense, etc)
- **Loss of Bus Privileges:** In the event that there are repeated referrals for the violation of bus rules and safety procedures, bus privileges may be suspended for a period of time to be determined by the bus director.
- **Clean up detail:** The student may be asked to clean a portion of the school.
- **Short term suspension (In School):** The student will receive instruction in an isolated setting within the school for a period of one to five days.
- **Short term suspension (Out of School):** The student will be sent home for a period of one to five days.
- **Long term suspension from school:** The student may be referred to the Superintendent of Schools. The Superintendent then has the option to assign additional out of school suspension time.
- **Referral to law enforcement or other appropriate agency:** Violations of law may result in the appropriate authority being contacted by the school. This will be the response particularly if a student is found to be in possession of drugs, alcohol or tobacco; is found to be using these substances; is found to be under the influence of these substances or is found to be selling/distributing these substances.
- **Expulsion:** Upon the determination of the school board as a result of an expulsion hearing, a student may be denied attendance indefinitely for repeated or severe violations of school rules or laws.
- **Emergency Procedures:** As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with school board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. The parent/guardian will be informed when

any of these actions have occurred as soon as possible after any such incident.

RESTRAINT AND SECLUSION POLICY 553

As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with school board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. The parent/guardian will be informed when any of these actions have occurred as soon as possible after any such incident. These policies will be available with other school board policies to all parents electronically via our website or as a hard copy on request.

PARENTAL RIGHTS IN EDUCATION & STUDENT HEALTH SERVICES

At Kellogg School District, we believe in a strong partnership between home and school to support your child's education and well-being. This statement serves to inform you of your rights as a parent or guardian, as outlined in District Policy 639, and provides important information about health services available to your child.

Your Rights as a Parent/Guardian:

As a parent or guardian, you have specific rights concerning your child's education. These rights, as detailed in District Policy 639, empower you to be an active participant in your child's academic journey. We encourage you to review Policy 639, which is available on our district website ([here](#)) or by request at any school office. This policy addresses various aspects of parental involvement and access to information.

Student Health Services Notification:

For the 2025-2026 school year, Kellogg School District offers or makes available a range of health services. These services may include:

- Preventative Health and Wellness Services: Programs designed to promote healthy habits and overall well-being.
- Health Screenings: Vision, hearing, or other health screenings as deemed appropriate.
- Medication Administration: Support for students requiring medication during school hours, with proper authorization.

- First Aid and Emergency Care: Immediate care for injuries or sudden illnesses that occur at school.
- Appropriate Management of All Health Conditions: Support and planning for students with chronic health conditions.

Important Note on Parental Consent for Health Services:

Please be aware that all health services offered or made available through the school or by private organizations will be provided only with your prior parental consent. Your consent for these services does not, in any way, waive your fundamental rights as a parent or guardian to access your child's educational or associated health records. Furthermore, providing consent for health services does not waive your right to be notified about your child's health status or any health monitoring conducted by the school. We are committed to transparent communication and protecting your rights as parents. If you have any questions regarding your rights or the health services available, please contact your child's school administration.

STUDENT USE OF PORTABLE MEDIA PLAYERS AND/OR CELLPHONES

Students are discouraged from bringing cell phones or other electronic devices to school due to the risk of damage, loss and/or theft and distraction from learning. We will not be responsible for loss, theft or damage of cell phones or electronic devices. **Cell phone and personal device usage is not permitted during school hours.**

THE KSD ACCEPTABLE USE OF INTERNET, COMPUTER AND NETWORK RESOURCES

"NOTICE: The KSD Acceptable Use of Internet, Computer and Network Resources Policies 942 and 943 are available on the district website and a copy of the policies is available for review at the district office. The district will file the policies with the state superintendent of public instruction every 5 years. By accessing the district's Internet, computers and network resources, users acknowledge awareness of the provisions of the policies and awareness that the district uses monitoring systems to monitor and detect inappropriate use. All

students and staff are required to sign a technology user agreement (see Policy 942F1 Internet, Computer and Network Services User Agreement) that signifies their understanding and agreement to follow these regulations.”

Daily Moment of Silence (Policy #640)

Beginning in the 2026–2027 school year, all district schools will observe a brief period of silence for a minimum of sixty (60) seconds at or near the start of each school day.

- **Student Participation:** Every student in the classroom will participate by remaining silent and making no distracting displays.
- **Student Choice:** During this period, students may individually choose to reflect, meditate, pray, or engage in another non-disruptive, silent activity. No other classroom activities or instructions will take place during this time.
- **Staff Role:** Teachers and school employees will ensure all students remain quiet so that every student can exercise their individual choice without interference or distraction. Staff members are prohibited from instructing students on the nature or content of their reflection.

Note to Parents and Legal Guardians:

The district encourages parents and legal guardians to discuss this daily period of silence with their children and provide personal guidance regarding how their student might best utilize this time.

Maintenance of Orderly Conduct (Policy #540)

“To maintain a safe and productive learning environment, students are expected to conduct themselves in a manner that does not interfere with the orderly operation of the district's educational programs. Disciplinary action may be taken for misconduct occurring during the school day, on school grounds, at school-sponsored activities, on district transportation, or off school property if the conduct directly impacts school operations.

Misconduct and Prohibited Behaviors

Prohibited behaviors subject to disciplinary action include, but are not limited to:

- **Academic & Attendance Violations:** Academic dishonesty, forgery, and habitual truancy.
- **Disruptive Behavior:** Incurability, disobedience toward staff, or engaging in disorderly conduct that disrupts the educational environment.
- **Safety & Property Concerns:** Use of violence, threats, intimidation,

causing/attempting to cause damage to property, or theft.

- Substances & Weapons: Possession, use, sale, or being under the influence of alcohol, tobacco, illegal drugs, or drug paraphernalia; and possession/control of weapons or dangerous objects.
- Bullying & Harassment: Hazing, harassment, intimidation, or bullying (including cyberbullying).
- Technology Misuse: Improper use of school computers or technology assets.
- Inappropriate Online Behavior: Any online communication (including on social media or personal devices, on or off campus) that harasses, threatens, or harms the reputation, dignity, or safety of school employees, students, parents/guardians, or volunteers.

Student Names, Pronouns, and Rights

A student will not be subject to adverse disciplinary action for declining to:

1. Identify their personal pronouns, or
2. Address another person using a name other than that person's legal name (or derivative), or by a preferred title/pronoun inconsistent with that person's sex.

Note: This standard does not override district obligations or Idaho law regarding student harassment, intimidation, and bullying prevention.

Discipline, Investigations, and Enforcement

- Investigations: Building administrators (or the Board, in cases of inappropriate online behavior) will investigate reported misconduct, notify parents/guardians, and involve law enforcement when appropriate.
- Disciplinary Measures: Measures may include warnings, detentions, loss of privileges, classroom removal, suspension, expulsion, restitution, or required participation in online awareness programs. Corporal punishment is strictly prohibited.
- Alternative Discipline: Counseling, reflective assignments, community service, or behavior plans may also be utilized. Special education discipline rules apply for students with qualifying disabilities.
- Nondiscrimination: All disciplinary policies are enforced in a neutral, non-discriminatory manner without regard to personal characteristics, race, color, national origin, sex, religion, or disability. “

KSD POLICY MANUAL

Canyon Elementary Science Magnet School's policies are governed by the State of Idaho and Board approved policies of the Kellogg School District. For additional information on Kellogg School District policies, please consult the [Kellogg School District Policy Manual](https://drive.google.com/drive/u/1/folders/18uUVY_Oudx-cUQ-m6rLtpWVNIhM_DA4).

(https://drive.google.com/drive/u/1/folders/18uUVY_Oudx-cUQ-m6rLtpWVNIhM_DA4)