

2025-2026 USD 416: BACK TO SCHOOL GETTING ENROLLED

You may access information concerning Louisburg USD 416 Schools and Board of Education at the district Website: www.usd416.org



CIRCLE GROVE – PRESCHOOL
29020 Mission Bellevue
913-837-1700
Attendance Hours:
8:15-11:00 a.m. & 12:15-3:15 p.m.

ENROLLMENT

Contact the Preschool Office regarding enrollment.

*Do not need to attend open enrollment at LHS.

New Students: By Appointment at Circle Grove



ROCKVILLE ELEMENTARY
977 N. Rockville Road
913-837-1970
Attendance Hours:
8:15 a.m.- 3:20 p.m.

ENROLLMENT

8:30 am - 11:30 am 7/30/25 will be a returning student day in the building if you need assistance enrolling.

*Do not need to attend if completed all enrollment forms via SKYWARD.

New Students: July 31 - Aug. 1st, by Appointment at Rockville



BROADMOOR ELEMENTARY
105 S. 5th St. East
913-837-1900
Attendance Hours:
8:00 a.m.- 3:05 p.m.

ENROLLMENT

8:30 am - 11:30 am 7/30/25 will be a returning student day in the building if you need assistance enrolling.

*Do not need to attend if completed all enrollment forms via SKYWARD.

New Students: July 31 - Aug. 1st, by Appointment at Rockville



LOUISBURG MIDDLE SCHOOL
505 E. Amity St.
913-837-1800
Attendance Hours:
8:00 a.m.- 3:05 p.m.

ENROLLMENT

8:30 am - 11:30 am 7/30/25 will be a returning student day in the building if you need assistance enrolling.

*Do not need to attend if completed all enrollment forms via SKYWARD.

New Students: July 31, by Appointment at LMS



LOUISBURG HIGH SCHOOL
202 Aquatic Drive
913-837-1720
Attendance Hours:
7:55 a.m.-3:05 p.m.

ENROLLMENT

8:30 am - 11:30 am 7/30/25 will be a returning student day in the building if you need assistance enrolling.

*Do not need to attend if completed all enrollment forms via SKYWARD.

New Students: July 31, by Appointment at LHS

Online Enrollment through Skyward for all buildings opens July 28, 2025.

AUGUST ACTIVITIES

13th First Day of School preschool, 6th, 9th	14th First Day of K-12
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If not done so through SKYWARD, all enrollment fees should be paid at the time of enrollment.

Special education students attending classes at Paola should enroll at their attendance center. The Special Education Cooperative will contact you concerning enrollment.

Enrollment Fees (see website for additional course fees)

Materials Fee

Grades K through 5	\$80.00 per student
Grades 6 through 8	\$90.00 per student
Grades 9 through 12	\$95.00 per student
Family Rate	\$200.00 maximum

Students in grades 7-12 will need to provide their own towels for physical education classes.

Summer Driver's Education Fee

USD 416 Student Driver	\$300 in district
Student Driver	\$360 out of district

Health Assessment

Any pupil up to the age of nine years who has not previously enrolled in any school in this state, prior to admission to and attendance in school, shall present to the appropriate school board the results of a health assessment. This assessment shall have been conducted within 12 months of school entry by a nurse who has completed the Department of Health and Environment training and certification, by a physician or by a person acting under the direction of a physician as per K.S.A. 72-5214.

As an alternate of the health assessment required: A written statement signed by one parent or guardian that the child is an adherent of a religious denomination whose religious teachings are opposed to such assessment; or a written statement signed by one parent or guardian that such assessment will be scheduled and completed within 90 days after admission to school.

Immunization

Any pupil entering kindergarten and first grade for the 2025-2026 school year shall, prior to admission, be required to present to the school authorities certification from a licensed physician that he has received or is in the process of receiving immunization against polio, diphtheria, measles, rubella,

whooping cough, mumps and tetanus. Any student failing to comply shall be removed from school.

Alternatives to the above requirements are (1) certification from a licensed physician stating that the physical condition of the child is such as to prevent immunization, (2) a written statement by the parent that he is an adherent of religious denomination whose religious teachings are opposed to such immunizations or tests.

It is highly recommended by the State Board of Health that children who receive their mumps, measles and rubella inoculation before the age of 15 months be reimmunized.

The State of Kansas has passed an immunization requirement for children entering kindergarten and first grade for the 2025-2026 school year. Children who have not had the disease are now required to have a total of two varicella (chickenpox) vaccines before returning to school next year.

Age Requirements

Students entering kindergarten must be age 5 on or before Aug. 31, 2025. Students entering first grade must be age 6 on or before Aug. 31, 2025. A birth certificate to verify birth date is required. Parents are required by law to present a birth certificate upon enrolling their student for the first time.

VOC/ED GUIDELINES

**OCR VOC/ED GUIDELINES
CIVIL RIGHTS COMPREHENSIVE NOTIFICATION
FOR LOUISBURG USD 416**

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Title IX Regulation Implementing Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; and all other federal, state, school rules, laws, regulations and policies, the Louisburg Unified School District 416 shall not discriminate on the basis of sex, race, color, national origin or handicap in the educational programs or activities which it operates.

It is the intent of Louisburg Unified School District 416 to comply with both the letter and spirit of the law in making certain discrimination does not exist in policies, regulations and operations. Grievance procedures for Title IX and Section 504 have been established for students, their parents and employees who feel discrimination has been shown by the local education agency.

Specific complaints of alleged discrimination under Title IX (sex) and Section 504 (handicap) should be referred to:

TITLE IX COORDINATOR

Dr. Brian Biermann, Superintendent
P.O. Box 550, 29020 Mission Bellevue,
Louisburg, KS 66053,
913-837-1700

SECTION 504 COORDINATOR

Dr. Brian Biermann, Superintendent
P.O. Box 550, 29020 Mission Bellevue,
Louisburg, KS 66053
913-837-1700

BUILDING LEVEL

COORDINATORS SECTION 504

Megan Hankins, Louisburg Middle School
Amy VanRheen, Louisburg High School
Jannell Crader, Rockville Elementary School
Cindy Apple, Broadmoor
Elementary School

Title VI, Title IX and Section 504 complaints can also be filed with the Regional Office for Civil Rights. Address correspondence to:

Regional Office for Civil Rights
324 E. 11th, Kansas City, MO 64106

All students attending Louisburg Unified School District 416 may participate in education programs and activities including but not limited to health, physical education, music, and vocational and technical education, regardless of race, color, national origin, age, handicap or sex.

DRUG FREE SCHOOL

The Board of Education of Louisburg USD 416, recognizing the responsibility to promote the health, welfare, and safety to the students of the district, does hereby adopt the following policy for the protection of the students from the danger resulting from the abuse of alcohol and other drugs.

All personnel working with students of Louisburg USD 416, as well as any other student under their direct or indirect supervision, who observe the use, sale, transfer, or possession of any alcoholic beverage, drug, medication or other controlled substance, or the paraphernalia associated with the use of such substances, shall report immediately to the building principal or his designee. Any staff person who observes a student whose behavior indicates an apparent dysfunction during the school day or a school sponsored activity, shall refer such student to the building principal or his designee for further observation. If, upon observation, the administrator has reasonable suspicion that the student's behavior may be the result of the use of alcohol or other drugs, the administrator will make a reasonable effort to contact the student's parents or legal guardians. If, after a reasonable effort, the parents or legal guardians cannot be contacted, law enforcement officers will be consulted, and the student placed in their custody.

Any student who attends Louisburg USD 416, while on school grounds or in attendance at school activities held off of the school grounds, who exhibits obvious symptoms of having consumed alcohol or is apparently under the influence of alcohol or other drugs, or who has possession of alcohol or other drugs, will face suspension and/or expulsion. While suspended or expelled, the student will be prohibited from participating in or attending school activities. Police and/or juvenile authorities will be notified of every drug/alcohol related incident.

PRIVACY ACT OF 1974

NOTICE TO PARENTS AND STUDENTS OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACTS OF 1974

On November 20, 1974, the Family Educational Rights and Privacy Act of 1974 became law. Under this law, the parents of students enrolled in any educational institution receiving federal funds are given certain rights concerning the school records of their children. The following rights are accorded to you under this act:

1. You are entitled to have access to your child's school records upon request. This request should be directed to the custodian of the school records in question. Access must be granted to you within 45 days after receipt of the request by said custodian.
2. You are entitled to a hearing to challenge the contents of your child's school records. The records may be challenged on the following grounds:
 - a. the records are inaccurate,
 - b. misleading,
 - c. in violation of the privacy or other rights of the student, or
 - d. contain inappropriate data.

3. Before the school records will be released to third parties who have requested copies of your child's school records, you must give your written consent to said release. This written consent must be presented to the custodian of said records before he/she will release them.

4. School records will be transferred to other educational institutions only when the custodian of records is notified. You will be provided with an opportunity for a hearing to challenge the content of the school records before they are transferred. If you do so desire, a copy of the records will be provided you.

5. Upon receipt of a subpoena or judicial order by the custodian of said records, requiring said custodian to relinquish control of your child's records, you will be notified of the subpoena/judicial order before the custodian relinquishes control of said records.

6. The custodian of said records will maintain a record of those persons, agencies or organizations who have had access to said records. This record will indicate the legitimate educational or other interest that each such person, agency or organization had in seeking the student's records. This record will be available only to the parents of said student and the custodian of the records.

7. When your child becomes 18 years of age, all rights formerly accorded to you as parents of said student become the sole rights of the student, and you will no longer have right of access to said student's records.

8. Certain information is designated as "Directory" information with respect to each student and will be released to the general public upon request unless a student's parents notify their Board of Education office within 30 days of the publication. Directory information includes the following information about the students:

- a. the student's name, address, telephone number, date of birth;
- b. the student's major field of study;
- c. the student's participation in officially recognized activities and sports;
- d. the weight and height of members of athletic teams;
- e. dates of attendance;
- f. degrees and awards received; and
- g. the most recent educational agency or institution attended by the student.

PUBLIC NOTICE

Students, their parents and employees of USD 416 are hereby notified that Louisburg School District does not discriminate on the basis of sex, race, color, national origin, handicap, or age in the admission or access to, or treatment or employment in, its programs or activities. Any question regarding the board's compliance with Title VI, Title IX, ADA, or Section 504 including information about the existence and location of services, activities and facilities that are accessible to and usable by disabled persons may be directed to the Compliance Officer who can be reached at P.O. Box 550, 29020 Mission Bellevue, Louisburg, Kansas 66053, 913-837-1700.