



Dubuque
COMMUNITY SCHOOLS

»» 2023-2024

PARENT-STUDENT HANDBOOK

DISTRICT WEBSITE

» www.dbqschools.org

The Dubuque Community School District website is the official electronic communication tool for the district. Parents and students will find a variety of helpful, timely information throughout the site, including the following:

- School Calendar
- School Board Policies
- School Board Agendas
- School Delay Info
- Staff Directory
- Calendar of Events
- Lunch Menus
- Registration Schedules
- Open Enrollment Details

Look for frequently used webpages referenced throughout this handbook for your convenience.

ASBESTOS NOTICE

Asbestos is an issue we have been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (referred to as AHERA) was enacted to determine the extent of and develop solutions for any problems schools may have with asbestos.

To give you some background, asbestos has been used as a building material for many years. Asbestos' properties made it an ideal building material for insulation, sound absorption, decorative plasters, fireproofing, and a variety of miscellaneous uses. EPA began action to limit uses of asbestos products in 1973 and banned most uses of asbestos products as building materials in 1978.

Periodic surveillances are completed and documented every 6 months, and the management plans are updated every 3 years as required by AHERA.

The Management Planner has developed an asbestos management plan for our facilities which includes: this notification letter, education and training of our employees, and a set of plans and procedures designed to minimize the disturbance of the asbestos containing materials, and plans for regular monitoring of the asbestos-containing materials.

A copy of the asbestos management plan is available for your inspection in our Buildings and Grounds Offices during regular office hours. All inquiries regarding the plan should be directed to Rob Powers, Manager of Buildings and Grounds, who is our Asbestos Program Manager.

Our intent is not only to comply with, but exceed federal, state and local regulations in this area. Our plan is to take whatever steps are necessary to ensure that our students and employees have a healthy, safe environment in which to learn and work.

PUBLIC NOTICE: TITLE IX

The Dubuque Community School District does not discriminate on the basis of sex in admission to or employment in its education programs and activities. Inquiries regarding Title IX and the Title IX regulations can be referred to the designated Title IX Coordinator.

The district is also committed to creating school environments which are free from any form of sexual harassment or discrimination.

WEATHER-RELATED INFORMATION

Inclement weather may cause the district to cancel school, delay start times or release early. This decision is based on district-wide conditions, on-site observations and weather reports.

When a schedule change is made due to inclement weather, families will be notified by phone, email and/or text message using the district's mass notification system. The district's inclement weather line (563/552-3035), website (www.dbqschools.org), and social media channels (facebook.com/dbqschools and twitter.com/dbqschools) will also be updated and area television and radio stations will be notified of the change. When a full day is canceled, it is made up at a later date.

NOTICE OF NON-DISCRIMINATION

The Dubuque Community School District will not discriminate in its educational activities on the basis of age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status and provides equal access to the Boy Scouts and other designated youth groups.

The Dubuque Community School District offers Career Technical Education (CTE) programs in the following service areas:

- Applied Sciences, Technology, Engineering, and Manufacturing
- Business, Finance, Marketing, and Management
- Health Sciences
- Human Services
- Information Solutions

To be admitted for CTE courses, students must meet the necessary course prerequisites. The district will not discriminate in determining CTE admission and participation. Lack of English language skills will also not be a barrier to admission and participation in the district's CTE programs.

For the full policies, see SCHOOL BOARD POLICIES #1001 AND #1005.

Please direct inquiries about this statement to:

Brian Kuhle
Dubuque Community Schools
2300 Chaney Road
Dubuque, Iowa 52001-3095

bkuhle@dbqschools.org
563/552-3000

ERRORS AND OMISSIONS

The Dubuque Community School District has taken every effort to ensure the accuracy and timeliness of this publication. In the event of a typographical error or omission, the official documented board policy or board action will serve as recognized policy. Some policies may be revised throughout the year.

The most current policies can always be found at:
www.dbqschools.org/schoolboard



Fall 2023

Dear Families,

Welcome back! I hope your family is excited to reconnect with friends, teachers and school staff as summer comes to a close and we kick-off the 2023-2024 school year.

As we do so, our amazing team of approximately 2,000 education professionals across the district is here to serve you student and family. Each one is dedicated to the success of your student and to our broader district mission:

To develop world-class learners and citizens of character in a safe and inclusive learning community.

As we live this mission, our entire staff and our volunteer elected Board of Education are committed to providing your student with the highest-quality learning experience possible. Please know that we are here to support your student and family through this journey.

Throughout this handbook, you will find important information to get the year started, including federal, state and district policy information, some of which we are required to distribute to you annually. Please take a moment to review the information in the handbook. It is an important resource to help navigate the district, its offerings and policies.

I hope as we begin this year that you will continue to be active in your student's education. Get involved at their school, communicate concerns or changes should they arise, and always encourage strong attendance.

Together, we will prepare our students for a lifetime of success!

Sincerely,

A handwritten signature in blue ink that reads "Amy Hawkins". The signature is written in a cursive, flowing style.

Amy Hawkins
Superintendent of Schools

» MISSION + VISION + VALUES

MISSION

TO DEVELOP
WORLD-CLASS
LEARNERS
AND CITIZENS
OF CHARACTER
IN A SAFE AND
INCLUSIVE
LEARNING
COMMUNITY

VISION

Unfolding the potential of every student by empowering the teacher/student relationship through:

- promoting the roles and responsibilities we all have in the 21st-century learning process;
- removing barriers;
- creating an environment where character and citizenship count;
- leveraging content knowledge to become critical thinkers and problem solvers; and
- providing multiple pathways to unlocking student potential.

VALUES

The Board of Education values:

- Essential skills of digital-age literacy, inventive thinking, effective communication, and high productivity
- Innovative programming options
- Extra-curricular activities and character development
- Building leadership capacity for all employees
- Community engagement and multiple ways of communication
- Being transparent, ethical, equitable and using resources wisely

Want to see the MISSION, VISION and VALUES come to life?

Look no further than the district's strategic plan. Online now at www.dbqschools.org/strategicplan.

» DISTRICT STAFF

BOARD OF EDUCATION

Please see www.dbqschools.org/schoolboard for a current list of board members and officers.

Looking for someone?



Find an up-to-date listing of district contacts for administrative and curricular areas online at: www.dbqschools.org/contact

OR



If you are unsure who to contact for more information on a particular topic, call the main district office at **562/552-3000** to be directed to the appropriate staff member.

EXECUTIVE STAFF

EDUCATIONAL LEADERSHIP

EXECUTIVE DIRECTOR OF ELEMENTARY EDUCATION
Lisa TeBockhorst

EXECUTIVE DIRECTOR OF SECONDARY EDUCATION
Mark Burns

EXECUTIVE DIRECTOR OF SPECIAL EDUCATION
Brenda Duvel

EXECUTIVE DIRECTOR OF STUDENT SERVICES
Shirley Horstman

OPERATIONAL LEADERSHIP

CHIEF FINANCIAL OFFICER
Kevin Kelleher

CHIEF HUMAN RESOURCES OFFICER
Brian Kuhle

CHIEF COMMUNICATION OFFICER
Mike Cyze

CHIEF TECHNOLOGY OFFICER
Coby Culbertson

» SCHOOL DIRECTORY

ELEMENTARY SCHOOLS (Grades PreK-5)

Audubon Elementary School

605 Lincoln Avenue
Dubuque, IA 52001
audubon.dbqschools.org

P: 563/552-3300
F: 563/552-3301

Principal: Ed Glaser
Secretary: Deb Rausch

Eisenhower Elementary School

3170 Spring Valley Road
Dubuque, IA 52001
eisenhower.dbqschools.org

P: 563/552-3500
F: 563/ 552-3501

Principal: Andy Ferguson
Secretary: Julie Banigan

Kennedy Elementary School

2135 Woodland Drive
Dubuque, IA 52002
kennedy.dbqschools.org

P: 563/552-3900
F: 563/552-3901

Principal: Nicholas Hess
Secretary: Karrie Moeller

Prescott Elementary School

1151 White Street
Dubuque, IA 52001
prescott.dbqschools.org

P: 563/552-4200
F: 563/552-4201

Principal: Chris Nugent
Secretary: Kim Sheldon

Bryant Elementary School

1280 Rush Street
Dubuque, IA 52003
bryant.dbqschools.org

P: 563/552-3400
F: 563/552-3401

Principal: Megan Richardson
Secretary: Tara Franklin

Hoover Elementary School

3259 St. Anne Drive
Dubuque, IA 52001
hoover.dbqschools.org

P: 563/552-3700
F: 563/552-3701

Principal: Kathleen Walech-Haas
Secretary: Laura Kunkel

Lincoln Elementary School

555 Nevada Street
Dubuque, IA 52001
lincoln.dbqschools.org

P: 563/552-4050
F: 563/552-4051

Principal: Megan Elsinger
Secretary: Jennilee Silvis

Sageville Elementary School

12015 Sherrill Road
Dubuque, IA 52002
sageville.dbqschools.org

P: 563/552-4300
F: 563/552-4301

Principal: Erik Johnson
Secretary: Karen Bahl

Carver Elementary School

2007 Radford Road
Dubuque, IA 52002
carver.dbqschools.org

P: 563/552-4500
F: 563/552-4501

Principal: Andy Peterson
Secretary: Becky Neumann

Irving Elementary School

2520 Pennsylvania Avenue
Dubuque, IA 52001
irving.dbqschools.org

P: 563/552-3800
F: 563/552-3801

Principal: Susan Meehan
Secretary: Meg Gilligan

Marshall Elementary School

1450 Rhomberg Avenue
Dubuque, IA 52001
marshall.dbqschools.org

P: 563/552-4100
F: 563/552-4101

Interim Principal: Joe Maloney
Secretary: Lori Ann Smith

Table Mound Elementary School

100 Tower Drive
Dubuque, IA 52003
tablemound.dbqschools.org

P: 563/552-4400
F: 563/552-4401

Principal: Matthew Hull
Secretary: Julie Koontz

MIDDLE SCHOOLS (Grades 6-8)

Jefferson Middle School

1105 Althausen Avenue
Dubuque, IA 52001
jefferson.dbqschools.org

P: 563/552-4700
F: 563/552-4701

Principal: Greg Lehman
Secretary: Judy Sheridan

Roosevelt Middle School

2001 Radford Road
Dubuque, IA 52002
roosevelt.dbqschools.org

P: 563/552-5000
F: 563/552-5001

Principal: Jeff Johl
Secretary: Angela Pickel

Washington Middle School

51 North Grandview Avenue
Dubuque, IA 52001
washington.dbqschools.org

P: 563/552-4800
F: 563/552-4801

Principal: Chris Oberhoffer
Secretary: Ann Droeszler

Dubuque Online Middle School

2300 Chaney Road
Dubuque, IA 52001
onlineschool.dbqschools.org

P: 563/552-4900
F: 563/552-4901

Principal: Valerie Loewenberg
Secretary: Pam Farley

HIGH SCHOOLS (Grades 9-12)

Hempstead High School

3715 Pennsylvania Avenue
Dubuque, IA 52002
hempstead.dbqschools.org

P: 563/552-5200
F: 563/552-5231

Principal: Julia Jorgenson
Secretary: Pam Scales

Senior High School

1800 Clarke Drive
Dubuque, IA 52001
senior.dbqschools.org

P: 563/552-5500
F: 563/552-5702

Principal: Brian Howes
Secretary: Allison Pusateri

Dubuque Online High School

2300 Chaney Road
Dubuque, IA 52001
onlineschool.dbqschools.org

P: 563/552-4900
F: 563/552-4901

Principal: Valerie Loewenberg
Secretary: Pam Farley

Alta Vista Campus

1090 Alta Vista Street
Dubuque, IA 52001
altavista.dbqschools.org

P: 563/552-5800
F: 563/552-5801

Administrator: Eddie Santiago

**Alternative Learning Center,
HEART Program,
Summit Program**

Secretary: William McClellan

Cornerstone Academy

Secretary: Cindie Reiter

SCHOOL CALENDAR

2023-2024 SCHOOL CALENDAR

Adopted December 12, 2022

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1														
2	3	4	5	6	7	8			1	2	3	4	5						<u>1</u>	2
9	10	11	12	13	14	15	6	7	8	9	10	11	12	3	<u>4</u>	5	6	7	<u>8</u>	9
16	17	18	19	20	21	22	13	14	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	19	10	11	12	13	14	<u>15</u>	16
23	24	25	26	27	28	29	20	<u>21</u>	<u>22</u>	<u>23</u>	24	<u>25</u>	26	17	18	19	20	21	<u>22</u>	23
30	31						27	28	29	30	31			24	25	26	27	28	<u>29</u>	30

OCTOBER							NOVEMBER							DECEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					<u>6</u>	7					1	2	<u>3</u>	4						<u>1</u>	2
8	9	10	11	12	<u>13</u>	14	5	6	7	8	9	<u>10</u>	11	3	4	5	6	7	<u>8</u>	9	
15	16	17	18	19	<u>20</u>	21	12	13	14	15	16	<u>17</u>	18	10	11	12	13	14	<u>15</u>	16	
22	23	24	25	<u>26</u>	<u>27</u>	28	19	20	21	<u>22</u>	<u>23</u>	<u>24</u>	25	17	18	19	20	21	<u>22</u>	23	
29	30	31					26	27	28	29	30			24	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	30	

JANUARY							FEBRUARY							MARCH							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
												1	<u>2</u>	3						<u>1</u>	2
	<u>1</u>	2	3	4	<u>5</u>	6						1	<u>2</u>	3	3	4	5	6	7	<u>8</u>	9
7	8	9	10	11	<u>12</u>	13	4	5	6	7	8	<u>9</u>	10	10	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	16	
14	<u>15</u>	<u>16</u>	17	18	<u>19</u>	20	11	12	13	14	15	<u>16</u>	17	17	18	19	20	21	<u>22</u>	23	
21	22	23	24	25	<u>26</u>	27	18	19	20	21	<u>22</u>	<u>23</u>	24	24	25	26	27	28	<u>29</u>	30	
28	29	30	31				25	26	<u>27</u>	28	29									31	

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					<u>5</u>	6				1	2	<u>3</u>	4							1
7	8	9	10	11	<u>12</u>	13	5	6	7	8	9	<u>10</u>	11	2	<u>3</u>	<u>4</u>	<u>5</u>	6	7	8
14	15	16	17	18	<u>19</u>	20	12	13	14	15	16	<u>17</u>	18	9	10	11	12	13	14	15
21	22	23	24	25	<u>26</u>	27	19	20	21	22	23	<u>24</u>	<u>25</u>	16	17	18	19	20	21	22
28	29	30					26	<u>27</u>	28	<u>29</u>	<u>30</u>	<u>31</u>		23	24	25	26	27	28	29

AUGUST

- 15, 16, 17, 18, 21: Professional-Learning Days
- 22: Orientation for Grades PreK-5, 6, 9 (scheduled by schools during this timeframe)
- 23: First Day of School for Grades K-12
- 25: First Day of Preschool
- 25: One-Hour Late Start

SEPTEMBER

- 1, 8, 15, 22, 29: One-Hour Late Start
- 4: No School (Labor Day)

OCTOBER

- 6: No School (Professional-Learning Day)
- 13, 20: One-Hour Late Start
- 19, 23, 24, 25, 26: Parent-Teacher Conferences (scheduled by schools during this timeframe)
- 26-27: No School

NOVEMBER

- 3, 10, 17: One-Hour Late Start
- 16: First Trimester Ends
- 22: No School (Half-Day Professional Learning paid for by Teacher Quality Committee)
- 23, 24: No School (Thanksgiving)

DECEMBER

- 1, 8, 15, 22: One-Hour Late Start
- 25-29: No School (Winter Break)

JANUARY

- 1: No School (Winter Break)
- 5, 12, 19, 26: One-Hour Late Start
- 12: First Semester Ends (High School)
- 15: No School (Martin Luther King Jr. Day)
- 16: No School (Professional-Learning Day)

FEBRUARY

- 2: No School (Professional-Learning Day)
- 9, 16: One-Hour Late Start
- 15, 19, 20, 21, 22: Parent-Teacher Conferences (scheduled by schools during this timeframe)
- 22, 23: No School
- 26: Second Trimester Ends

MARCH

- 1, 8, 22: One-Hour Late Start
- 11-15: No School (Spring Break)
- 29: No School

APRIL

- 5, 12, 19, 26: One-Hour Late Start

MAY

- 3, 10, 17, 24: One-Hour Late Start
- 21: Last Day for Seniors
- 25: Graduation at Dalzell Field (Hempstead at 10 a.m., Senior at 3 p.m.)
- 27: No School (Memorial Day)
- 29: Last Scheduled Day of Classes
- 30: Staff Professional-Learning Day (or following last day of school)
- 30, 31: Make-up Day if Needed

JUNE

- 3, 4, 5: Make-up Day if Needed

Additional make-up days will be added to the end of the school year, if necessary.

- Professional-Learning Day (No School)
- Student Orientation (Select Grades)
- First/Last Day of School
- First Day of Preschool
- One-Hour Late Start
- Non-school Day
- Make-up Day
- Parent-Teacher Conference Day
- End of Trimester
- End of Semester
- High School Graduation

24 Connect with us any day of the year. Looking for lunch menus? Checking grades in Infinite Campus? Viewing the event calendar? It's just a click away all day, every day at:
» www.dbqschools.org

24 Let your fingers do the walking... No internet access? The answers to two common questions are a phone call away.
» SCHOOL LUNCH HOTLINE: 563/552-3250
» WEATHER HOTLINE: 563/552-3035

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