

Exhibit B
USD 240 Twin Valley Schools
AFFIRMATION AND CONSENT
To Perform Urinalysis for Drug Testing

We hereby consent to allow the student named below to undergo urinalysis testing for the presence of illicit drugs or banned substances in accordance with the Policy and Procedure for Random Urine Drug Testing of USD 240 Twin Valley School District Students Participating in school activities as approved by the USD 240 Twin Valley School Board.

We understand that the collection process will follow strict guideline as set forth in the Code of Federal Regulations 49 CFR part 40.

We understand that any urine samples will be sent only to a certified laboratory for actual testing, and that the samples will be coded to provide confidentiality.

We hereby give our consent to the testing provider, selected by the USD 240 Twin Valley School Board, their laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the testing provider. to perform urinalysis testing for the detection of illicit drugs or banned substances.

We further give permissions to the testing provider, selected by USD 240 Twin Valley School Board, its doctors, employees, or agents to release all results of these tests to the Medical Review Officer (MRO). We understand these results will be forwarded to the appropriate Principal and will also be make available to (us).

We understand that consent pursuant to this Informed Consent Agreement will be effective for all school activities as approved by USD 240 in which this student might participate during the current school year.

We hereby release the USD 240 Twin Valley School Board of Education and its employees from any legal responsibility or liability for the release of such information and records.

_____ Date _____
Student Signature

_____ Date _____
Parent/Guardian/Custodian Signature

Bennington – Tescott Schools

Exhibit C

Confidentiality Statement for Random Urine Drug Testing Policy

I, _____, acknowledge that I will be privileged to hear and see sensitive information related to results of random urine drug testing performed on students of USD 240 school. I pledge to keep any information given to me in strict confidence, and will only release this information to others as dictated by board policy or with properly obtained permission of the student and parent/guardian/custodian.

Signature

Date

EXHIBIT D

Activities –

Participation in and attendance at, but not limited to, the following extracurricular activities will require the participation in the district’s Urine Drug Testing plan.

7 & 8 Grade

Athletics

Football
Volleyball
Basketball
Wrestling
Track
Cheerleading

Organizations

Student Council

Activities

School dances
Spelling bee
Scholars bowl
Musical contests
Field trips
Science Olympiad
Plays

High School

Athletics

Football
Volleyball
Cross Country
Girls and Boys Golf
Basketball
Wrestling
Softball
Baseball
Track
Cheerleading
Dance team

Organizations

Student Council
National Honor Society
Scholar Bowl
Youth friends

**Organizational Trips
(Not Tied to Grades)**

Concert Choirs
Band
Math
Forensics
LitWit

ENTRANCE AGE - KINDERGARTEN & FIRST GRADE

Any child over the age of five years at the beginning of any school year or who will attain the age of five years on or before August 31, 2010 shall be eligible to enter Kindergarten.

Any child over the age of six years at the beginning of any school year or who will attain the age of six years on or before August 31, 2010 shall be eligible to enter the first grade. Any child who attended kindergarten in Kansas, last year is eligible to attend first grade.

If the entering student has not attended kindergarten, an official birth certificate must be shown on enrollment. Parents who do not have such birth certificate should request one as soon as possible from the Bureau of Vital Statistics, Department of Health, of the state in which the child was born.

FIELD TRIPS

In order to enrich the instructional program and provide some first-hand experience for children, the school will take the children on some field trips throughout the school year. Transportation and extra supervision is provided by the school for these excursions, to ensure the safety of the participants. Consent forms must be signed by parents before the student goes on a field trip.

FIRE AND STORM DRILLS

Emergency practice drills shall take place as specified by the State Department.

Students with disabilities shall be assisted by the teacher of the class they are in at the time of the drill.

FIRST AID

No school employee will dispense any prescription medicine, patent medicine or other drugs including aspirin to any student at any time. First aid will be limited to the applying of simple bandages or infection preventatives except the justifiable emergency aid to prevent further injury, disability, or death such as stopping excessive bleeding. The parents will be informed if it is advisable to see a doctor. The school strongly urges parents to have a phone and or an emergency contact so parents can be notified.

GIFTS

The Board of Education has adopted policies discouraging the giving and accepting of gifts between staff members and students. Therefore, we discourage any student or classes in giving gifts to teachers and discourage teachers in giving gifts to students. Classes are also discouraged in exchanging student gifts at Christmas time.

HEALTH POLICIES

Communicable Diseases

Any students diagnosed by a physician as having a communicable disease shall be required to withdraw from school for the duration of the illness in order to give maximum health protection to other students. Students will be readmitted to regular classes upon termination of the illness. Also, parents should notify the school when their child acquires a communicable disease.

Students who are ill should never be sent to school. If a student is running a temperature of 100 degrees they are to remain home until they have been temperature free for 24 hours. If your child has a rash or infectious looking skin disorder, the school has the right to ask the parent to obtain a physician's note indicating the child is not infectious and can remain in school.

Illness of a Child

When a student gets sick at school and wants to go home, the parent, guardian, or emergency contact will be notified. Under no circumstances will a child be sent home during the school day without the knowledge of parents or guardians. If the parent cannot be reached and the illness is not a critical nature, we will simply do the best we can in caring for the sick child. The school strongly urges parents to have an alternative contact when not at home, such as a cell phone, or an emergency contact person the school can reach when a child is sick.

Health Assessments/Physicals

Child Health Assessments at School Entry Law (K.S.A. 72-5214)

1. Requires ALL children entering a Kansas school for the first time, up to the age of nine to have a health history and physical examination including screenings.

2. The qualified persons who are authorized by law to perform the exam are nurses who are certified through the Kansas Department of Health and Environment or physicians.

3. A copy of the above assessment must be given to

the school.

Athletic Physicals

1. ALL students engaged in any activities governed by the KSHSAA and/or board policy, shall be required to have a physical examination every year. Forms may be obtained at the school office.
2. A copy of the above physical must be given to the school.

P.E. Physicals

(1) ALL students participating in P.E. in grades 6, 7, & 8 must have a current physical prior to participation.

Immunizations

The immunization law as enacted by the Kansas Legislature applies to every pupil enrolled in Kansas schools. The law also provides that students who do not comply with the provisions of the law within 90 days may be excluded from further school attendance. Forms for the purpose of securing this information will be distributed from the office to parents of students who do not presently meet the provisions of the immunization law. The school maintains health records for all students, including a record of communicable diseases, immunizations, and health screenings at school.

Parents shall be notified if children need additional immunizations. These notifications shall include a statement establishing the date after which inadequately immunized children will not be allowed to attend school. Parents will be informed the reason for exclusion, the conditions under which the pupils may return to school, and the opportunity for a hearing on the matter upon request of any parent or guardian.

Kansas Law (K.S.A. 72-5209) requires every pupil enrolling in any school shall present certification from a physician or local health department that the pupil has received the following immunizations:

4 DTP (Diphtheria, Tetanus, Pertussis), 3 Polio, 2 MMR (Measles, Mumps, Rubella), Td Booster, (given 10 years after the last DPT) 7-10 years and required every years, 2 varcilla, 2 Hep A, (Varcilla....1 required in grades 1-9)

Legal exemptions to the immunization laws are found on the Kansas Certificate of Immunization. Medical exemptions must be signed by physician each year.

NOTICE: The Kansas Department of Health and Environment is recommending the following: For kindergarten entrance, 3 HBV (Hepatitis B Vaccine) is recommended for the school year 2005-2006. For children who will be eleven years old on or before September 1, 2005, have completed (or be in

the process of completing) the Hepatitis B vaccination series. Subject to budgeting of the necessary funds by the Kansas legislature, these recommendations will become a school entry requirement for the 2005-2006 school year.

Head Lice

Kansas Law (K.A.R. 28-1-6) requires students who are infested with head lice be excluded from school until they have been treated with an adequate head lice shampoo. All nits should be removed. Check your child's hair regularly for lice. If head lice or nits are discovered, please notify the building principal.

Scoliosis (Back checks) Screening

Scoliosis screening will be provided annually by the school nurse. Screening will take place for girls in grades five and seven and boys in grade eight. Older students may need to be rechecked as well.

Hearing and Vision Testing

Students are tested for hearing and vision every two years. The Central Kansas Co-op and Ottawa County Health Department perform this service. Parents will be notified if the child is recommended for further evaluation by a medical doctor. Records of these tests become a part of the child's permanent health records.

INSURANCE

The school district will carry blanket student accident insurance on all students as it has in the past. The insurance will cover listed medical expenses resulting from accidents at school or in any school sponsored activity including football. The football coverage is part of the basic coverage and will not be an extra cost to the parents. The coverage is no deductible, so payment begins with the first dollar. However, the coverage is "scheduled" in that set amounts are allowed in payment for listed medical procedures. The school insurance coverage is "secondary" insurance coverage. When an accident happens at school requiring medical attention, insurance claim forms will be sent home with the student. Insurance claims will no longer be processed through the central office. Parents will complete the form, attach any medical bills, and forward it directly to the insurance company.

KINDERGARTEN

Tescott will offer all day kindergarten instruction beginning with the 2008-2009 school year. Our kindergarten program and schedule will be available to parents in August.

LIBRARY

The school library is a K-12 library with approximately 10,000 books, and other media resources, that support the total educational programs of the school. Students have the opportunity as individuals and as part of a class to utilize this educational center. Beginning with pre-school, students are taught skills in use of the library and are given opportunity to appreciate the offerings of a central library. Parents are invited to visit the library. The school would appreciate knowing this in advance. Students are encouraged to check out books on a regular basis.

In the event a student loses a book he or she will be expected to pay half the cost of the book if the value of the book is known. If the value of the book is not known, the student will be expected to pay \$5.

LOST AND FOUND

All articles found on the playground or in the school building will be turned in to the lost and found. Children should come to the office to look for missing articles. Parents can help by clearly labeling all items of wearing apparel that will be removed at school such as overshoes, tennis shoes, caps, coats, etc. Lost and found items not claimed by the end of the year will be discarded.

LUNCH INFORMATION

The provision of the school lunch program is designed to reduce food waste and to give students the opportunity to select the foods which they want to eat and still meet the requirements of the state. Each day students will be offered the complete lunch which includes a serving of:

1. Milk
2. Bread
3. Meat
4. Fruit
5. Vegetables

The servings of fruit and vegetables may be a combination of a serving of fruit and a serving of vegetables, or two servings of two different fruits, or two servings of different vegetables.

The five food items shown above comprise the school lunch pattern and provide approximately one-third of the daily nutritional needs.

Parents who prefer may have their child bring a sack lunch. However, students who bring a sack lunch must eat at the table with fellow students.

We request students not to switch back and forth from school lunch to sack lunch. This adds difficulty for the cooks, secretaries, and teachers. We request that the sack lunches have no pop.

LUNCH PAYMENTS

The charge for the complete school lunch is \$1.90 for pupils in grades Kdg-8. The five-meal ticket will cost \$9.50. A twenty-meal ticket will cost \$38.00. Breakfast charge will be \$1.00.

No single meal tickets will be sold unless circumstances justify it. Students should not switch back and forth eating at school or in bringing their lunch. Lunch tickets must be paid in advance. Parents are encouraged to purchase 20-meal tickets at a time. Please do not attempt to pay lunches by the calendar month.

Milk for the kindergarten and pre-school students will be \$4.00 per month or \$36.00 for the entire school year. We would appreciate it if parents of the kindergarten and pre-school students would pay by the school year in advance. The school does not reimburse milk money.

When sack lunches are brought to school, the pupils may buy a milk ticket for \$4.00 for twenty cartons of milk. All sack lunches must be eaten in the cafeteria. If a student desires a second carton of milk with the meal, the cost is \$.50 per carton. Whole milk, low-fat milk, strawberry and chocolate flavored milk are all available at school. Sack lunches should not include pop or candy.

Students who eat school prepared hot lunches are required to take a carton of milk. If they do not want to drink this milk, they may leave it on the designated area where the milk may be obtained at no charge by other grade school students.

All lunch money will be received by the school secretary. Students will be allowed to take money to the secretary at a specified time during the day, preferably in the morning before classes start. Notices of money due will also be sent home with students. Lunch bills must be kept paid. Students will not be served a regular school lunch when lunch bills are \$20.00 or more past due. Students will be offered an alternative meal when the lunch bill is delinquent.

MEDICATION

In order for the school to dispense medication to your child we must have the following:

Prescription Drugs:

- An original prescription from the doctor
- Medication in the original container
- A note from you requesting the administration of the medication
- Time to be given at school

- Signature of the physician
- First dose of medication already given at home

Non-Prescription Drugs:

- A note from you requesting the administration of the medication
- Medication in the original container
- Time to be given at school
- First does of medication already given at home

***There is a medical form available at school for you and your physician to complete. Some physicians may have these forms available, as well.**

NOTE: Prescription and non-prescription medication should not be in the control of a student at any time (this does not include inhalers). If you and/or your doctor feel medication is required at school, the medication should be brought to the school nurse by an adult.

ADDITIONAL NOTE: Any medication that is to be given 3 times a day, should not be brought to school to be administered. The doses can be given 1)before school, 2)after school or after the evening meal, and 3)at bedtime.

MOVIES/VIDEOS

Any videos shown in the classroom that are not from school media collections, must have the approval of the principal.

RATING SYSTEM

U	Unrated
G	General audience. All ages admitted.
PG	Parental guidance suggested. Some material may not be suitable for children.
PG13	Parents strongly cautioned. Some material may be inappropriate for children under 13.
R	Restricted. Under 17 requires accompanying parent or adult guardian.
NC17	No one under 17 admitted. (Age limit may vary in certain areas.)

Movies with the following ratings with the approval of the Principal may be shown:

G	Elementary	(K-4)
PG	Middle School	(5-8)
PG13	High School	(9-12)
No "R" rated movies are permitted		
PG13 movies must be previewed by administration		

MONEY

Grade school students should be encouraged not to carry money to school unless there is a definite need. If for some reason, the student has money with him, he should let his teacher store the money safely for the school day. The school cannot reimburse the student for money losses.

MUSIC, INSTRUMENTAL

Unified School District 240 offers instruction in instrumental music to students in the fifth grade and above. At the present time, we have four bands: beginner's band, intermediate band, junior band, and senior band. The Senior band frequently takes trips and members of the band are required to attend these trips. Some instruments, belonging to the school, will be available for rent by students. Once a student enrolls in band, he is expected to remain in band the remainder of the school year. In order to withdraw from band, he must request a conference with the instructor and his parents.

MUSIC, VOCAL

General music will be taught. This instruction will provide training and music experience in the several areas of music education: singing, instrument playing, listening, creating and rhythmic. The primary objectives of the program are two fold: (1) to equip each child with a satisfying means of self-expression commensurate with his abilities, and (2) to instill within the child the aesthetic values which will enable him to appreciate the finest in human expression.

PACKETS

Beginning this year, weekly packets will be sent home with students in preschool – 6th grade. The packets will be sent home on Friday and returned on Monday. Information in the packets will include notes from the office, communications from teachers, communications of field trips, lunch bills, etc.

PROVIDENCE

Providence provides random, unannounced visits to our school. The purpose is to bring people-friendly canines which are scent-trained to detect weapons, drugs, and contraband. Areas that are normally inspected include lockers, gym areas, common areas, and parking lots.

PTA CLUB

Tescott Grade School has a Parent Teachers Auxiliary established for giving assistance to the school at certain times during the year.

The Parent-Teacher Committee has been organized on the premise that parental support and involvement can help the schools. The committee provides an opportunity for parents to give their ideas and to serve the schools in the education of their children.

Members of the committees act strictly in an advisory capacity. Some of their functions are:

1. Appoint 1 or 2 room mothers in grades K-6.
2. Have several meetings with room mothers for planning
3. Call a general meeting with all parents if a specific purpose exists.
4. Provide ideas and help when called upon by the school.
5. Consult with the principal in appointing a new committee for the following year.
6. Efforts should be made to carry one member into the second year so some continuity can be assured.

A faculty representative will be available to attend meetings. In this way, there can be better communication between the committee and school. Subject matter to be discussed by the committee and parents will be limited to issues, ideas and events of general application to the school.

PEP CLUB

Grades 6, 7, & 8 students constitutes the pep club. Grade 7 & 8 students who want to participate will be cheerleaders. A school sponsor will be assigned.

PHYSICAL EDUCATION

The physical education program for students in grades preschool-4th grade will be instructed by the Physical Education teacher. Fifth grade students will be instructed by the physical education teacher or in some cases, the coach of a team sport.

The athletic programs for boys and girls in grades 6, 7, & 8 will be instructed and supervised by the Physical Education teachers & coaches. Grades 6, 7, & 8 boys and girls will need a physical exam to participate in sports & activities. Parents are responsible for making arrangements and bearing the cost for this requirement.

Physical Education activities are aimed at improving strength, coordination, flexibility, agility, and endurance. All students are required to participate in the physical education program. However, if sickness prevents participation, the student should bring a statement from their doctor or parents.

REPORTS

Parent-Teacher conferences will be held twice at scheduled times. There are four nine week grading periods during the school year. Grading standards are as follows:

A+	100	B+	88-89	C+	77-79	D+	67-69
A	95-99	B	83-87	C	73-76	D	63-66
A-	90-94	B-	80-82	C-	70-72	D-	60-62
F	59						

A = Excellent

B = Above average

C = Average

D = Below average, unsatisfactory

F = Failing, inferior

I = Work not complete

SPECIAL EDUCATION COOPERATIVE

Unified School District 240, with eleven other school districts, maintains the Central Kansas Cooperative in Education based in Salina.

Through the cooperative, special education programs will be provided. Whenever a child meets the criteria for services of the cooperative, we ask the parents for permission to refer the child for diagnostic testing. Many special services rendered by the cooperative will be given at the local school.

TITLE I READING

Our school has a half-time Title I reading/math teacher. At the beginning of each school year, the Title I reading/math teacher confers with each classroom teacher and along with administration review data from MAP testing, DIBELS, & state assessments, (if applicable), to determine which children need special reading/math instruction. Students are given special instruction in reading/math

as long as necessary. The reading/math instruction is supplementary to the regular classroom instruction.

STORM AND EMERGENCY DISMISSAL

When for any unforeseen reason it is necessary to dismiss school without prior notice, or if school will not begin due to inclement weather, we will notify patrons over EBC radio stations in Salina. If time allows, parents will be notified by phone.

SUSPENSION OF STUDENTS

The principal may suspend any student from school from willful violation of any school regulation or disobedience of an order of any teacher or other school authority. Such suspension shall be subject to the limitations set forth in the adopted policies of the Board of Education. Parents of any suspended student will be contacted immediately for consultation and correction.

TELEPHONE

The telephone at school is considered a **business** phone and may be used by children only with the permission of a teacher or principal. It is preferable for a message to be delivered to children, rather than having class time disrupted and children called to the phone. Children should conduct their business at home with parents so they do not continually need to use the phone. Likewise, parents are discouraged from repeatedly calling the school with messages for their children. Please respect the time of school personnel in regard to phone use.

ELECTRONIC DEVICES

No electronic devices such as beepers, cellular telephones, laser pointers, tape or disc players, electronic games, etc. will be allowed in the classrooms between 8:15 AM to 3:23 PM at THS unless approved by the principal or a supervising teacher. Calculators and PDAs used appropriately are approved. These items will be confiscated on the first incident and returned to the student at the end of the school day. The second incident will result in the confiscation and parent or guardian retrieving the item. Subsequent infractions will result in additional consequences and a possible hearing with a committee of teachers, parents, and the principal.

TIME SCHEDULE

Arrival - School begins at 8:15 a.m. Children who do not ride the school bus should not arrive at school before 8:00 a.m. Students eating breakfast need not arrive before 7:50 a.m. No student may leave the school grounds during the school day without permission from his teacher or other authorized personnel.

Kindergarten begins at 8:15 a.m., dismisses at 11:15 a.m.
Preschool begins at 12:30 p.m.

Lunch Schedule - Unified School District No. 240 operates a hot lunch program at Tescott. This is a considered a "closed" lunch period and children will not leave the building to eat lunch elsewhere. Children participating in the school lunch program will be required to spend at least twenty minutes at the table.
Dismissal - All classes will normally be dismissed at 3:20 p.m. We request that pupils leave the playground area as soon as possible after school is dismissed.

VISITING SCHOOL

Parents are cordially invited to visit school. If you have some phase of the school program you particularly want to observe, the teacher will appreciate a call in advance. For obvious reasons, visits during the first two weeks and last two weeks of the school year are discouraged. Otherwise, we urge you to visit school. Pre-school through eight grade children must be accompanied by an adult parent or guardian when visiting. All visitors must contact the principal's office first.

WEAPONS

A student shall not knowingly possess, handle or transmit any object that can be considered a weapon on the school grounds or off the school grounds at a school activity, function or event.

This policy shall include any weapon, anytime being used as a weapon or destructive device, or any facsimile of a weapon.

Possession of a firearm shall result in expulsion from school for a period of one year (186 school days)

Tescott Grade & Junior High School
Supply List

2009-2010

Preschool (Mrs. Bruner): 1 large book bag, two 3 prong plastic pocket folders, 1 bottle of white glue, 8 large crayons, 1 pair fiskars scissors, 1 package crayola paint, 4 pack of playdoh, pencil box 5" x 8", 1 box tissues, extra set of clothes, 1 package baby wipes, 1 bottle hand sanitizer, water colors, 1 ream of copy paper.

Kindergarten (Mrs. Curtis): Kindergarten (Mrs. Curtis): 6 large glue sticks-NO bottle glue, large bookbag, plastic school box, 1 pr. of Fiskars scissors, 12 pencils, 2 pks. of 24 Crayola crayons, 2 large erasers, 2 watercolors, 1 pk of washable markers, lg. box of Kleenex, 2 bottles of hand soap, bottle of glitter, 1 pk of colored pencils, 1 pr. of P.E. shoes, 1 bottle of Crayola Washable Paint – Last name: A-E – Red, F-J – blue, K-P – Purple, Q-U – Green and V-Z –Yellow, 1 ream of copy paper.

*Supplies may need to be replenished during the school year. (EX-Glue sticks)

First Grade (Mrs. Cannon) 1 set 8 crayola markers (please choose primary colors (green, blue, red, yellow, orange, black, brown, and purple), 1 box of expo markers (blue, green, red, black), 1 college ruled or wide-line spiral notebook, (used for journal), 1 box 24 - #2 pencils (only yellow, please), 1 box Kleenex, 2 large pink erasers, 10 small – 0.21 oz or 5 large .74 oz Elmers School glue sticks (white please NOT blue or purple), 1 ream of white copy paper, 1 box gallon size zip-lock baggies or 2 quart size zip-lock baggies, 1 pair of tennis shoes for PE, Please no trapper keepers, rulers, bottled glue, colored pencils, or paint sets and one large container Clorox wipes.

Second Grades (Mrs. King): 2 boxes of 24 crayons, 12 #2 pencils, 3 big pink erasers, 1 box of Kleenex, 2 large glue sticks, scissors, 2 highlighters, Crayola washable markers, colored pencils, expo markers, school bag, small box for pencils, PE shoes (no black soles, to be left at school), Girls: 1 box gallon size Ziploc bags, Boys: 1 box quart size Ziploc bags, 1 ream of copy paper.

Third Grade (Mrs. Abell): 2 boxes of Kleenex colored pencils, pencils, scissors, glue sticks, crayons, markers, 1 pack of fine point dry erase markers from Expo, 1 large container **Clorox** Disinfecting wipes, 1 box gallon size Ziploc bags (Girls) 1 box quart size Ziploc bags, (Boys) 1-2 reams of Copy Paper

Fourth Grade (Mrs. Ouderkirk): #2 pencils, loose-leaf notebook paper, lg. Kleenex, wooden ruler w/metric, eraser, glue, scissors, crayons and/or markers, colored pencils, P.E. shoes without black soles, book bag, 3 ring notebook (binder) with dividers & tabs (6), dry erase markers, 1 ream of copy paper.

Fifth Grade (Mr Keltner): 24 crayons or colored pencils, blue or black pens, compass, erasers, scissors, book bag, wide-line notebook paper, 3-ring notebook w/dividers, 8 folders, 2 packages pencils, wooden ruler, dry erase markers,

(inches and centimeters) protractor, P.E. shoes without black soles, 1 ream of copy paper.

Sixth Grade (Anderson): wide-line notebook paper, pencils, blue or black pens, scissors, compass, protractor, ruler w/metric, P.E. shoes without black soles

Seventh & Eighth Grades (Mr. Wolting): Pens, pencils, protractor, erasers, calculator, graph paper, ruler w/metric, markers or colored pencils, highlighter, spiral notebook, binder with folders, compass, P.E. shoes without black soles, shorts and t-shirt, 1 ream of copy paper, Jump Drive for 7th and 8th grade, (7th grade calculators for math)

McClure: 3 ring binder, notebook paper, pens, pencils, notebook.