



HARDY ELEMENTARY SCHOOL



9311 HARDY CIRCLE
SMITHFIELD, VIRGINIA 23430
Phone: (757) 357-3204
Fax: (757) 365-0236
Website: hes.iwcs.k12.va.us



Shante Denson, Principal
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Stephanie Andrus, Assistant Principal
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ISLE OF WIGHT COUNTY SCHOOLS

ISLE OF WIGHT, VIRGINIA 23397
Phone: (757) 357-4393
Website: www.iwcs.k12.va.us

This Daily Planner belongs to:

Name _____

Teacher _____ Grade _____ Room Number _____

The Isle of Isle of Wight County Schools Policy Manual is available on the division web site www.iwcs.k12.va.us, and at the School Board Offices building at 820 West Main Street, Smithfield

No person, on the basis of race, sex, color, nationality or handicapping condition, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity operated by the Isle of Wight County Schools.



2018 -2019 School Calendar

| JULY 2018 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

July 4 All Schools/Offices Closed (July 4 Holiday)
 August 15, 16, 20 New Teacher Orientation
 August 21-24 Staff Professional Development & Workdays
 August 27-30 Staff Professional Development & Workdays

| AUGUST 2018 | | | | | | |
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August 31- September 3 All Schools/Offices Closed (Labor Day Holiday)
 September 4 First Day of School

| SEPTEMBER 2018 | | | | | | |
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October 3 Interim Reports Issued
 October 17 Elementary Student Holiday-Elementary Teacher Work Day/Parent Conference Day (Regular day for MS/HS)

| OCTOBER 2018 | | | | | | |
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November 2 End of First Nine Weeks
 November 9 Student Holiday/Staff Professional Development Day
 November 12 Veterans Day Observed - All Schools/Offices Closed
 November 15 Report Cards Issued
 November 21-23 All Schools/Offices Closed (Thanksgiving Holiday)

| NOVEMBER 2018 | | | | | | |
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December 13 Interim Reports Issued
 December 14 Last Day of School Before Winter Break

| DECEMBER 2018 | | | | | | |
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January 1 All Schools/Offices Closed (Winter Break)

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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
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January 21 All Schools/Offices Closed (MLK, Jr. Day)
 January 24-25 Three Hour Early Dismissal for Middle and High Schools/Regular Day for Elementary Schools
 January 25 End of Second Nine Weeks/First Semester
 January 28 Student Holiday/Staff Workday
 January 29 Student Holiday/Staff Professional Development Day

| JANUARY 2019 | | | | | | |
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February 6 Report Cards Issued
 February 18 All Schools/Offices Closed (President's Day)

| FEBRUARY 2019 | | | | | | |
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March 1 Interim Reports Issued
 March 6 Elementary Student Holiday-Elementary Teacher Work Day/Parent Conference Day (Regular day for MS/HS)

| MARCH 2019 | | | | | | |
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April 3 End of Third Nine Weeks
 April 15-19 All Schools/Offices Closed (Spring Break)
 April 24 Report Cards Issued

| APRIL 2019 | | | | | | |
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May 8 Elementary Student Holiday-Elementary Teacher Work Day (Regular day for MS/HS)
 May 13 Interim Reports Issued
 May 27 All Schools/Offices Closed (Memorial Day)

| MAY 2019 | | | | | | |
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| 30 | 31 | | | | | |

June 7 Last Day of School for Senior Windsor High School Graduation; 7:00 pm
 June 7 Smithfield High School Graduation; 9:00 am
 June 8 Three Hour Early Dismissal for All Schools
 June 13-14 Last day of school/End of Fourth Nine Weeks/Second Semester

| JUNE 2019 | | | | | | |
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| 30 | 31 | | | | | |

June 14 Elementary & Middle School Report Cards Issued
 June 17 Staff Professional Development Days
 June 21 Begin Summer Hours
 June 25 High School Report Cards Mailed Home

*Dates are subject to change due to inclement weather and other emergencies

| | |
|---|--|
| ■ All Schools/Offices Closed | ■ Middle/High School Three Hour Early Dismissal |
| ■ Student Holiday/ Staff PD or Workday | ■ All Schools Three Hour Early Dismissal |
| ■ New Teacher Orientation | ■ Interim Reports/Report Cards Go Home |
| ■ Elementary Teacher Work Day/Student-Less Conferences | ○ End of 9 Weeks/Semester |

revised: March 8, 2018



Leadership Directory

SuperintendentDr. James Thornton
Assistant Superintendent.....Mr. Michael Lombardo
Elementary Executive Director.....Mrs. Susan Goetz
Title I and Learning Center Coordinator.....Mrs. Pamela Hatfield
Special Education Director.....Ms. Patricia Magner
Principal.....Mrs. Shante Denson
Assistant PrincipalMs. Stephanie Andrus
BookkeeperMrs. Miriam Arnett
Secretary/ Attendance ClerkTBA
Guidance CounselorMs. Alexis Harmon-Barbour
Reading Coach.....Mrs. Linda Henk
Instructional Coach.....Mrs. Kelly Sowden
Cafeteria Manager.....Mrs. Donna Cowger
School Nurse.....Ms. Angela Barry
Head CustodianMr. John Burrell
School Hours 8:55 a.m. – 3:50 p.m.
Office Hours.....8:30 a.m. – 4:30 p.m.



Reminders from the Hardy Student Handbook
Please see the full handbook on the Hardy website at
<http://hes.iwcs.k12.va.us/>



Arrival/ Dismissal Hours



Students should arrive to school between the hours of 8:35 – 8:50. Instruction will begin promptly at 8:55. PLEASE REFRAIN FROM PICKING STUDENTS UP EARLY FROM SCHOOL (BEFORE 3:50 PM). Picking up students early decreases their instructional time, interrupts teaching, and disturbs the learning of other students. Our instructional day continues until 3:50 p.m. Please try to schedule appointments before or after school. All students who are picked up must be signed out. For the safety of your child and all students, a picture ID is required when signing out a student. After 3:30, no one will be allowed to pick up their child unless it is an emergency. STUDENTS WILL ONLY BE RELEASED TO THOSE PERSONS DESIGNATED ON THE DATA & EMERGENCY FORM.

Student Holiday/Parent Conference Days: October 17th and March 6th

Teacher Workday(s): January 28th, January 29th, and May 8th

ARRIVING LATE



If your child arrives at school at 8:55 a.m. or later, you and your child must report to the office. Parents will need to accompany students to the office to sign them in and complete the tardy form for the student to take to class. This procedure will prevent the child from being marked absent on that day.

PICKUP PATROL

Our school uses the app called Pick Up Patrol for all daily transportation changes. This app is free and easy to use! Parents will be receiving an email with the login information from the school. You MUST login within 7 days of receiving your password. If you have any questions on how to use the app, please contact the front office. You can make transportation changes until 2:30 p.m. after that time, only emergency changes can be made. The link to Pickup Patrol is <http://www.pickuppatrol.net>

FASTPASS

The Hardy FASTPASS is a parent pickup procedure at dismissal for parents that come regularly to pick-up their child. This procedure will make parent pick up quicker and smoother. Listed below are the features of FASTPASS:

Quick Tips **FASTPASS**

- Doors open at 3:40
- Passes are per child
- Sign up at the kiosk located in the front foyer at dismissal.

- Come to the FASTNESS kiosk located in the front foyer and sign up for Hardy FASTPASS. For setup, an ID will be required. At the time of set up you will receive a colored sheet with a specific number. Cut this sheet into the six pieces and make sure to attach one of the pieces to your child's book bag. The other passes can be used for you and shared with other family members and carpool friends.
- Once you have obtained your FASTPASS you will no longer need to come to office and show your ID for pickup.
- At dismissal, beginning at 3:40, you can walk to the cafeteria and wait for your child. We will match your number to your child's number located on their backpack. You will then be free to exit through door 12, (side cafeteria door). Remember: If you have more than one child, you will need more than one pass, it is one pass per child. Passes will be checked at the exit door.

BEHAVIOR EXPECTATIONS FOR ALL STUDENTS

Hardy Elementary strives to create a culture that focuses on individual growth in the area of citizenship for staff, students, parents, and community members. We believe that citizenship is defined by the actions we show each day. We recognize a significant connection between the behavior of our citizens and the success of our community. Our expectation is that our school community focuses on being GREAT every day!

Hardy Elementary students will demonstrate:

- Growth - You strive for personal improvement (growth) each day.
- Respect - You value for yourself, others, and your environment.
- Empathy - You demonstrate compassion for another's feelings, thoughts, and/or experiences.
- Accountability - You take ownership of your thoughts and actions.
- Trustworthiness - You show integrity, honesty, and reliability.

Our beliefs:

1. We believe in treating all individuals with dignity and respect.
2. We believe in establishing procedures and routines to promote a positive learning environment within our schools.
3. We believe that making good choices matter and reflecting on our choices should lead to better decision-making.

BUCKAROOS AND THE STABLE



Buckaroos is part of our positive behavioral intervention system. Students can earn buckaroos from their teachers and staff members for going above and beyond with our GREAT expectations. Buckaroos and a money system that students can use to purchase various rewards from our stable. The buckaroos system rewards students for showing GREAT traits as well as teaches them the importance of financial responsibility.

THE GOLDEN AWARDS

Golden Awards are given to busses or classes who demonstrate GREAT characteristics as a team throughout the week. The Golden award winners are announced at our school wide Monday Morning Meetings through an assembly.

BIRTHDAY PARTIES



Parents may bring pre-packaged snacks to celebrate their child's birthday. However, the snack must be provided at the end of the school day and coordinated with your child's teacher. If you would like to have a snack enjoyed during lunch, it must be purchased through the Hardy cafeteria.

BUSES



Riding the bus is a privilege. Students are expected to follow all bus rules and comply with all driver directions. Students may load and unload only at the student's designated bus stop. These regulations help to ensure the safety of all students. Failure to comply with these regulations will result in a suspension from the bus. Fighting on the bus will result in an Out of School suspension from school. It is the responsibility of each student to be waiting for the bus at his/her assigned bus stop. Please plan to be at the stop 10 minutes before the expected stop time. Bus drivers are not responsible for waiting for students to arrive at the bus stop. All transportation changes must be received in the

office no later than 12:00 p.m. This allows us to ensure students' safety and timely bus dismissals. If you wish for your child to be parent pick up or ride a different bus, please send a note or email to include the date(s), the bus number, the address of where the child is to get off, a telephone number by which you may be reached, and your signature to verify the change. In the event that additional riders will cause an overload on a bus, the request will be denied and the parent will be notified by phone. Students will not be allowed to ride a different bus without a note from a parent or guardian.

CONFERENCES



Parents may not conference with teachers while students are present (8:35 a.m. to 4:00 p.m.). If a conference is desired with the teacher(s) and/or administrator(s), please call the office at 357-3204 for an appointment. Conferences are usually scheduled either before 8:35 a.m. or after school. Teachers are not available during the instructional day because of the time this takes away from instruction for all students. Visits to the classroom are distracting to other students so permission and arrangements must be made with the principal before visitation.

Parent-Teacher Conference Days are:

October 17, 2018 scheduled by appointment with the teacher.

March 6, 2019 scheduled by appointment with the teacher.

DATA & EMERGENCY FORMS

Each student should have a current Data and Emergency Form on file in the office. This will enable us to contact you quickly in the event of an emergency. Please notify the office of any changes on the emergency form as soon as possible. It is the parents' responsibility to provide current correct information for the emergency form.

CONNECT 5

During an emergency situation, your child's welfare is critical. The Connect 5 Messaging system utilized by IWCS disseminates important information quickly and accurately to parents. For more information check out the following link: <https://iwcsmyconnect.bbcportal.com/>

GRADING PERIODS



Please sign and return the report card envelope each marking period except the final. The report cards are for families to keep.

Report cards will be distributed on the following dates:

November 15th, February 6th, April 24th, June 14th

Interim reports will be sent home on the following dates:

October 3rd, December 13th, March 1st, May 13th

HOMework



Students should read either independently or with a parent at least 30 minutes per night. All students are required to log their reading steps on their reading log each night. Parents are required to sign the log after each entry. All logs are checked and monitored by the teacher each morning. Additional homework may be given by the teachers to reinforce instructional concepts taught in class. Completing homework is a student's responsibility. Failure to complete homework can impact grades and student performance.

LUNCH MONEY AND CAFETERIA

Each student is assigned a student ID number and may have money put on their account on a weekly or monthly basis. A parent may also designate that the account money be used for meals only or can also be used to purchase a cookie, ice cream, juice, snack, bottled water, etc. The cost of breakfast is \$1.20 and lunch is \$2.45. Reduced lunch prices are FREE for breakfast and \$.40 for lunch. If you have **not** submitted the lunch form to receive free/reduced lunch, please submit the form ASAP. Once the form is submitted, free/reduced lunch should take less than a week to process. You may upload money onto your child's account at www.lunchprepay.com or send in cash or check. Using the online method of payment for lunch makes it easier for parents. Participation in the breakfast and/or lunch program is optional. All checks should be made payable to Hardy Elementary School. Lastly, breakfast will be served in the classroom from 8:35 to 8:50.

MEDICATION AND ILLNESSES



School personnel cannot dispense medication of any kind (prescribed or over-the-counter) without an authorized doctor's signature on a school medication form, which must be kept on file in the nurse's office. A NEW form is required each year for medicines that are routinely given. Directions and dosage should be clearly marked and readable on the bottle. Students may not bring any medicine such as aspirin, etc. to administer to themselves. Medication of any kind may NOT be transported by a student to school. Students with contagious illnesses or skin disorders should remain at home until the child is no longer contagious and symptom free. A doctor's note should accompany the student when he/she returns to school. Students should not return to school after being sick (vomiting) until they have been without a fever for 24-36 hours.

SCHOOL PICTURES



All students will have the opportunity to take school pictures in the fall and spring. Class pictures will be taken in the spring as well. Students in kindergarten only will take cap and gown pictures in May.

TOYS, GAMES, IPODS, GAME SYSTEMS, CARDS, etc.



Toys, games, etc. are not allowed in school. If such items are brought to school, they will be collected and will only be returned to parents upon request. If these items are brought to school, and become lost or stolen, the school will not assume any responsibility or conduct any type of search. Any item that resembles a knife, gun, chain, cannon, etc, will be treated as a weapon according to School Board policy. Bringing such weapons or toy weapons to school may result in an administrative hearing along with a 10-day suspension.

VISITORS



All visitors must sign-in in the office and secure a visitor's pass upon entering the building. We appreciate your assistance with safety for our children and making sure there are as few distractions as possible to the learning environment. Students being picked up during the school day or at dismissal time need to be signed out at the office and the student will only be dismissed by the teacher when he/she is called to the office by the office staff. A picture

ID is required of everyone picking up a student. Our instructional day ends at 3:50 p.m. Please do not block parked cars in the parking lot or park in the bus loop.



Hardy Elementary School

The Place Where Great Learning Begins!