

# 2019/2020

## Aileen Colburn Elementary School



2201 Heller Ave. Street  
Atwater, CA 95301

357-6136

357-6169 (fax)

<https://www.aileencolburn.school>

★ Personal Best

★ Accountability

★ Wise Choices

★ Show Respect

COUGAR   PRIDE

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## **AILEEN COLBURN VISION STATEMENT**

*“Our vision is to **inspire greatness** through the consistent implementation of a **rigorous academic program** with **collaboration** among staff, students, and parents while building an outstanding **community of learners**.”*

### **CLIMATE**

- Provide a well-maintained, healthy, nurturing environment that is emotionally and physically safe as well as supportive for all members of the community.
- Everyone within the learning community will treat one another with respect and consideration.
- Recognize and celebrate individual effort and achievement.

### **CURRICULUM**

- Reflects an instructional program which promotes rigor and critical thinking skills.
- Instructional practices will reflect research-based strategies to meet the diverse needs of all students including targeted intervention programs.
- Academic progress will be regularly monitored through informal teacher observation, curriculum assessments, and norm-referenced standardized tests.

### **STUDENTS**

- Aileen Colburn will produce responsible, productive students capable of adapting to a changing, diverse world.
- Students will take ownership of their learning by setting academic goals and monitoring their progress.

### **PERSONNEL**

- Staff is committed to the school’s vision statement and statement of purpose.
- Staff works as a collaborative and dedicated professional learning community.
- Staff is open and committed to professional development.

### **COMMUNITY PARTNERSHIPS**

- Encourage and provide opportunities that actively involve family and community members.
- Parental educational opportunities will be available to enhance both academic successes for students and parental growth.
- Parents and staff will communicate in order to provide meaningful information that is timely and accurate.

These ideals are committed to ensure academic success for every child. We believe cooperation and support between home and school is essential and we are committed to support the fullest physical, intellectual, emotional, and social development of every student. In order to have an orderly structured academic environment, we do expect that all students will comply with all rules, procedures, and dress code. We hope that this handbook serves as a guide for you while attending Aileen Colburn.

## **AILEEN COLBURN STATEMENT OF PURPOSE**

*“Aileen Colburn is dedicated to empowering students to never give up, encourage others, and do their best.”*

# Aileen Colburn Elementary School

## Home of the Cougars

### 2019/2020 Staff List

Primary			Intermediate		
Teacher	Room #	Grade	Teacher	Room #	Grade
Hanning, Deborah	9	TK	Blackburn, Andrea	27	4th
Mariscal, Sylvia	10	Kinder	Cardoza, Dennis	28	4th
Vargas, Diane	11	Kinder	Benge, Lisa	24	5th
Avila, Valerie	12	1st	Herrera, Adelina	30	5th
Garcia, Olivia	21	1st	Serrano, Maria	26	6th
Treso, Clara	20	2nd	Geier, Steven	29	6th
Hague, Tracie	22	2nd	Brito, Melissa	31	Read 180 / Reading Support
Finn, Shannon	13	3rd	Marshall, Michelle	4	Tier III
Hansard, Sarah	14	3rd	Flores, Marlene	6	RSP K-6
Ayala, Nancy	23	3rd	Dillon-Junsay, Eva	7	SDC K-6

**Anelle Kelly, Principal**  
**Diana Dietz, Learning Director**  
**Sonia Duran, Office Manager**  
 Guadalupe Orozco, Office Assistant  
 Federico Anaya, Community Outreach Coordinator  
 Miriam Andrade, School Psychologist

**Classified Staff**

Deanna Ellis, Library  
 Shirlene Sommerfeld, Cafeteria Manager  
 Antonio Gonzalez, Lead Custodian

Staff email address: [FLast@aesd.edu](mailto:FLast@aesd.edu)

*Please be sure to consult the AESD Parent Handbook, AESD Code of Conduct, School District Wellness Policy, and the AESD Internet & E-Mail Acceptable Use Policy/Internet Safety Policy for specifics regarding policies and procedures. These documents can be found at [www.aesd.edu](http://www.aesd.edu).*

# School Hours

## Monday-Friday

### Regular Schedule

TK/Kinder	
8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-12:00	Lunch
12:00-2:00	Instruction
2:00-2:15	Recess
2:15-3:00	Instruction

1st-2nd Grades	
8:30-10:00	Instruction
10:00-10:15	Recess
10:15-11:25	Instruction
11:25-12:20	Lunch
12:20-1:45	Instruction
1:45-2:00	Recess
2:00-3:00	Instruction

3rd Grade	
8:30-10:00	Instruction
10:00-10:15	Recess
10:15-11:45	Instruction
11:45-12:40	Lunch
12:40-1:45	Instruction
1:45-2:00	Recess
2:00-3:00	Instruction

4th Grade	
8:30-10:15	Instruction
10:15-10:30	Recess
10:30-11:50	Instruction
11:50-12:40	Lunch
12:40-3:00	Instruction

5th-6th Grades	
8:30-10:15	Instruction
10:15-10:30	Recess
10:30-12:10	Instruction
12:10-1:00	Lunch
1:00-3:00	Instruction

### Minimum Day

TK/Kinder	
8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-12:00	Lunch
12:00-1:45	Instruction

1st-2nd Grades	
8:30-10:00	Instruction
10:00-10:15	Recess
10:15-11:25	Instruction
11:25-12:20	Lunch
12:20-1:45	Instruction

3rd Grade	
8:30-10:00	Instruction
10:00-10:15	Recess
10:15-11:45	Instruction
11:45-12:40	Lunch
12:40-1:45	Instruction

4th Grade	
8:30-10:15	Instruction
10:15-10:30	Recess
10:30-11:50	Instruction
11:50-12:40	Lunch
12:40-1:45	Instruction

5th-6th Grades	
8:30-10:15	Instruction
10:15-10:30	Recess
10:30-12:10	Instruction
12:10-1:00	Lunch
1:00-1:45	Instruction

**Note:** TK/Kindergarten students will attend school for ½ days for the first **10** days of school, August 14-27, 2019 (12:20 p.m. release). After the ten days, TK/Kindergarten students will resume a full-day schedule.

## Minimum Days (1:45 Dismissal)

**August 14, 2019**

**September 16-20, 2019**

**December 19, 2019**

**March 2-6, 2020**

**June 5, 2020**

## Office Hours

**Monday - Friday 7:30 A.M. - 4:00 P.M.**

**Student Arrival Time:** For the safety of your child, students are not permitted on campus before 7:45 A.M.

This will be strictly enforced.

**NO SUPERVISION IS AVAILABLE PRIOR TO 7:45 A.M.**

**Dismissal:** Parents will need to wait in front of the school until students arrive with their class. Parents and visitors may not walk back to the rooms to wait for students. Please call the school office if there is an emergency.

**Releasing children before dismissal time:** It is important for your child to be at school. We discourage parents from removing their children from school unless it is an emergency or your child is seeking medical treatment. A doctor's note will need to be submitted for early dismissal. If such a dismissal is necessary, parents may be asked to identify themselves before the child is released. No child is permitted to leave the school with any person other than the parents, guardians or individuals listed on the **emergency cards** unless we receive a written note from the parents. If you need to pick up your child, please come in to the office and we will call your child's teacher. All students must be signed out through the office before they leave the school. **We will not release a student by telephone unless there is an emergency situation. All students must be signed out from the office. Parents who wish to take students prior to the end of the school day need to plan accordingly—PHONE MESSAGES WILL NOT BE DELIVERED TO STUDENTS AFTER 1:00 PM.**

**Library:** A library media specialist staffs the school library. A class may be scheduled for library time or individual student time. All classes will be accompanied by their classroom teacher. Individual students may be sent for individual study and will be supervised by the media specialist in charge. The Library Media Specialist will be on duty from **8:00 A.M. - 3:30 P.M.**

**Visitor Policy:** We at Aileen Colburn are concerned about your child's personal safety. We have rules and procedures in place to protect your children from strangers who may come on campus. Parents and other visitors must sign in at the office and pick up one of our visitor badges during normal school hours. Please sign out in the office when you leave. We ask that you not interfere with the authority of the teachers or campus supervisors.

#### **Gate Policy:**

**First Day of School:** Parents are allowed to walk their child to their classroom. We ask that parents stay by classroom areas. For safety reasons, only students and staff are allowed on the playground.

**Second Day of School:** Parents are allowed and welcomed to walk their child to the cafeteria. We ask that parents say goodbye in the cafeteria. For safety reasons, we ask that parents exit through the cafeteria and out the front gate.

**Third Day of School & Beyond:** The campus will be closed for safety reasons. This means that beginning the third day of school all adults/visitors must check into the front office. At the start of the day students will enter through the gate and enter the cafeteria for supervision.

*\*Please note: Every adult entering campus, must sign-in at the front office and have a visitor sticker.*

**Parking Lot:** The parking lot will be very congested at dismissal time. If you plan on picking up your child/children after school, please use the parking lot or the street. Students will be waiting by exit gates and not in the parking lot. **PLEASE DO NOT LEAVE YOUR CAR** unless you are in a marked parking space. The "loop" in the front of the school with cones are used for the safety of the children. **Please follow the cones in front of the school.**

**AESD FOOD SERVICES DEPARTMENT - Child Nutrition / Wellness Policy**

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We are pleased to inform you that Atwater Elementary School District has implemented a new provision that is available to schools participating in the National School Lunch Program and School Breakfast Programs called the Community Eligibility Provision (CEP).

What does this mean for you and your child(ren)?

All enrolled students for the 2019-2020 school year in Atwater Elementary School District, regardless of income level, are eligible to receive a healthy school breakfast and lunch at no charge each day. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit a meal application.

The CEP is a new alternative to the traditional meal application process associated with the United States Department of Agriculture (USDA) National School Breakfast and Lunch Programs.

Students attending intermediate school (Bellevue Senior, Mitchell Senior and Peggy Heller Senior) have the opportunity to purchase a variety of snacks and beverages that are in compliance with the “Smart Snacks Sold in Schools” regulation. Please note that snack items, beverages and extra items that aren’t part of the breakfast/lunch meal must be purchased. Students have the option of paying for snacks as they come through the serving line or paying in advance by depositing money into their meal. All students are issued a pin number and will be required to enter this number when they receive a meal or purchase snacks. Parents whose students have a medical or dietary condition that requires a special diet must contact the school nurse so that accommodations can be made.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027), found online at:

<https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>

and at any USDA office, or write to the USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410; or (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider and employer.

Breakfast will be served each morning from 7:45 to 8:20 A.M. for all students. All students attending Atwater Parents whose students have medical or dietary conditions must contact the school nurse so that accommodations can be made.

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans-fat per serving (nutrition label or manufacturer’s specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

## Celebration & Rewards

1. The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. Healthy party ideas are available from the Alliance for a Healthier Generation and from the USDA.
2. Classroom Parties: School sites may sponsor up to two or three classroom parties during the school year after lunch. These events typically take place near Winter Break, Valentine's Day, Spring Break or the close of the school year. Class parties will be scheduled after the lunch period and all food items must be commercially prepared, stored and purchased.
3. Birthday celebrations: If you would like to bring a birthday item for your child's class on that day, you must prearrange that with your child's teacher. Sweet treats and other non-nutritional items are NOT allowed. The District recommends;
  - a. Healthy Snacks: granola bars, trail mix, pretzels, animal crackers, fresh fruit, fruit snacks/roll-ups, cheese sticks etc.
  - b. Non-food items: bookmarks, pencils, erasers, stamps, stickers, other classroom supplies
4. Classroom snacks, not associated with classroom or birthday celebrations, brought by parents must offer healthy food that is non-allergenic to all students in the classroom that is commercially prepared or packaged. The District will provide to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
5. Rewards and incentives: In order to promote a culture that does not provide food as a reward, or physical activity to be used as punishment; efforts will be made in the following areas;
  - a. Non-compliant food items and beverages will not be used as rewards for academic performance or good behavior at any school site or district entity except on rare occasions and will be phased out as reasonably possible.
  - b. Food or beverages (including food served through school meals) will not be withheld as a
  - c. punishment at any school site.
  - d. Creative School Reward Ideas (not limited to): Stickers, pencils, passes, certificates, positive phone calls home, sitting by your friends, longer recess, free time, send home a positive postcard, eat with a teacher, etc.

## The Role of Parents in School

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*Parents are the school's partners in the educational process. The following is a suggested list of parents' responsibilities in this process.*

- 1) Ensure student's regular attendance except in case of illness.
- 2) Send children to school well rested, fed, clean and comfortably dressed.
- 3) Prepare children for schooling by providing them with opportunities for conversation, friendship and learning, and by teaching basic information such as their address and phone number. Read to your children and show them you value reading by letting them see you read.
- 4) Motivate children by showing an interest in education, valuing education and staying in touch with each child's day-to-day progress. Help your child to understand the importance of education to his/her future.
- 5) Keep in close contact with the child's teacher, and immediately communicate any concerns.
- 6) Become involved in school to whatever extent is possible, by volunteering as a classroom helper, attending meetings, being a guest speaker, etc. Even the smallest effort you make to

- support the school shows your child that you care. If you care, your child will care.
- 7) Monitor the completion of homework, and help when necessary. See that your child has a set time and a quiet place to do his, her homework.
  - 8) Support the enforcement of our classroom and school-wide discipline plans.

**Parent/Teacher Organization (PAWS):** The Aileen Colburn Elementary Parent-Teacher Organization provides additional support to the students and staff. In the past, PAWS has provided funds to buy books for the school library, playground equipment, assisted with Outdoor Education expenses and sponsored positive behavior programs. Meetings will be announced in the monthly newsletter. Our goal is to increase the active parent participation this year. Translators will be provided and all parents are encouraged to join us.

**Parent Volunteers:** Please consider becoming a parent volunteer! Volunteers must complete the district volunteer application form for **YEAR ROUND** volunteer work. Please see the Office Manager to obtain the application packet and instructions. If you are interested in a **ONE DAY EVENT** (such as a field trip), the application packet is not necessary for one event. If you anticipate volunteering for more than one event per school year, please complete the volunteer application.

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**Special Programs/Parent Committees:** Colburn Elementary receives funds from a number of supplemental programs including Federal Title 1 funding, State Economic Impact Aid. These programs require that a mechanism for parent involvement in decision making be established. To do this, Aileen Colburn Elementary has a School Site Council (SSC) and English Language Advisory Committee (ELAC). These committees represent various groups at our school site. The School site Council assists in the planning, implementation, and evaluation of programs offered at the school. The committee members include two teachers, four parents, a classified employee and the principal. Elections to this committee take place at the beginning of the school year. Meetings will be held five or six times over the school year.

**Absences from school:** You must call the office **each day** that your child is out of school. When your child returns to school after being absent, you must make contact with the office by phone, provide a note, or you can email the teacher (listing of email addresses on page 2) stating the reason for the absence. If the child is ill, please state the nature of the illness. If a child is ill often or for an extended period of time, a doctor's excuse will be required.

**Excessive Absenteeism:** If a student accumulates ten (10) absences or tardies (excused or unexcused) during the school year a letter from school will be sent to the parent warning them of the possibility of being placed on Attendance Supervision. If a student accumulates 15 absences or tardies (excused or unexcused) the school administrator may place the students on Attendance Supervision which imposes a requirement that additional absences must be verified by a licensed medical practitioner. **(CCR Title 5 Section 421 b)** This notification will be sent by certified mail. Once a student has been placed on Attendance Supervision, the school administrator or certificated designee will call and hold a parent conference. Parent/guardian will again be informed of the District's excessive absence policy. Parents of a student who is absent or tardy from school three (3) or more times without the required verification from a doctor after being placed on Attendance Supervision will be referred to the School Attendance Review Board. (Education code 48320-48324).

**Tardiness:** Tardiness to class is harmful to the individual student and a disruption to the classroom learning environment. **A student who arrives in the classroom after 8:30 A.M. will be considered tardy.** All tardies will be recorded throughout the school year. Excessive tardies will result in referrals to the District School Attendance Review Board (**SARB**) as stated above.

**Medication:** In accordance with State law, students required to take prescription or over the counter medication during school hours must have a written statement from their physician and parents before the medication can be administered. Forms for this purpose can be picked up in the school office and are also available on the AESD website. All medication will be kept locked in the school office. However, with specific physician and parent permission, inhalers and epinephrine auto-injectors may be carried and self-administered.

**Classroom Interruptions:** It is imperative that teachers be allowed to teach without unnecessary interruptions. Such interruptions interfere with your child's learning process. Staff members will be called away from the classroom only in the event of an emergency. Parents are asked to make appointments with teachers at least one day in advance if they wish to meet with their child's teacher. Formal Parent-Teacher Conferences are scheduled in the fall and again in the spring.

**Illness/Injuries at School:** Our district strives to provide a healthy and safe environment for our students. Some illnesses and situations require a child to be absent from school in order to prevent the spread of infection to other children and to allow the child to recuperate.

Children with the following symptoms or illness should be kept home from school:

- **Fever:** Temperature 100.0 or above. May return when fever-free (below 100.0) for 24 hours without fever-reducing medications.
- **Vomiting:** Unless determined to be caused by a non-contagious condition.
- **Diarrhea:** Frequent loose stools not caused by food or medication.
- **Illness:** Unable to participate in routine activities or needs more care than can be provided by school staff. Examples would be the child has uncontrolled coughing, difficulty breathing or other unusual signs for the child.

**Emergency Cards:** Each child will be taking home an emergency card that provides the office with very important information. This card **must** be returned as soon as possible with all of the information that is requested. If parents move, change phone numbers, or wish to have additional adults pick up their children this **must be updated by coming into the office** and making the changes. Your child will only be released to those adults you listed on your emergency card.

**Court Orders/Legal Documents:** Please bring a copy of any court orders, restraining orders, or other legal documents that the school needs to be aware of in order to carry out the mandates of the court. All information is kept in strict confidence in protected files and only shared with those that need the information to carry out the legal orders.

**Review of Student Records:** As per the Family Educational Rights of Privacy Act, parents have the right to inspect and review all records, files and data related to their children which are kept by the school district. The files are available for such review by appointment during the regular school day. Concerns regarding the accuracy or appropriateness of any information in the records should be

brought to the attention of the building principal. (Public Law 93-380)

**Report Cards:** A standards based report card will be sent home three times a year. The report card has the grade-level standards that students are expected to understand and master before being promoted to the next grade.

**Independent Study:** Parents who are interested in independent study for their child should contact the school office and complete the Independent Study Course Contract. The maximum time allowed for independent study is:

- K-3 Students - three weeks
- 4-6 Students - six weeks

Before beginning the independent study, a contract shall be signed by the student, the parent/guardian, the teacher, and approved by the principal. **The office needs the request at least one week prior to the date the student is asking to leave.** The principal will either approve or disapprove the independent study request based on the student's attendance, academic progress and the nature of the request.

**Personal Articles:** Pupils are responsible for their own clothing, money, and other personal articles. Unidentified clothing or personal articles will be placed in the lost and found. The school urges parents to mark all clothing and other personal articles. The lost and found is located in the cafeteria. Several times during the year, lost articles will be exhibited near the cafeteria to give students the opportunity to "FIND" their lost item. **Cell phones, ipods, pagers, radios, balls, toys, video games and other non-school related items are not allowed at school.**

**Lost or Damaged Books, Equipment or other School Property:** Parents are financially responsible for any books, equipment or property that is damaged or lost by their child.

**Bicycles:** Students may choose to ride bicycles to school. Pupils who ride bicycles to school must walk their bikes on and off the school grounds. Bikes must be parked in the bike racks. A lock must be used during the time that the bicycles are parked. City code requires that all bicycles be licensed. AESD and Aileen Colburn School will not be responsible for bicycles which are lost, stolen or damaged. The Governing board recognizes that bicycle helmets lessen the seriousness of head injuries. The Board expects that students who ride a bicycle to and from school will consistently wear bicycle helmets, observe safety laws, rules, and display courtesy and respect toward vehicles, other riders and pedestrians.

## Dress Code

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*The purpose of a dress code at Colburn is to minimize any learning environment and behavior*

*related distractions and to provide an orderly and safe environment for our students.*

### **Shoes**

- Shoes must be safe for running and for PE activities.
- Shoes must have a closed heel and toe.
- High heels that are more than 1-inch high are not allowed.

### **Bottoms**

- Pants must not be more than 1-inch or one size too big in the waist.
- Belts only need to be worn if they help to secure the pants in the waist area. If a belt is worn, no more -than 6 inches of overlap past the first belt loop will be acceptable. No canvas belts with punched metal buckles are allowed.
- The length of the pants can't touch the ground, and can't be shorter than the end of the fingertips if the students have their hands to their sides.
- The fullness of the pants can't be considered excessively baggy.
- Shorts, skirts and dresses must be at least "finger tip length" to be worn at school
- Garments that show underclothing or expose the midsection may not be worn.

### **Hats**

- Hats may not be worn in the classroom, cafeteria, or office.
- No bandanas allowed.
- Hats worn at school must be appropriate. Nicknames or letters cannot be added to the hats nor can they advertise alcohol or tobacco.

### **Shirts**

- Shirts must be free of inappropriate logos, sayings/pictures, or reference to alcohol or tobacco. This includes shirt styles or brands that show gangster-style characters or alignment to gang culture.
- Not allowed are tank tops with less than a (2) inch straps, tube tops or shirts that have a deep "cut" to them under the arm. These types of shirts or jerseys may be worn if a T-shirt or another shirt is worn underneath or over it.
- Backless, strapless, crop tops, tube tops and low-cut necklines may not be worn.

### **Consequences for not following the dress code:**

Office staff will phone parents to bring appropriate clothing for students in violation of the dress code.

## **Student Recognition and Rewards**

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There are numerous strategies used by the Colburn School Community to honor and recognize students who demonstrate good character and academic growth.

- \*Daily Character Rewards to visit the Cougar Corner
- \*Daily Academic Rewards to visit the Cougar Clubhouse
- \*Monthly Cougar Paw Assemblies
- \*Monthly Perfect Attendance
- \*Monthly Reading Awards
- \*Benchmark Assessment Awards

**Discipline:** WE BELIEVE THAT all Students have the right to learn and all teachers have the right to teach. Therefore, all students will follow PAWS expectations specific to locations on the school campus:

**Personal Best      Accountability      Wise Choices      Show Respect**

Aileen Colburn follows the **Positive Behavior Intervention and Supports (PBIS)** model. Daily, weekly, and monthly incentives are given in order to celebrate students following behavior expectations. Students may be immediately referred to the office for severe disruptions such as fighting, defiance, or disruption of the educational process. Consequences will be consistent with California Education Code and the Atwater Elementary School District Policy.

**Character Counts:** The Character Counts program is used at Colburn to reinforce good character choices by students. This program emphasizes the six pillars of good character which are: **Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship.**

**Classroom Expectations:** Teachers will send home classroom expectations and procedures the first week of school. If you have any questions, please contact your child's teacher.

**Communication:** In an effort to conserve resources, the school website will be kept up to date with announcements, newsletters, student handbook information, a school calendar, and other tools to assist parents and students with keeping current this school year. (Our district has moved to a new webpage platform so this will be a work in progress.)

You can receive communication and information regarding upcoming school events through Parent Square. If your cell phone or email information is current in our system, you will receive an invitation the first week of school to join. Please click on the link to activate your account. It takes less than a minute. You can also download a free mobile app for Android or iOS or visit [www.parentsquare.com](http://www.parentsquare.com) on your computer. Our goal is for every family to join.

*Revised 2019/08/08*