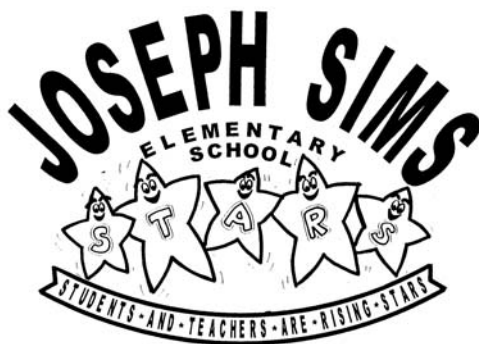


Joseph Sims Elementary School



Parent and Student Handbook 2009-2010

Shelly Hughes, Principal
Chris Nugent, Vice Principal

3033 Buckminster Drive
Elk Grove, CA 95758
Phone: 683-7445
Fax: 683-6313

Mission Statement of the Elk Grove Unified School District
(Adopted by the Board of Education on June 18, 2001)

Our Mission is to:

Provide a learning community that challenges ALL students to realize their greatest potential.

Our Core Values:

- Outcomes for students
- Achievement of core academic skills
- Confident, effective thinkers and problem solvers
- Ethical participants in society
- Commitments about how we operate as an organization
- Supporting continuous improvement of instruction
- Building strong relationships
- Finding solutions
- High expectations for learning for ALL students and staff
- Instructional excellence
- Safe, peaceful, and healthy environment
- Enriched learning environments
- Collaboration with diverse communities and families

Board of Education

Jeanette J. Amavisca	William H. Lugg, Jr.
Pollyanna Cooper-LeVangie	Chet Madison, Sr.
Priscilla S. Cox	Brian D. Myers
Pamela A. Irey	

District Administration

- Steven M. Ladd, Ed.D., Superintendent
- L. Steven Winlock, Ed. D., Assoc. Sup. PreK-6 Education.
- Linda Meyerson, Director, PreK-6 Education
- Bob Roe, Director, PreK-6 Education

School Site Administration

Shelly Hughes, Principal
Christopher Nugent, Vice Principal

Susan Clark, School Secretary
Jeri Turner, Office Assistant
Dawn Wirick, Office Assistant

Office Hours

School office hours are 7:30 - 4:00. The telephones are answered **between the hours of 7:30 - 4:00.**

To accommodate parents and their needs, an answering machine operates before and after school hours. When calling the regular school number (683-7445) before 7:30 a.m. and after 4:00 p.m., a message machine will take your messages. The secretary processes the calls each morning before the day begins. The machine will not be used during the day except when there are emergencies or fire drills.

Our school was named after Joseph Sims, an early pioneer in the area. Joseph Sims, whose portrait hangs in our front office, had a strong sense of community and recognized the importance of education. These core values radiate through our school which bears his name.

From the inception of Joseph Sims Elementary School, teachers, support staff, parents, and community members have been committed to helping students achieve their personal best. This is accomplished by creating a place where ALL students are provided with the best possible instruction on a daily basis in a school climate that is safe, challenging, and nurturing. We were proud to be honored with the California Distinguished School Award, again, during the 2007-2008 school year in recognition of our work in school wide achievement.

The community we serve is a richly diverse blend of ethnic and cultural backgrounds. Over 26 languages are spoken in our families' homes. During the school day, our Learning Center offers programs that address the educational plans of students with special needs. To promote enrichment for high achieving students we provide differentiated curriculum, accelerated and GATE programs.

Achieving our school's vision involves a true partnership between home, school and community. Sims collaborates with our Parent Teacher Organization to provide many opportunities throughout the year for our diverse community to gather in support of our students as a means to build community and relationships. Such events are: Back to School Nights, Ice Cream Social, Artist-in- Residence student performances, Family Science Night, book fairs, Multicultural Faire, and Open House. In addition to our highly active Parent Teacher Organization, Sims has a School Site Council, English Language Advisory Committee (ELAC) and Student Council that are all dedicated to the success of our school.

We are proud to be part of a community who fosters our goals by supporting our school and collaborating with us to provide opportunities for students to grow in all aspects of their development: social, emotional, and academic. This will be our continued commitment and focus at Joseph Sims Elementary School.

Shelly J. Hughes, Principal
Joseph Sims Elementary

Schedules

July 20, 2009	First Day Of School Tracks B, C, D
August 17, 2009	First Day Of School Track A
May 28, 2010	Last Day Of School Track D
June 24, 2010	Last Day Of School Tracks A, B, C

Regular School Day

A.M. Kindergarten	8:00 - 11:31
P.M. Kindergarten	10:49 - 2:20
Grades 1 - 6	8:00 - 2:20

Minimum School Day

Grades 1 - 6	8:00 – 12:30 p.m.
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Dear Joseph Sims Elementary Parents and Guardians,

Instructional/Support Staff

Track A			Track D		
Kindergarten	Heather Carda	hcarda@egusd.net	Kindergarten	Erin Arnoldy	earnoldy@egusd.net
Kindergarten	Barbara Roth	bjroth@egusd.net	Kindergarten	Lynnette Larson	LLarsonP@egusd.net
Grade 1	Debora DaPonte Kim Bemis	ddaponte@egusd.net KBemis@egusd.net	Grade 1	Deanna Keskeys	dkeskeys@egusd.net
Grade 1	Geri Keskeys	gkeskeys@egusd.net	Grade 1	Debra Hill	dahill@egusd.net
Grade 2	Elaine Stralen	EStralen@egusd.net	Grade 2	Sandy Wasson	swasson@egusd.net
Grade 2	Cynthia Wood-Kilmer	cwoodkil@egusd.net	Grade 2	Christine Mallison	cmalliso@egusd.net
Grade 2	Mary Landy	mlandy@egusd.net	Grade 3	Selby Turner Charmaine Bray	swasson@egusd.net cbray@egusd.net
Grade 3	Kathryn Wood	KWoodAA@egusd.net	Grade 3	Alicia Gutierrez	AGutierr@egusd.net
Grade 3	Pam Smith	psmith@egusd.net	Grade 4	Hope Weston	hwweston@egusd.net
Grade 4	Lesley Wood	LHWood@egusd.net	Grade 4	Kathy Morgester	kmorgest@egusd.net
Grade 4 Accelerated	Suzanne Mifsud	smmifsud@egusd.net	Grade 5	Tina Michael	tmichael@egusd.net
Grade 5 Accelerated	Denise Phillips	DPhillip@egusd.net	Grade 5	Katie Mandelaris Heidi Pedersen	KMandela@egusd.net HPederso@egusd.net
Grade 5	Mathew Spacek	mpacek@egusd.net	Grade 6	Jodie Hoffman	jccooper@egusd.net
Grade 6 Accelerated	Erika Yee	eyee@egusd.net	Grade 6	David Ogden	dogden@egusd.net
Grade 6	Carol Wallace Charmaine Bray	CWallace@egusd.net cbray@egusd.net			
Track B			Administration		
Kindergarten	Wendy Chase	wchase@egusd.net	Shelly Hughes	Principal	shughes@egusd.net
Kindergarten	Jill Matranga	jmatrang@egusd.net	Chris Nugent	Vice Principal	cnugent@egusd.net
Grade 1	Jamie DeGuzman	JDeguzma@egusd.net			
Grade 1	Gina Bishop	GBishop@egusd.net	Resource		
Grade 2	Pam Swanson	pswanson@egusd.net	Computer/Cross	Brandy Prather-Payne	bprather@egusd.net
Grade 2	Shelly Stoller	sschotsa@egusd.net	Learning Center		
Grade 3	Lauretta Larbig	llarbig@egusd.net	Teacher	Susan Jones	sjonesec@egusd.net
Grade 3	Melodie O'Hair	mohair@egusd.net	Teacher	Julie Fong	jumfong@egusd.net
Grade 4	Kathy Rebhan	krebhan@egusd.net	Teacher	Josh Wilson	jdwilson@egusd.net
Grade 4	Jodi Vega	JMVega@egusd.net	Speech and Language		
Grade 5	Cassandra Castillo Andrea Klinenberg	CTeed@egusd.net aklinenb@egusd.net	School Psychologist		
Grade 6	Patty King	pking@egusd.net	School Secretary		
Track C			Office Technician		
Kindergarten	Val Ouchida Crystal Arnold	vouchida@egusd.net CArnold@egusd.net	Office Technician		
Kindergarten	Michelle Buchberger	mbuchber@egusd.net	Para Professional		
Grade 1	Joy Sugnet	jsugnet@egusd.net	Library Technician	Leona Johnson	
Grade 1	Dianne Steiner	dsteiner@egusd.net			
Grade 2	Tracy Candini	tcandini@egusd.net	Food Services		
Grade 2	John D. Watson	JDWatson@egusd.net	Lead Food Service	Kim Miller	
Grade 3	Katy Pappalardo	kpappala@egusd.net	Custodians		
Grade 3	Jana Vermette Christina Harrison	jvermett@egusd.net jcjharri@egusd.net	Lead	Richard Bonfond	
Grade 4	Jessica Payne	jpayne@egusd.net	Evening	Hong Zhai	
Grade 5	Gloria Ramos	gramos@egusd.net	Evening	Penglin Chen	
Grade 5	Katie Feickert	kfeicker@egusd.net			
Grade 6	Nathan Wandell	NWandell@egusd.net	School Nurse		
Grade 6	Karl Mansfield	kmansfie@egusd.net	School Nurse	Isabelle Aguiniga	

Nutrition Snack and Morning Recess

All children have a mid-morning recess/nutrition break. Children are allowed to bring a **nutritious** snack from home to eat at this time. **Please do not send candy, gum, soft drinks, or a snack that is high in sugar.**

School Attendance

One of the most important elements of successful learning is regular, **on-time attendance** at school. If an absence is necessary, **please call the office between 7:30 a.m. – 12:00.** Before 7:30 a.m. an answering machine will pick up all calls. STATE LAW permits the excuse of an absence for the following reasons:

- Illness
- Quarantine, as directed by the Health Department
- Medical, dental, or eye services rendered
- Attendance at funeral of immediate family member to extent of **ONLY ONE DAY** in California, and **NO MORE THAN THREE DAYS** outside of California.

The 3rd unexcused absence constitutes a **truancy**, and the principal is required to report this information to the School Attendance Review Board (SARB).

The school office attendants and other designated office staff have been directed to contact the home on a daily basis if necessary to follow-up when students are shown to be absent on the attendance roster. These calls will confirm your notes to the teachers or make you aware of any absence that has occurred without your knowledge.

Tardiness can also interfere with success in school. **Students are expected to be at school before the tardy bell rings.** Students must report to the office for a tardy slip when late, in order to be admitted to class. **Please do not send or take your child to class without stopping by the office. The teacher cannot admit any student without an entrance slip.**

Leaving early is sometimes necessary. Students can be released from school early with a note from the parent indicating the reason for early dismissal. However, this is permitted on a "need basis" only and should not occur on a regular basis. Parent(s) or a person identified by the parent must sign the student out in the office before the student can leave the campus. **Students cannot sign themselves out. This guideline is for the protection of your child. The office can require identification of a person other than a parent or guardian picking a student up for an early dismissal.**

PLEASE NOTE: A student will not be permitted to leave school with a person other than his/her own parent or guardian unless we receive a note signed by the parent or guardian. A student cannot ride another bus or go home with another student without written permission from the parent. Students who are bus riders may not walk home without written permission from his/her parent.

Home-School Communications Guidelines

Each classroom is equipped with a telephone for **emergency** calls to parents and to the office. As a part of the behavior management system, teachers may elect to have a student call her/his parent at any time during the day at the parents' home or at her/his place of work. Parents need to reinforce with students that if a behavior call is received from the school at any time, it is considered serious. If a

child is ill, she/he will be sent to the office for the call to be made by the office staff and should have no negative impact on the student.

Teachers welcome your emails, notes and calls. Conferences can be arranged through your child's teacher. The office staff will take messages anytime, and the teacher will return the call as soon as possible.

If You Are Concerned About Something:

1. **Talk to the Teacher First.** Besides you, the teacher has the most direct contact with your child.
2. Talk to the Principal or Vice Principal
3. **If the concern is still not resolved, the Principal/Vice Principal will facilitate a meeting between the teacher and the parent.**

Registration of Students Kindergarten

Kindergarten registration for the 2010-11 school year is Dec. 3, 2009 between 7:30 – 4:00. A child must be at least 5 on or before December 2.

Physical Examination

At first grade entry, all students must provide the district with written evidence of a physical examination (by licensed physician, surgeon, or clinic), completed **no sooner than 18 months prior to first grade entry.**

Dental Screening

As of January 1, 2007, California law, *Education Code* Section 49452.8, requires that your kindergarten child have a dental screening by May 31. Dental screenings that were completed within the 12 months before your child entered school also meet this requirement. The law specifies that the assessment must be done by a licensed dentist or other licensed or registered dental health professional. California law requires schools to maintain the privacy of student's health information. Your child's identity will not be associated with any report produced as a result of this requirement.

New Students From Within EGUSD

Parents are required to register children who have been attending other Elk Grove schools. Registration occurs in the school office. At the time of registration, the attendance clerk will request all documents from the previously attended school. **Proof of residence (within our school zone) must be presented at the time of registration.**

Parent Teacher Organization

The PTO is a vital part of the community and is comprised of parents, school personnel, and other community members. It sponsors activities for our school community in correlation with goals of the school. We would love to have your support. Ways to support PTO:

- \$5.00 Family Membership Dues
- Volunteering to help with activities
- Attending monthly PTO meetings
- Supporting fundraisers that give monies to school programs

We look forward to and encourage all parents to become involved in the PTO. Check out our new website: www.simspto.com or call the school at 683-7445 if you have questions.

2009-2010 PTO Officers

Co - Presidents Kendra Villalpando & Suzanne Mifsud
Vice Presidents Jennifer Garrett, Cynthia Wood-Kilmer
Co - Treasurers Stacie Humphreys
Co-Secretaries Monica Rasey & Hope Weston

School Site Council

The primary role of the Joseph Sims Elementary School Site Council is to assist in the planning, implementation, and evaluation of our School Improvement Plan (SIP). The School Improvement Plan focuses on enhancing targeted areas of our curriculum and other key aspects of our school environment. This is done through collaborative decision making on the allocation of SIP funds received annually from the state.

Our School Site Council parent members are Natalie MacNeill, Nicolas Forde, Shari Fedler, Dennis Baylis, Livleen Parmar. Staff members include Erika Yee, Michele Buchburger, Debra Hill, Jamie DeGuzman, Chris Nugent and Shelly Hughes.

Should you have questions or input for the Site Council, please feel free to contact any of our parent representatives, our School Site Chairman, or the administration at 683-7445.

Reporting Pupil Progress to Parents

1st Trimester

	Deficiencies sent by	Report Cards
Track A	September 18, 2009	October 30, 2008
Track B	September 18, 2009	October 30, 2008
Track C	August 21, 2009	October 30, 2009
Track D	August 21, 2009	October 02, 2009

2nd Trimester

	Deficiencies sent by	Report Cards
Track A	January 15, 2009	March 4, 2010
Track B	January 15, 2009	March 4, 2010
Track C	December 4, 2009	March 4, 2010
Track D	December 11, 2009	February 3, 2010

3rd Trimester

	Deficiencies sent by	Report Cards
Track A	April 30, 2010	June 24, 2010
Track B	April 2, 2010	June 24, 2010
Track C	April 2, 2010	June 24, 2010
Track D	April 2, 2010	May 28, 2010

IMPORTANT POLICIES

Supervision of Students

Before School: The campus is open to students beginning at 7:50 a.m. **Please do not bring or send students before 7:50. Late kindergarten students cannot arrive before 10:40 a.m. There is no supervision for them until this time.**

During School: Yard supervisors are on the playground during recesses and lunches. Teachers are responsible for all other supervision during the school day.

After School: No supervision is available after students are dismissed. All students dismissed at 2:20 p.m. must leave campus at that time unless they are in a special program. **Please do not ask students to wait for you any amount of time after their dismissal.** We have no supervision available. If you have an emergency, please notify the office.

Field Trips: Teachers are responsible for requesting assistance from parents for field trips. We are very happy to accept volunteers any time parents are willing and available. **See your child's teacher to volunteer!**

Phone Messages/Use of Phone

Student Use: We are unable to provide messages to students except when there is an emergency. **All students should leave home with the understanding of what they are to do during or after school.** We do our best to conserve as much instructional time as possible.

Students can call home **only for an emergency.** Students cannot call home for homework, etc., unless a teacher has requested that he/she do so. Please remember that children are not allowed to use cell phones for any reason during school hours. Please help us with this!

Calling Teachers: Teachers **cannot be called to the phone during school hours to discuss student concerns.** They cannot leave students unattended for this purpose. However, **teachers will be given messages,** and they will return all calls as soon as possible.

Visitors

We welcome visitors to our campus. In order to ensure a safe school, all visitors **must sign in** at the office before entering any place on campus...even if only for a few minutes.

A **pass** will be given to any visitor who is picking up or delivering items, regardless of the amount of time spent at school. **All parent volunteers must sign in daily.**

Parents are invited and encouraged to visit classrooms at any time. However, as a courtesy to teachers who may be testing, on duty, etc., we ask that all parents arrange a time for visits.

District Complaint Procedure

The Elk Grove Unified School District has a district complaint policy. Ask the administrator for this procedure.

Nondiscriminatory Practice

The Elk Grove Unified School District has a nondiscriminatory practice in all district programs and activities for students.

Homework Policies

Homework is part of our school and home partnership. It is an opportunity for students to practice and reinforce classroom activities. The following guidelines have been developed using the newly adopted district guidelines, input from parents, and discussion with staff. We believe the specific details, which apply school-wide, will help you and your children know what is expected from them across the school. If you have any questions, please feel free to discuss them with your children's teacher or the administrators.

Homework is assigned for the following purposes:

- To reinforce, enrich, or extend in-class instruction
- To practice basic skills needed for immediate recall (math facts, sight words, etc.)
- To develop effective study skills for now and later in life.

The following daily "minute" requirements include reading with, reading to, or having the children read by themselves.

K	30 minutes
1	30 - 45 minutes
2	30-45 minutes
3	45 - 55 minutes
4	1 hour
5	1 - 1 ¼ hour
6	1 ¼ - 1 ½ hour

**** Additional reading time is encouraged for all children!**

Student Illness Procedures:

"For every day out ill (**with an illness note submitted by the parent or a telephone call into the office**), the student has the same number of days to make up the missed work." (For example, if a child is ill one day, then they have one day to make up their work, after they return to school, and so on.)

Traveling Student/Independent Study

When students need to be away from school during the instructional year for **five or more days**, an independent study program can be worked out with the teacher and the district. The parent initiates the process by contacting the site at least two weeks before their travel plans. Sufficient advance notification is required to allow for adequate preparation of materials. The Approval will be determined by the site administrator, who encourages vacation and travel be taken during off track time. Parents will be notified of student acceptance within 24 hours.

Your child's education and classroom time is very important, please try and schedule your trips during the off track time.

Library Books

Children are given the wonderful privilege of checking out books from our library. **Talk with your child about how important it is to take care of that book and return it on time.** Books should be protected from food and liquids. When not reading their books, children should place them out of the reach of animals and toddlers. **Parents are asked to pay for any books lost or damaged by the student.**

Textbooks

Each student is issued a numbered copy of the textbooks for his/her grade at the beginning of the school year. If any book is damaged from its original condition, a portion of the new book price for the year is charged. If a book is lost, the student will have to pay the full or partial price, depending on the original condition of the book when issued to the student.

It is very important that you discuss with your child his/her responsibility for these textbooks. We recommend that you tell your child to check at the end of each day for his/her textbooks. If a book is missing at that time, the class and the teacher can assist with looking for the book. If a student waits until several weeks later, the chances for finding the book are slim. Remember, each student is responsible for his/her books. We suggest that students cover their books to protect them.

Parties at School

Parties are kept to a minimum. Teacher notes are sent to parents to inform families of planned events.

We do not celebrate student or teacher birthdays **during instructional time**. If a student has a birthday, a parent may choose to send cookies, cupcakes, etc., to be served during recess or lunch

breaks. **We encourage parents to donate a book to their child's classroom library** instead of sending sugary treats on his or her birthday.

Helium balloons, etc., should not be delivered or brought to school. Although they are fun and exciting for children, they are a safety hazard on buses and can cause hurt feelings if they are damaged at school. **Balloons are not allowed on buses.**

Students who want to honor a teacher during the day can do so during their lunch periods but not during regular instructional time. Parents are asked to coordinate these celebrations.

Transportation

The Elk Grove Unified School District changed its transportation service beginning in the 2005-06 school year. With this change, the district will no longer provide transportation service in designated "non-service" areas. Transportation will be available for a fee for students who live in designated "service" areas, which are primarily rural.

How much does it cost for a pass?

A. Transportation fees are reviewed annually and are revised as needed based on costs to provide services. The costs for bus passes for the 2008/2009 school year are:

Annual Service, Round Trip

\$225 for single child (\$200 with early bird discount)

\$410 for two children (\$360 with early bird discount)

\$520 for three or more children (\$460 with early bird discount)

Annual Service, One Way (AM or PM)

\$125 for single child (\$115 with early bird discount)

\$250 for two children (\$230 with early bird discount)

\$310 for three or more children (\$285 with early bird discount)

Transportation is not provided to students who attend school on a **grand-parenting provision or intra-district transfer agreement**. To determine if your child lives in a service or non-service area, call the **District Transportation Office at 686-7733**.

Bus safety includes the time the student goes to the bus stop and returns home from the bus stop after school (within a reasonable time). The rules on the bus citation apply at the bus stop. If a fight occurs at the bus stop, a student can be suspended from school in addition to suspension from the bus. **FIGHTING IS A SERIOUS INFRACTION** and will not be tolerated, even at the bus stop!

Bus Rules

To insure the safe and efficient transportation of all students, the Elk Grove Unified School District has adopted a policy for student conduct on buses. The Rules and Regulations will be strictly enforced. Please read the following Rules and Regulation with your child.

Students are required to:

1. Arrive at the bus stop five (5) minutes before the bus is scheduled to arrive.
2. Use only his/her assigned bus stop.
3. Arrange for the transport of live animals, insects, reptiles, to or from school, by other means than on the bus.
4. Hazardous or destructive objects of any kind such as firearms, weapons, glass objects or containers, explosives, sharp or

pointed objects, skateboards or ball bats are not allowed at anytime.

5. Respect the rights and property of others on the bus and at the bus stop.
6. Avoid all fighting and rough play while at the bus stop, on the bus, or when getting on or off the bus.
7. Always enter and leave the bus through the entrance door, except in emergencies.
8. Remain seated, facing forward with feet, legs and other objects clear of the aisle while the bus is in motion.
9. Keep all parts of the body inside the bus.
10. Keep windows closed unless otherwise instructed by the bus operator.
11. Remain quiet at railroad crossings.
12. Do not use profane language, obscene gestures, create excessive or unnecessary noise. Do not damage or deface any part of the bus, tamper with the radio, controls, emergency exits or other equipment, shoot or throw any objects inside/outside or at the bus or in any way endanger the safety of others.
13. Help keep the bus safe and free from litter by not eating, drinking, or smoking on the bus.
14. Be courteous and respectful to the bus operator.
15. Obey the request of the bus operator, give proper identification when requested.
16. Give the bus operator a written request when leaving the bus stop. The request must be signed by the parent/guardian and approved by the site administrator and/or his/her designee.
17. Always cross in front of the bus when it is necessary to cross the street.

Foggy Day Policy

Under current law, the California Highway Patrol will not allow a school bus to pick up students when visibility is limited and the bus cannot pull completely off the road.

To comply with this law, the EGUSD Board of Education adopted the following policy, which may result in the delay, or in rare cases, the cancellation of school buses.

1. On foggy mornings, parents are advised to listen to the following radio stations for bulletins regarding bus delays: KRAK 1470; KSFM 102.5, KFBK 1530, KXOA 93.7, KYMX 96.1, KRXQ 98.5, KNCI 105.1.
2. These stations have agreed to broadcast bulletins whenever heavy fog affects all or most of the district's bus routes. If only part of the district is affected, however, the stations will not broadcast the information.
3. If information is not broadcast prior to the student leaving home, he/she should not stand at the bus stop longer than 30 minutes beyond the usual bus arrival time. After 30 minutes, the student should return home and listen to one of the radio stations listed above.
4. If information is not available on the radio, call the school district's **Transportation Department at 686-7733**. The department has a limited number of phone lines, so it may be necessary to call more than once.

Walking to School/Riding Bicycles

No riding bikes on school campus. A bicycle storage area is furnished for students who want to ride bicycles to school. **It is the responsibility of the student to lock his/her bicycle in the storage area at school.** There are not sufficient personnel available to monitor this area, and the school cannot assume responsibility for

bikes. Please send a note to the teacher to confirm that bicycle riding is permitted. **Helmets are required by law.**

SCHOOL ACTIVITIES

Back-to-School Night

Back to School Night is a very important and special evening for you to become acquainted with your child's classroom teacher. Each teacher will discuss the goals and objectives for their grade level, curriculum expectations, their classroom management plan and school procedures. At the conclusion of the presentation there will be a time to ask questions.

If you miss the Back-to-School Night, please be sure to obtain a packet of information from your child's classroom teacher.

Open House (spring)

Open House occurs in the spring and is an evening of celebration. This is a time when parents and students come together to visit the classrooms to view work and visit with the teachers. **This is not conference time.** Conferences should be scheduled individually with teachers at other times.

Oral Language Faire

All teachers and classrooms are invited to participate in this activity. Student groups and individuals compete in the area of oral presentations such as poetry, choral reading, etc. Parents are contacted if a child has been selected to represent his/her class.

Writing Competitions

Throughout the year, students at all grade levels are given opportunities to enter writing contests. Many of the student creations are entered into district writing contests.

Field Trips

Field trips are planned to coordinate with the regular instructional program except for one. At the end of the year, many of the classes plan a fun trip together to celebrate the end-of-the -year.

The parents/students, and/or fund-raisers pay for field trips. Bus fare and entrance fees are included in the charge for each student. Permission forms are essential for any student to participate. These must be returned by a deadline or students will not be permitted to go and will have to remain at school in an assigned classroom.

If behavior problems develop with a child, the parent will be asked to accompany their child on a trip; otherwise they may have to remain at school.

Food Banks/Clothing Drives/Fundraisers

We feel it is important to teach children to care about the needs of others. The school participates in food and clothing drives. These drives assist people in need. We also have other drives for special circumstances, which may arise. These various activities help raise funds/awareness for cases important to our community.

Academic Competitions

Students will be invited to participate in academic competitions such as spelling bees and geography bees. Parents will be notified of any special events related to a child's participation in any such activity.

Holiday Celebrations

Some holidays are incorporated into the regular school curriculum. (Thanksgiving, certain national leader birthdays, etc.); are included as a multi-cultural activity, not as a religious holiday. Music and art

are often tied to these holidays. Sometimes teachers invite parents to visit the classroom on these celebration days.

All-School Behavior Management Plan

The goal of this management plan is to ensure that all students have a safe environment, which promotes academic and social growth. In order for this to occur, all students are expected to:

1. Be respectful of all people and property.
2. Be under direct supervision.
3. Follow adult's directions immediately.

Consequences occur if students choose not to follow the guidelines. The basic rules fall into four categories and procedures, which are discussed in depth in classrooms:

1. Safety

- The purpose of any safety rule is to protect the children and staff. During both play and classroom situations, we expect students to behave in a way that does not endanger others or themselves. This includes walking throughout the campus at all times, using equipment for the purpose it is intended, and not bringing items which might injure themselves or others. This includes items such as knives, guns, pointed or sharp things, fireworks, or any imitation of such dangerous objects. For the safety of all persons, we expect students to identify themselves when asked to do so and to respond immediately to instructions given by any school personnel.

2. Personal and Social Interactions

- The Joseph Sims staff values and models positive interaction among individuals and peers. We have as a school-wide theme "You Can't Say, You Can't Play!" Everyone is included and no one is excluded. We demonstrate respect through our actions, body language, and communication with students and adults. In order to promote a warm and caring environment and insure positive interactions among all people, we also expect all students to treat everyone with respect, dignity, and kindness. We have established a hands-off policy, which means a child will not touch another child in a harmful, inappropriate or un-welcomed manner.

3. Instruction

- Direct instruction is a key factor in learning. In order for instruction to occur, students must come to school on time and ready to learn. Student behaviors must, at all times, support instruction. Therefore, students are expected to use self-control. Inattentive and disruptive behaviors cause interruption of instruction and are unacceptable at school. No student is allowed to prevent a teacher from teaching or students from learning.

4. Property

- Part of the responsibility as a school and a community is to value the earth's limited resources. In order to encourage a sense of community and instill pride in our school, we expect students to protect school property from purposeful damage, to use equipment and supplies sparingly and properly, and to respect their peers' property.

Purposeful violation of any of these expected behaviors would result in consequences that will be administered based on severity or repetition of the behaviors.

If students choose not to follow the school rules, the yard supervisors, the classroom teachers, and the administrators will work with each child to support problem solving and positive behaviors.

SCHOOL PROGRAMS

Gifted and Talented Education

The State of California funds a program of advanced curriculum for students who meet the qualifying guidelines. First, teachers recommend students based on academic performance and the results of CST scores. Parents are notified of the recommendation for assessment, and the parent must sign a form before the test can be administered. Most testing occurs near the end of the school year in preparation for the coming year. When students qualify for GATE, parents are notified in writing. Testing begins at the beginning of 3rd grade.

Psychologist

The school psychologist is assigned to schools based on enrollment. The three main functions of the Psychologist are:

1. Assess students for special programs;
2. Serve on the Student Study Team to assist with program planning;
3. Counsel students/parents who need assistance.

The Psychologist can be contacted through the school office during regular school hours.

Student Study Team

A Student Study Team (SST) is composed of regular education teachers, special education teachers, psychologist, speech/language specialists, and site administrator who meet regularly to study, discuss, and decide about appropriate programs for:

- Students who are accelerated.
- Students with behavior problems.
- Students with possible learning difficulties.
- Students who have been recommended for retention or acceleration.

Parents are first notified of their student's needs and are then invited to attend the SST meeting where they participate in the discussion along with the SST members.

Learning Center for Resource Program

A Learning Center model will be used for meeting specific learning needs of students. Any student, who has an active IEP and receives resource program services, or any student with an active IEP will be served through this new model.

All students are in regular education classrooms with students receiving their services in two ways:

1. In the classroom with the special teacher coming into their class.
2. At times that will not disturb the core subjects, students will be pulled into the learning center to receive special instruction to meet the goals of the IEP.

Resource Specialist Program

Students who have minor learning problems can be recommended for assistance in the Resource Specialist Program. After review and approval by the site Student Study Team, a student with a mild problem may be placed in this program. Sometimes, the assistance may occur within the classroom while at other times it may occur

during some pullout time within the center designed for this purpose. It is a part of the Learning Center Model.

P.E. equipment

Students are not allowed to bring P.E. equipment to school, as we will supply all equipment. Students must wear lace-up type shoes, preferably rubber-soled, to provide for a more safe participation in the physical education program.

Star Student

Every month we honor kindergarten through fourth grade students at an assembly for demonstrating an action or deed that highlights our monthly Character Theme. We call these wonderful students "Star Students". For example, if "Responsibility" is the theme for the month, then the teacher chooses students that exemplify "responsibility" for the month. Our fifth through sixth grade students are honored at the trimester awards assembly.

Grading Criteria/Report Cards

The school is implementing the district standard criteria for grading. Plus (+) and Minus (-) signs may be used at the option of the teacher. This criterion is the basis for report card grades also. The report cards are a standard format across the district.

Grades K-2 Standards

A	Exceeds Grade-Level Standards
B	Good/ Above Average
C	Meets Grade-Level Standards
N	Needs Improvement
N/A	Not Applicable at this time

Grades 3-6 Standards

A	(90-100%)	(4.0 points)	Outstanding Achievement
B	(80-89%)	(3.0 points)	Above Average Achievement
C	(70-79%)	(2.0 points)	Average Achievement
D	(60-69%)	(1.0 points)	Below Average Achievement
F	(0-59%)	(0 points)	Little to No Achievement
I		(0 points)	Incomplete

Honor Roll/Perfect Attendance

Grade 3 Honor Roll: To qualify for the Honor Roll, a student must receive no current grade below a C and have a grade point average of 3.5 or better."

Grades 4-6 District Honor Roll: Current Board Policy states: "Each school shall post an Honor Roll. To qualify for the Honor Roll, a student must receive no current grade below a C and have a grade point average of 3.5 or better."

Perfect Attendance

To achieve perfect attendance, a child must be present every single day and can have up to 3 excused tardies or early dismissals (for dental or doctor appointments only) per trimester. Car trouble, overslept, running late, etc., are not excused tardies.

If a student is suspended, this suspension counts as an absence and will disqualify a student for perfect attendance. An official in-school suspension is considered the same thing as out-of-school suspension and counts as days absent from the regular program.

Progress Reports

At our site, progress reports are sent home throughout the year. This report shows parents how students are doing for that

specific time. The grades are CUMULATIVE to the end of the trimester. Parents are asked to sign and return the bottom half of the progress report so that staff will know that a parent has read the report. If a conference is needed to discuss the report, a parent/guardian should call the school and leave a message for the teacher.

School/District-Wide Tests

Certain tests are administered to the students throughout the school year. In grades 2-6 the California State testing program STAR is used. In the summer, individual student scores are sent to parents and may be discussed with teachers during fall conference times. Tests are an important part of our on-going assessment program. Students need to learn test-taking skills. Parents can help in this important effort by providing encouragement (without pressure) to their child to do their best.

SCHOOL CURRICULUM

Reading/Language Arts

The reading series adopted by the District is published by Open Court Company for grades K-6. It includes a strong phonics program along with good literature. Writing is also a strong component of our language arts program. Students will be involved in required writing activities throughout the year. Children are encouraged to spell words the best they can, and as children develop fluency in writing we begin to emphasize correct spelling. All final copies will be required to have correct spellings.

Mathematics

Students in the Elk Grove Unified School District will be using math materials from the district adopted math program published by Scott Foresman. The materials offer a balance in the areas of computational skills, critical thinking, applications and problem solving. These materials offer content in math curriculum outlined in the district's standards and benchmarks and the California grade level frameworks.

History/Social Science:

The History /Social Science program in the Elk Grove Unified School District is standards-based with an emphasis on both subject content and historical and social science analysis skills. Both the Grade K-5 (Harcourt Publishing Co.) and the Grade 6-8 (Holt Publishers) programs contain strategies for writing, note-taking, critical thinking, vocabulary development, and building success in comprehending expository text. Primary source materials, both written and through media, are included to enhance student engagement in learning about events of the past. The text is available on CD and online for the convenience of students accessing information at home. The online interactive text supports student reading comprehension.

Science

Science is integrated into the curriculum and taught by each individual teacher. A district-required curriculum is the basis for science instruction. Text books are as follows: California Science by Macmillan/McGraw-Hill (K-5) and Holt California Earth Science by Holt, Rinehart and Winston (6th Grade)

Computers

The technology program at Joseph Sims is designed to implement the best practices possible in computer education and instruction. Our goals are:

1. To meet literacy standards while increasing the relevance of learning for students.
2. To integrate the use of technology to support learning throughout the curriculum.
3. To use technology tools effectively, connect students to the world of careers and develop classroom practices that enable students to show that they know how to use the world of technology.

The computer lab has 40 computers to allow each student to have the use of a computer for direct instructional setting on a weekly basis.

Visual and Performing Arts

Students are involved in music and art in two ways. Throughout the year teachers incorporate music and art into their subject areas. Then, each year special focus is given to both art and music through outside programs. **Art Wise** is a program that gives our students a chance to continue lessons in art after school. Our site enhances our music programs with choir and band both offered after school.

The Art Docent Program is still a strong component of the visual arts curriculum. Trained parent volunteers work with individual classrooms using art portfolios furnished by the District. The District provides free training in the Fall of every year to parents interested in Art Docent. Contact the Office of Instructional Support at 686-7748.

Academic Goal Setting

Current research and exemplary standards for schools speak to goal setting for students and their parents to enhance student success. All students and their parents will be asked to set one or more achievable goals each year at Joseph Sims. The classroom teacher will conference with the child and the parent a minimum of two times as they move toward the achievement of the goal.

School Agenda Program

The SCHOOL AGENDA PROGRAM will assist in the following ways:

1. Learning how to become more organized.
2. Students will become more accountable due to recording daily homework assignments.
3. Parents in seeing what their children are doing at school and communicating with teachers by writing brief notes in the AGENDA.
4. We are asking for a \$5 donation to cover the cost of the agendas this year.

Student Leadership and Recognition

Student leadership opportunities will be offered to all students at Joseph Sims Elementary School. A student leadership team will be established with students in grades 4-6.

MEDICAL INFORMATION

Medication: Medicine cannot be administered to students unless there is a serious medical problem. **A DISTRICT MEDICAL FORM** is required from the parent and the family physician. This form can be obtained from the school office, and it must be **refilled** each new school year.

Illness and Attendance: Children should not come to school with a fever or a rash. In fact, children should stay home one or more days after the fever subsides to decrease the risk of a recurrence of an illness (check with your doctor).

Injuries: Any injury occurring at school is checked by the office or the nurse on the days she/he is at the school site. An injury report is

always filed with the District Office if the injury requires "more than a bandage."

If the injury is considered a serious one, the parent(s) is contacted immediately for advice or to inform him/her of the injury. If a parent cannot be reached, then the emergency person is called. If the emergency person is not available, the principal will make a decision as to how the situation should be resolved. This can include calling an ambulance or taking them to the Emergency Room. **However, medical treatment will not be given without parent permission to the doctor.**

Allergic Reactions: If your child has an identified allergy or reacts violently to insect bites, you should send a note to the office and to the teacher to inform them **IMMEDIATELY!** The office and the teacher can react wisely only when this information is available.

All information should be filed at the beginning of each new school year. If medication for this allergy is necessary, a medical form must be completed as stated under "**Medication**" above.

Aspirin or other non-prescription medicines - We cannot administer non-prescription medicine to your children without a medical form from you and your doctor. Children should **NOT BRING MEDICINE** to school, not even aspirin. We need to be very careful that children do not share medicines with each other!

Head Lice Policy

Elk Grove Unified School District has a "**no Nit policy**". Children will be sent home and may not return until they are "**nit free**". For further information please contact the school office.

Cafeteria Services

Breakfast

Breakfast will be served at 7:30 AM each morning.

1. Student price for breakfast is \$1.25

Lunches

Hot lunches are available to students in three (3) ways:

1. Full purchase paid entirely by the parent(s) \$2.25 per lunch
2. Full assistance from the federal government (free)
3. Partial assistance from government

If you feel that you need assistance, please contact the office. During the first few days of school, a form will be sent home to ALL PARENTS, which must be completed and returned by any parent who wishes assistance. **A new form must be filled out at the beginning of each school year.**

Lunch Prices for 2008-2009 School Year

Lunch	\$2.25
20 prepaid lunches	\$45.00
Milk (1%)	.35
Chocolate & Strawberry Milk (1%)	.35
Juicy Juice (100% fruit juice)	.50
Bottled Water (when available) (a la cart)	.75

Computerized Lunch Program

Joseph Sims uses a computer assisted lunch system. All students are given a four-digit pin number, which they punch into the keypad at the end of the lunch service line. Newly registered students are assigned a pin number their first day of school, before lunch. All students must use their number whether they purchase a full meal or an a la carte item. Any cash amounts left in the system at the end of

the year is available for use the following year or refunded if the student has transferred.

After two IOU charges the computer will not allow a third charge and a basic lunch will be served (cheese on wheat bread, fruit, and milk). The computer system will not allow any new charges until prior charges are paid. The system will deduct any charges **first**, before the day's meal is paid for. The pin number is used only for the purpose of student identification when purchasing a lunch. **When a check or money is sent in IOU's outstanding will be deducted first. The remainder will go on an account for future meals.**

All money for prepaid lunches must be placed in an envelope with the number of days being purchased, the student's name, teacher's name, the amount of money enclosed, and the 4 digit ID pin number. Please make sure student first and last name is on memo portion of check and on the envelope.

Cafeteria Behavioral Expectations

Lunch is a time for students to eat a balanced lunch, relax, and enjoy being with friends. Because approximately 250 students are gathered in one place at one time, certain behaviors are expected.

- All students will enter the cafeteria in an orderly manner using the office side door. Students purchasing a lunch will proceed through the food service area using their walking feet to their assigned table.
- Students bringing a lunch from home may go directly to their assigned table using their walking feet..
- Due to the large number of students bringing lunch; a microwave will not be available for student use.
- In order to maintain a safe, clean campus, no food is to leave the cafeteria, throwing of any objects is prohibited and students are to remain seated (with feet under the table) at all times.
- Students are welcome to use the restroom or return to the food service area after they receive permission from the cafeteria supervisors.
- Students will be given the opportunity during the last five minutes of lunch (Quiet Time) to finish eating and are expected to collect all trash they have accumulated, prior to being dismissed by the cafeteria supervisors.

If students fail to comply with these reasonable expectations, there are consequences.

- Removal of student to a vacant table or stage area
- Removal of student to a sideline area during recess
- Office referral
- Removal to Principal's office

Candy, Gum, Sodas

In order to support our district and school goals for teaching and encouraging our children to eat nutritious lunch and snacks, we have established the following guidelines:

We do not sell the following items at school, and we ask that parents NOT put these items in a child's home-packed lunch.

- **No Candy:** Students are tempted to eat candy during class; throw wrappers on the floor and on the playground; or eat candy first then not eat their lunches.
- **No Gum:** Students are tempted to put chewed gum on furniture, floors, or other inappropriate areas.

- **No Sodas:** Single-serving sodas are housed in either glass or cans. Both packages are safety hazards. Pop-top cans and broken glass can cause serious cuts on fingers.

Choose items such as granola bars, breakfast bars, juices, etc., instead of candy, sodas, and gum.

During parties and on special occasions, we do permit students to have these items with teacher supervision. **Birthdays cakes may not have lighted candles.** However, during the regular school day, we ask that you support us on these food policies.

Pesticide/Herbicide Use

The District uses common pesticides and herbicides, as necessary, to control weeds and pests at schools. Signs are posted at schools describing the pesticides or herbicides, with the active ingredients listed at least 24 hours prior to application. If you would prefer to be notified by mail at least 72 hours prior to application at your child's school, please call the District's Maintenance and Operations Department at (916) 686-7745 to be placed on a notification list.

Donations To Schools

The Elk Grove Unified School District recognizes that community organizations, especially parent clubs associated with our schools, often wish to support school programs through privately raised funds. Such clubs and groups are encouraged to work with the school's administration to discuss the needs that the school may have. These support organizations may donate money to the school. Reasonable efforts will be made to provide the services, equipment, or materials that meet the intent of the donor however, the donations from private groups become a part of the school's general fund.

Dress Code

A committee of parents, teachers, and the principal met to discuss and formulate a sensible dress code that would provide the most positive and safe learning environment possible. The District provides support for the school's adoption of a dress policy through State and local policies. Based on CAC, Title 5, Section 302; EGUSD Policy #5132; and Education Code 35291.5.

Uniform Dress Code

- Students must be in uniform every day except during designated spirit days
- All clothing must fit properly. Students may not wear any clothing that is considered too small or too large. All clothing must stay fastened and in its proper place.

General Guidelines for Designated Non-Uniform Days

All clothing must be neat, clean, and appropriate for a regular instructional day at school. It must be of such design that it invites only positive comments from class-mates and promotes self-esteem. Clothing must be safe and worn in a safe manner.

Clothing	Acceptable	Unacceptable
Pants/Shorts	Mid-thigh or longer (finger-tip length), loose fitting and neat looking	Cut-offs Jogging-type or gym type shorts, skin-tight work-outs (unless covered with shorts or skirts), purposely cut or ripped into strips, pants/shorts worn below the waist/purposely sagging, overalls
Tops	Appropriate tops must cover the upper body so that no	Fish-net tops, halters, midriff or half-shirts, tube or tank tops, Shirts with

	underwear or body parts are exposed on boys and girls.	offensive messages, drug messages, violent messages, profane language, or degrading statements
Hats & Head Covering	Hats or head-coverings are acceptable when outdoors and for special reasons on special occasions.	Hats or head coverings must be removed before entering any inside area (classroom, office, and cafeteria). Hats and head covering may not be worn backwards or sideways. They cannot be marked with unacceptable signs or messages.
Footwear	Safe shoes are necessary at all times. Lace-up or tennis shoes are best for the daily program or during P.E. time.	Sandals, flip flops or slides of all kinds, unsafe styles such as unlaced, platforms, or high-heels.

Violation	Action/Consequence
1st	The teacher will notify the parent(s) the same day of the violation and discuss future follow-through and support. All distracting or offensive clothing/accessories will be removed from the students and held until the end of the school day.
2nd	The teacher will call the parent(s) to immediately bring or send appropriate clothing so that the student can remain in class. All distracting or offensive clothing/accessories will be removed from the students and only a parent can retrieve these items.
3rd	Student will be issued a referral and a parent/student conference will be held with the school's administration to discuss future expectations. Unacceptable clothing will be exchanged for appropriate clothing. Only the

	parent will be able to pick-up unacceptable clothing (distracting or offensive) items.
4th	Student will be issued a referral by the classroom teacher and sent to the office. Unacceptable clothing will be exchanged for appropriate clothing, parents will be called, and student will be assigned in school consequence (recess, lunch, and/or classroom detention).

Distracting Materials or Items:

Materials or objects that distract from instruction must be left at home. Teacher permission can be given for special occasions.

Unacceptable:

1. Make-up, pictures, trading cards, comic books (clear or light color nail polish is accepted)
2. Artificial nails (safety concern)
3. Sunglasses and hats inside any building
4. Any electronic device such as headphones, pagers, IPODS and MP3
5. Sports equip. (school furnishes all equip.)
6. Spray cans or spray containers of any type
7. Toys of any type (Nintendo, squirt guns, etc.)
8. No distracting hair dyes or hair colors.

Distracting items will be taken from the students by staff members and sent home at the end of the day **or retained for pick-up by the parent.** The staff member will determine this decision. **Some items may not be returned at all.**

Joseph Sims Elementary School School Song

Joseph Sims Shining Star by Mrs. Wasson

Tune to Yankee Doodle Dandy

I'm a Joseph Sims Shining Star
I wear the red, white and the blue,
A real example of a shining star
Proud to stand up for my school

I've got the power and the know how
To rise above and do my best

Joseph Sims Shining Stars
Will be tomorrow's leaders
We'll always rise above the rest!

GO SHINING STARS!

Joseph Sims Elementary School Uniform Plan (Adopted by Joseph Sims Parent Community)

The purpose of a uniform plan for our site continues (1) to focus on school as a workplace for students (2) to focus students away from clothing label competition as well as the wearing of inappropriate types of clothing, (3) to develop a sense of school family pride within the school. The Site Uniform Committee has developed the following items for our uniform clothing plan. Red, white, and blue are our school spirit colors.

Tops for boys and girls:

- **Polo type shirts or blouses with collar, short or long sleeves;**

<ul style="list-style-type: none"> • Solid white, navy blue, or red <p>**Please remember shirts are to be plain except those with the school emblem ** All children will be encouraged to keep their shirts tucked in.</p>	<ul style="list-style-type: none"> • Shirts or blouses with collar, buttons down the front, short or long sleeves; • Turtle-necks or mock turtle-necks • Crew Neck
<p>Bottoms for boys and girls:</p> <ul style="list-style-type: none"> • Solid navy blue, khaki (tan) <p>**NO ATHLETIC WEAR ** No “Sagging” or “Baggies” – This means that all pants must stay up on the waist if a belt were removed.</p>	<ul style="list-style-type: none"> • Pants (NO JEANS) - with or without cuffs, pleated, or plain • Walking shorts - fingertip length; with or without cuffs, pleated, or plain.
<p>Bottoms for girls:</p> <ul style="list-style-type: none"> • Solid navy blue, khaki, or plaid: <p>*Plaid is navy blue and red</p>	<ul style="list-style-type: none"> • Skorts (shorts with front flap) - finger-tip length • Skirts - finger-tip length (at least); pleated, gathered, or straight
<p>Jumpers for girls:</p> <ul style="list-style-type: none"> • Solid navy blue, khaki, or plaid <p>*Plaid is navy blue and red</p>	<ul style="list-style-type: none"> • Jumper - pleated, gathered, or straight
<p>Belts for boys and girls:</p> <ul style="list-style-type: none"> • Navy blue, black, or brown 	<ul style="list-style-type: none"> • Plain or braided; leather-like or canvas-style; Belts must be worn inside belt loops from beginning to end. Ends of belt cannot hang down from the buckle
<p>Boys and Girls Sweat pants:</p> <ul style="list-style-type: none"> • Solid navy blue <p>**Sweat shirt type material</p>	<ul style="list-style-type: none"> • Sweat shirt type material • No sport/team identified with emblem or trim • No sagging
<p>Shoes for boys and girls: Plain white, navy blue, black, or brown are encouraged</p>	<ul style="list-style-type: none"> • High or low-top; basic, laced sneakers, oxfords, or short ankle-length boots <p>** Heavy athletic, high-tops with excessive colors and lights are not appropriate. No Skate Shoes. ** High heels, platforms, sandals, or thongs are not acceptable.</p>
<p><u>Socks</u></p>	<ul style="list-style-type: none"> • Solid Colors
<p>Sweaters/Sweatshirts (outerwear) for boys and girls:</p> <ul style="list-style-type: none"> • Plain white, navy blue, or red 	<ul style="list-style-type: none"> • Sweater - cardigan, v-neck, or crew neck pullover; long-sleeve style pullover; ribbed or plain bottom edge; • Sweatshirt - crew neck pullover;
<p>Coats for boys and girls</p>	<ul style="list-style-type: none"> • No specific requirement is designated due to the fact that coats sometimes are worn for 2-3 seasons, and parents may need extra time to purchase a designated style. Solid colors are preferred.

A plan for parents needing assistance with implementation of the uniform policy is in place. We have an on site Clothing Closet. As students out grow their clothing, parents can donate them to a closet, which is open to assist other parents who may need uniforms. The plan is available through a visit or call to the office during school hour. Our goal is to provide access to uniforms for all students. Parents who desire information or assistance should contact the principal at 683-7445.

Please label all students clothing before wearing. Use a permanent marker and label with child's first and last name. This will help to identify students lost clothing for their safe return. It was recommended by the Uniform Committee that all white shirts be sprayed with Scotch-guard to facilitate you in keeping the articles free from stains.

If you have any questions or concerns, you should call the administrator immediately at 683-7445.