

**Willis D. Shaw Elementary Parent STAR GUIDE 2019-20 Our
Why: All Means All - Teach Them All Our How: Safety -
Relationships - Engagement - Acceptance**

Our Vision: Build positive relationships with ALL stakeholders, sustain a highly trained staff who will continue to meet the needs of ALL students, fostering a community of thinkers who can adapt to an ever-changing world.

**Our
Mission:**

It's All About. . .

**Striving
To**

**Always
Reach
Successes**

Teacher, administrators, and staff work together with parents to provide a “family atmosphere” for our students. We consider our parents, students, extended families, and community to be apart of our Willis D. Shaw School Family! We are dedicated to creating and maintaining a school of excellence for OUR children and grandchildren!

School Day: 7:45 to
3:00 The tardy bell rings at
7:45.

- Teachers have a FULL schedule of activities planned from 8:00 to 3:00, please remember to allow for the time it takes to walk from the car to the classroom.

- There will be things that come up throughout the year that warrant early check-out, please be mindful of the learning your child will be missing and try to limit early check-out times.

Transportation: In order to assure the safety for all students, please follow the established arrival and dismissal procedures: Make sure your child, your child's teacher, or if there is a change of plans the office know how your child is to get home each day. If there is a change that needs to be made please send a note to the teacher. If the change needs to be made during the school day, please call THE OFFICE BEFORE 2:30!

Bus ● Bus riders will enter and be dismissed from the front of the

building.

- Current bus numbers will be revised at the date of the Ice Cream Social in August.
- Students and parents will have a bus expectation contract to sign at the beginning of the year.
 - Riding a bus in the Springdale School System is a privilege. There are rules to be followed for the safety of all students. Students will be given a list of bus rules and procedures by the driver and a contract will be read and signed by parents and students.
 - Consequences are in place for rules that have been broken:
 - 1st offense - warning and note home to parents
 - 2nd offense - 3 days suspension from the bus
 - 3rd offense - 5 days suspension from the bus
 - 4th offense - Semester suspension from the bus
- Students must have a written note signed by parents and administration if they plan to ride a different bus.

Car Riders Drop Off and Pick

Up

- **PreK - Front of the building**
- **PreK with siblings at Shaw - pick up in the back of the building/front of the line**
- **K-1 - Back of the building**
- **2-5 - Side of the building**

- PreK students with older siblings attending Shaw will be dismissed from the back of the building. PreK students at 2:45, siblings at 3:00 (Parents of PreK with older siblings are to pull to the front of the car line. Kindergarten and 1st Grade parents start the car line at the crosswalk facing north.

- Brothers and sisters of all Shaw students will go to the youngest sibling's hallway to wait.

- Cartag numbers should be displayed on the passenger side of the windshield.

- Parent should drive to the appropriate car line and wait for their child/children's names to be called. **WARNING: It is against the law to be on your cell phones in a school zone. So once the car line starts moving put cell phones away!**

Student Appearance: Students are encouraged to dress in a neat, comfortable, and modest manner that reflects pride in themselves and their school. Generally, students should wear clothes that are safe, and do not disturb or distract other students, and are appropriate for learning. The school can not be responsible for lost or damaged clothing.

- To avoid lost clothing label all jackets and coats with students' names.
- Check the lost and found periodically. Located in the cafeteria.
- Unclaimed items in the Lost & Found are donated at the end of each semester.
- Tennis Shoes should be worn on PE days!
- Cleats, tap shoes, or skate shoes are not allowed.
- Shoes that light up must be turned off while students are in the building.
- Hats are not allowed in the building, except on special "Hat Days"! Mondays are

Spirit Days - Wear your School T-Shirt for Rise-n-Shine Assemblies!

Attendanc

e

Attendance is a vital part of the instructional program supported by the Springdale School District. Parents are strongly discouraged from taking students out of school for any reason other than family emergencies. Your cooperation with abiding by the attendance policy will ensure that your child receives the best education possible.

Students are expected to be in school except in case of emergency, illness, or school approved absences.

The law requires that we notify parents when their child has accumulated the maximum number of absences a semester (7 absences)

Steps to follow to excuse an absence:

1. Parents should call the school (750-8898) by 8:30 a.m. to report a student absence and make arrangements for picking up make-up work. Assignments can be emailed or picked up at 3:00p.m.
2. A doctor's statement may be required for extended illness or any absence over 7 each semester.
3. If your child cannot go out to recess, a note must be signed by you or the doctor stating the reason.

Sickness: Every child should attend school unless they are sick and/or have a fever of 100 degrees or more. If your child becomes sick at school and/or have a fever of over 100 degrees you will be contacted. *(Current phone numbers are a necessity- please call the office to update if your number changes!)*

Students must be fever free for 24 hours (without medicine) before returning to school.

Tardiness: All doors will be locked at 7:45. Classes start and all staff will be working with children. Students arriving after 7:45 MUST go to the front of the building.

Parents must walk in with the child and check in at the office! If a student misses 90 minutes in one day, it is counted as a half-day absence.

Check-out

Procedures:

Parents must buzz in at the front door and check in at the office. Bell to Bell instruction will be happening at Shaw each day - 7:45 to 3:00. *If your child has to be checked out early, they WILL be missing instruction!*

Monday Folders and Communication Systems:

Teachers and students work hard every week to make sure there is a sampling of student work from the week and special notes for parents about upcoming events in Monday Folders. Please make it a routine, on Monday night, to sit down and go over these folders with your child. Notes can come home on other nights of the week as well so check backpacks regularly. Please keep these folders in the backpack throughout the week. Your involvement with this makes such a difference in your child's performance in the classroom. If we all make your child's class work and success a priority, our students will make it a priority too!

Homework

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We expect students to work HARD from 7:45-3:00 each day, so we believe that home time should be spent with family, extracurricular activities, and hobbies. However, we do want students to show responsibility by doing independent reading each week at home. This keeps students in the habit of completing work. Reading is more beneficial than anything else we could send home. Reading Logs are provided as a guide and tracking system for students in each grade level. Expectations for reading practice for each grade level are as follows:

Grade Level Number of Reading Minutes per week

PreK - (parents reading to students)

Kindergarten

1st

Grade

2nd Grade

3rd
Grade

4th
Grade

5th
Grade

Newsletters:

Individual grade levels will have newsletters and updates through email that will come home weekly. School-wide communications will be sent through Remind text messages and our Shaw FaceBook page. Many grade levels use the SeeSaw App for daily progress reporting and an opportunity for parental feedback.

Progress Reporting: Parent Teacher Conferences will be held twice annually: September 18-19, 2017 and March 12-13, 2018. Report cards are now standards-based, which should give you a much clearer picture of what your child is doing well and in what areas your child needs to improve. A “1” shows that your child is not making progress in that standard. A “2” means that your child is making expected progress toward the standard. A “3” shows you that your child has mastered the standard at end of year expectations. These report cards will go home at the end of every quarter: October 23, January 16, April 2, and the last day of school. Please sign the envelope and return it to school; the report card is yours to keep and a new copy will be printed each quarter.

PTA:

The Parent Teacher Association needs you!! Our goal each year is to have 100% participation and membership. Please take some time at the beginning of the

year to send in your \$5 for membership fees and begin participating in our PTA meetings and events. Meetings will be held on the 3rd or 4th Tuesday of every month and reminders will be emailed to all our members. Our PTA is very welcoming and wants you to help make it even better! Project goal for 2017-18 will be some type of shade pavilion on the playground.

School

Visits:

Parents are encouraged to visit school frequently and actively participate in their child's education. Lunch is an especially good time to visit! We request that parents avoid conferences with teachers during these drop-in visits. Should the need arise for a meeting, please call the office or email the teacher. If you have items that need to be dropped off for your child (lunch, money, books, etc), please leave those items in the office and we will call your child down; this helps lessen classroom interruptions.

Discipline

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We share the responsibility of raising good students and citizens. We teach character development through our Rise and Shine assemblies weekly, and we try to notice students showing good character on a regular basis. As a school, we implement Conscious Discipline and encourage parents to learn more about it as well. Our focus is on teaching students strategies that help them problem solve, stay calm and contribute to our school family atmosphere. Parents will be notified if their help is needed in reinforcing positive choices and behaviors.

Student Devices/Phones:

Students that bring phones or electronic devices to school must keep them turned off and in backpacks while in the building. These are not the responsibility of the school and should remain "off" and in backpacks throughout the school day. Students will not be allowed to check phones during the day. If there is a message that needs to be given to your child you must call the office. We ask that students refrain from bringing personal toys or trading cards, as these often get lost or cause a distraction.

Counseling Program:

The counseling program is designed to help all children as they grow and develop. All students, teachers and parents have access to our school counselor. A student may request to see the counselor by submitting an online request or leaving a note. Parents may also call the counselor to schedule an appointment through the school office. Classroom and small group guidance lessons are also presented to students on a monthly basis and focus on topics such as character education, drug-free awareness, career awareness and personal safety. Ozark Guidance Counseling is School Based and available to parents for children and family sessions by calling the main office of Ozark Guidance Center for a request of services.

Special Programs and Services:

Our school offers a variety of special services and programs for students. Physical Education, Music, Library and Art are provided weekly for 1st-5th grade. Kindergarten students will attend PE, Music, Library and the Wonder Lab. PreK participates in one hour of recess each day and Stretch and Grow (organized Physical Education) twice a week. Special education services are also available for students with special needs or concerns: speech-language therapy, occupational therapy, resource or gifted education. If you have a concern or need for any of these services, please contact our special education designee, Mrs. Bewley.

Library Media Center:

Students are encouraged to use our Library beyond their scheduled class time. Students are able to check out books on a regular basis and bring these home to assist with their homework reading, as needed. We also have a plethora of research materials both print and online for class research. Parents are also invited to use our library as a resource and for book check out. **Field Trips:**

Parents will be asked to sign a permission slip at the beginning of the year that will cover bus transportation for ALL field trips. As field trips approach, teachers will notify parents of the details of the trip and any items your child needs for this special event. All students must ride on the bus to the trip, but parents can choose to check them out if they are present and they don't want to ride the bus back to school. Parents that are helping chaperone may ride the bus if room is available.

Parties

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There are four parties planned each school year: Fall Parties, Winter Parties,

Valentine's Parties and End of Year Parties. Due to state nutritional guidelines, we are only allowed to celebrate with food on a limited number of days per year. For this reason, parents cannot bring in items for the class to celebrate their child's birthday. Instead, we encourage you to come eat lunch with your child to celebrate their special day. Balloons and flowers are also fine if you would like to have those delivered. Should you choose to invite friends to a party, invitations can only be handed out if the whole class is invited. Otherwise, feel free to bring individual invites to the office (pre-stamped) and we can add the address and mail them.

**School Lunch
Program:**

Breakfast - \$1.30

Lunch - \$2.45 - Extra Milk \$.50 Students have a lunch account that you can deposit money into throughout the year. When sending money, please put it in an envelope clearly labeled with your child's name and purpose for the money. You will be notified via nightly phone calls when your child's balance is negative. The cafeteria runs like a restaurant, so please avoid negative charges. We encourage healthy choices in our cafeteria and ask that you do the same in packed lunches. Please avoid carbonated/caffeinated drinks- milk is available to purchase with packed lunches. You are allowed to bring food in from restaurants to eat with your child in the cafeteria. Should you have questions about your child's account, feel free to contact our cafeteria manager, Mrs. Denise

School Supplies: Supply lists are available for each grade level in the office.

We realize this guide is not inclusive of all questions, so remember our doors are always open for questions, comments or concerns.