

**Jackson Elementary School
2016-2017
Family Handbook & Calendar**

FLYING HIGH TO REACH OUR DREAMS

1300 38th Street NW
Cedar Rapids, Iowa 52405
Telephone: 558-2471
Attendance: 558-2210
<http://jackson.cr.k12.ia.us/>

3 R'S In Jackson Common Areas

(We are) Expectations:	Areas: Restroom	Hallway	Playground	Cafeteria	Assembly	Bus
Respectful	<ul style="list-style-type: none"> -Voices at a 1 - Personal space 	<ul style="list-style-type: none"> -Voices at a 1 -Personal space -Picking up trash -Greet others with a smile and a wave 	<ul style="list-style-type: none"> -Include everyone -Solve problems appropriately -Stay on school property 	<ul style="list-style-type: none"> -Level 3 voice at appropriate time -Personal space - Restaurant manners 	<ul style="list-style-type: none"> Keep my hands and feet to myself Wait to share my ideas until after the assembly 	<ul style="list-style-type: none"> -Level 3 voice at appropriate time - Use kind words -Actively listen to the adults
Responsible	<p>“Leave no trace”</p> <ul style="list-style-type: none"> -No pencils or pens -Throw away paper towels -Flush the toilet - Keep water in sink 	<ul style="list-style-type: none"> - Walking on the right side of the hallway 	<ul style="list-style-type: none"> -equipment -pick up -safely - Report Injuries -Permission to leave -Follow Jackson game rules and follow modified trail 	<p>“Leave no trace”</p> <ul style="list-style-type: none"> -trash -food -silverware (proper place on tray) 	<ul style="list-style-type: none"> - Use active listening so I can learn and enjoy the assembly 	<p>“Leave no trace”</p> <ul style="list-style-type: none"> -papers -wrappers
Ready	<ul style="list-style-type: none"> -I walk back to the classroom quickly, quietly and safely 	<p>“Line Basics”</p> <ul style="list-style-type: none"> -Eyes forward -Hands at your sides -Walking feet -Voices at a 1 	<p>“Line Basics”</p> <ul style="list-style-type: none"> -Eyes forward -Hands at your sides -Walking feet -Voices at a 1 -line up on whistle 	<p>“Leave no trace”</p> <ul style="list-style-type: none"> -Carton open -Sitting at a 1 <p>Dismissal follows “Line Basics”</p> <ul style="list-style-type: none"> -Eyes forward -Hands at your sides -Walking feet -Voices at a 1 	<ul style="list-style-type: none"> - Sit at voice level 2 until the performance starts - Sit up in class row - Face forward 	<ul style="list-style-type: none"> - Personal Space

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**JACKSON ELEMENTARY SCHOOL
2016-2017 STAFF LIST**

Principal	Office	Mr. Nick Duffy	Media Specialist.....	IMC	Mr. Stephen Frischkorn
Secretary.....	Office	Ms. Gale Skogman	Media Secretary.....	IMC	Mrs. Darcy Oates
Counselor	Office	Mrs. Lauren Kohlenberg	Multi Categorical CLASS Teacher.....	221	Mr. Ryan Patterson
Special Education Facilitator		TBA	Multi Categorical Program Para	221	Mrs. Karen Hutchcroft
Nurse.....	Office	Mrs. Jan Schneider	Multi Categorical Program Para	221	Mrs. Stacie Ferring
Health Secretary	Office	Mrs. Patti Breja	CLASS K-2 Teacher.....	119	Mrs. Karen Eiles
Kindergarten	110	Mrs. Corinne Schalk	CLASS Para K-2	119	Mrs. Mary Swanson
Kindergarten Para Professional	110	Joanne Trunell	CLASS Para K-2	119	Mrs. Tracy Young
Kindergarten	111	Mrs. Lisa Reid	CLASS 3-5 Teacher	212.....	Mr. Andrew Smith
Kindergarten Para Professional	111	Mrs. April Aarhus	CLASS 3-5 Para	212.....	Ms. Darci Borcherding
Kindergarten	118.....	Mrs. Karyn Karr	CLASS 1:1 Para	212.....	Mr. Hector Cuebas
Kindergarten Para Professional	118	Ms. Jan Davis	CLASS 1:1 Para	212.....	Ms. Regina Christodoulou
First Grade.....	115.....	Mrs. Jamie Scheuerman	PACT Teacher	220.....	Mrs. Ann Lassen
First Grade.....	116.....	Mrs. Sara Rubocki	Instructional Strategist	120.....	Mrs. Allison Walter
First Grade.....	117.....	Mrs. Kelly Wertz	Food Service Manager	Cafeteria	Mrs. Becky Popelka
Second Grade	112.....	Mrs. Stacy Rohan	Food Service Assistant Manager.....	Cafeteria	Mrs. Carrie Maxson
Second Grade	113.....	Mrs. Christina Larsen	Food Service Cashier	Cafeteria	TBA
Third Grade	213.....	Mr. Payt Bergert	Building Engineer.....		Mrs. Candi Greathouse
Third Grade	214.....	Mrs. Nina Humes	Custodian #1		Ryan Hubble
Fourth Grade.....	218.....	Mr. Al Fritz	Crossing Guard	Office	Eugene Nofal
Fourth Grade.....	219	Mrs. Beth Betts	Early Learning Teacher	311 Portable.....	Mrs. Kelli Meyers
Fifth Grade	216.....	Ms. Jill Garwood	Early Learning Para Professional.....	311	Ms. Marlee Ellis
Fifth Grade	217	Mr. Mike Fritz	Early Learning Teacher	Portable 310	Ms. Jacey Siniff
Art Teacher	210	Mr. Ryan Fisher/ Mrs. Amy Licher	Early Learning Para Professional.....	Portable	Mrs. Janice Keyes
Music Teacher.....	211	Mr. John Tyler	Early Learning Para Professional.....	Portable	Ms. Kay D'Amico
PE Teacher.....	Gymnasium.....	Mr. Michael McCurry	Early Learning Multi Categorical	Portable	Tricia Baker

PARENT - TEACHER ASSOCIATION (PTA)



The Iowa PTA is the leading volunteer organization in the state working on behalf of the health, education, and welfare of all children. Established in 1900, Iowa PTA continues its efforts to safeguard children. The recent focus has been on parent involvement: helping parents, schools, and communities see the direct benefit parent involvement can have in the lives of children. To do this, the PTA has focused on raising awareness of the importance of parents as the first teachers in the home, as partners with and advocates for public schools, and as the voices for children and children's issues in communities.

PTA MISSION:

- support and speak on behalf of children and youth in the schools, in the community, and before governmental agencies and other organizations that make decisions affecting children;
- assist parents in developing the skills they need to raise and protect their children; and
- encourage parent and public involvement in the public schools of this nation.

PTA OBJECTIVES:

- promote the welfare of children and youth in home, school, community, and place of worship,
- raise the standard of home life,
- secure adequate laws for the care and protection of children and youth,
- bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth, and
- develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

PTA EXECUTIVE BOARD MEMBERS FOR 2016-2017

PresidentKim Prevo kprevo@gmail.com
Vice President ...Elizabeth Deutsch edeutsch@cr.k12.ia.us
SecretaryDarci Jackson..... djackson@cr.k12.ia.us
TreasurerBecky Smith rlohrball@yahoo.com
MembershipBrandon Blankenship... blankenshipbrandon@yahoo.com

FAMILY FUN NIGHTS

August 18th Supply Drop Off 4:00PM-6:00PM
September 30thOutdoor Movie Night 6:30PM-?
October 21st America Reads Day
October 27th Halloween Trunk or Treat 6:30PM-7:30:30 PM
November 18thAll Day Service Projects
January 20th Ice Skating Night 6:30PM-8:30PM
February 14th Winter Classroom Parties
March 11th Super Skate Event 4:00PM-6:00PM
April 21st Breakfast with a Buddy 8:15 AM-9:00 AM
..... Enrichments 9:00AM-12:15 PM
May 19th Spring Carnival 5:30PM-7:30 PM

WAYS TO SUPPORT JACKSON PTA

Become a PTA member
Attend a monthly meeting
Volunteer during the school day or at a PTA event
Contribute to annual fall fundraiser
Purchase SCRIP Gift Cards
Collect box tops, Swiss Valley milk caps and juice pouches, and Hy-Vee receipts.

JACKSON VOLUNTEERS TOUCHING LIVES AND LIFTING SPIRITS

Jackson Families are enthusiastic supporters of their school and are actively involved in their children's education. School volunteers do so much to help make Jackson a great place to learn. There are many ways to join in on the fun. Listed below are just a few of the ways you can be a part of a child's education.

Everyone loves a party!

Three time a year, parents are needed to help with our classroom parties. Planning, organizing, or sending supplies in are all ways to help with the celebrations.

Extra Hands!

We are always looking for extra help in the classroom. Volunteer jobs include tutoring, testing, checking papers, one on one help, or any job that gives our teachers a third, fourth, fifth or even sixth hand.

Books, Books, Books!

Do you like to read? Come in and help spread the joy of reading. Volunteers are needed to work with small groups or individuals, work in the computer lab with our Headsprout program, or just lend a hand in our IMC.

Calling all Sports Fans!

The Jackson Gym will be needing enthusiastic volunteers for a number of our units. Gymnastics, Skating and Jump Rope for Heart all require many volunteers to make these sports fun and safe for our students.

World of Art!

Love art? Be a Picture Presenter. Lead a discussion about a famous artist or painting. Nothing but imagination necessary: no experience or background required in art required. All information is provided for you and you can set your own time.

For more information on these or any other volunteer activities, please contact our volunteer coordinator Ryp Walters.



2016

August

2016

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
	1	2	3	4	5	6
7	8	9	10	11 <i>New Teacher Pre-Service</i>	12 <i>New Teacher Pre-Service</i>	13
14	15 <i>New Teacher Pre-Service</i>	16	17 <i>Teacher Pre-Service</i>	18 <i>Teacher Pre-Service Supply Drop off 4:00PM-6:00PM</i>	19 <i>Teacher Pre-Service</i>	20
21	22 <i>Teacher Pre-Service</i>	23 Day 1 First Day of Classes- Early Dismissal 2:15	24 Day 2	25 Day 3 <i>Thursday Notes Online Updated</i>	26 Day 1 Staff Learning Day – Early Dismissal 2:15	27
28	29 Day 2	30 Day 3	31 Day 1			

THE SCHOOL DAY

SCHOOL HOURS

Our school day runs from **8:55 AM- 3:45 PM**. Students will observe the following schedule:

- 8:30 AM Student arrival, no supervision provided prior to this time
- 8:25AM Students eating breakfast go directly to the cafeteria
Students may deposit money in their lunch account
- 8:45AM Students enter the building
- 8:55AM School Begins
- 3:45PM Students are dismissed

Students may not play on the school grounds before or after school since staff supervision is not provided. In the morning, students should wait quietly at the front entrance until a staff member admits them to the building. Students should leave the playground promptly upon dismissal from school.

ABSENCES AND ATTENDANCE

Regular school attendance and punctuality are strongly encouraged. Parents are asked to call the school office and notify us of a child's absence. The number **558-2210** has been designated as the number to call to report absences. If you have additional information to share with the teacher, you can follow up by contacting the teacher directly. **Please call the attendance line (558-2210) before 8:55 AM.** You can leave a message anytime-Please include your name, your students name, nature of the illness/absents and the return date.

When a student is absent and the office has not been notified, our intention is to reach the parent by phone to determine the status of the student. Doctor and dentist appointments are counted as absences.

Even if the student plans to return after an early morning doctor or dentist visit, a call stating the late arrival is very important as lunch plans need to be made. Any student arriving after **8:55 AM** must check in at the office to get a pass before going to their classrooms.

If a family knows of an extended absence during the school year, arrangements for school work should be made at least one week in advance. Due to the nature of some of the subject areas and the type of learning required, some assignments may not be appropriate to do prior to the planned absence. Parents are asked to contact the office with this information. Absences for vacation purposes are discouraged.

EXCESSIVE ABSENCES

We recognize that attendance can affect achievement and are concerned about the achievement of every student. The Cedar Rapids Community School District has found that elementary students who miss a significant number of days a year often continue to miss a significant number of days a year in the upper grades as well. We want to help young children build good attendance habits now, as those habits will most likely carry on throughout the rest of their school days and beyond.

When examining attendance patterns for excessive absences, we look at whether a child is in school rather than whether a child's absence is excused or unexcused. There are times when absences are impossible to avoid. As a parent/school team, when we find that a child's absences stem from a serious illness, medical condition, etc., we may conclude that improving attendance is not the most important factor in the situation. Rather, the emphasis may be on helping the child get well. On the other hand, if a child misses school on a regular basis, we may conclude that improving attendance is the most important factor in the situation and we need to take steps to improve this.

In either case, we want to be able to communicate with parents regarding their child's attendance. To keep you up-to-date with our attendance records, reminders will be sent home from the office after the third absence in a trimester. An attendance contract will be written and a referral may be made to the District Truancy officer after the tenth absence.

Our objective is to create a sense of community that encourages all students to attend school every day possible. Jackson has a very high number of students that show exemplary attendance. With continued cooperation between home and school, we can help our students become more successful than ever.

INCLEMENT WEATHER

Generally speaking from the months of December to March, all students need to wear boots, a warm winter coat, gloves and something to cover their head for recess. Students will be expected to go outside for the regularly scheduled time unless the wind-chill is below 10 degrees. When the temperature reaches that point students will be kept inside for safety reasons. Conditions such as wind speed, moisture, etc. will also be considered when determining if children will go outside. If the temperature is 0 to +5 degrees the amount of time students are outside may be shortened.

2016

September

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 2 <i>Thursday Notes Online Updated</i> 1	Day 3 Staff Learning Day – Early Dismissal 2:15 2	3
4	5 <i>Labor Day- NO SCHOOL</i>	6 Day 1 <i>SCRIP Ordered PTA Meeting 6:00PM</i>	7 Day 2	8 Day 3 <i>Thursday Notes Online Updated</i>	9 Day 1 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	10
11	12 Day 2 <i>Id al-Adha</i>	13 Day 3	14 Day 1	15 Day 2 <i>Thursday Notes Online Updated</i>	16 Day 3 Staff Learning Day – Early Dismissal 2:15	17
18	19 Day 1	20 Day 2 <i>SCRIP Ordered</i>	21 Day 3	22 Day 1 <i>Thursday Notes Online Updated</i>	23 Day 2 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	24
25	26 Day 3	27 Day 1	28 Day 2	29 Day 3 <i>Thursday Notes Online Updated</i>	30 Day 1 Staff Learning Day – Early Dismissal 2:15 <i>PTA Family Fun Event: Outdoor Movie Night 6:30PM</i>	

EARLY DISMISSAL

When a decision is made to close schools for the day or to delay school because of inclement weather, announcements will be made on local radio and television stations.

Parent/Guardians can sign up to be contacted by the CRCSD list-serve in the case of an early dismissal. Contact the CRCSD Technology Department (<http://ls.cr.k12.ia.us/scripts/lyris.pl?site=crcsd>) for information. Occasionally school is dismissed early for some unforeseen reason, such as a excessive heat or a snow storm. The school has only a limited number of phones and outside lines that prevent students from calling home during these emergencies. Unnecessary calls can greatly hamper dismissal operations. Students need to know where to go and what to do if this should happen.

Please discuss with your child what he/she should do before such an emergency occurs. A written plan kept in the student's backpack may serve as a helpful reminder. Everyone's diligence and cooperation in making written emergency dismissal plans will be a great help to students and office personnel.

DISMISSAL FROM SCHOOL

It is necessary for parents to send a note or make a telephone call requesting students be dismissed during the school day. When parents contact the school by telephone for their child to be dismissed, we may need to verify the call. Please do not be offended, we are only considering your child's safety.

When a student needs to leave school early, he/she must check out in the office. Parents are asked to come into the office to check-out their student. Parent support of this practice will ensure student welfare. Leaving early to attend outside classes or lessons is strongly discouraged.

Students who become ill at school will be dismissed through the office after parents, guardians, or emergency people have been contacted and appropriate arrangements are made. The school will not knowingly release a student to non-school personnel without parent approval.

BUS STUDENTS

Many students are bused to Jackson for regular and special education programs. Buses unload and pick up students on Jackson Drive. Students are under the supervision of staff members during this unloading and pick up process.

All bus students are under the complete supervision of the bus driver and must obey the driver's directions. If a student has a discipline problem on the bus, the driver will issue a bus ticket. Parents are contacted when their child receives a ticket. When a student receives a third ticket, he/she is typically removed from the bus as a consequence. Students receiving additional tickets will be removed from the bus for additional periods of time.

If your student rides the bus and had made plans to go home with another student on his/her bus, a note from both parents is needed. If students do not have a written note or we do not receive a phone call from parents, students will be sent home on their regular bus. Riding home on a different bus is always contingent on there being enough seats for all riders. We ask that you make plans before school as students are only allowed to use phones to set up after school plans in an emergency situation.

Posted in each bus are these rules and reminders:

THANK YOU FOR...

Obeying the driver
Sitting in your seat
Keeping noise to a minimum
Using respectful language and
Your best behavior

REMEMBER THESE...

You pay for damage
No tobacco, drugs, alcohol
No eating, drinking, spitting

RECESS

Since recess is a regularly scheduled part of the school day, students are encouraged to participate in recess activities. Students run or walk the trail before beginning their noon recess. All students are expected to go outdoors unless they have a doctor's excuse.

A note from a physician specifying that a child is to remain indoors is required for a student to stay indoors after three consecutive days.

2016

October

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 <i>Rosh Hashanah Oct 2-4</i>	3 Staff Learning Day – NO SCHOOL FOR STUDENTS	4 Day 2 <i>SCRIP Ordered PTA Meeting 6:00PM</i>	5 Day 3	6 Day 1 <i>Fall Picture Day Thursday Notes Online Updated</i>	7 Day 2 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	8
9	10 Day 3 <i>Columbus Day</i>	11 Day 1 <i>Yom Kippur</i>	12 Day 2 <i>Yom Kippur</i>	13 Day 3 <i>Thursday Notes Online Updated</i>	14 Day 1 Staff Learning Day – Early Dismissal 2:15	15
16	17 Day 2	18 Day 3 <i>SCRIP Ordered</i>	19 Day 1	20 Day 2 <i>Thursday Notes Online Updated Family Conference Night 4:00PM-8:00 PM</i>	21 Day 3 Staff Learning Day – Early Dismissal 2:15 <i>America Reads: Reading is Contagious SCRIP Delivered</i>	22
23	24 Day 1	25 Day 2 <i>Family Conference Night 4:00PM-8:00PM</i>	26 Day 3	27 Day 1 <i>PTA Family Fun Event: Trunk or Treat 6:30 PM Thursday Notes Online Updated</i>	28	29
30	31 Day 2 <i>Halloween</i>				Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS	

PARENT SUPPORT

VOLUNTEER PROGRAM

Jackson has a strong volunteer program. School volunteers support staff and curriculum in several ways. Volunteers are always needed to work with students in small groups or individually in academic areas. Volunteers also do clerical work, tutoring, media task, assist on field trips and assist with the use of the computer. Some volunteers contribute their talents by working on school related projects at home. The volunteer program is organized by a Volunteer Coordinator. If you are interested in volunteering please contact the office.



REPORTING TO PARENTS

The Cedar Rapids Community School District endorses a concept of student assessment, which goes beyond the measurement of academic achievement to recognizing individual differences. It is the responsibility of the district to measure, evaluate, interpret and report subjective and objective data regarding student progress to students and adults with the legal right to the information. In the assessment of the educational and social development of students, the District will consider achievement, aptitude, effort, attitude and responsibility. Such assessments will be provided to Jackson parents through conferences and report cards. Conferences are held twice a year. Report cards are sent home two times during the school year. Parents are encouraged to request a conference in addition to the regularly scheduled conferences if they have concerns about their child.

CLASSROOM VISITS

Parents are always welcome to visit classrooms to see first hand the teaching and learning that is taking place at Jackson. As a professional courtesy and to ensure a productive visit, parents are required to make arrangements with teachers prior to the planned visit. All visitors are requested to stop in the main office prior to a visit in the building to announce their presence and sign in.

There are a few days, however, when school functions better without visitors. Such times are during parties (unless you are helping), assessment days, the first few days of school, days before vacation, and the last week of each trimester.

THURSDAY NOTES ONLINE

Every Thursday important school and PTA information is posted on the Jackson website. Please go to <http://jackson.cr.k12.ia.us/>, and look under Our School Tab for the Thursday updates. Parents should read the updates thoroughly as it contains important information regarding school activities, upcoming events and the monthly lunch menu.

CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT MISSION STATEMENT

To develop world-class learners and responsible citizens.

Jackson Elementary School Mission Statement

To develop independent thinkers and learners who are respectful and responsible citizens as demonstrated by multiple data sources.

2016

November

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 3 1 <i>PTA Meeting 6:00PM</i> <i>SCRIP Ordered</i>	Day 1 2	Day 2 3 <i>Thursday Notes Online</i> <i>Updated</i>	Day 3 4 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	5
6 <i>Daylight Savings Time</i> <i>Ends</i>	Day 1 7	Day 2 8	Day 3 9	Day 1 10 <i>Thursday Notes Online</i> <i>Updated</i>	Day 2 11 Staff Learning Day – Early Dismissal 2:15 <i>Veterans Day</i>	12
13	Day 3 14	Day 1 15 <i>SCRIP Ordered</i>	Day 2 16	Day 3 17 <i>Picture Re-Take Day</i> <i>10:00 AM-1:30 PM</i> <i>Thursday Notes Online</i> <i>Updated</i>	Day 1 18 Staff Learning Day – Early Dismissal 2:15 <i>PTA Fall Service Project</i> <i>Day</i> <i>SCRIP Delivered</i>	19
20	Day 2 21	Day 3 22	23	24 <i>Thanksgiving Day</i>	25	26
			HOLIDAY BREAK			
27	Day 1 28	Day 2 29 <i>SCRIP Ordered</i>	Day 3 30			

HOMEWORK

At the discretion of the teacher certain activities are used as extensions of the school program. These activities would have information gathering, public service, skill building, or general and practical experience benefits.

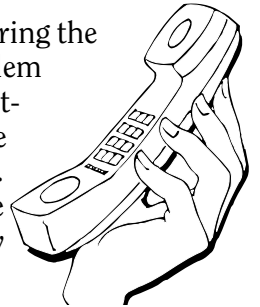
EXAMPLES of such activities are:

- 1) Make-up work after absence,
- 2) Cooperative assignments with family members,
- 3) Extra work in reinforcing basic skills in math, language arts or reading,
- 4) Collecting or reading material for science or social studies classes or projects,
- 5) Making observations of people, places, and things related to any classroom or subject,
- 6) Attending community events or special television viewing related to any classroom or subject,
- 7) Gathering news or any other current information from newspapers and other sources,
- 8) Creative writing work to be done at home, and
- 9) Participating in home or community safety programs.



COMMUNICATIONS

Teachers may contact parents at home or at work during the school day if there is an immediate need to discuss a problem involving their child. Teachers may communicate in writing or through e-mail. Parent calls to teachers should be made from 8:00-8:40 A.M., during specials, or after school. Except for emergencies, calls received during class time will be forwarded and teachers will not be called away from their classroom teaching assignments.



CEDAR RAPIDS SCHOOL BOARD

Regular meetings of the Board of Education are held at 5:00 p.m. on the second Monday of each month, unless otherwise scheduled by action of the Board of Education. Work Session meetings of the Board of Education are held at 5:00 p.m. on the fourth Monday of the month, unless otherwise scheduled by action of the Board of Education. These meetings are always open to the public. The meetings will be held at the Educational Leadership & Support Center, Boardroom, which is located at 2500 Edgewood Road NW in Cedar Rapids, IA. All regularly-scheduled meetings are noted on the District Web site, and submitted for publication to the Cedar Rapids Gazette. You may also call 319/558-2000 for the meeting schedule.

MAKING UP DAYS

When school days are cancelled due to inclement weather or other unforeseen circumstances, school days may need to be made up. Potential make up days are indicated on our school calendar. Parents are encouraged to take these potential days into consideration when planning early summer vacations to eliminate any potential conflict in schedules

2016

December

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
				Day 1 <i>Thursday Notes Online Updated</i> 1	Day 2 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i> 2	3	
4	Day 3 5	Day 1 <i>SCRIP Ordered</i> <i>PTA Meeting 6:00 PM</i> 6	Day 2 7	Day 3 <i>Thursday Notes Online Updated</i> 8	Day 1 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i> 9	10	
11	Day 2 12	Day 3 <i>SCRIP Ordered</i> 13	Day 1 14	Day 2 <i>Thursday Notes Online Updated</i> 15	Day 3 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i> 16	17	
18	Day 1 <i>SCRIP Ordered</i> 19	Day 2 20	Day 3 <i>SCRIP Delivered</i> 21	Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS <i>Thursday Notes Online Updated</i> 22	23	24	
Christmas 25	HOLIDAY BREAK					<i>December 24-January 1 Hanukkah</i>	31

SCHOOL PROGRAMS

FOOD SERVICES

Breakfast and hot lunch are available at Jackson. Menus are published and sent home with students each month. Sack lunch will be served on “Early Dismissal” days. Money is deposited into an account created for each child and a computerized system deducts money from the child’s account as they receive their food. Applications are available in the office for free or reduced meals.

BREAKFAST AND LUNCH PRICES FOR 2015-2016

	Breakfast	Lunch
Elementary School	\$1.65	\$2.60
Middle School	\$1.75	\$2.70
High School	\$1.75	\$2.70
Reduced Student	\$.30	\$.40
Adult	\$2.00	\$3.50
Carton of Milk	\$.50	\$.50

BREAKFAST PROGRAM

Breakfast is served daily from 8:25 AM -8:45AM. Students participating in the breakfast program do not need to arrive earlier than 8:25 AM. Students are expected to be in their rooms by 8:55

LUNCH PROGRAM

Each class goes to lunch on a rotating schedule. Students going home for lunch will be dismissed at that time. We require written permission from the parents if a student is to go home for lunch.

Students are served their main course and have the opportunity to take “choices” from the rest of the menu. Students are expected to take and taste at least one “choice” item. Kindergarten students will have “choices” after becoming accustomed to the lunchroom routine.

Students who do not want to participate in the hot lunch program because of individual preferences are encouraged to bring cold lunch from home. School personnel will honor parental discretion concerning what a student brings in their lunch from home.

Milk is available for purchase in the cafeteria. Nutritious beverages or water are encouraged. Pop is not allowed for a student’s lunch. For students that are lactose intolerant and need to be provided juice as a substitute, we need a note from a physician verifying the need. This note is kept on file and shared only with our Food and Nutrition auditors. Without a note it is a requirement that milk be provided with each school lunch.

The cafeteria cashier will send a written reminder when parents need to send additional lunch money. Please send the money to school the following day if possible. If charges get to be excessive, phone calls will be made to parents to ask for payments.

Parent support is needed in teaching and reinforcing good table manners. In trying to create a pleasant atmosphere in the cafeteria, teachers and supervisors will be teaching and reinforcing that students use quiet voices, keep hands in their own space, use appropriate language and gestures, and remember common courtesies at the lunch table. Parental reminders with manners are appreciated by the Jackson staff and will help efforts to create a very pleasant lunch climate for all students, staff and visitors.

MEAL CHARGES

There may be times when a student may not remember to bring his/her lunch money. In an effort to be sure students are fed while this miscommunication is cleared up, the district will allow charges of any combination of breakfasts and/or lunches up to a value of \$10. Once the \$10 charge limit is reached, the district will arrange for a substitute meal to be served. A substitute sandwich, such as peanut butter or cheese will be served for lunch and toast will be served for breakfast, until charges are paid in full. Allergies will be taken into consideration when these sandwiches are being prepared. Balance letters for those accounts less than \$5.00 will be sent home with the student on a weekly basis to help keep parents current with their child’s account balance.

MEDIA CENTER

The Media Center supports the curriculum and enriches the children’s learning experiences. The Media Specialist and Media Secretary assist students and teachers in locating and using the resources of the Media Center. Parent volunteers also provide clerical and instructional support.

The Media Center contains a large collection of books, audio-visual materials, computers, and computer software. Materials are available to students, staff, and parents for check out. There are no fines for overdue materials; however, each child is expected to assume responsibility for returning materials on time. When an item is damaged or lost, it is necessary to ask for payment so that a replacement can be purchased.

2017

January

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 HOLIDAY BREAK	3 Day 1 Classes Resume PTA Meeting 6:00PM	4 Day 2	5 Day 3 Thursday Notes Online Updated	6 Day 1 Staff Learning Day – Early Dismissal 2:15	7
8	9 Day 2	10 Day 3 SCRIP Ordered	11 Day 1	12 Day 2 Thursday Notes Online Updated	13 Day 3 Staff Learning Day – Early Dismissal 2:15 SCRIP Delivered	14
15	16 Staff Learning Day – NO SCHOOL FOR STUDENTS Martin Luther King's Birthday	17 Staff Learning Day – NO SCHOOL FOR STUDENTS	18 Day 1 Begin 2nd Semester	19 Day 2 Thursday Notes Online Updated	20 Day 3 Staff Learning Day – Early Dismissal 2:15 PTA Family Fun Event: Ice Skating 6:30-PM-8:30 PM	21
22	23 Day 1	24 Day 2 SCRIP Ordered	25 Day 3	26 Day 1 Thursday Notes Online Updated	27 Day 2 Staff Learning Day – Early Dismissal 2:15 SCRIP Delivered	28
29	30 Day 3	31 Day 1				

SCHOOL COUNSELOR

The elementary school counselor works with academic and developmental needs of all students. Prevention is the foundation for a comprehensive counseling program. Services delivered by the counselor range from developmental lessons in the classroom to small group or an individual focus. The counselor can also form a helping relationship with a student through responsive services. Teachers, parents, and administrators may refer a student to the counselor. Parents of students who work with the counselor receive contact from the counselor. Parents of drop-in contacts do not necessarily receive this contact from the counselor.

PARRT

All Jackson students, staff and parents are encouraged to strive constantly to live by the following PARRT expectations:

Personal Best
Active Listening
Respect
Responsibility
Trustworthiness



PROGRAM FOR ACADEMIC AND CREATIVE TALENT (PACT)

The elementary school PACT department provides advanced learning experiences for high ability students. PACT Resource Specialists serve the schools on a rotating schedule, offering students the opportunity to participate in challenging activities in such areas as science, humanities, mathematics, and language arts. ACE, Prime Time and PACT are the three programs offered in our elementary buildings.

ACE (KINDERGARTEN & 1st GRADES) ACE (Academic Challenge Experiences) is a kindergarten and first grade program. The ACE program manager will visit all kindergarten and first grade classrooms a minimum of four times throughout the school year. Lessons will focus on and develop the student's ability to think creatively, critically, logically and to problem solve. Data collected will be used by the classroom teacher and PACT department to aid in determining the need for extensions and future programming.

PRIME TIME (2nd & 3rd GRADES) Prime Time is a demanding academic program that serves second and third grade students. Students selected for Prime Time have demonstrated potential in a specific intellectual area. There will be opportunities for enrichment in the fall for 2nd grade students in the fall. All students in 2nd grade are screened in January. All students in 3rd grade are screened in September and January. Students are selected for this program based on the results of the screening activity, district assessments and teacher observations. Those students selected will meet with the PACT Resource Specialist weekly.

PACT (4th & 5th GRADES) PACT provides challenging curriculum experiences for high ability students in fourth and fifth grade. Multiple criteria will be used to select students for PACT classes. Criteria include: PACT unit screening scores, achievement tests, ability tests and teacher observations. Students selected will meet with the PACT Resource Specialist weekly.

2017

February

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 2 1	Day 3 2 <i>Thursday Notes Online Updated</i>	Day 1 3 Staff Learning Day – Early Dismissal 2:15	4
5	Day 2 6	Day 3 7 <i>PTA Meeting 6:00PM SCRIP Ordered</i>	Day 1 8	Day 2 9 <i>Thursday Notes Online Updated</i>	Day 3 10 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	11
12 <i>Lincoln's Birthday</i>	Day 1 13	Day 2 14	Day 3 15	Day 1 16 <i>Thursday Notes Online Updated</i> <i>Family Conference Night 4:00PM-8:00 PM</i>	Day 2 17 Staff Learning Day – Early Dismissal 2:15	18
19	Day 3 20 <i>President's Day Washington's Birthday</i>	Day 1 21 <i>SCRIP Ordered Family Conference Night 4:00PM-8:00 PM</i>	Day 2 22	Day 3 23 <i>Thursday Notes Online Updated</i>	24 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS <i>SCRIP Delivered</i>	25
26	Day 1 27	Day 2 28				

ETCETERA

FIELD TRIPS

Field trips are arranged to supplement and enhance the learning experiences of children. At registration, an authorization applying to all field trips will be provided to parents to sign. Based on school board policy, the school will not seek written parent permission for each field trip. Teachers will still notify parents about details each time a field trip is to occur. Parent volunteers are often needed on field trips. Transportation for field trips will be by school bus, private vehicle, or city bus.

CLOTHING

The selection of clothing for school is a parent/student responsibility. Classroom clothing should be appropriate for active work and play. Clothing must not interfere with the normal operations of school activities or cause disruption of any sort.

Students are not permitted to wear hats, caps or hoods inside the building. Appropriate modeling by parents will encourage students to follow this rule.

The physical growth and development of the students should help to determine the types and styles of clothing to be worn. What may be suitable for primary students might not be appropriate to those in fourth and fifth grade. (example Tank tops, bike pants, etc..)

T-shirts and sweatshirts with acceptable slogans, messages, and/or pictures may be worn. Advertisements and/or slogans for products illegal for children are not acceptable at school.

All items of clothing are the responsibility of the student. Outerwear (coats, gloves, snowpants, etc.) should be marked with the student's first and last name.

Any sign, symbol, or statement on clothing that discriminates against race, creed, color, national origin, age, disability, sex, or religion will not be allowed.

GYM SHOES

Students need to wear rubber soled shoes to PE class. Proper footwear will ensure safety and enhance performance. Students wearing sandals, clogs, etc. to school should bring the proper shoes to change into before PE class.

LOST AND FOUND

Lost and found articles are placed in tubs available to parents and students. Parents and students are urged to check the tubs for lost articles. Every effort will be made to return lost items to their owner. Proper marking of clothing and other articles is essential. Clothing left over at the end of each semester are provided to needy families through civic organizations.

SCHOOL PARTIES

There are three parties for students planned during the year: Fall, Winter, and Valentine's Day. The teacher and homeroom parents should have an understanding of who will furnish the treats and how much will be expected. Students can be excused from participation in school parties upon written request from the parents. Parents who are helping with parties should arrange for younger siblings to be left with a day care provider. Classroom parties are for the school-aged child. The younger siblings often get caught up in the excitement of the party and remove the focus from the school-aged child.

FLOWERS OR BALLOONS DELIVERED TO SCHOOL

On occasion, a parent wants to honor a child with flowers or balloons and sends these to school. Our procedure in handling this is designed to limit the number of students that observe a student with the flowers or balloons. We have found that other students feel left out or unappreciated when one student gets acknowledged in this manner. Since actions such as this can easily disrupt the sense of community that is vital to each classroom's learning environment, the flowers or balloons are kept in the office and students are sent to the office at the end of the day to take possession of them. Students do not take the flowers or balloons back to the classroom but instead take these with them as they leave the building.

2017

March

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 3 1	Day 1 2 <i>Thursday Notes Online Updated</i>	Day 2 3 Staff Learning Day – Early Dismissal 2:15	4
5	Day 3 6	Day 1 7 <i>SCRIP Ordered PTA Meeting 6:00 PM</i>	Day 2 8	Day 3 9 <i>Thursday Notes Online Updated</i>	Day 1 10 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	11 <i>PTA Family Fun Event: Super Skate 4:00PM-6:00PM</i>
12 <i>Daylight Savings Time Begins</i>	13	14	15	16	17	18
SPRING BREAK/HOLIDAY						
19	Day 2 20	Day 3 21	Day 1 22	Day 2 23 <i>Thursday Notes Online Updated</i>	Day 3 24 Staff Learning Day – Early Dismissal 2:15	25
26	Day 1 27	Day 2 28 <i>SCRIP Ordered</i>	Day 3 29	Day 1 30 <i>Spring Picture Day Thursday Notes Online Updated</i>	Day 2 31 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	

PRIVATE HOME PARTIES

Home party invitations will not be distributed at school unless the whole class is being invited. This will help avoid hurt feelings of students not receiving invitations.

ANIMALS AT SCHOOL

Permission from the classroom teacher or principal must be given before any person may bring an animal to school. Due to the severe allergies of some students bringing animals inside the building is discouraged. Animals are not allowed in front or behind the building during arrival and dismissal.

TELEPHONE USE

Students must obtain permission from their teacher before using the telephone. Students are asked to make their after school plans with their parents prior to leaving home for school that morning.

MONEY

No money is to be collected from students for any purpose without the approval of the principal. School staff members can not be responsible for a student's lost money.

SELECTED STUDENTS DELIVERED TO SCHOOL OR PICKED UP IN LIMOS

On occasion, a parent (or group of parents) decides to have selected students delivered to school or picked up in a limousine. Our procedure for handling this is designed to limit the number of students that observe participating students. We have found that other students feel unappreciated and left out when such an event occurs. Since actions such as this can easily disrupt the sense of community that is vital to each classroom's learning environment, we ask that parents refrain from delivering selected students to school or to be picked up in a limousine. Limousine drivers will be turned away from the school driveway and passengers will have to unload or load on Jackson Drive.

WATER BOTTLES/DRINKS

Students are allowed accessibility to water in the classrooms via drinking fountains and water bottles.

CONSUMABLE MATERIALS FEE

A \$28.00 consumable materials/book fee is assessed on each student to cover the cost of curriculum materials and related educational expenses. This fee can be paid at Jackson or online at [Http://www.schoolcashonline.com](http://www.schoolcashonline.com) at the start of each school year. Families qualifying for free or reduced lunch are eligible for a waiver or reduction of these fees. For a waiver application stop by the office or apply on line at

<http://www.cr.k12.ia.us/departments-services/food-and-nutrition/>.

In the event your check is returned it will be represented electronically along with a state fee.

SCHOOL SUPPLIES

A supply list is included with the end of the year progress reports. Additional supply lists may be obtained from the office.

LOCKERS/STORAGE FOR PERSONAL BELONGINGS

All personal belongings brought to school are the responsibility of the student. For storage of clothing and school supplies, Jackson offers open lockers where each locker is generally shared with another student. Items stored in lockers should be permanently marked with the student's first and last name. These items include clothing, lunch boxes, school bags, etc.

Students are discouraged from leaving valuables or personal items in their lockers. If it is necessary to bring valuables to school, they should be given to the teacher or office for safe keeping. Lockers cannot be monitored constantly and if items are missing, the school district will not be responsible for their replacement. The principal or classroom teacher will make every attempt to have the missing items returned to their owner.

YOUTH GROUPS

Cub Scouts, Boy Scouts, Brownies, Girl Scouts, and Campfire Girls and Boys are groups which meet at Jackson or in Jackson homes. If your child is interested in membership, contact present members for the leader's name and phone number.

2017

April

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						1	
2	Day 3 Iowa Assessment Window Opens	Day 1 PTA Meeting 6:00 PM	Day 2	Day 3 Thursday Notes Online Updated	Day 1 Staff Learning Day – Early Dismissal 2:15	8	
9	Day 2 Jewish Passover April 10-18th	Day 3 SCRIP Ordered	Day 1	Day 2 Thursday Notes Online Updated	Day 1 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS SCRIP Delivered Iowa Assessment Window Closes	15	
16	Day 3	Day 1	Day 2	Day 3	Day 1	22	
Easter Orthodox Easter	BOOK FAIR WEEK					Thursday Notes Online Updated	Staff Learning Day – Early Dismissal 2:15
23	Day 2	Day 3 SCRIP Ordered	Day 1	Day 2 Thursday Notes Online Updated	Day 3 Staff Learning Day – Early Dismissal 2:15 SCRIP Delivered	29	
30							

PTA Family Fun Events:
Breakfast with a Buddy
8:15 AM-9:00 AM
Student Enrichments
9:00 AM-12:15 PM

BIKE SAFETY

Parents are asked to assume responsibility for their student's bike safety readiness and bike maintenance. Students below Grade 3 are discouraged from riding a bike to and from school. All bike riders at Jackson should wear a helmet, follow the bike safety and courtesy rules listed below:

1. Walk bikes at all times anywhere on school grounds. Walking means both feet on the ground, not straddling a bike, not coasting scooter-style.
2. When riding in the streets, students must ride single file on the right hand side of the street about an arm's reach from the curb.
3. Bicyclists must obey all traffic signs and yield to pedestrians.
4. Bike riders should park, lock, and leave their bike at the rack on the east side of the building immediately.

Consequences for not following these may include loss of bike riding privileges, having the bicycle held at school for a parent to pick up, meeting with the principal and parents to review bike safety expectations, or meeting after school for one or more days to review bike safety lessons with staff or the principal. Use of Scooter, skateboards, inline skates or hee-lies is prohibited on any school property on the advice of the school districts safety committee and the district insurance advisor.

TOYS AT SCHOOL

Games and equipment are supplied by Jackson for recess use. Many students bring stuffed toys, radios, Nintendo games, etc. on the bus to amuse themselves. Students are instructed to leave these in their backpacks during school hours. The school will not be responsible for lost or damaged items when brought to school.



CROSSING GUARD

An Adult crossing guard will be on duty between 8:20AM-8:50AM and 3:45PM- 4:20PM on the corner Wiley and M AVE.

JACKSON SCHOOL BOUNDARIES

The boundaries that are being used as of the 2004-2005 school year can be described as follows: F Avenue north on Edgewood Road to 42nd Street. Go west on 42nd Street to Greenbranch Lane across the Cedar River to Fletcher RD. Go west on Fletcher RD to the western boundary of the school district and then south to Ellis Road. Follow Ellis RD east to F Avenue to Edgewood RD.

CLASSROOM ASSIGNMENTS

Factors such as achievement level, gender, and social maturity are taken into consideration when assigning students to classrooms for the coming year. Every effort is made to form heterogeneous groups which will enable students to work together with the teacher in academics as well as in social pursuits.

Since education is our main concern, keeping friends together is not a priority. In fact, it is hoped that changes can be made each year, providing students with the opportunity to work and play with a variety of students and to form new friendships yearly.

Students with special needs (learning, behavior, etc.) will be given as much special consideration as possible. The staff, counselor, and principal should be aware of these specific needs due to their contact with the student. Parental input regarding circumstances of which the staff is not aware is appropriate. This input needs to be in writing and submitted to the principal **by April 30th**.

Parents input regarding circumstances of which the staff is not aware is appropriate. This input needs to be in writing and submitted to the Principal by April 30th.

STUDENT VISITORS

Any child of elementary school age wishing to visit school may be permitted to stay for up to two hours after receiving prior approval of the principal. Parents of the visitor need to call a day in advance so the teacher can anticipate receiving a visitor. Student visitors are discouraged during the first and last week of school and on a day proceeding a holiday.

2017

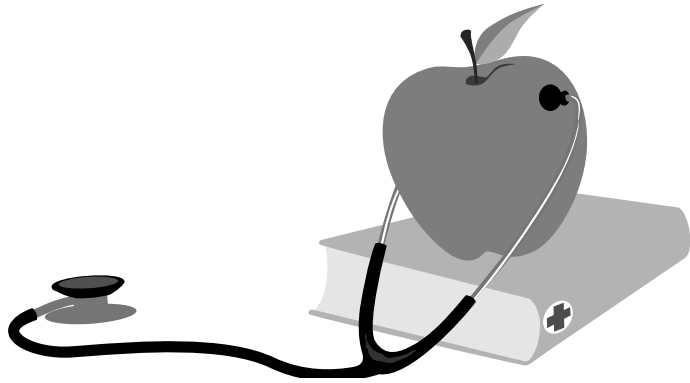
May

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Day 1 1	Day 2 2 <i>PTA Meeting 6:00 PM</i>	Day 3 3	Day 1 4 <i>Thursday Notes Online Updated</i>	Day 2 5 Staff Learning Day – Early Dismissal 2:15	6
7	Day 3 8	Day 1 9 <i>SCRIP Ordered</i>	Day 2 10	Day 3 11 <i>5th Grade Fun Run 9:00 AM Thursday Notes Online Updated</i>	Day 1 12 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	13 <i>Lace Up For Learning</i>
14 <i>Mothers Day</i>	Day 2 15	Day 3 16	Day 1 17	Day 2 18 <i>Thursday Notes Online Updated</i>	Day 3 19 Staff Learning Day – Early Dismissal 2:15 <i>PTA Family Fun Event: Spring Carnival 5:30 PM</i>	20
21	Day 1 22	Day 2 23 <i>SCRIP Ordered</i>	Day 3 24	Day 1 25 <i>Orthodox Ascension Thursday Notes Online Updated</i>	Day 2 26 Staff Learning Day – Early Dismissal 2:15 <i>SCRIP Delivered</i>	27
28	29 <i>Memorial Day- NO SCHOOL</i>	Day 3 30	Day 1 31			

HEALTH INFORMATION

The school should be informed of students' significant health conditions. This information should be written in the space provided on the Student Emergency Card at the beginning of the school year. The information will be shared with school staff that needs to know about your child's condition. If the condition requires special adjustments in the school environment, the school nurse should be contacted. Any changes in student health status during the year should be communicated to the school nurse or health secretary.



CELL PHONES

Cell phones must remain in student backpacks and on vibrate during the school day. Using cell phones to take photos, play games, text or access any internet based sites during school hours is prohibited. The School is not responsible for lost or damaged cell phones or electronic devices.

PEDESTRIAN/AUTOMOBILE SAFETY

To ensure student safety all drivers are strongly urged to follow these guidelines:

- Students must be picked up on the sidewalk side of the horseshoe drive in the triangle area. Students are not to walk through or across the school drive at any time. They must use the crosswalk by the entrance or exit point.
- All drivers waiting for passengers after school are asked to wait in a line of cars circling around the east parking lot. Students will wait in the triangle area in front of the building as each car pulls up and loads. This process will continue until all students have been safely loaded.
- Do not park cars in front of the building at dismissal time. If you need to come into the building you should park in the east parking lot or on a side street.

2017

June

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 <i>LAST DAY OF CLASSES - Early Dismissal 2:15 Thursday Notes Online Updated</i>	2 <i>Staff Learning Day – NO SCHOOL FOR STUDENTS</i>	3
4	5 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	6 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	7 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	8 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	9 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	10
11	12	13	14 <i>Flag Day</i>	15	16	17
18 <i>Father's Day</i>	19	20	21	22	23	24
25	26	27	28	29	30	

JACKSON SCHOOL BEHAVIOR MANAGEMENT INFORMATION

The Jackson staff views discipline as a teaching and learning opportunity. Jackson Currently uses a computer system (SWIS) to track problem behaviors and communicate effectively with parents. If a student receives an office referral, a form will be sent home and a phone call will be made to inform the parent. Parents' signatures are requested on forms as acknowledgement of receiving the information. Typically, only Major Behaviors are referred to the office.

Office Referral Definitions:

<u>Major Problem Behavior</u>	<u>Definition</u>
Abusive language	Verbal messages that include swearing, name calling or use of words in an inappropriate manner that are disruptive to the learning environment
Overt Defiance	Refusal to follow directions, talking back and/or socially rude interactions.
Disruption	Behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing.
Physical Aggression	Actions involving serious physical contact where injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).
Theft/Forgery	Student is in possession of, having passed on, or being responsible for removing someone else's property. (Significant value)
Harassment	Student delivers repeated disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures or written notes. Examples may include negative comments based on race, religion, gender, age, sex and disabilities and/or ethnic origin.
Property Damage	Student participates in an activity that results in substantial destruction or disfigurement of property.
Other	Problem behavior causing this referral is not listed above. Staff using this area will specify the problem behavior observed.

PBIS (POSITIVE BEHAVIOR INTERVENTION SUPPORT)

The goal of PBIS is to create a consistent, predictable, safe and positive school environment where all students can thrive. Teachers, paras, kitchen staff, custodians and secretaries will all receive training in the model. This type of consistency supports students of all grade levels with their behavioral growth and rewards appropriate behavior by reinforcing appropriate choices.

2017**July****2017**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 <i>Independence Day Holiday-No School All District Offices Closed</i>	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

RESPECTFUL, RESPONSIBLE, & READY ON THE PLAYGROUND

To assist with supervision and social learning the Positive Behavior Support team has developed procedures. Boundaries are established and students begin recess by completing the “modified trail”. Students are expected to stay within the grass boundaries and off the hill areas enclosed by walls. Students follow the adult guide for any changes we occasionally do three laps around the blacktop before starting the playground activities. At the completion of recess, students line up following the supervisors signal to return to the building.

- Respect is...
 - Following adults directions and notifications (blacktop only, blacktop and woodchip)
 - Use kind words
 - Show good sportsmanship
 - Follow game rules as taught in PE class (soccer, lightening, nukem, hosse, four square, funnel ball, and tetherball)
 - Use equipment provided by school (equipment from home is not necessary)
 - Respect is not...
 - Arguing with adults when areas are closed due to weather
 - Throwing objects or snow or physically tackling or piling on others
- Responsible is...
 - Staying in boundaries and using equipment in proper areas
 - Asking for permission to return to the building
 - Limit running to the grassy areas and tag games to the hosse court
 - Responsible is not...
 - Hanging from nets, hoops, or soccer goals or kicking the four square balls
 - Playing tag on playground equipment
- Ready is...
 - Walking inside the building and outside the building
 - Wear appropriate clothing (jackets and appropriate footwear)
 - Being careful during the trail or 3 laps on the blacktop



Schools play an important role in promoting and maintaining their students' health. Healthy students are better learners. But schools can't do it alone. Parents are the other crucial half of the equation to provide the healthy start that kids need to thrive in the classroom and in life.



Look for the **LiveWellness** logo throughout the district for examples of how we help your child stay healthy, strong and ready to learn.



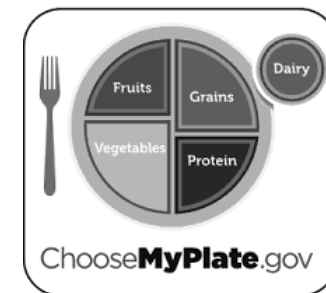
All school districts are required to have a wellness policy. Cedar Rapids Community Schools Wellness Policy can be found on our district website. Here's what our commitment to wellness looks like:

Our school will:

- Provide health education, including nutrition, in the curriculum
- Provide multiple opportunities for physical activity to meet or exceed the Healthy Kids Act requirements (30 min/day for Elementary Schools, 120 min/week for Middle & High Schools)
- Serve school meals that reflect the Dietary Guidelines for Americans, model appropriate portion sizes and provide a well-balanced meal
- Discontinue using unhealthy foods for fundraisers
- Ensure all food and beverages made available during the school day (including snacks) meet District Nutritional Guidelines
- Require that students are physically active during the majority of time in physical education class
- Celebrate events involving food not more than one time each month (check with your school to see how birthdays are recognized)
- Discontinue using food/food coupons as rewards or incentives
- Ensure physical activity is not used for or withheld as a punishment

To support wellness in our schools, families will:

- Send food items for classroom celebrations only when requested by school staff
- Follow the District Nutritional Guidelines when providing meals/snacks (unhealthy treats will not be distributed)
- Help plan and support fundraising events that do not involve food



For more information, visit www.cr.k12.ia.us/our-district/wellness/. The District Wellness Policy can be found in the District Notifications section of the handbook.


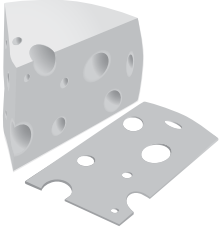

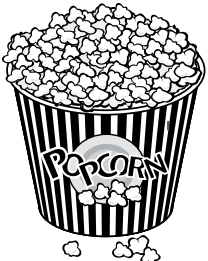

Want to get involved? Join your School Wellness Council or the District Wellness Council.

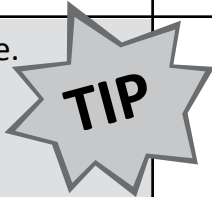
If you have questions about district wellness efforts, please contact Stephanie Neff, Health and Wellness Supervisor at 319.440.6647 or sneff@cr.k12.ia.us.

HEALTHY SCHOOL SNACKS

Cedar Rapids Community School District

Snacks play a major role in a child's diet and provide a valuable opportunity for nutrition education. Healthy snacks are important to providing good nutrition and supporting lifelong healthy eating habits

<p>Fruits:</p> <ul style="list-style-type: none"> • Fresh fruit-whole or sliced • Assorted fruit salads • Dried Fruits • Applesauce • Individual fruit cups (packaged in juice) • 100% Fruit Juice • 100% Frozen Fruit Bars 	<p>Low Fat Dairy/Protein:</p> <ul style="list-style-type: none"> • String Cheese or Cheese Cubes • Yogurt • Cottage Cheese • Deli Meat • Sunflower Seeds • Pepita/Pumpkin seeds 
<p>Vegetables:</p> <ul style="list-style-type: none"> • Raw Vegetables Simple kid-friendly examples: Baby Carrots, Broccoli, Cauliflower, Snap Peas, Sliced Peppers, Celery • Dehydrated Vegetables <ul style="list-style-type: none"> • Vegetable Chips, Chickpeas • Edamame (Soybeans) 	<p>Whole Grains:</p> <ul style="list-style-type: none"> • Crackers • Low Sodium Pretzels • Pita Chips • Popcorn • Low Fat Granola Bars • Baked Corn Tortilla Chips • Animal Crackers • Graham Crackers 
<p>Snack tips</p> <ul style="list-style-type: none"> • Snack on fruit and vegetables whenever possible. • Select appropriate portion sizes. • For food safety select sealed and prepackaged snack items. • Combine protein and fiber for a satisfying snack. 	<p>Drinks:</p> <ul style="list-style-type: none"> • Water • Low Fat or Fat Free Milk • 100% Fruit/Vegetable Juice 
<p>Dip Ideas: Hummus, Salsa, Bean dip, Honey Mustard, Yogurt based dips</p>	



The provided list is not all inclusive. Reference CRCSD Nutritional Standards for specific guidance.



Get connected with Canvas

What is Canvas?

Canvas is the Cedar Rapids Community School District learning management system. It is a classroom tool used to communicate with students and parents and has the ability to add online interactive elements to the classroom with discussions, assessments and assignments.

Family Accounts

As parents and family members you can create your own Canvas account to observe and interact with your students courses. Canvas allows you to select multiple communication methods, emails, text, and twitter, all within the same account and determine how often each of those methods is contacted. Canvas also has an app in the iOS and Android app stores that you can receive push notifications directly to your phone or tablet.

For details, documentation and videos on creating and using your Canvas account visit

<http://www.cr.k12.ia.us/departments-services/canvas-parent-login/>

or

www.cr.k12.ia.us

Canvas

Parent Login



<http://snap.vu/1g9e>

CRISIS RESPONSE

The following procedures have been established for a crisis situation if there is a need to move students from our building or if a crisis occurs while students are away from our building:

- Fire
- An unsafe building
- School bus accident
- Accident at the Duane Arnold Energy Center

We hope that by sharing the following information we will be better able to assist in reuniting you with your child during these tense situations.

FIRE

In the event of a fire we will be evacuating the building and moving all students and staff to the west-end of Jackson Park. From there, we will determine whether it is safe to re-enter the building.

UNSAFE BUILDING

In the event that Jackson is declared unsafe to re-enter, we will be busing students to **HOOVER ELEMENTARY SCHOOL**. Students will be housed in the gymnasium and parents will be directed to go to the cafeteria where staff will assist in reuniting students with their parents.

In the event that the threat is issued to all district buildings, students will be relocated to **Church of the King** 3750 F Ave NW.

NO STUDENTS WILL BE RELEASED TO AN ADULT OTHER THAN THEIR PARENT WITHOUT WRITTEN PERMISSION. Bus routes will be used to return students to their home if this is deemed appropriate.

SCHOOL BUS ACCIDENT

In the event that there is an accident en route to school or on the way home from school, we will call the parents of the injured students to inform them of their child's condition.

In the event that there is a bus accident that causes personal injuries to students and/or staff during a field trip, the school principal and/or administrators from the ESC will travel to the accident to get immediate details and provide assistance. These people will remain with the students until parents are reunited with their children.

ACCIDENT AT THE DUANE ARNOLD ENERGY CENTER

We have been assured that there will be hours of advanced warning provided to our community if there is even the slightest possibility of this occurring while school is in session. In the event that there is an accident at the Duane Arnold Energy Center while school is in session, our students will be relocated to the **AMANA MIDDLE SCHOOL** in Amana, Iowa.

Students will be reunited with their parents in Amana using the same procedure as an "Unsafe Building."

SPECIAL PROCEDURES ESTABLISHED FOR THE PORTABLE CLASSROOM:

A portable classroom building was added to the Jackson campus during the summer of 1999. At this time the portable building is used to house before and after school programs. Extra precautions have been implemented due to the possible dangers associated with a portable:

- Students will be escorted from the portable into the main building when threatening weather is expected or a tornado warning is received.
- Each classroom in the portable has a telephone for the purpose of receiving calls directed to or from the office.
- A fire extinguisher has been installed in each classroom.



**Cedar Rapids
Community School District**

Excellence for All

Non-Discrimination Policy

It is the policy of the Cedar Rapids Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (employment only), marital status, sexual orientation, gender identity, and socioeconomic status (students/program only) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. District employees with questions or a grievance related to this policy should contact the Executive Director of Human Resources, 319-558-2000. Students and others should contact Ken Morris, Jr., Manager of Student Equity, 319-558-1504; kmorris@cr.k12.ia.us. The District mailing address is 2500 Edgewood Rd NW, Cedar Rapids, IA 52405-1015.