

Wilson Elementary School

2018-2019 Student & Parent Handbook



Wilson Wolverines

Principal: Tabitha Bruegeman
Counselor: Teresa Goicoechea
Secretary: Veronica Lopez
Attendance Clerk: Kayla Valle

Superintendent of Caldwell School District: Dr. N. Shalene French

School Hours: 8:50 a.m. – 3:30 p.m.

8:15 am = Students may arrive/enter for breakfast

8:50 a.m. bell = Line Up

8:55 a.m. bell = Tardy

3:30 p.m. bell = Dismissal

2:00 p.m. = Wednesday PLC Dismissal

1:30 p.m. = Quarterly Early Release on 10/13, 12/22, 3/15, 5/24

Preschool Hours: (morning session) Mon, Tues., Thurs. - 8:30-11:15 Wed. 8:30-10:30
(afternoon session) Mon. Tues, Thurs, 12:30-3:30 Wed. 12:00-2:00

Like or Follow Us Online:

Facebook: www.facebook.com/Woodrow-Wilson-Elementary

Website: <http://wil.caldwellschools.org/>

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Visitors

For safety reasons, any time a parent or other visitor comes to school they are first to check in at the office. They will be provided a visitor's pass before going to the classroom or another area in the school.

2018-2019 Wilson Elementary School Faculty

Mrs. Tabitha Bruegeman, Principal

Counselor

Teresa Goicoechea

Secretary

Veronica Lopez

Attendance Clerk

Kayla Valle

Health Aides

Lachelle Klosterman,
Heather Jacobson

Developmental and P-16

Pre-K Teachers

Beth Glaser (Teacher)

Lisa Wollum (Teacher)

Jennifer Porter (Aide)

*This PK program is a collaboration with
CSD and the YMCA.

Head Start Pre-K

Program

Stacey Martin (Teacher)

Cristina Meza

Loretta Brantner & Jennifer Peterson

*This Head Start program is a collaboration with CSD and
WICAP Head Start.

Migrant Pre-K

Sulema Balsadua

Amarrilys Reyes

Narda Reyes Gonzalez

Kindergarten Teachers

Kathleen Vadapalli

Jordan Curry

Kristin Svinth

Nichole Fogle (Assistant)

First Grade Teachers

Stacy Mitchell

Christina Huck

Katie Humphris

Keelee Babcock

Second Grade Teachers

Barb Dickens

Kelly Rimbey

Katy Robinson

Astrid Ferrell

Third Grade Teachers

Brian Coe

Irene Benkert

Breann Rodriguez

Aubree Newman

Fourth Grade Teachers

Nikki Carter

Courtney Ellis

Angelina Zeimantz

Fifth Grade Teachers

Deb Peterson

Missy Langan

Afton McSherry

Music/Choir

Brittney Morken

Physical Education Teacher

Michelle Humberger

Special Ed./Extended Resource

Melissa Blood

Jordan Bunn

Cara Call

ENL/ELL Teacher

Clare Krewer

Custodians

Glenn Peter

Paul DeCoux

Instructional Coach

Jessica Nelson

Occupational Therapy

Tamara Bergen

Doug Burkland Kris Wallin

Speech Therapist/Assistant

Kelly Howard

Rachel Rogers (Assistant)

Media Center

Melanie Farrell

Computer Lab

Meliah Martin

School Psychologist

Kim Jeffrey

Education Assistants

Kristen Jarboe Faith Teach, Allison Bischoff

Erin Bowles Rachel Ibarra

Jill Tristan, Morgan Crossley

Lunchroom Staff

Sharri Shippy – Manager, Keri,
LeAnne, Kathy, Lela

WILSON ELEMENTARY SCHOOL

Tabitha Bruegeman, Principal
400 E Linden Street
Caldwell, ID 83605
(208) 455-3313
(208) 454-0050 Fax
tbruegeman@caldwellschools.org

Dear Parents and/or Guardians and Students,

I am excited to welcome you to Wilson Elementary School for the 2018-2019 school year. It has been a busy summer at Wilson with building updates, a few new faces to our staff, and teachers getting ready to welcome our student body back for this school year. We are looking forward to a great school year!

The purpose of this handbook is to:

- ensure consistency among our staff in managing student behavior
- ensure that all students understand school rules and the consequences of their actions and choices made, and
- provide parents the opportunity to understand the school rules, expectations and procedures.

This handbook contains important information that we encourage you to review with your child. All students are expected to assume responsibility for themselves and their actions. The included guidelines are designed to help students be responsible for themselves and learn to take responsibility for the decisions they make. There are additional policies and guidelines found at the Caldwell School District website at: www.caldwellschools.org

We maintain very high expectations for our students and our staff. These high expectations are not only for behavior but for academics as well. The staff will provide curriculum and instruction of the highest quality so every student's needs are met to the best of our abilities. All teachers have a right to teach and each student has a right to learn and no one has a right to interfere with that process. Please assist our efforts by ensuring that your child comes to school prepared to do their best, work cooperatively and contribute to a positive school climate.

We encourage all parents to visit and become involved on a regular basis.

Thank you for allowing us to serve you and your children. If you have any questions please do not hesitate to call.

Sincerely,

Tabitha Bruegeman
Wilson Elementary School Principal

Caldwell School District

Our Mission

Who We Are

The Caldwell School District provides supportive and rigorous learning experiences that develop the skills and talents of all students.

Our Vision

Our Aim

Through a supportive and committed school community that inspires excellence, all students graduate prepared to pursue their career choice and become an engaged member of their community.

Our Values

We BELIEVE.....

- *High Expectations*
- *Integrity*
- *Shared Accountability and Responsibility*

.....Assure Success!

Get Involved – Volunteer!

Getting involved at school is one of the best things you can do for your son or daughter. We would love to have you find a way to get involved and help in the school.

Some Ideas for Volunteering:

- Help a teacher (cutting, gluing, sorting)
- Work with a small group of students in class
- Student mentoring – approximately 1 hour per week or every other week (Training provided)
- Reading with students or listening to them read
- Parent Volunteer Events (i.e. Winter Wonderland, Daddy Daughter Dance, Mother Son Fun Night, etc.)
- Fund-Raising
- Supervision/Chaperone at a field trip
- Translating school related materials
- Art Projects
- Working from home on school related projects for individual teachers or school staff
- Popcorn Fridays
- School Family Nights (i.e. Dr. Seuss Night, Science Night, etc.)

Please let us know if you are able to help out with any of these items by signing up in the office or give us a call at 208-455-3313. We will be happy to connect you with the right individual or group. Thank you!

WILSON MISSION STATEMENT

We are an educational family striving to provide a safe and positive learning environment where all students will be well-rounded, life-long learners.

Our Wilson Elementary Community utilizes Positive Behavioral Intervention Supports (PBIS) as a framework to meet the needs of the whole child so that every individual can be successful in our learning environment.

It is expected that...

Wolverines Are:



Respectful



Responsible



Safe

Be a Wolverine!

WILSON “CHAMPS” LEARNING DISPOSITIONS

To build an environment in which students access dispositions through the learning process involving student-to-student, student to adult, adult to student, adult-to-adult interactions leading to the following:

OUTCOMES

- Improved and strengthened relationships
- Improved school safety
- Increased learning and instructional time
- A higher level of academic achievement for all students



Cooperative

I help others and myself work toward a common goal.



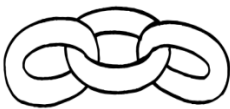
Honest

I am truthful with myself and trusted by others.



Adventurous

I am a risk taker!



Makes Connections

I link my learning to life.



Perseveres

I keep trying.



Self-Directed

I take ownership of my learning and behavior.

Students, Parents, Staff

RIGHTS AND RESPONSIBILITIES

STUDENTS...

For your success you are encouraged to:

1. Attend school daily
2. Strive to do your best
3. Follow school rules
4. Be prepared
5. Accept responsibility for your behavior and actions

PARENTS...

For your child's success you are encouraged to:

1. Promote high expectations for your child's behavior, school achievement, and homework.
2. Establish and maintain open lines of communication between home, school, and teachers.
3. Ensure that your child gets plenty of sleep, a good breakfast, and is dressed appropriately.
4. Participate in school activities including parent-teacher conferences.
5. Regularly discuss schoolwork with your child.
6. See that your child attends school regularly, arrives on time, and completes the school day.
7. Assist your child in being responsible for their behavior and actions.

STAFF...

For your student's success we will:

1. Provide a safe and effective learning environment.
2. Establish and maintain open lines of communication between school and home.
3. Comply with district and state policies and regulations.
4. Promote high expectations for student behavior and academic achievement.
5. Provide opportunities for every student to be successful.
6. Promote student responsibility for behavior and actions.

STUDENT RECOGNITION: ACHIEVEMENT and CHARACTER AWARDS

Academic Excellence Awards & Recognition Awards

- Given quarterly to students from each classroom who demonstrate academic excellence, make extraordinary growth, and other recognition determined by teachers/grade levels.

CHAMPS Awards

- Given to students from each classroom that demonstrate any of the key learning qualities that we emphasize (see previous CHAMPS list)

Principal's Lunch

- Given to two students from each class every month who are truly outstanding in their class. They may be recognized for academic achievement, improved skills, improved behavior, great character or other outstanding qualities.
- Celebration with Mrs. Bruegeman at lunch.

"PAWS-itive" Wolverine Awards

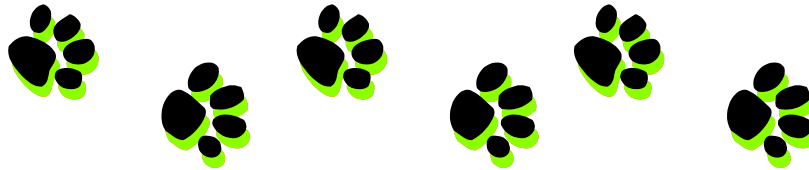
- Peers and staff recognize students demonstrating learner qualities and "pawsitive" behavior choices. Students recognized each week for their actions and pictures taken for the **PAWS-itive** Wall of Fame.

Paw Tickets

- Given out by staff members to students demonstrating "Respect", "Responsible", or "Safe" Wolverine expectations.

LEXIA

- Students completing LEXIA levels are recognized in their individual classrooms upon completion. Students finishing LEXIA entirely are recognized school wide and added to the LEXIA wall.



CALDWELL SCHOOL DISTRICT POLICIES

Below, you will find a list of some Caldwell School District policies that may be relevant to parents or students. You can find the actual text of these policies and many more by searching the Caldwell School District website (District Policies). If you would like a hard copy of any of these policies you may print them from the internet or just ask at the Wilson office or contact the Caldwell School District office at 208-455-3300.

| Policy Number and Title |
|--|
| #3255– Student Dress Code |
| #549 - Prohibition Of Gang Activities |
| #3295 & #3295p Hazing, Harassment, Intimidation, Bullying, Cyber Bullying |
| #550 – Assault And Battery |
| #3040 & #3050 - Compulsory Attendance (#3040) and Attendance (#3050) |
| #632 - Limited Open Enrollment |
| #633 – School Attendance Zones |
| #1003 - Parents Requests for Specific Teachers |
| #3330 – Student Discipline |
| #3340/3340P – Corrective Actions and Punishment |
| #545 & #546 Disciplining Students With Disabilities (IDEA – #545) and (Section 504 – #546) |
| #3355 Board Of Review |
| #512 – Student Tobacco Use E-cigarette Use Prohibition #950 - Prohibition Against Smoking |
| #551 – Student Drug And Alcohol Use |
| #1012 – Patron Complaint |
| #1004 - Police - Health And Welfare Interviews |
| #566 – Student Suicidal Tendencies |
| #3510 – Student Medicines |
| #563 – Exclusions For Head Lice |
| #3270 – District Provided Access to Electronic Information, Services, and Networks |
| #3570/3507P – Student Records |
| #542 – Searches By School Officials |
| #514 - Evacuation Drills |
| #1013 – Prohibiting Registered Sex Offenders From Entrance To School Premises Or Activities |
| #4320 – Disruption to School Operations |

SCHOOL DISTRICT POLICY 3255 – STUDENT DRESS CODE

One of the fundamental purposes of school is to provide the foundation for the creation and development of a proper attitude toward education. In order to further this purpose, it is essential to create and maintain an effective teaching and learning environment. Student attire impacts the teaching and learning environment. It can either promote a more effective educational environment, or it can disrupt the educational climate and process. Student attire that is acceptable for some social settings may not be acceptable for the educational environment of school.

Students are reminded that their appearance, clothing, and grooming, significantly affect the way others respond to them. It is the duty of the Caldwell School District Board of Trustees to provide an educational atmosphere conducive to learning; minimizing disruptions or distractions; and to protect the health, safety, and morals of students, therefore all students will adhere to the following certain minimum standards of dress when the student is on any school premises or at any school sponsored activity, regardless of location.

1.1 Students will be given the opportunity to make respectful choices with regard to collars, sleeves, patterns, designs, and logos on upper and lower body clothing as well as outerwear, within the Board of Trustees' expectations.

1.2 The following expectations will be enforced when the student is on school premises or any school sponsored event, regardless of location.

1.2.1 Students are not to wear or carry items of apparel, clothing, accessories, cosmetics, tattoos – temporary and/or permanent, body markings, jewelry – including body piercings, which depict or allude to, by picture, symbol, or word:

- drugs – including alcohol and tobacco;
- controlled substances;
- drug paraphernalia;
- gangs;
- violence;
- sexually explicit, lewd, indecent content;
- promoting or encouraging bullying;
- denigrating to an individual's race, ethnicity, gender, and/or religious affiliation;
- illegal acts;
- identified as derogatory, offensive, oppressive in nature, or abusive.

1.2.2 The wearing, using, carrying, or displaying any other gang clothing or attire, or style, jewelry, emblem, badge, symbol, sign, codes, tattoos, or other things or items which evidence membership or affiliation in any gang is prohibited on any school premises or at any school sponsored activity at any time

1.2.3 The wearing, using, carrying or display of any professional sport league including the NFL, NBA, MLB, MLS, and NHL, or other professional sport league clothing or attire, jewelry, emblem, badge, symbol, sign, codes, tattoos, or other things or items is prohibited on any school premises or at any school sponsored activity at any time.

1.2.4 Head coverings are inappropriate in the school building during regular school hours, unless specifically authorized by the building administrator/designee.

1.2.5 Clothing for the upper body shall have a modest neckline, cover the chest, midriff, and back, with no undergarments showing.

SCHOOL DISTRICT POLICY 3255 – STUDENT DRESS CODE (cont.)

Upper Body Clothing Expectations:

- All items must fit properly.
- School spirit shirts or college/university clothing are permitted.
- Muscle shirts, tank tops, spaghetti straps, or strapless tops are not permitted.

1.2.6 Clothing for the lower body shall not reveal buttocks or undergarments, or have rips or tears above the knee.

Lower Body Clothing Expectations:

- All items must fit properly.
- Includes: jeans, pants, capris, skirts, shorts, skorts, culottes.
 - Leggings or yoga style workout attire may not be worn as pants.
- All items must not be no shorter than three (3) inches above the knees. (The student ID card can be used to measure this length.)

1.2.7 OuterWear - Sweatshirts and sweaters are permitted indoors. Administrator discretion reserved in all questions or concerns regarding outerwear.

1.2.8 Students are required to wear shoes or other appropriate footwear in school buildings at all times, unless authorized by the building administrator/designee.

Principal discretion reserved in all questions or concerns.

Wilson Elementary School Procedures/Policies

DISCIPLINE PLAN

Discipline is the process of training a child so that desired character traits and habits can be developed. Caldwell School District is organized and administered for the purpose of helping each individual student reach the maximum of her/his potential. By having a consistent discipline policy, the goal of educating children can be most efficiently reached. All rules are applicable to Wilson Elementary School or Caldwell School District activity. We believe that:

1. Teachers have the right to teach and students have the right to an excellent learning environment.
2. Parents and teachers should maintain open communication, mutual support and constructive involvement.
3. Each building has its own discipline program fully backed by the school district administration and Board of Trustees; this program is communicated to every parent by means of a student handbook.
4. All students are required to behave in a positive manner.
5. All students will attain a level of self-discipline that is motivated from within the student.

In short, no student shall interfere in the instructional process, either by interfering with another student's right to learn or by preventing a teacher from doing his/her job.

The following pages outline our school-wide behavior guidelines and district policy related to discipline.

WILSON ELEMENTARY SCHOOL Wolverine Discipline Program Overview

Wilson’s climate is important to all of us. As such, Wilson will teach to appropriate behaviors:

- Teaching and learning is too important to allow misbehavior to interfere with instruction.
- We will not operate under the assumption that students know how to behave and what to expect.
- We believe that all students need to be taught what it is that will help them to be successful students/learners in this school.
- All behavior expectations will be taught to each student in the following way:
 - 1) This is what it looks like.
 - 2) This is what it sounds like.
 - 3) We will model it for you.
 - 4) We will practice it together.
 - 5) You will practice it and we will monitor your progress and give you feedback.
- All students are held accountable for their actions.
- Appropriate adult/student problem solving skills are developed.
- Allow time for student to critically analyze their behavior.

Expectation Matrix

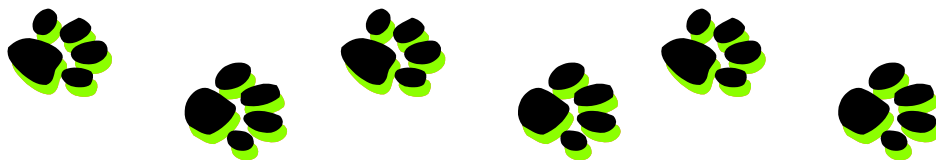
| | Hallway | Bathroom | Drinking Fountain |
|----------------|--|---|---|
| Be Respectful | <ul style="list-style-type: none"> • Quiet | <ul style="list-style-type: none"> • Quiet • Flush • Respect privacy | <ul style="list-style-type: none"> • Quiet voice • Wait your turn |
| Be Responsible | <ul style="list-style-type: none"> • Walk with a purpose | <ul style="list-style-type: none"> • Report issues • Help keep bathroom clean • Close stall door | <ul style="list-style-type: none"> • Keep walking path clear • Be quick |
| Be Safe | <ul style="list-style-type: none"> • Walk on the right • Keep hands, feet, body, objects to self | <ul style="list-style-type: none"> • Walk | <ul style="list-style-type: none"> • Keep hands, feet, body, objects to self |

| | Cafeteria | Playground |
|----------------|---|--|
| Be Respectful | <ul style="list-style-type: none"> • Eat your own food • Manners • Help keep our cafeteria clean | <ul style="list-style-type: none"> • Play by the rules • Listen to adults |
| Be Responsible | <ul style="list-style-type: none"> • Inside voices • Stay on the line, in lunch line order • Two hands on tray | <ul style="list-style-type: none"> • Use equipment appropriately • Line up with the bell and whistle |
| Be Safe | <ul style="list-style-type: none"> • Walk • 2 on the floor | <ul style="list-style-type: none"> • Keep hands, feet, body, property to self • Only run in designated areas • Stay on the playground |

| | Arrival | Departure |
|----------------|---|---|
| Be Respectful | <ul style="list-style-type: none"> • Quiet voices • Listen to adults | <ul style="list-style-type: none"> • Quiet in the hallways |
| Be Responsible | <ul style="list-style-type: none"> • Arrive between 8:15 am - 8:50 am • Go to designated areas • Use time wisely | <ul style="list-style-type: none"> • Stay with teacher until released |
| Be Safe | <ul style="list-style-type: none"> • Walk • Keep hands, feet, body, property to self | <ul style="list-style-type: none"> • Follow normal routine unless you have a pink slip • Cross the parking lot or <input type="checkbox"/> <ul style="list-style-type: none"> • crosswalk with designated adult • Keep hands, feet, body, property to self |

NO TOUCH POLICY

Students are to keep their hands and feet to themselves at all times. This includes, but is not limited to: public displays of affection, horseplay, pushing, shoving or bumping into each other. Dependent upon the severity, No Touch violations can be minor or major violations of the school discipline policy.



Consequences

- 1) Warning and reminder of expected behavior in the form of a “re-do”.
- 2) Redirect the student misbehavior to a different activity.
- 3) Re-teach expectations.
- 4) Contact parent if inappropriate behavior continues.
- 5) Detention/loss of recess, extended detention, suspension, other

Suspension Occur when:

1. Excessive “Detentions or Extended Detentions” are earned.
2. Unacceptable student behavior as described in Wilson School Student Handbook and/or Caldwell School District Policy

DETENTION

As part of our discipline plan, detentions might utilized when needed. A detention can be served during the grade level’s recess. Students may be given a detention for the following reasons:

1. Insubordination (disrespect, disobedience, or defiance to authority)
2. Classroom, lunchroom or playground disruption
3. Foul language
4. Spitting or throwing objects at another person (rocks, bark, snowballs, food, etc.)
5. Destruction of individual/school property.
6. Excessive classroom problems
7. Cheating
8. Stealing
9. 4 Classroom /Playground infractions

LEAVING THE GROUNDS

For safety reason, students are not to leave the grounds at any time during the school day. (DELETE)Children who go home for lunch every day are required to have a note on file in the office from their parents. Students are not allowed to take friends home for lunch. If a child is to leave with a friend, ride a different bus, or walk when usually riding the bus, a note is required.

ARRIVAL TIME

We encourage students who are walking to school to arrive no earlier than 8:15 a.m. DELETE Kindergarten pm arrival part in SPANISH. **Students should not be at school or on the playground before 8:15 a.m., as there is no adult supervision before that time. Supervising adults are on duty to watch the children at 8:15 a.m.**

DISMISSAL

Unless students are waiting for a ride or have been detained by a teacher they are to start home when school is dismissed for the day. Students will never be kept after school unless parents have been contacted.

For the safety of others, please leave pets at home.

For the safety of the students, calling to change their regular mode of transportation is highly discouraged. If an emergency arises and you must change how your child is to go home, please contact the school office (not the teacher) no later than 3:00 p.m. When there is a change a child’s

end of day routine, the office sends a note to the child at 3:00. For the safety of your child, without this note staff members will follow normal end of day procedures.

Pick-up procedures: Parents wishing to pick their students up in front of the school after 3:30 should follow instructions of teachers on duty in the parking lot. Cones are placed in front of the school to direct traffic. Parents are required to either wait in the line of cars or park in the parking lot and walk across (using the crosswalk) to meet their students. **Students will not be permitted into the parking lot without an adult. Additionally, students will not be allowed to cross the main roads to meet parents parked across the street.**

BICYCLES

Students are permitted to ride bicycles to school. Bicycle racks are provided. Students are not to linger around the bicycle racks. **Students need to lock their bicycles.** Wilson Elementary School and the Caldwell School District are not responsible for lost or stolen bicycles.

BUS TRANSPORTATION

Caldwell School District has contracted with Caldwell Transportation to provide all of our bussing needs. Caldwell Transportation may be contacted at 459-6612.

To ensure the safety of all students, staff members and/or designee will escort them from their classroom to the bus loading area. No child may be taken off the bus by any person unless cleared through the office personnel. Any change to the regular mode of transportation, as listed on the enrollment sheet, requires written permission prior to dismissal of school.

SCHOOL BUS RULES

Bus transportation is a service provided to many students. Students who misbehave on the bus may lose their bus privileges. **Like the classroom teacher, the bus driver is the authority on the bus and must be obeyed.**

School Bus Rules are SAFETY FIRST!

1. Remain seated when bus is in motion with feet on the floor.
2. Be courteous and respectful to the bus driver and to others on the bus.
3. Follow driver's suggestions promptly.
4. Students **MUST** have a note from parent/guardian to leave bus anywhere other than their regular stop.
5. Students shall ride their regularly assigned bus at all times.

Students habitually violating these rules will be cited by the bus driver and will face these consequences. Depending on the violation the following may occur:

1st Bus Report – Detention/Student/principal conference with parent notification

2nd Bus Report –Detention/Suspension of bus privileges

3rd Bus Report – Extended Detention/Suspension of bus privileges

4th Bus Report – Principal's Decision

Caldwell Transportation -- 459-6612

STUDENTS' PERSONAL ITEMS AT SCHOOL

It is recommended that you label all backpacks, coats, gloves, hats, etc., with your child's name in permanent marker.

Please have your child leave ALL toys, games, or personal items at home. Personal items may include items such as: Gameboys, PSi, IPOD, MP3, CD players, gaming cards, cell phones*, and toys of any kind. Because these items disrupt the learning process and can be easily stolen or damaged, they are inappropriate at school. If these personal items are brought to school they may be confiscated and kept until the end of the school year.

* Cell phones – We understand that some students may carry cell phones due to their after school activities. These students will be expected to leave their cell phones turned off and in their backpacks at all times during the school day. If you wish, your student may check his/her cell phone into the office in the morning and pick it up at the end of the day. We thank you for understanding.

Other items inappropriate for school – The following is a partial listing of items that are unacceptable to bring to school. These items may be confiscated and the student may receive disciplinary action. This includes but is not limited to:

1. Sunflower seeds, gum, toothpicks, rubber bands, squirt guns, etc.
2. Bringing skateboards, roller skates, and roller blades to school is prohibited.
3. Baseball cards (or any other trading cards) or other items of value.
4. Laser pens or pointers, and any other disruptive materials.
5. Shoes that are heelies or wheelies are not allowed to be worn. These shoes scratch the floors.

ACADEMIC HONESTY POLICY

Wilson Elementary is committed to helping students assume responsibility for their own ethical behavior. Students are encouraged to value our atmosphere of trust, honesty, and respect. In pursuit of this goal, we have developed a policy for our students regarding cheating.

Cheating includes, but is not limited to the following:

- Claiming credit for work that is not your own (copying homework, test answers, using others' project or papers, etc.)
- Having parents or siblings complete your homework
- Allowing other students to view your homework, assignments, or tests
- Talking during a test or exam may be perceived as cheating

Consequences for cheating may include the following:

- Parents notified
- Detention
- Grades will be affected
- Work will be redone by the student

REPORT CARDS

A report card concerning your child's progress will be given four times throughout the year. Visits to the school to observe your child are encouraged. Parent-Teacher Conferences will be scheduled for specific grading periods. Parents will be notified in advance as to the time. Close cooperation between the home and school increases the opportunities for your child to succeed.

STUDENT RETENTION

Sometimes it is necessary to retain students. The decision for determining if a student should be retained will be based upon review of the student's physical, intellectual, educational, social, and psychological characteristics. The Response to Intervention Team will conduct the review.

Members of Response to Intervention Teams include the following: the building principal, a school psychologist, a special education teacher, the referring teacher, the student's parents, a counselor, and up to two regular classroom teachers. Other persons may be invited to participate in the child study team meeting as requested by the building principal and/or parent.

SNOW DAYS/EMERGENCY CLOSURES

In the case of extreme weather conditions, the parent is requested to listen to local TV Stations KTVB Channel 7 or KIVI Channel 6 between 6:15 and 7:00 a.m. to find out if conditions warrant school closure.

SCHOOL FOOD SERVICES

All students are provided breakfast and lunch at no charge. Parents are welcome to join their children for lunch—we just ask that you call by 9:00 a.m. to order an adult lunch. Breakfast is \$2.75 for adults and lunch is \$4.00 for adults.

Allergy Information: No MILK substitutions will be made for ANY reason without documentation from the student's physician. FOOD substitutions CANNOT be made for any reason without a conference consisting of the student's parents/guardians, physician, school nurse and either the principal or kitchen manager, to determine the student's needs and the liability of the Food Service Department. The Food Service Program is required by the State Department to have documentation on file for all the students with a food intolerance of any kind.

If you have specific questions, please contact the food service department in your child's school or the Food Service Director, (208) 455-3331.

LIBRARY/MEDIA CENTER

New students receive permission forms to check out books in the library. Depending on the student's grade level, he/she checks out one or two books for one week on his weekly "library day." Late books are returned before checking out another book. Students are responsible for damaged and lost book costs.

Class: Students visit the library for instruction and checkout on their weekly "library day."

Books: Be sure to share the enjoyment of reading with your child daily. Help your child to find a handy, yet safe place for books at home to encourage reading. Depending upon grade level, one or two books are checked out for one week. Students are responsible for damaged and lost book costs. Late books are returned and fines are paid before checking out another book.

Website: A link to "Library Resources" is found on the Wilson homepage at wil.caldwellschools.org (Learning Tools Tab). For home access to information databases, request passwords from the library staff. Find reading lists, periodicals, reference books, and parent literacy resources.

Help your child find a handy, but safe place for his/her books at home to encourage daily reading.

Above all, share the enjoyment of reading with your child every day!

SPECIAL SERVICES

The services of a school health aide, resource teacher, school psychologist, school counselor, and speech therapist are provided to qualifying students, on a referral basis.

Counseling Services

Caldwell School District offers school counseling at all grade levels. School Counselors work with students, teachers, and the administration to provide students with a supportive and safe learning environment.

Caldwell School District's School Counseling Program serves students in the academic, personal/social, and career development domains through guidance curriculum, individual student planning, responsive services, and system support.

School Counseling services are short term services focused on more effective education and socialization of the student. These services are not intended as a substitute for diagnosis or therapy. It is the parent/guardian's responsibility to determine whether additional or different services are needed.

The school counselor will keep shared information confidential, with the following exceptions: if a student intends to hurt self or someone else, if a student is being harmed, if a student is participating in an illegal activity, or by court order. The counselor will make the child aware of these limits to confidentiality. Students in Idaho are granted "privileged communication" under Idaho Code 9-203.6.

Please contact your school counselor if you have questions or concerns for your student's needs or to seek additional resources.

Our School Counselor at Wilson is Ms. Teresa Goicoechea
(455-3313 or tgoicoechea@caldwellschools.org)

SCHOOL HEALTH SERVICES

We have access to school district health staff for basic first aid and basic medical services, such as screenings. Parents should not rely on this for their child's medical care.

District Policy #3510 governs the use of Medications in School. If a student must take medication during the school day, please refer to that policy for details.

1. The parent/guardian must submit a written request to the school if the medication is to be given during school hours. Specific directions for administering the medication and the parent/guardian's signature must be received before any medication will be given to the student, as well as doctor's orders on file, filled out with the appropriate paperwork.
2. The medication must be in the original container and the student's name and directions for administering the medication must be written on the container or provided by a physician.
3. It is the student's responsibility to come to the office at the appropriate time to take his or her medication, unless the student has a disability and is unable to do so.
4. Non- prescription medications, such as aspirin or Tylenol, will not be provided to students. Students must supply their own medications.

EMERGENCY MEDICATIONS

Asthma inhalers, Epi-Pens and diabetic supplies may be carried by students if indicated by the student's physician. A Medication Consent Form must be on file in the Health Aide's office and a copy in the student's possession.

Please contact the School Health Aide if you have any questions regarding this policy.



MATURATION PROGRAM GUIDELINES

Programs regarding information on hygiene, maturation and physical development, and positive body image are provided to fourth and fifth grade students. The intent of these programs is to assist the students in dealing with their changing hygiene and nutritional needs, and to instill an awareness of physical and emotional changes.

Good Hygiene – 4th grade boys and girls

This program shows students that good hygiene is in their control. It discusses how to keep skin, hair and teeth in tip-top shape. The program also illustrates the importance of diet, exercise and sleep in maintaining good hygiene.

Having a Positive Body Image – 5th grade boys and girls

This program alerts students to the dangers of comparing their own bodies to that of the models and sports figures they see on T.V. It explains the concept of body “type” and the importance of eating a healthy diet and exercising to feel good about their bodies.

Looking Ahead: About Girls – 5th grade girls

This program explains the emotional, physical, and social changes that puberty brings to girls. It also explains the female reproductive system and menstruation. The program will include an open discussion; subject matter of a sensitive or controversial nature will be referred to parents. Parents will be invited to preview the material and a signed parental permission slip will be required for students to attend this program.

Looking Ahead: About Boys – 5th grade boys

This program explains the emotional, physical and social changes that puberty brings to boys. It also explains the male reproductive system. The program will include an open discussion; subject matter of a sensitive or controversial nature will be referred to parents. Parents will be invited to preview the material and a signed parental permission slip will be required for students to attend this program.

Parent Notification of Health Screenings

Hearing screenings are conducted on students in grades K, 2, 4 and on teacher referral. Vision screenings are conducted on students in grades K, 1, 3, 5 and on teacher referral. Height and weight is measured on students in grade K. If you would like your child excluded from any of these screenings, please contact the nurse in your child’s school.

First Aid Products

First aid supplies are available in the Health Office to treat minor illnesses and injuries. These products include cough drops, throat spray, Carmex, A&D ointment, Vaseline, Bactine, antibiotic ointment, anti-itch cream, and eye drops. If your child has a sensitivity to any of these products or if you do not want these products used on your child, please contact the school’s nurse.

District Phone Numbers

| | | | |
|---------------------------------|------------|----------------------------|------------|
| District Office..... | 455 – 3300 | Sacajawea Elementary..... | 455 – 3333 |
| Caldwell High School..... | 455 – 3304 | Lincoln Elementary..... | 455 – 3321 |
| Canyon Springs High School..... | 455 – 3325 | Van Buren Elementary..... | 455 – 3326 |
| Jefferson Middle School..... | 455 – 3309 | Washington Elementary..... | 455 – 3317 |
| Syringa Middle School..... | 455 – 3305 | Wilson Elementary..... | 455 – 3313 |
| Lewis and Clark Elementary..... | 455 – 3345 | | |

ACKNOWLEDGEMENT OF RECEIVING/READING STUDENT HANDBOOK

Wilson's Student Handbook
Acknowledgement and Assurance Page

By signing this form and returning it to the school, you are agreeing to the following. I have...

- Read and agree to support my student (or student agrees) in following all school rules and district policies as outlined in the Student Handbook.

Signature of Parent

Date

Signature of Student

Date

My parents/guardians and I have read the Wilson Student Handbook and understand that I am responsible for upholding the policies referenced in this handbook.

Student's Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

~Please sign and return to your teacher ~

Teacher / Room #