

Simmons Elementary 2009-2010



Attitude IS Everything

Philosophy

Simmons Elementary has a long and proud tradition of service to the Aberdeen community. Our staff is committed to providing our students with the best education possible. We are a school community of teachers and students that strive for educational excellence.

The Simmons Elementary environment will be a POSITIVE Learning Climate that encourages thought inquiry, critical thinking, and social skills development, fosters innovation, and ensures manners and good citizenship will prevail. This environment is best shaped through caring interaction, good two-way communication, and collaboration among students, educators, parents, and other members of the community.

Mission Statement

“Empowering All Students to Succeed in a Changing World”

By following our mission, we will create:

- Effective Communicators
- Technologically Literate Individuals
- Globally and Culturally Aware Individuals
- Healthy Individuals
- Investigative and Creative Thinkers
- Quality Producers
- Collaborative Workers
- Responsive Citizens
- Lifelong Learners

ACCESSIBILITY

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with disabilities in any program receiving federal financial assistance. Section 504 defines a person with a disability as anyone who:

- Has a mental or physical impairment which substantially limits one or major life activities such as caring for one’s self, performing mental tasks, walking, seeing, hearing, speaking, breathing, learning, and working;
- Has a record of such impairment; or
- Is regarded as having such an impairment.

Aberdeen Public Schools acknowledges its responsibility under Section 504 to avoid discrimination in policies and practices regarding students and personnel. No discrimination against any person with a disability shall knowingly be permitted in programs or practices in the school district

Under Section 504, the school district has the responsibility to provide notice to parents, to identify, to evaluate, and, if the student is determined to be eligible under Section 504, to provide access to appropriate school services.

If the person or persons in parental relationship disagrees with the determination made by the professional staff of the school district, she/he has a right to file a grievance or request a due process hearing with an impartial hearing officer.

Simmons Elementary Partial 2009-2010 Calendar

August 17.....PTA Meeting - 7:00 PM
August 24.....School Begins (Dismisses at 11:30) - No Lunch
August 24.....6:00-7:00-Kindergarten Open House
August 27.....Open House-Book Fair – 6:15-7:30 PM
September 7..... Labor Day (No School)
September 21.....PTA Meeting - 7:00 PM
September 22.....School Pictures
October 12.....Staff Development (No School)
October 19.....PTA Meeting - 7:00 PM
October 22.....Health Fair
October 23.....End of First Quarter
October 27.....Picture Retakes
October 29.....Evening Parent/Teacher Conferences 5-9 PM
October 30...Parent/Teacher Conferences 8:00 AM-4:00 PM (No School)
October 30.....Blood Drive at SE
November 16.....PTA Meeting - 7:00 PM
November 25.....Staff Development-School Dismissed at 11:30
November 26-27.....Thanksgiving Vacation (No School)
December 10.....Music Program
December 21.....PTA Meeting – 7:00 PM
December 23.....End of Second Quarter
December 24-January 4.....Winter Vacation
January 5.....School Resumes
Januray 18.....PTA Meeting - 7:00 PM
January 18.....Staff Development (No School)
February 15.....President’s Day (No School)
February 15.....PTA Meeting – 7:00 PM
February 19.....Staff Development (No School)

March 4.....Evening Parent/Teacher Conferences 5-9 PM
March 5.....Parent Teacher Conferences 8:00 AM - 4:00 PM (No School)
March 10.....End of Third Quarter
March 11.....Staff Development (No School)
March 12..... Spring Vacation(No School)
March 15.....PTA Meeting - 7:00 PM
March 17.....Spring Pictures
March 18-19.....Spring Vacation (No School)
April 2.....Good Friday (No School)
April 5.....Easter Vacation (No School)
April 19.....PTA Meeting - 7:00 PM
April 26.....Staff Development (No School)
May 6.....Spring Program
May 17.....PTA Meeting - 7:00 PM
May 21.....Last Day of School-DISMISSED at 11:30



Simmons Elementary Staff for 2009-2010

Knute Reiersen.....	Principal
Erin Zachow.....	Counselor
Darlene Twete.....	Secretary
Brian Dannen.....	Counselor
Connie Getty.....	Kindergarten
Elizabeth Schiferl.....	Kindergarten
Jaime Tiff.....	1 st Grade
Robi Hagen.....	1 st Grade
Joan Johnson.....	2 nd Grade
Marlene Lorenz.....	2 nd Grade
Trent Deyo.....	3 rd Grade
Melissa Goethals.....	3 rd Grade
Deb Rieck.....	3 rd Grade
Kelly Hinds.....	4 th Grade
Rhonda Neubert.....	4 th Grade
Brent Brandt.....	5 th Grade
Carla Clark.....	5 th Grade
Peggy Bunsness.....	Music
Jessica Perkins.....	Orchestra
Kay Bosanko.....	Art
Bonnie Foell.....	Art
Lonna Wanner.....	PE
Bill Martens.....	PE
Deb Post.....	Computer Lab
Diane Keller.....	Library/Media
Cynthia Red Hill.....	Resource Teacher
Roberta Yeske.....	Resource Teacher
Amy Teply.....	Resource EA
Melissa Arten.....	Resource EA
Gail Hanson.....	Lower CARE Instructor
Debbie Dell.....	Lower CARE EA
Lesli Dinger.....	Lower CARE EA
Rebecca Reiersen.....	Middle CARE Instructor
New Hire.....	Middle CARE EA
Sandy Grebner.....	Upper CARE Instructor
Marge Heinz.....	Upper CARE EA

Simmons Elementary Staff for 2009-2010

Kaylene Sauer.....Upper CARE EA
Kim Vogt.....Title 1 Instructor
Erin Dix.....Title 1 Instructor
Katie Anderson.....Reading Tutor
Carol Jones.....Reading Tutor
Dawn Rux.....Speech
Rosanne Malsom.....Hearing Impaired Instructor
Jeannie Schmidt.....Deaf Ed Interpreter
Wayne Tesky.....Deaf Ed Interpreter
Deb Carson.....Office EA
Erin Malsom.....EA
Rodney Wiley.....Head Custodian
Aaron Sundberg.....Night Custodian
Florence Buechler.....Foster Grandparent
Phyllis Voeller.....Foster Grandparent
Robert Anderson.....Foster Grandparent

Simmons Elementary PTA 2009-2010

President.....Andrea Kost
Vice President.....Jaimie Cox
Secretary.....Holly Emery
Treasurer.....Mary Ann Wieland

ABSENCES

If your child has to be absent from school, or late to school, parents are requested to call the school at (725-7600) between 7:30-8:30 AM. If we do not hear from you before 8:30 AM, a routine phone call will be made to determine the reason for absence. NOTE: Whenever your child arrives to school after 8:05 AM, they need to report to the office before going to their classroom.

ACCIDENTS AND INJURIES

The school will make every effort to notify parents in cases of illness or serious injury at school. If parents cannot be contacted in an emergency, the school nurse will be contacted. If the emergency warrants the child will be taken to the office of the family physician named on the child's health card. Please keep this information up to date.

ARTICLES BROUGHT TO SCHOOL

Electronic games, CD players, headsets, radios, trading cards, toys, and large amounts of money should not be brought to school. The school will not assume responsibility for these items if they are lost or stolen. These items are subject to confiscation and will be given back to the parent/guardian.

ATHLETIC EVENT STUDENT BEHAVIOR EXPECTATIONS

1. Athletic events sponsored by the school system employ the same rules as any other school related activity.
2. Students are expected to be respectful of the rights of others and take responsibility for their actions.
3. Students are asked to sit with their parents and stay in your seats as much as possible.
4. Students are to refrain from running up and down the bleachers.
5. Students may stand during the contest as long as they are not blocking the view of other fans.
6. Students are to refrain from hanging over the railings on the top or the side of the bleachers.
7. Students are asked not to throw objects off from the bleachers.
8. Students cannot play catch with balls inside the complex- the area just to the west of the main bleachers is open for pick-up games.
9. Students wanting to play on the grass areas to the west of the main bleachers can go in and out the Pass Gate- located just to the south of the two main ticket booths on the Northwest corner of the field.
10. Students are asked to properly dispose of any refuse in the proper containers.

ATTENDANCE AWARDS & RECOGNITION

Simmons Elementary students who have been in school EVERY day of the year, with no tardies or absences, will qualify to receive an attendance award at the end of each quarter and end of the year. Good conduct awards and honor roll, (given to grades 4-5 only), are given quarterly and at the end of the year. Parents are responsible to read and understand the attendance policy/procedures when making decisions about pulling children out of school for appointments and how this has an impact on their perfect attendance qualification.

The **President's Award for Educational Excellence** will be given to any fifth grade student who meets the following criteria:

1. Earn a GPA of 3.5 or better throughout the course of the school year. AND

The **President's Award for Educational Achievement** will be given to any fifth grader who meets the following criteria:

1. Show tremendous growth but not meet all the criteria for the President's Award for Educational Excellence.
2. Achieve high scores or show outstanding growth, improvement, commitment or intellectual development in particular subjects, such as English, math, or science.

The school principal has final authority to determine which students receive these awards.

ATTENDANCE POLICY

Class attendance is necessary for students to gain optimum benefits from their school experience. Attendance is a responsibility of the student and parent, although the school will cooperate and assist students and parents to strive toward good attendance practices. Please telephone the school office at 725-7600 to notify us when a student will be tardy or absent. When your child returns to school, we will need a written excuse for our files.

ATTENDANCE/TARDIES

Promptness to class is VERY IMPORTANT! It is important that students arrive at school on time at the beginning of the day. Parents will be contacted due to being continually tardy. Students will have thirty minutes after school for every ten tardies and be referred to our Student Assistance Team.

ACHIEVEMENT TESTING

Various achievement tests are administered throughout the course of the school year.

The **STAR Reading Assessment** is a computer based test given to grades 2-5 at the beginning of the first quarter and the end of each quarter. This assessment helps to determine a student's level of reading and which enables us to determine their reading range.

The **District Reading Assessment** is given to grades 1-3 and is utilized in initial placement of guided reading groups.

The **Dakota Step** test is given in the spring for students in third, fourth, and fifth grade. A writing assessment is given to the fifth grade students in February. Reports are sent to parents at the end of the school year. Dakota Step A is a state test given to special education students who cannot take the Dakota Step.

BREAKFAST PROGRAM

Breakfast is served Monday through Friday starting at 7:30 AM-8:00 AM. Cost of the meal is charged to the student's "Lunchbox" account.

CAUGHT BEING GOOD PROGRAM

Students who show exceptional behavior could receive a gold "Caught Being Good" ticket from any staff member at Simmons Elementary. Once a week, five names will be drawn and prizes awarded to the gold ticket recipients. A student may receive more than one gold ticket throughout the school year.

CHALLENGE PROGRAM

The Challenge program is an enrichment program that services the needs of students in grades three through fifth grade. Students must be in the 95th percentile or have been fielded through teacher recommendation. Topics may include beginning research skills, problem solving, Junior Great Books, hands-on activities, chess and logic games, or other topics as decided by classroom and gifted education teachers. Students meet one half-day per week .

CHANGE OF ADDRESS AND WITHDRAWALS

It is important that the school office be notified immediately of a change of address, home or office telephone number, or emergency information during the academic year. If the student is moving out of the district, the school should be notified at least a day in advance so proper transfer records can be prepared and the student's books and supplies can be collected.

COMMUNICATION

A school newsletter is published and distributed at the beginning of every month. This newsletter includes announcements, recent school news, upcoming events and other school-related news. These announcements will be sent home every Wednesday in an envelope provided by the teacher. Please review the content of the folder and return the next day.

COMPLAINT OR CONCERN

If a parent has a concern about school related activities, classroom expectations or workload, please contact your child's teacher first. If a parent has concerns about other issues or wishes to discuss them further, please contact the building principal.

CONFIDENTIALITY OF INFORMATION

The Aberdeen School District has developed and implemented policies and procedures on the confidentiality of information consistent with the Family Education Rights and Privacy Act (FERPA) authorized by 20 U.S.C. § 1232g; 34 CFR Part 99.

The parents/guardians of a child who is now or was enrolled in the Aberdeen Public Schools shall be afforded, in accordance with this policy, an opportunity to inspect and review all education records concerning that child.

Confidentiality procedures are assurances that personally identifiable data shall be used for the purpose for which it is collected and be released only in the manner provided by law.

Parents or eligible students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue S.W.
Washington, D.C. 20202-4605

DAMAGE TO SCHOOL PROPERTY

If school property is damaged by a student, the student's parent/guardian will be expected to pay for the replacement or repair.

DISCIPLINE

Discipline is an important dimension of life. We want to create an atmosphere of respect and responsibility at Simmons Elementary. We want to foster an environment conducive to learning and caring. In order to do this, students must work at treating all people with respect and take responsibility for their own personal behavior. Each teacher at Simmons has a classroom management plan. The staff at Simmons Elementary requests parental support in helping maintain appropriate conduct in school. Consequences are guided by the Aberdeen School District K-5 Progressive Discipline Plan.

DRESS CODE

Students should wear clothing which is clean, in good taste, and does not attract other than normal attention. Clothing displaying obscenities or slogans inappropriate to school will not be permitted. Shorts should be long enough so the child's fingertips touch the hem part. Halter tops or "spaghetti" strap tops are prohibited.

Since many students have similar pieces of clothing, such as gym shoes, coats, mittens, and boots, it is recommended these items be marked with the student's name.

During the cold season, please make sure that your child arrives at school dressed with a proper coat, hat, boots, and gloves.

Boots are necessary to play in the wood chip area and field. Snow pants are necessary in order to crawl around in the snow.

EMERGENCY FIRST AID

Every effort will be made to provide an environment in which students will be safe from accidents. If your child is injured, the staff will take whatever steps necessary to provide the needed medical attention and care. Please make sure to have emergency phone numbers updated.

FIELD TRIPS

Students are sent home a permission form for all educational field trips, within the first week of school. This form gives authorization for the student to attend any field trip throughout the course of the school year. Students will not be allowed to participate in any field trips if the permission form is not signed and returned. Parents will be notified by note from the teacher of any upcoming field trips. The note will explain the purpose, date, and time of event. Parents may be asked to chaperone classes on school-related field trips.

FIRE/TORNADO/LOCKDOWN SAFETY DRILLS

Every precaution is taken to insure the safety of your child during normal school hours. Periodic fire, tornado, and lockdown drills are carried out to meet regulations and to make certain students learn proper safety procedures and adhere to all safety guidelines.

FOOD,CANDY,GUM & DRINKS

Food, candy, gum and drinks (pop,juice,etc.) are not to be brought to school by students for consumption during the school day unless authorized by the classroom teacher for special events. We encourage children who eat cold lunch to bring healthy and nutritious food. Please try to refrain from sending pop or candy during lunch.

GETTING TO AND FROM SCHOOL(CAR,BIKE,WALKING, DROPPED OFF)

- BY CAR- students should realize that if they are driven to school, the driver should let them off by the school and the student(s) should cross at the crosswalk.
- BY WALKING- children should be aware of the safest route to school, understanding they should never accept rides from strangers. They should always follow the directions of the crossing guards.
- BY BIKE- students eight years (city ordinance) or older will be allowed to ride their bikes to school as long as they lock them to the bike rack. Students may not ride their bikes once on school property. We will ask students who continue to not follow this rule to not ride their bikes to school anymore. Please discuss bike safety with your child.

GRADING SCALE-1-3,4-5

Grades 1-3

Grades 4-5

E = Excellent

G = Good

S = Satisfactory

N = Needs Improvement

I = Improvement Shown

U = Unsatisfactory

X = Not Evaluated

A+ = 100%

A = 99-95%

A- = 94-93%

B+ = 92-91%

B = 90-86%

B- = 85-84%

C+ = 83-82%

C = 81-77%

C- = 76-75%

D+ = 74-73%

D = 72-69%

D- = 68-67%

F = 66-0%

HEALTH

1. Students should not be in school if they have a fever, sore throat, upset stomach, rash, or other indication of illness.
2. All communicable diseases should be reported to the school as soon as diagnosed.

There are times when a parent cannot be reached. The school requests an emergency phone number of a relative or friend who can be contacted in case the parent is not available. It is the parent's responsibility to keep this information current.

HIGHLY QUALIFIED TEACHERS

The No Child Left Behind Act of 2001 requires that all teachers are highly qualified for their teaching assignments. If you would like information regarding the professional qualifications of your student's teacher, please contact the building principal at 725-7600.

HOMEWORK

Educators and parents share one common goal: To help each student in our school to be successful.

Homework is one way families and schools can cooperate to improve students' learning. Homework is considered to be a time for skill practice, enrichment, or more in-depth attention to a given unit of study or subject area. The amount of homework will vary at each grade level and with each teacher.

Grades 1-2 will have occasional memorization work and at home reading.
Grades 3-5 can expect homework on a daily basis. The amount can vary from 30 to 50 minutes per night.

Homework helps students learn better and faster.
Homework helps families become involved with their child's education.
Homework communicates the high expectations that schools hold for their students.
Homework helps students develop self-discipline and organizational skills.

HOMEWORK LAB

Homework Lab is a good place to consider sending a student if they are not completing their homework at home in the evenings like they should be doing. Parents or teachers may refer students to the Homework Lab. A Student Assistance Referral form must be filled out first. Parents will then be contacted to determine how many days a week the student will attend. The Lab is offered Monday – Thursday. The lab for grades 2-3 operates from 3:00-3:30 and grades 4-5 operates from 3:00-4:00. Parents must provide transportation for their child when the lab time is finished.

HONOR ROLL

The Honor Roll is intended for students in grades 4-5. We recognize that students achieve at various levels. It is our goal to honor the hard work of these students. Students will be recognized at the end of each quarterly grading period. A student's Grade Point Average determines their quarterly level.

GOLD	4.0-3.5
SILVER	3.49-3.0
BRONZE	2.99-2.5

IMMUNIZATION

NO SHOTS-NO SCHOOL. All students entering school for the first time are required to have proof of immunization. Failure to do so will result in the student excluded from school.

LOST AND FOUND

All items that are found in school will be placed on the lost and found table located in the front hallway by the office.

LOST TEXTBOOKS/LIBRARY BOOK

All basal textbooks are issued without a charge to students for their use during the school year. Students who lose or damage textbooks and/or library books will be charged replacement or repair fees. Library privileges may be revoked until a book is returned or replaced.

LUNCH SCHEDULE

	Lunch	Recess
Grades K-2	11:15-11:40	11:40-12:00
Grades 3-5	11:40-12:05	12:05-12:25

Please refrain from bringing fast food items into the lunchroom. This could be regarded as inappropriate manners as some students may not ever have this opportunity. We will ask that you eat at a separate table.

LUNCHROOM BEHAVIOR

The following rules apply in the lunchroom:

1. Wait in the hallways quietly, keeping hands, feet, other objects, and bad words to yourself.
2. Visit using indoor voices at your assigned table.
3. Use good table manners.
4. Absolutely, NO throwing of food.
5. Raise your hand when you need help and wait for a lunchroom supervisor.
6. Remain seated until dismissed by the lunchroom supervisor.
7. Follow directions of **ALL** staff.
8. Do not exchange food.

LUNCHBOX CHARGES

Due to large numbers of charges not being paid, students will only be able to borrow from the PTA Account twice. Students will be given a reminder slip to be taken home. Any money borrowed will be expected to repay the PTA Account separate from deposits to the "Lunchbox Account". We ask that repayment be made promptly.

MAKE-UP WORK

When a student has been absent from school, it is likely that there will be some work to be done at home or after school in order to complete the make-up work. Although the school is willing to cooperate with parents in these cases, it should be understood that teachers cannot duplicate all missed assignments (ex. Lectures, field trips, experiments). It is asked that parents give teachers adequate time to prepare missed school work. Advanced notice of a student's absence is greatly appreciated.

MEDICATION

Medication brought to school must be in its original, pharmacy labeled container. The parent needs to complete the "Parent Request for Assistance with Medication" form. In the event that permission is not received from the parent, medication will be given for one day only, upon telephone consent. ALL prescription medications must be brought to the Administrative Office of the school, placed in the custody of the principal, and stored in a locked location. It is the responsibility of the child to come to the office to take the medication. The child shall be supervised by trained school personnel when taking medication.

ORCHESTRA PROGRAM

Students in grades 4 and 5 are eligible to take part in orchestra. Students have the opportunity to advance their ability level.

PARENT/TEACHER CONFERENCES

Parent/teacher conferences are held twice a year. The school believes these conferences are beneficial because it provides the parents and teachers an opportunity to share information which will be of assistance in working with the students. Parents or teachers may request additional conferences when necessary.

PARTY TREATS/INVITES

Parents often wish to send a treat to the class for their child's birthday. Please make these arrangements with the classroom teacher. Many of our students have severe allergic reactions to eggs, nuts, and other ingredients. This is done to maintain a safe environment. Please avoid sending party invitations to school unless the entire class is invited. This is done to avoid hurt feelings that may occur.

PLAYGROUND BEHAVIOR AND EXPECTATIONS

1. Students are to report any problems on the playground immediately to the playground supervisors.
2. All inappropriate activities that are harmful to self or others are prohibited, such as: snowballs, fighting, karate, piggy back rides, pyramid building, etc..
3. Students are not allowed to play behind the bushes.
4. Students are not allowed to climb on fences, hand rails, ramps, bike racks, backstops, trees and the building.
5. Students must obtain permission from a playground supervisor to retrieve any type of object that goes onto the street.
6. Students are to sit on the benches NOT stand..
7. Students are to line up quickly and quietly when the recess bell rings. Failure to do so could result in fewer minutes allowed at the next recess.
8. Food items are not allowed on the playground.
9. Electronic devices and toys from home are prohibited on the playground (cameras, CD players, phones, Gameboys, trading cards, cars, skateboards, electric scooters etc.).
10. Bikes must be walked on school premises at all times (before and after school). They are to be parked in the bike rack.
11. Students must obtain permission from the playground supervisor before entering back into the building.
12. Proper use of swings includes:
 - a. Forward and backward swinging only.
 - b. No under pushes
 - c. Twisting the chain is not allowed.
 - d. Only one person on a swing at a time.
 - e. You must be seated.
13. Proper use of playground equipment:
 - a. One person on the tire swing.
 - b. Chicken fighting is not allowed.
 - c. Playing tag is prohibited.
 - d. Do not push people on the glider.
 - e. Take turns.
14. Proper use of the slide:
 - a. Sit down with feet first.
 - b. Climb the steps slowly.
 - c. One person at a time.
 - d. Sliding head first is not allowed.

15. Students may not play on the playground before school or after dismissal. Students are to report to the gym at 7:30 if eating breakfast. Students are to go directly home after dismissal at 3:00.
16. All students are encouraged to use sportsmanship, be courteous, and agree to follow the rules before participating in any game.

PARENT INVOLVEMENT/PTA

The PTA has purchased, organized and/or provided volunteers for the following activities:

- Health Fair
- School Pictures
- Help in the classroom
- Fifth Grade Graduation
- Track and Field Day
- Fun Night
- Book Fairs
- Playground Equipment
- Accelerated Reader Program

The Simmons Elementary PTA extends an open invitation to any and all parents to attend the monthly meeting held the third Monday of the month. Meetings start in August and end in May. Please call the school to confirm the dates and times. (725-7600)

PARENT VOLUNTEERS

Parent volunteers are an important part of a child's educational experience. The evidence is now beyond dispute that, when schools work together with families to support learning, children tend to succeed not just in school, but in life. Research clearly indicates that parent involvement directly affects academic achievement and improves student behavior. Simmons Elementary values parent involvement and would like anyone interested in helping, to call their child's teacher or the office at 725-7600. You will be asked to sign a statement of confidentiality when volunteering in the building.

PERMISSION TO GO HOME WITH ANOTHER STUDENT

Children who wish to go from school to another student's home must bring a **note** giving permission from parents of both children. Please notify the office in advance with your written permission if arrangements of this nature are necessary. ***Please remind your child that they will not be allowed to call home at the last minute to make after-school arrangements to visit a friend.***

PETS AT SCHOOL

Pets are not allowed at school. Please keep all animals out of the building and off of school property during school hours. This is due to safety and health concerns.

RECESS

The schools operate on the assumption that if students are well enough to be in school, they are usually well enough to participate in recess. School personnel will use their judgment with regard to taking students outside for recess during the winter months. If rainy conditions begin while students are outside, playground supervisors are responsible for signaling students to come into the building. Parents are requested to be aware of

weather conditions and to dress children accordingly. Students will be allowed to stay in from recess up to two days with a note and parent signature. A doctor's note may be required if a request is made for more than three days.

	AM	PM
Grades K-2	9:25-9:40	1:30-1:45
Grades 3-5	9:45-10:00	1:50-2:05

REPORT CARDS/MIDTERMS

Report cards are sent home to parents/guardians of students in grades K-5 at the end of each nine week period. Please review the school calendar to see when each quarter ends.

Midterms will be sent home for students in grades 4-5 for each nine-week grading period.

RELEASE OF STUDENTS

Definite procedures are followed to assure the safety of children who are released during the day.

1. Written parental permission should be sent to the teacher stating the requested time of release.
2. PLEASE NOTE THE FOLLOWING: IF ANY PERSON OTHER THAN THE PARENT OR GUARDIAN IS TO PICK UP THE CHILD, THE SCHOOL MUST HAVE A STATEMENT SPECIFYING THE NAME OF THE PERSON ON RECORD AT THE SCHOOL.
3. If a student needs to be dismissed early for medical, emergency, or whatever reasons, the parent or guardian must come to the office to sign out the child. All children **must** be signed out in the office. Children will remain with the teacher until notified.

SCHOOL HOURS

The Simmons Elementary office hours are from 7:30 AM TO 4:00 PM. Students may enter the building at 7:30 AM when the bell rings. Students not eating breakfast may enter the building and proceed to the gymnasium. Students are dismissed at 3:00 PM. Teacher hours are from 7:45 AM until 3:30 PM. A well-prepared teacher is essential to your child's education. Teacher planning time in the morning is from 7:45 AM to 8:00 AM.

SCHOOL WEATHER CLOSINGS

If it is necessary to close school due to inclement weather, an announcement will be made on radio stations KKAA, KSDN, and KGIM. An announcement will also be made on the local government access channel seven. We will also contact parents/guardians by our School Reach Program.

SEXUAL HARASSMENT

Sexual harassment is a form of discrimination and compromises the attainment of educational and work excellence. The Aberdeen School District 6-1 strictly prohibits sexual harassment of the same or opposite sex. Harassment may be cause for disciplinary action up to and including expulsion of the student. This policy applies to employees and students attending any event on district property, and at any event or location when the behavior involves district employee(s) and/or students.

SIMMONS PRIDE/SPIRIT

It is important for students to take pride in their school. School spirit doesn't just happen; it takes special effort from all of us. The result is sense of loyalty and an atmosphere of caring. Parents can play a major role in making positive school spirit a reality!

Parents can positively reinforce what is happening at school. Students notice when their parents attend school events. Cooperation in standing behind any rules and regulations pertaining to the school or events sponsored by the school is also important. Talk with your children about school and keep the lines of communication flowing.

School spirit adds to a positive and supportive school climate. It will help to make all students feel a sense of family when they walk through the doors. School **must** be a safe place for all students.

STARS OF THE WEEK PROGRAM

A student is chosen from each classroom each week to have lunch with the principal the last day of the week. Students are allowed to bring portrait or anything they would like to have displayed in the display case by the library. During our lunch, we discuss the attributes of good character and our school pledge.

“This day has been given to me fresh and new.

I can learn from it or throw it away.

Today, I will do my best in thoughts, words, and actions.

Today, I will be a S.T.A.R.

I will **S**TOP, **T**HINK, and **A**CT **R**ESPONSIBLY.

STUDENT ENROLLMENT

Basic requirements for student enrollment:

1. Copy of birth certificate.
2. Immunization.
3. Copy of records request for transfer.

STUDENTS LEFT AT SCHOOL AFTER DISMISSAL

School is dismissed at 3:00. Students who have not been picked up by 3:30 will be brought to the office. Proper steps will be taken to remedy this situation if need be. Parents will be contacted.

STUDENT VISITORS

Students from other schools or friends of Simmons students **may not** come to school for any part of the day. This can often serve as a distraction in the classroom. However, they are welcome for special programs or events.

STUDENT RECORDS

According to the Family Rights and Privacy Act of 1974, the parent/guardian or student age 18 or over is permitted to inspect and review educational records relating to the student. Parents have the right to:

1. Review and inspect records
2. A listing of types and location of records
3. Request an explanation of or amendment to the records and a hearing regarding all records affecting your child should there be a disagreement as to any part of the content of such file.

TELEPHONE CALLS AND MESSAGES

Teachers and students **will not** be called from class to answer the telephone except in case of emergency. A telephone message will be delivered to the classroom.

TEXTBOOKS/LIBRARY BOOKS

All basal textbooks are issued without a charge to students for their use during the school year. Students who lose or damage textbooks and/or library books will be charged a replacement or repair fees and must pay for it.

VISITORS IN THE BUILDING

Parent/Guardians are always welcome to Simmons Elementary School. They are encouraged to attend special activities, classrooms, and assemblies. **ALL adult visitors must come to the office and sign in before going to any classroom.** Visitor badges are to be worn by all visitors in the building. As visitors leave the building, they must stop by the office and sign out. These are safety procedures required by Aberdeen School District policy.

CHILDREN LEARN WHAT THEY LIVE

If a child lives with criticism,
They learn to condemn.

If a child lives with hostility,
They learn to fight.

If a child lives with ridicule,
They learn to be shy.

If a child lives with shame,
They learn to feel guilty.

If a child lives with tolerance,
They learn to be patient.

If a child lives with encouragement,
They learn to appreciate.

If a child lives with fairness,
They learn justice.

If a child lives with security,
They learn to have faith.

If a child lives with acceptance and friendship,
They learn to find love in the world.