

Kenmore Elementary



Choose to be responsible

Use kind words and actions

Be respectful

Stay safe

Student and Family Handbook 2018-19

Melissa Riley, Principal

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Para ayudar con este en Espanol, llame Alvaro Parra a (425) 408-4863

Kenmore Elementary Student and Family Handbook

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Please also see the Northshore School District Rights and Responsibilities Handbook Concerning Student Conduct by going to www.nsd.org, click students, student resources, and Student Rights & Responsibilities to download the handbook. The school office also has copies available for those unable to access the handbook online.

Kenmore Elementary

Student and Family Handbook

WE

ARE

KENMORE

Kenmore Vision Statement

At Kenmore Elementary, we believe...

- In a commitment to teach in a safe learning environment that cultivates academic, emotional, and social growth for the whole child.
- Each student is unique and has the potential to achieve success at school and in life.
- Every child should be seen as an individual who is valued and comes to recognize his or her worth in this world.
- In developing the confidence and capacity for lifelong learning.
- In every child.
- WE ARE ONE!

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September 2018

Dear Kenmore Families:

Welcome to the 2018-19 school year at Kenmore Elementary!

This handbook contains important school information and outlines the practices and procedures that help our school run smoothly and efficiently. Please take time as a family to review this booklet and keep it as a handy reference throughout the year.

Kenmore has a strong tradition of teamwork among students, parents, and staff that benefits the whole school community. There are many opportunities to become involved around school, in classrooms and through the PTA. We encourage you to explore how you can participate at school as well as stay connected to your child and support his/her learning at home. There are many opportunities to develop new friendships, feel connected to your child, and provide service to the school.

We look forward to a year full of potential and much success along the way. Your thoughts and ideas are important to us, so please feel free to call with any questions, suggestions, or comments you may have.

Sincerely,

Melissa Riley
Principal

Mike Rhyne
Assistant Principal

ATTENDANCE

Absences. When your child is absent or will be late to school due to an appointment, phone the office to let us know. Please notify the office rather than the classroom teacher. If you have a message for the teacher, please include it in your office message and they will pass it along. Our attendance line is **425-408-4810**. Feel free to leave a message anytime, day or night. If we have not heard from you by 10:00 a.m., the office will contact you at home or at work. If we are unable to reach you, we will phone your listed emergency contacts as well. A written excuse must still accompany your student when returning to school. An absence will remain unexcused until contact is made with a parent.

Excused absences (illness/medical). Every day of school is important to the education of your child, but a child should not be sent to school if he/she shows any sign of illness. If your child has had a temperature, please wait until it is normal (98.6) for 24 hours before sending him/her back to school. Students well enough to come to school will be considered well enough to go outside for recess and participate in physical education class. Please send a note with your child when he/she returns to school, stating the nature of the illness.

Vacations/Trips. Vacations are highly discouraged during school times. Students gone for 20 or more days will be un-enrolled. With the way curriculum is presented now, it is very challenging to assign a packet of assignments while your child is away. Teachers will do their best to accommodate while your child is gone, but please know there will be things missed that cannot be made up. Teachers will still do their best to support your child to the when they return.

Early dismissal. To ensure that only an authorized person takes a child from school, a note from home must be cleared through the office before the child can be released. A child dismissed prior to the regular dismissal time must be met in the office and signed out by a parent, guardian, or authorized adult. Please come to the office and we will call your child from the classroom.

Tardiness. Students are considered tardy if they are not inside the classroom when the tardy bell rings at 9:00 a.m. Tardy students must check in at the office to receive an admit slip before going to class. Please be conscientious about on-time arrival so that students hear opening announcements about the day's events and begin their school day with the rest of the class.

Student withdrawal. If you are planning to move, please call the office. You may obtain a copy of your child's immunization record from our office to facilitate enrollment at a new school, and other records will be sent after a request is received from the new school. Advance notice is appreciated.

HEALTH

Health room. Our Registered Nurse serves our building full time each day. Her duties are diverse, from administering first aid and necessary medication to monitoring the general health and well being of our students. Our health room is used for emergency care and for ill students awaiting pick-up. Space and personnel are not available to accommodate extended care or supervision.

Accidents. If a child is injured at school, the nurse, principal, secretary, or a health room assistant trained in first aid will provide emergency first aid. The parents will be called immediately. If a parent cannot be reached, the person listed as first emergency contact will be called. If no one is available to come for the child, we will use our best judgment on whether to call for emergency medical aid.

Your assistance in providing complete and up-to-date information for our records is imperative, especially current work phone numbers and emergency contacts. We keep records on any child who has serious health concerns that may require immediate attention or medication. Please keep us informed of your child's health status so we can help when necessary.

Immunizations. For the protection of your child, the Washington school immunization law requires that your child be properly immunized. This must be done before the first day of school.

Medications. The following requirements must be met for medications administered during school. This applies to ongoing daily medications, inhalers, and emergency medications such as bee sting kits and Benadryl for allergic reactions.

- Specific written directions and instructions from the doctor must be on file for the current school year.
- Authorization from parent/guardian must also be on file.
- Children with life-threatening conditions (i.e. bee sting allergies, peanut allergies, diabetes) must have their medications and care plan in place at school before they can attend.
- Send medication in a labeled prescription bottle (no more than a month's supply at a time). Ask the pharmacy for an extra bottle for school use. All medication is kept locked in the nurse's office.
- If your student is taking medication throughout the school year, please ask your pharmacist for an extra-labeled bottle (or send one of your extra bottles to me) so that it can be used for field trips. Inhalers are sent on field trips.
- If your doctor adjusts the dosage or frequency of administration, you must inform us in writing.
- "Authorization for Medication" forms are available from the nurse.

For either prescription or over-the-counter medication, the school must have a current request from the parent or guardian, accurately labeled medication, and an order from the health care provider. For short term medications, such as cold medications or antibiotics, the nurse at school can receive phone or FAX orders from the student's doctor, dentist, or other medical provider to verify the medication order. This applies only to medication to be given at school less than 15 consecutive school days. Medication sent to school in baggies will not be given under any circumstances.

All medication will be taken in the nurse's office under staff supervision. School personnel will not administer medication by injection except under predetermined, life-threatening circumstances.

When possible, we ask that you adjust the times of your child's medication so it can be given before or after school hours under supervision of the parent or guardian.

Vision, hearing, and scoliosis screening. These screenings are given each fall to all students in various grades. A health care provider will notify you only if your child shows the need for further evaluation.

Student Insurance. Student accident insurance is offered at reasonable rates. Information is sent home in the parent packet the first week of school. If you do not receive it, please contact our nurse at (425) 408-4806.

EMERGENCY INFORMATION

Early dismissal plan. On rare occasions, power outages or extreme weather conditions may cause early dismissal. If school is ever closed because of an emergency prior to normal closing time, it would be challenging to reach all parents. Therefore, each child must know what to do in case parents are not home or immediately available. Please discuss and periodically review your family safety plan so each student knows whether to go home or to a neighbor's house and what to do until parents arrive home. This advance planning will assure safety and peace of mind. However, we will not send a child home without a plan.

Ice and snow. Our first concern is always the safety of the children. Should parents feel ice and snow conditions are too hazardous, they may keep their children home, and an excused absence will be given. In hazardous weather, bus drivers may eliminate portions of a route if, in their judgment, it is unsafe to travel particular roads. Time will also vary in getting students home during extreme weather conditions.

In the event of ice or snow, please do not call the school office or the radio stations. This ties up phone lines needed for emergencies. Please listen to your radio, watch TV, or call the 24-hour Northshore School District information line, 425-408-6001, for closure information. Closure information will also be posted on the district's website, www.nsd.org. From this site, you can also sign up "Hear it First," an electronic messaging system that will allow you to receive emergency messages on a home or work computer. To sign up for this service, go to www.nsd.org and click on the emergency preparedness section.

If Northshore School District is not mentioned during a newscast, Northshore schools are open and buses are operating as normal a schedule as possible. If Northshore is mentioned during a newscast, it will refer to one of the following situations:

- 1) "*Emergency schedule.*" This means school will begin two hours late. In this situation, students should never be dropped off at school prior to 10:40 a.m. There will be no elementary band, orchestra, or before school activities.
- 2) "*All Northshore schools are closed.*" This is determined on a day-to-day basis, and parents should listen each morning for information. When school is closed (or closes early), all after school, evening, and athletic events will be canceled.
- 3) "*All Northshore schools are open but there is no bus transportation.*" This means the weather conditions are such that the buses are only able to pick up students at main intersections. The NSD transportation website will provide your "limited bus transportation" stop.

Earthquake preparedness. Kenmore has a comprehensive earthquake preparedness plan. A parent or guardian must complete and return an "Emergency/Field Trip Release Form" showing to whom your student may be released if necessary. The form will be sent home at the beginning of the school year. Students requiring daily medication should have a supply stored in the health room. Evacuation drills are held routinely to prepare students for an emergency.

Fire procedures. Fire Drills are conducted on a regular basis, in accordance to the district emergency drill calendar. Students are calmly escorted out of the building and gathered in order on the field.

Safe inside procedures. Students practice situations where the building needs to be locked/secure and students stay inside when there is no immediate danger. The safe inside procedure usually occurs as a safety precaution (wild animals or police activity in town, for example).

Lockdown procedures. Students practice situations where the campus needs to be locked down and students take cover and are kept safe inside.

Shelter-in-Place. Shelter-in-place is an emergency response tool to protect students in the event of potential exposure to a dangerous chemical in the atmosphere. If a dangerous chemical was released in the community and posed a threat to students during the school day, we would bring all students and staff members indoors, shut down all heating and ventilation systems, and close and secure all doors and windows. The neutral atmospheric pressure created by these actions would create a barrier and help keep chemical agents from leaking into the building.

During an incident, no one will be allowed in or out until an all-clear signal is given. The district will make every effort to communicate the status of students to parents and the community during such an incident. This is a short-term measure (minutes or hours, not days) designed to use the indoor atmosphere to temporarily separate people from a hazardous outdoor environment. Shelter-in-place is ended as soon as the outdoor air is safe to breathe.

TRANSPORTATION

Bicycle riding/skateboarding. Kindergarten through 2nd grade students are prohibited from riding bikes to school. Third grade students may ride to school with a parent or family member over the age of 18 and 4th - 5th grades may ride to school under the guidance and permission of a parent or guardian. To promote safety, please notify your child's teacher if s/he will be riding bicycles to and from school. It will also be important to make sure your child has safe routes to school and is taught the appropriate safety signs, including the value of wearing a helmet. Students will not be allowed to leave campus without a helmet. Skateboarding, skates, scooters, and roller blades are prohibited on school grounds because of the damage they cause to our curbs and sidewalks and they are too difficult to store safely. Since we do not have a bike rack, please have students lock bikes on the side of the front office, behind the gate, along the chain link fence. It is not recommended that any student ride to school from narrow, hilly roads or areas with poor visibility.

Bus standards. The majority of our students ride the school bus. From a safety standpoint, proper behavior must be adhered to at the bus stop and during the bus ride. Students are expected to obey the bus driver's directions and follow all bus rules (distributed the first week of school). Failure to do so will result in a "bus ticket" and may lead to loss of bus riding privileges. Parents will be notified of infractions and consequences. Your help in keeping us informed of behavior contributing to unsafe conditions is appreciated. Please note that electronic devices such as iPods, etc. are not allowed on the bus or at school. Cell phones must be kept inside backpacks and only used when the student is off campus and off the bus.

Changing after school plans. If your child needs to take a bus other than his or her regularly assigned one, please send a note to your child's teacher stating the name and address of the alternate destination and the bus number serving that route. The teacher or office staff will then write a bus pass that your child will give to the bus driver. Please note: All bus passes must be obtained prior to 2:30 p.m. Scout meetings, birthday parties, or other regular transportation changes need to be arranged through the school district transportation department (425-408-7900). For safety reasons, students without notes must take their regular bus home from school.

An established after school routine is an important part of a child's stability. If you do need to change your student's normal routine, please do so by writing a note to inform the teacher of the change.

Students may not stay on campus after dismissal time. They are welcome to return after arriving home, but supervision after school is a parental responsibility. Students returning with bikes should not ride on the sidewalks or in the parking lots.

Traffic Flow procedures. Procedures for driving students to and from Kenmore Elementary are as follows: Enter the upper parking lot slowly. Enter the front loading zone to deposit children and circle around the parking lot to exit.

Please **DO**:

- Have students wait on the sidewalk for pick up.
- Have students enter/exit cars from the right side only.
- Use crosswalks. Always accompany children crossing to parked cars.
- Drop students off and pick them up in the marked loading zone only.
- Use extreme caution on campus; speed limit is 5 mph.
- Take turns with cars pulling in from the other entrance.

Please **DO NOT**:

- Allow students to run alongside cars pulling forward.
- Drop off or pick up students outside of the loading zone.
- Drop off or pick up in the back parking lot.
- Leave car unattended in the loading zone.
- Park in the fire lane.
- Drive in the oncoming traffic lanes on school property.

Before school supervision. The playground is supervised from 8:40 a.m. until the bell rings at 9:00 a.m. Students should go to their classrooms when the whistle blows at 8:58 a.m. Students should report to the office in the morning for a note to proceed to the classroom if they are tardy, arriving in the classroom after 9:00 am bell.

Movement on campus. For students' safety, they are expected to walk, rather than run, on walkways. For a safe traffic pattern, they stay to the right. Students are expected to follow these procedures:

- Before school, go directly from the bus to the supervised playground.
- At the end of each recess, stop playing immediately when they hear the bell, carry and put away all balls and equipment, and walk quietly to their classrooms.
- During recess, remain in supervised areas.

After school guidelines. Please follow these guidelines:

- Walkers: Students walking home are to leave the school grounds immediately with the safety patrol.
- Buses: Students walk with their teachers to the bus loading area, immediately join their bus line, and be ready to board the bus. Quiet voices and appropriate behavior are expected while waiting in the bus line. "Cuts" in line are not allowed, but students may move to the end of the line (once) to join a friend.
- Students picked up by parents: Parents should arrive promptly at 3:30 p.m. M, T, TH, F and 2:00 p.m. on early release Wednesday to pick up students. **Please note the district calendar for information on the few non-early release Wednesdays and check the Kenmore Elementary website.**
- Dogs are not allowed on campus before, during or after school.

PARENTS AND STUDENTS NEED TO KNOW!

Behavior. Kenmore has implemented the district initiative of Multi-Tiered Systems of Support (MTSS) and a Positive Behavior Intervention System (PBIS). Our goal of having a school wide positive behavior system is to focus on the whole child; fostering student pride in self, pride in school, and pride in community. We consider behavior a form of communication. A PBIS model focuses on building positive relationships and having consistent explicit expectations throughout the school. This model provides students foundational skills to be successful, productive, informed, caring citizens. A social-emotional curriculum is part of this program as well. For further information on Second Step, the social learning curriculum, please see the district website. For further information regarding our behavior expectations, discipline policies, please see the Behavior Expectations Manual **posted on the school website**. A hard copy can be obtained at the main office.

Classroom Celebrations. We love to celebrate kids! However, we are sensitive to the different cultural, religious beliefs and preferences of our students and their families. Additionally, students' healthy and safety needs are also a priority. Current food and safety guidelines bar us from having homemade items at school for classroom celebrations. Foods meant for sharing must be labeled accurately and list ingredients from a store. For birthdays, families are encouraged to consider healthy snacks over sugary treats and/or other non-food related ideas to offer to share with the class like pencils, a class book, etc. Teachers will communicate their expectations for these types of celebrations.

Communications and reporting. Effective communication between school and home contributes to quality education. We encourage you to contact the school by phone, email, or note should a concern arise. Please keep in mind, however, the importance of helping your child become an independent problem solver. Please also consider teachers' needs to balance communication and problem solving with their need to spend time planning and preparing for effective daily lessons. Every effort is made at Kenmore to keep parents well informed about school procedures, policies, events, and special issues regarding individual students. Most of the written communication from school will come in the weekly "kid mail" or via email.

Curriculum nights. In the fall, each classroom teacher will conduct a grade level curriculum night for families. The teachers will share grade-level standards, behavior expectations, and curriculum for the coming school year. Parents are strongly encouraged to attend these informative meetings.

Curriculum and standards. The Northshore School District has adopted curriculum materials for elementary grades in math, science, reading, language arts, spelling & vocabulary, health, and penmanship. These materials, as well as specific units and themes, will be shared at grade level curriculum night in September. School district standards are aligned with the **Common Core State Standards**. If you are interested in seeing the list of curriculum materials, district standards, and/or essential leanings, please contact the office.

Discipline. (Please see behavior manual for further info.)

Dress. Kenmore students are expected to dress in a manner that does not disrupt the educational process. Modesty and respect are the best guides when determining what is appropriate and not appropriate for an educational environment. For example, obscene language on clothing, drug or alcohol-related messages, and gang-related apparel are not allowed. Short shorts and short skirts, as well as revealing tops such as midriff tops, low cut tank tops, halter-tops, and any beachwear are not appropriate for school. Any style of dress that reveals undergarments is not acceptable. Additionally, make up is discouraged. Pajamas are also not school-appropriate, unless the principal or a teacher has established a specific guideline for a classroom celebration. Children are

allowed to wear hats to school, however, hats may or may not be worn in class based on teacher discretion. Students need to wear appropriate shoes and clothing for PE activities and recess.

Children have recess regardless of weather conditions. It is advisable to wear warm, water-resistant clothing during the long rainy season. Water-resistant jackets and hats/hoods are required for outside play during recess when it is raining. During hot weather, walking shorts are permitted. Finally, if your family's dress code norms are different based on your culture, background or religion, please let Mrs. Riley know. Please consider this as you help your child make appropriate choices for school clothing.

Electronics Policy. If a student has a cell phone at school, it must be kept in backpacks and turned off at all times. Parents who need to contact their child should do so through the office (425-408-4800). All other electronic devices (iPods, kindles, etc.) are not permitted on campus. Any disruptive cell phones or other devices will be held in the office for parents to come pick up.

Holidays and Classroom Celebrations. Please consult with your child's teacher regarding classroom celebrations. Please do not send balloon bouquets to school. They are not allowed on buses and are easily damaged at school. Invitations for out of school birthday celebrations should not be distributed at school.

Homework. Homework becomes an increasing part of the students' responsibility as they progress through school. However, teachers have the ability to make decisions for their instructional program on whether or not homework, and/or what type, is appropriate based on the age of the students, students' needs, and content. As a general guideline, homework may be assigned per day as follows: kindergarten, 5 minutes; first grade, 10 minutes; second grade, 20 minutes; third grade, 30 minutes; fourth grade, 40 minutes; fifth grade, 50 minutes. Reading should also occur nightly. However, this may be modified based on your child's specific learning needs. Additionally, if your child is struggling with an assignment for more than 15 minutes, stop, initial it and send the teacher a note so the skill can be re-taught and practiced at school again.

Students not completing regular assignments during the school day may be asked to complete unfinished work at home. Students are not expected to do work that has not been taught or discussed in the classroom. Parents are asked to help monitor homework by checking assignment sheets found at the front of your student's notebook or folder. Practicing consistent, productive study habits is an important goal as students develop, but should not consume essential family time..

Library. We have a wonderful school library that contains more than 7,000 books. All grades have a regularly scheduled library class, and books can be checked out at the end of class, at recess, or with a pass from the classroom teacher. Books can also be checked out at the nearby Kenmore Public Library. We encourage you and your child to take advantage of these opportunities in order to stimulate interest and enthusiasm in reading for both pleasure and fun!

Lost and Found. Lost and found items are kept until the end of the school year, and then unclaimed clothing is donated to charity. It is amazing to see the quantity of jackets, sweatshirts, hats, etc. that quickly find their way to the lost and found rack by the Gym starting in early fall. Please encourage your child to look for misplaced clothing as soon as possible. We also encourage you to stop and take a look at any time during a normally scheduled school day.

Meals. A nutritious and well-balanced breakfast and lunch are served each day. With our Bank-a-Meal program, you may open an account in your child's name at the beginning of the school year. Please try to open the account for a minimum of \$10.00 or \$15.00. When your child eats a meal, the cost will be deducted from his

or her account. If your child brings a lunch, the account will not be charged that day. If you have more than one child at Kenmore, you may write one check, but you must specify how the cook should divide the funds. Siblings may not borrow from each other's cards. Students who bring sack lunches can open an account to purchase their milk if they wish.

When it is time to make another payment towards Bank-a-Meal, your child's teacher will be given a printed reminder in the Bank-a-Meal envelope. Please use the new envelope to make the next deposit to the account.

If your child forgets lunch money and is out of money on the Bank-a-Meal card, the child will receive an emergency lunch, which consists of a simple sandwich and fruit. If your child's account is in the negative for a few days, you will receive a robo call and should send in money to bring your account balance into the positive AND provide additional funds for your child's successive lunches.

Free and reduced breakfast and lunch are available to qualifying families. Application forms in English and Spanish are available in the office. Students who qualify will be issued a card for their daily use after completion of appropriate forms and approval by Northshore School District's Food Service.

Northshore has a credit card payment system for school meals. You can either log in to a website, www.paypams.com, or call 1-888-994-5100 to make credit card payments. The Parent Account Management System (PAMS) allows for credit card payments of schools meals 24/7 via Internet connection or telephone; schedule of automatic payments based on account balance; review of cafeteria purchases online and email notification of account balances. You must set up an account using one of the approved credit cards to check account balances or payment history. **PayPAMS program accepts Mastercard, Discover and Visa. PayPAMS will charge \$1.95 per payment transaction for a processing fee.** Fees are not charged when a family pays by cash or check (made out to the Northshore School District) at school. The student ID number should be included with all payments.

Newsletters. A monthly newsletter, Paw Prints, is available online at the Kenmore Elementary website. If you would like to receive the newsletter electronically, please send an email to KELParents-join@lists.nsd.org. This is our primary vehicle for communicating to parents, and we encourage you to read it and call if additional information is needed. Copies will also be available in the school office. The PTA newsletter, Bear Facts, will be online monthly as well, and is an excellent source of school and community news. Teachers will send home periodic newsletters as well. Additional fliers are sent home with the youngest child in each family to provide more detailed information about upcoming events.

Pets. Dogs, no matter how friendly and gentle, are a danger on a school property full of children. Please help us ensure the safety of students by keeping dogs at home. We will call Animal Control to pick up stray animals that appear on campus. Do not send another type of pet to school without consent from administration and the teacher as proper district guidelines need to be followed.

PTA. Kenmore has an active and involved PTA. Many enriching activities are provided using parent volunteers. In addition, resources are made available to teachers through PTA funds and programs. We encourage your involvement. Please see the welcome letter and listing of Board of Directors at the back of this handbook.

Report cards. The school year is divided into semesters with quarterly reports.

The standards-based report card provides parents with three types of information about their student:

1. Behaviors that promote learning such as effort, participation and cooperation. These areas are scored with a letter scale, as follows: C=consistency, O=often, S=sometimes, R=rarely.
2. Academic performance related to the state and district learning standards in each subject area such as reading, writing and math. Academic areas are scored on a scale of 4 to 1, exceeds standards to below standard.
3. Progress will tell families how much growth during the semester the student has demonstrated. Progress will be reported with a plus (+ = significant), check (√ = steady), or minus (- = little or no progress).

You are encouraged to contact your child's teacher if you have any questions about the report card or your child's progress.

Student placement procedure. In mid-May, parents have the opportunity to submit input forms to the principal regarding placement for the following year. In early June, the principal meets with teachers at each grade level to begin class formations for the next school year. Facts such as academic abilities, behavior, social mix, and boy-girl ratio will be considered. Students are grouped carefully to create balanced classes and to match learning needs with teaching styles. This year's teacher will make a careful judgment on placement based on school behavior and learning needs observed throughout the year. If you have special concerns or information about your child's learning needs, you will have an opportunity to share them in writing in the spring. A form will be available at that time in the office. Its availability will be announced in Paw Prints. Your trust and support in the placement decision is extremely important to your child's success and to their sense of your confidence in their adaptability.

Supplies. A list of recommended school supplies by grade level was sent home with the final report card. The current supply list is available on the Kenmore Elementary website. Recommended supplies are available to any student with financial need through the nurse's office. Donations are also accepted warmly.

Telephone messages. Our telephone lines are quite busy, and though we hope you feel free to call at any time, **we encourage written communication whenever possible.** Please avoid calling school with messages for your child and make arrangements at home prior to school whenever possible. This will limit classroom disruptions and lighten the load of our busy office. We must limit student use of the telephone to emergency situations only.

Toys, Valuables and distracting items. Students are not allowed to bring valuable items to school. The school cannot take responsibility for these possessions, as they may become lost, damaged, or stolen. Arrangements must be made with the teacher before bringing "show and tell" articles of value. Items that can cause disruption or annoyance in the classroom or on the playground are also to be left at home. Any item brought to school without permission from the teacher, and which cause a disturbance, will be taken from the student and returned upon written request by the parent or in the presence of the parent.

Visiting school. Parents are always welcome to visit our school. All visitors must sign in at the office where they will be issued a visitor's nametag.

We ask that parents exercise careful judgment and avoid frequent or lengthy visits. Providing your child privacy and independence at school sends a positive message about their self-reliance and your confidence in the teacher.

If you wish to visit a class, please make arrangements with the teacher prior to the day of the visit. During class time, the teacher is too busy with students for much conversation. Dropping into classrooms with quick messages or a lunch for students or a note for teachers can be very disruptive. Teachers will be happy to confer with parents before or after school. Send a note to your child's teacher to communicate you'd like a conference appointment.

Volunteers. The talents, expertise, and interest of parents who volunteer at school enhance our students' school lives. There are opportunities for parents to assist in the library, health room, classrooms, reading room, learning center, and with many all-school programs. You will have an opportunity to sign up for classroom volunteering at the grade level curriculum night. Prior to volunteering, you will be asked to sign up for volunteer training before you begin and is only necessary to attend once.

Parent volunteers are asked to carefully consider issues of confidentiality. We also ask your help in maintaining a school environment that is warm and respectful and teaches students independence and personal responsibility. Thank you in advance to all the wonderful volunteers who contribute to the success of our school programs by volunteering.

Yearly Standardized Assessment. In addition to classroom-based assessments, there are state required tests given for 3-5th grade. Students will take the Smarter Balanced Assessment (SBA), in English Language Arts and Math. Fifth graders will also take a state standardized assessment. Please be sure to check the newsletter for the dates of these tests so that you can support your child by providing plenty of rest the night before. Additionally, teachers are in the practice of giving pre-tests to find out what students know already so they can plan for effective instruction and differentiation. Students should be encouraged to not feel nervous or bad if they don't know something on a test.

STUDENT PROGRAMS

Assemblies. Assemblies are scheduled throughout the year to provide cultural enrichment, promote our school-wide character and behavior goals and to provide opportunities for student performance.

Music education. As a part of the general education curriculum, students in grades K- 5 meet with the music teacher. The comprehensive program is designed to identify, encourage and develop all students' musical abilities and help students understand and appreciate this form of the arts. Evening musical performances are scheduled periodically during the year, and all students are encouraged to participate in the performances.

Physical education. All students in grades K-5 have physical education taught by a P.E. specialist. If your child has a medical problem, please inform us of necessary modifications. A note from home is necessary to excuse a child from participation. Students are also expected to dress in a manner that makes participation possible. Since the time with the P.E. specialist is limited, progress in this area can only be made through regular participation in the activities.

Student Council/ASB. The student council is an organization that works to foster positive leadership, student involvement in decision-making, and school pride. Experiences in student government are a valuable part of learning to live in our democratic society. The council plans student activities and works with the entire student body and with teachers to bring about better relations in our school. The student council consists of an elected president, vice president, secretary, and treasurer, along with classroom representatives.

EXTRA-CURRICULAR OPPORTUNITIES

Eco Cubs. Eco-cubs are Kenmore students who show a special interest in learning about our environment. 4th-5th graders meet regularly to walk to local environmental sites, garden in our native plant area, listen to guest speakers, play games that demonstrate ecological concepts and ideas, and work on a service project of the group's choosing. Last year we took photographs, made note cards to sell as a fundraiser, and then purchased oil catchers for our parking lot storm drains. We try to spend time outdoors at every meeting. Eco-cubs show a strong commitment to the environment, are independent thinkers and focused learners. Parent volunteers are necessary for the walking field trips, fundraising, and gardening activities. Group size may be limited depending upon parent involvement.

Instrumental music. NSD offers music for 4th and 5th graders. These classes are held before school at Kenmore Middle School. Students ride the buses to band and are then transported back by bus to Kenmore Elementary. There is no charge for this program, but students must provide their own instruments. Information regarding dates and times is sent home at the beginning of the school year or can be obtained by contacting Kenmore Middle School, 425-408-6400.

Intramurals. Intramural programs are offered to 5th graders at predetermined times during the year and are designed to allow for all ability levels to participate, receive instruction, and play low-level competition. The emphasis of the intramural programs is on participation, skill development, teamwork, sportsmanship, and fun.

Math Club: Kenmore offers an after school math club for intermediate (3-5) students. The goal of the math club is to stimulate children's mathematical curiosity, and to foster imagination and creative problem solving skills. Hopefully, experiencing the wonders of math will result in a positive attitude toward the subject that will serve children well throughout their formal education and beyond. In addition to stretching individual minds, students will have opportunities to work in teams to solve complex problems.

PTA-sponsored activities. PTA sponsors a number of enjoyable and enriching activities. PTA family nights are scheduled throughout the year, and speakers on topics of interest to parents are also included. Watch for information about these events in Paw Prints and Bear Facts.

School service opportunities. A number of school service groups are available to students. It is our hope that involvement in these groups will encourage students to take pride in our school and to help set high standards and personal expectations for our student body. Examples of student support groups are safety patrol, computer helpers, library helpers, stage crew, and cook's assistants.

Involvement in all after school programs is dependent upon students maintaining appropriate citizenship.

DISCRIMINATION STATEMENT

The Northshore School District is an Equal Opportunity/Affirmative Action Employer and prohibits discrimination in all its employment procedures, training, educational programs, and extracurricular activities on the basis of age, sex, marital status, genetic information, sexual orientation including gender expression or identity, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, unless based upon a bona fide occupational qualification. The following employee has been designated to handle questions and complaints of alleged unlawful discrimination: Dr. Chris Bigelow, Director of Equity and Diversity, 3330 Monte Villa Parkway, Bothell, WA 98021, 425-408-7726.