

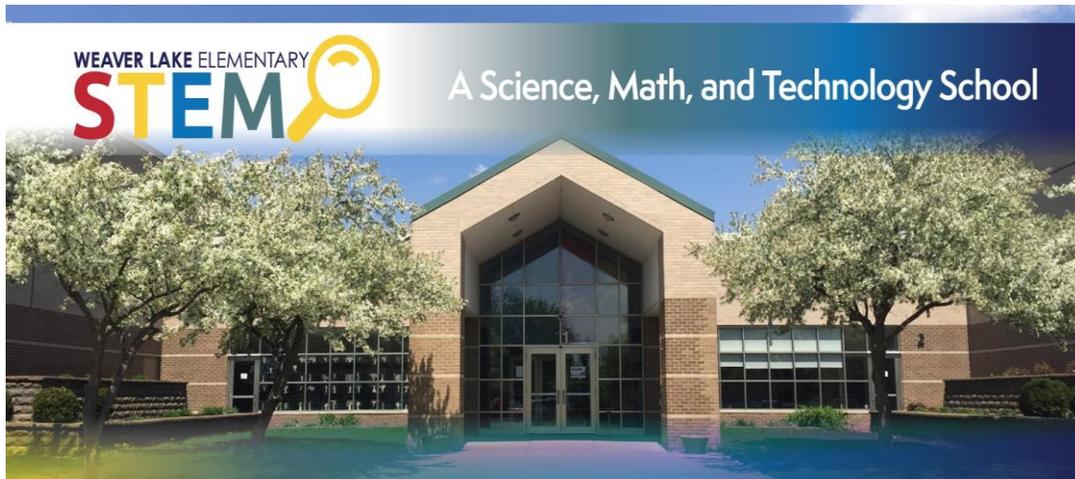
2022 - 23

Weaver Lake STEM Elementary Family Handbook

Address: 15900 Weaver Lake Rd., Maple Grove, MN 55311

Office Phone: 763-420-3337

Fax: 763-391-8880



Our Mission:

Weaver Lake Science, Math, Engineering and Technology magnet school is a diverse and inclusive community dedicated to creating life-long learners who are actively involved in inquiry, discovery, and exploration.

Our Motto: I.D.E.A.

Inquire.

Discover.

Explore.

Achieve.

Website: <https://wvr.district279.org>

Principal: Lena Christiansen Email: christiansenl@district279.org

Mascot: Smartie the Wolf School Colors: Royal Blue and Orange

This handbook is meant to be a complement to the District Parent Handbook and familiarize you with policies at Weaver Lake STEM Magnet School. It is important for you to read both handbooks with your child(ren) and refer to them throughout the school year.

Weaver Lake STEM Curriculum (Click [here](#))

Weaver Lake Elementary has a rigorous curriculum aligned with both Minnesota state and national standards. Value-added projects are real world investigations with practical applications and achievable outcomes. Our STEM themes are strategically woven throughout content areas, making our program unique and innovative. Each value-added project has learner-centered outcomes and is based on our school's five value-added standards.

- Use problem-solving strategies
- Collaborate on ideas
- Collect, analyze, and interpret data
- Create and use representations to model ideas
- Share and critique ideas based on evidence

STEM Identities

Through unique learning opportunities at Weaver Lake, students take on various roles, or identities, from kindergarten through fifth grade in order to build independence in their learning. The identities are:

- Questioner
- Problem-solver
- Collaborator
- Collector
- Analyzer
- Creator
- Evaluator
- Communicator

Absences and Attendance

Absence: When a student is not present in school or at any school approved activity, in or out of the building, where school supervision is in effect and the activity is held during the normal school day.

Tardy (Partial Day Absence): A Tardy (partial day absence) will be recorded when a child in Grades K-5 misses 1 hour or less of instructional time during the school day. Students will be given an admit pass to class from the office. A student is considered tardy when they are not in the building at 9:30 a.m. when the school bell rings and/or when student is picked up within an hour before dismissal due to an unexcused reason.

Half Day Absence: A half day of absence will be recorded when a child in Grades K-5 misses more than 1 hour of instructional time during the day. Two half day absences will be equivalent to one full day absence.

Full Day Absence: A full day of absence will be recorded when a child in Grades K-5 is not in attendance for the day.

Absence, Tardy or Vacation

If your child/children will be late or absent from school for any reason, please call school before 9:30 a.m., at 763-420-3337, Press 1 and leave a message including your child's name. Grade teacher, date and reason for absence. You can leave a message 24 hours a day.

Parent/Guardian Change in End of Day Transportation and Pick-Ups

Please call the office before 3:30 p.m. 763-420-3337, press #0, and speak with a staff person to place your student on the master end of the day pick-up list. Any emails or written notes may be beneficial to the student's teachers; however it does not guarantee that the message will be received by the office.

We strongly encourage you to call the office with changes to your child's end of the day routine. Please see Elementary Parent Handbook for list of excused and unexcused absences,

Arrival and Dismissal

Please make sure you do a daily health screening before sending your child to school. The screening is provided at the end of the handbook.

We ask your cooperation in making sure that students **do not** arrive at school prior to 9:20 a.m., as there will be no adult supervision. Students being dropped off at 9:20 a.m. will be supervised by student patrols and adult staff. Students will be admitted to the building with the first bell at 9:20 a.m. Breakfast for students is available in the cafeteria to bring back to classrooms. By the 2nd week of school, students who want breakfast will be issued a 2nd ID badge with their barcode that they will bring back and forth to school. This will be used to help keep an accurate account and to charge accounts for breakfast. Students should be in their classrooms ready to learn at 9:30 a.m.

Parent Drop Off Procedure:

Parents/daycare vehicles pull to the curb in front of the building, past the front entrance as far as possible leaving the fire lane open. Students exit or enter the vehicle curbside only. Please do not stop within the crosswalk as it creates an unsafe situation for our students. There is no waiting or parking in front of the school by the sidewalk. If you arrive early, please use the parking lot for waiting. If you are not dropping off at the curb, please park your vehicle and walk your child/children across the crosswalk. For the safety of all, please refrain from using your cell phone while dropping off your child/children.

Parent Pick Up Procedure

Students will be dismissed for parent pick up at 3:55 p.m. Pick up your child/children by the sidewalk in front of the school. Your child/children must be ready to enter the vehicle on the passenger side. Proceed as far as possible down the curb so other vehicles can pull up behind you. If you arrive early, please use designated parent pick up spaces on the south end of the lot. Please do not stop within the crosswalk.

Arrival and Dismissal (cont.)

KidStop

Students who go to Kidstop will be dismissed at 3:55 p.m. from their classrooms and walk to the cafeteria with the parent pick up lines.

After school classes

A copy of the class roster for after school classes will be given to the teachers of those students prior to the first day of class. The roster will indicate the day or dates of the class. On the first day only, classes will be noted on the End of the Day sheets. Students attending after school classes are dismissed at the 3:55 p.m. bell to walk to the cafeteria. Teachers should retain a copy of the roster and send students to the cafeteria on the designated days.

Bussing:

All bussers with the exception of students riding Special Ed. buses, enter/exit through the doors on the north side of the building. Bussers will be let off during arrival beginning at 9:15 a.m. with those that are eating breakfast. All other students will be dismissed off buses at 9:20 a.m. K - 2 students will enter door 5, 3 - 5 students will enter door 7.

At dismissal, teachers will walk out students riding the bus. If a bus is going to be later than 4:10 p.m., teachers and supervisors will decide if students should wait inside the building.



Bus Safety

Students are to walk on the sidewalk staying between the yellow safety line and the edge of the grass. Students are to follow the yellow parking slot line to the curb/bus.

Bus Safety Week will occur September 19 - 23. All students in grades K-5 will receive bus safety classroom instruction. During the year, students will participate in a bus evacuation drill. The Bus/Bike/Pedestrian Guidelines for Students is posted on Peachjar.

Transportation Contacts for Parents

If you have a concern about your child's bus stop or any transportation related questions, please contact transportation through one of the preferred methods listed below.

For students transported within District 279

District 279 Transportation Department

Phone: 763-391-7244

Email: BusQuestions@district279.org

District 279 Transportation Department Information also available at:

<https://www.district279.org/services/transportation>

For students transported outside of District 279

NWSISD - CSTMN (Collaborative Student Transportation of MN)

Phone: 612-808-8868

Behavior - The Weaver Way

The Weaver Way uses Positive Behavioral Interventions and Supports (PBIS) research-based standard of practice for the Weaver Lake Community which includes students, staff and families that best supports academic, social and emotional development for all. Our goal in using the Weaver Way is to provide a safe learning environment where our students can grow academically, socially, and emotionally. We strive to teach children positive ways to interact with others and to help them learn to make good decisions about their own behavior.

Weaver Lake uses a combination of Responsive Classroom, Zones of Regulation, the Compass, and curriculum such as Second Step to foster the following outcomes:

- **Increase social skills and academic engagement.**
- **Increase learner investment and independence.**
- **Establish a positive school-wide climate.**

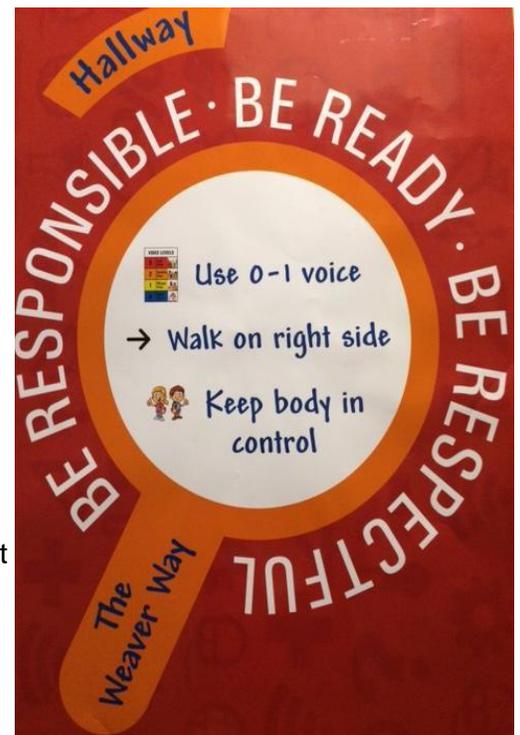
Weaver Way Expectations

Positive behavioral expectations are guidelines and routines that are taught in order to encourage appropriate behavior and prevent inappropriate behavior. A school's behavioral expectations form the building blocks for a positive school environment that is conducive to student achievement. The Weaver Way expectations are:

- Be Respectful
- Be Responsible
- Be Ready

Expectation lessons are explicitly taught to help students learn what it looks like, sounds like, and feels like to be respectful, responsible and ready. Posters with the Weaver Way expectations are used as visual tools to help students learn and follow these expectations.

The school wide behavior matrix is at the end of this handbook.



Behavior - The Weaver Way (cont.)

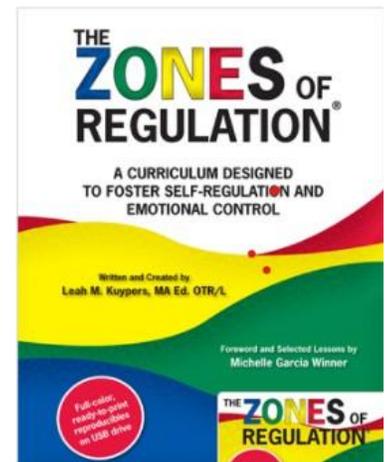
Positive Behavior Recognition

A variety of strategies are used by Weaver Lake staff to encourage students to make positive behavior choices to promote a positive school culture including teaching, modeling, redirection, and reteaching. Staff use “I Spy” slips schoolwide to recognize students who demonstrate the Weaver Way. These slips are counted per trimester and schoolwide recognition is given.

Classroom Practices and Strategies

Most students succeed when clear expectations are taught, reinforced and a positive school climate is established. Strategies that our Weaver staff uses to teach and build positive community are:

1. **Morning Meetings:** These build personal and community relationships.
2. **Name Badge:** All students wear a name badge that includes the following information: school name, student’s first name, and classroom teacher name.
3. **Universal hand-signal:** When a teacher “shows five” with an uplifted hand, students and others in the room stop talking and attend to the speaker. They show they are ready to listen by raising their own hand in response.
4. **Classroom Expectations:** Each class at the beginning of the year will create classroom expectations together. These will be displayed in the room.
5. **Take a Break:** This is a positive, respectful and supportive teacher strategy used to help a child who is just beginning to lose self-control to regain it so they can do their best learning.
6. **Buddy Room:** A positive respectful teaching strategy, buddy rooms are used to help a student when “take a break” isn’t working.
7. **Closing:** Gathering at the end of the day that promotes reflection and celebration through participation in a brief activity or two.
8. **Movement Breaks:** Short, playful, whole group activities that are used as breaks in lessons.
9. **Zones of Regulation:** a framework and curriculum (Kuypers, 2011) for teaching students strategies for emotional and sensory self-management.
10. **Student Conferencing:** Problem solving with student(s)



Behavior - The Weaver Way (cont.)

Behavioral Interventions (cont.)

When a student does not respond to redirection, modeling and/or reteaching, the following interventions may be used:

- Loss of a privilege
- Restorative circle
- Student conference
- Parent contact
- Behavior intervention form
- Fix-it sheet

If a student does not respond to the initial interventions, the teacher, principal and/or parent may request a conference to build an intervention plan to help the student successfully follow school and classroom expectations.

Severe Behaviors:

Students who engage in a severe behavior will be sent to the office with an Office Discipline Referral Form. The form will be completed by the staff member who was involved with the incident. Parent contact will be made within 24 hours of the incident. This could include the form being sent home to be signed and returned the next day. Weaver Lake follows the District 279 policies in relation to student behavior regarding weapons, harassment and bullying. These can be found in the District 279 Parent Handbook which is sent home at the beginning of the year and can be found on our school website.

Parents/guardians and students may also access the District 279 Safe Schools Tip Line at <https://form.iotform.us/70136270174146>

or call 763-391-8660.



Birthday Treats

Out of respect for instructional time, family and religious choices, and many students with food allergies and sensitivities, birthday treats are not permitted in the classrooms. Invitations to student birthday parties should not be distributed in classrooms.

Blue folders

Each student will receive a blue folder to use as a communication tool for important papers. Please check your student's folder daily for completed work, assignments and communication from the teacher or school.

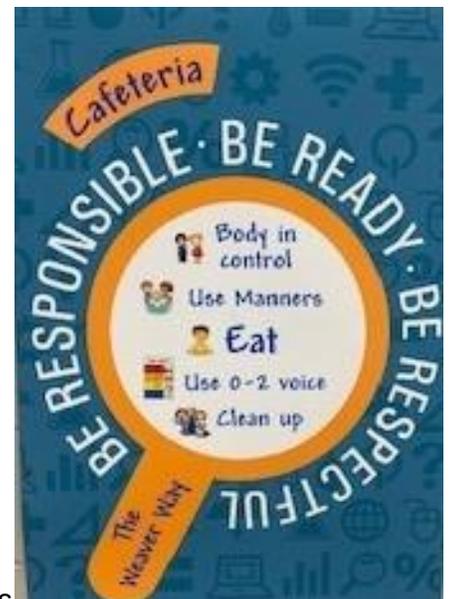
Breakfast/Lunch/Cafeteria

Go to this [link](#) for more information on meals including how to load your child's account, menus and food assistance.

Students will be sitting in the cafeteria at tables with their class by grade level. Handwashing will be done before coming to the cafeteria. Hand sanitizer is available at the entrance and exit of the cafeteria. Students will hand sanitize and/or wash their hands after eating.

Students will have recess after lunch. Students are not allowed to share food. Food allergies and sensitivities and special dietary needs will be accommodated in partnership with your child's classroom teacher, nutrition services staff, nurse and lunchroom supervisors.

Food items should not be brought into the lunchroom to supplement school lunches. If additional food is needed at lunchtime, arrangements can be made with the food service staff and/or classroom teacher. Passing out items like candy, cookies and treats is also prohibited.



Communication with Staff

We welcome and encourage parents/guardians to communicate with school staff through phone, email or meetings. In order to ensure that staff is available for a meeting, please schedule ahead and set up a time that is convenient for both you and the staff members. We want to work together for the benefit of your child.

Cell Phones & Non-District Devices including smartwatches

We suggest that cell phones and other non-district devices not be brought to Weaver Lake. If brought to school, cell phones and smart watches should not be seen or heard in the school building or at a school sponsored activity during school hours, 9:30 a.m. - 4:00 p.m. If a staff member sees or hears a phone or smartwatch and it is disruptive to learning, it may be confiscated from the student. The first time a phone or smartwatch is taken, parents will be notified and the phone or smartwatch will be returned to the student at the end of the day. For all occurrences after that, the parent will need to come pick up the phone or smartwatch from school or work with the school principal to develop a plan. Cell phones, smartwatches or non-district devices brought to school will be the responsibility of the student. Weaver Lake staff will not be involved if a cell phone, smartwatch or non-district device is lost or stolen.

Dress Code

Please refer to p. 8 of the District Elementary Handbook.

Shirts must:

- Cover entire midsection and back (no halter tops).
- Have no language or illustrations that are offensive.

Hats or headwear of any kind are not allowed during the school day unless worn for cultural, religious or medical reasons. Baseball-type hats and winter hats can be worn out at recess.

Pants should not sag or be dragging on the floor.

Dress Code (cont.)

Shoes:

- Must be worn at all times.
- Tennis shoes that are laced/velcroed securely should be worn for Phy. Ed.
- Flip flops can be a safety issue and often break. They should not be worn for physical activities.

Students not following the dress code may be asked to turn the shirt inside out, wear a shirt or sweatpants provided by the school, or be sent home to change clothing.

Internet Acceptable Use Policy/Social Media

See p. 10 -12 of District Elementary Handbook

The internet is a powerful educational tool. It provides world-wide access to museums, libraries, news, events and other useful resources. Internet access provides an exceptional opportunity for student inquiry, comprehensive information gathering and world-wide communication.

Weaver Lake will follow and be in compliance with District 279's Board Policy 524. Weaver Lake Elementary is asking students to adhere to the following behavior expectations for acceptable use of the internet:

- All students will review this document with their parents/guardians.
- All students will receive instruction in the proper use of the internet.
- All students will be expected to use the internet as an educational resource and will use only sites as directed by their teachers.
- All students will not give out personal information such as name, address or phone number on any site.
- If a student accidentally accesses material that is inappropriate or makes them feel uncomfortable, they will close the browser immediately and tell their instructor.
- All students will use Google Meet codes or sessions for their intended educational use.

Internet Acceptable Use Policy/Social Media (cont.)

If policies and procedures are not followed, consequences could include the loss of technology without direct supervision for a period of time and/or payment for damages and repairs. Parent contact will be made and a plan will be developed.

Social Media plays an important role in all of our lives. Students are especially tuned into social media as a vehicle for instant communication. Schools experience a downside to social media communication when it is misused. Messages sent from student to student or to groups of students are often not private and the content of these messages can be harmful. Students need to be aware of the power of social media and the consequences of negative posts, texts, photos, etc. Schools often support to settle student disputes over social media because it affects the student's ability to learn. Parents may be called on to help Weaver Lake teach students about the proper use of social media, monitor and control its use and resolve conflicts that arise.

Recess

Outdoor Recess:

Students will receive recess daily. Student play areas could include a playground, field or grassy area, and/or tar area. Recess equipment such as balls, jump ropes, etc. will be provided for each grade level. We ask that students come prepared to dress for the weather. Students may be outside up to 30 minutes. Students who bring a coat and/or jacket will be expected to bring it outside with them.

Indoor Recess:

Inclement weather, slippery conditions, etc. may be reasons for the school to decide to have indoor recess. Students will take their indoor recess with their classroom/pod. Activities could include art projects, coloring, board games, reading, listening to music, etc.

Recess (cont.)

Occasionally, parents will request that their child stay indoors for recess due to recent illness or injury. When your child returns to school, it is expected that they are able to participate in all activities. If you feel it is necessary for your child to stay in for recess, a physician's statement to be filed with the nurse is required.

Visitors

Weaver Lake has a secure entry system with a camera and intercom system. This is located in the vestibule. Visitors or parents/guardians picking up students early will need to push the button (like a doorbell) and talk with the office. We will be following district protocols around visitors and volunteers. Please check district and school websites and emails for updates from the school and district.

Picking up a student early

If you need to pick up your child/ren early from school, please notify the classroom teacher and office of your intent. We will be using the intercom system in the front entry to communicate with parents. You may be asked to show your ID. Students will be released from the office into the front entry or office where a sign-out sheet will be completed by the parent/guardian.

Volunteers

Volunteers are needed this year. Volunteers may be asked to share an interest or career virtually with a class, assemble or cut materials at home, provide information regarding various topics of study - including STEM and cultures, record read-alouds, and other opportunities. Information and application to volunteer in the district and at Weaver Lake STEM Magnet can be found here: <https://www.district279.org/life-279/volunteers>

The Weaver Way
Building Expectations



Wear name tag at all times
Wear mask while indoors
Wash hands frequently

	Hallway	Bathroom	Cafeteria	Recess
Be Respectful	<ul style="list-style-type: none"> • Voice level 0-1 • Keep hands and feet to self • Use walking feet 	<ul style="list-style-type: none"> • Voice level 0-1 • Give others privacy 	<ul style="list-style-type: none"> • Voice level 0-2 • Use manners • Use walking feet • Raise hand if you need something 	<ul style="list-style-type: none"> • Voice level 0-4 • Be safe and visible • Be considerate of others and equipment
Be Responsible	<ul style="list-style-type: none"> • Walk on the right side with the traffic flow • Go directly to your destination • Have a pass 	<ul style="list-style-type: none"> • Wait your turn • Keep area clean • Use facilities properly 	<ul style="list-style-type: none"> • Leave a clean space • Take what you need • Put silverware in bin • Stack tray quietly 	<ul style="list-style-type: none"> • Use and return equipment appropriately • Bring in all personal items • Be safe and visible
Be Ready	<ul style="list-style-type: none"> • Keep body in control • Eyes forward 	<ul style="list-style-type: none"> • Go and go • 2 pumps, 2 towels • Have body in control 	<ul style="list-style-type: none"> • Focus on EATING • Only eat your food • Have body in control 	<ul style="list-style-type: none"> • Dress for the weather • Follow adult directions

Voice Levels

Voice level 0 = Silent Voice level 1 = Whisper Voice level 2 =Speaking Voice level 3 = Loud

DO A DAILY **HEALTH SCREENING** Before Sending Your Child to School

To help ensure safe and healthy schools, we request that all parents/caregivers perform a daily health screening for their students prior to sending them to school on an in-person learning day. Please use the Minnesota Department of Health (MDH) [screening tool](#). Here is a summary of the screening tool:

Does your child have **one** or more of these symptoms?



✔ If you answer “Yes” to at least one of the above symptoms:

- ▶ Please keep your child home when sick; DO NOT send them to school.
- ▶ All other students in the household should also remain home UNLESS they are vaccinated and symptom-free OR tested positive for COVID-19 between 11 and 90 days ago.
- ▶ Contact your school’s attendance line to report your student(s) absent. 
- ▶ Consider contacting your health care provider.

Does your child have **two** or more of these symptoms?



✔ If you answer “Yes” to at least two of the above symptoms:

- ▶ Please keep your child home when sick; DO NOT send them to school.
- ▶ All other students in the household should also remain home UNLESS they are vaccinated and symptom-free OR tested positive for COVID-19 between 11 and 90 days ago.
- ▶ Contact your school’s attendance line to report your student(s) absent. 
- ▶ Consider contacting your health care provider.