



Back to
School
Information

2021-2022

The Back to School Information is provided to answer many questions as you prepare for the start of the school year. If you have other questions, please contact our school office at (651) 653-2858 or your child's teacher. Our office is open Monday - Friday from 7 AM - 3:30 PM. Thank you!

Neighborhood Staff:

Grizzlies

Ms. Lapinski
Mr. Theissen
Ms. Aubin
Ms. Thimjon
Mrs. Haley
Ms. Sawtell*
Mr. O'Connell*
Mrs. Docken*
Mrs. Ulfig*

Polars

Mrs. Lane
Mrs. Gaddini
Ms. Gerten
Mrs. Bliss
Ms. Petrik
Mrs. Mogren*
Mrs. Fournier*
Mrs. O'Shaughnessy*
Mrs. Chouinard*

Kodiaks

Ms. Sandberg
Ms. Pierce
Mr. Allen
Ms. O'Donovan
Mrs. Jensen
Mrs. Rider
Mrs. Schneider*
Mrs. Lau*
Ms. Booth

*Our student services staff support all BEARS.

Morning Drop-Off 7:30 a.m. - 7:45 a.m.

PLEASE do not arrive at school before 7:25 AM if you are driving your child. Our staff need to be able to enter the parking lot, prior to student arrival, and your assistance is appreciated.

Grizzly Neighborhood - Drop Off in the front loop, near the flagpole. Students enter the building through Door B.

Students may not exit their vehicle until the bell rings at 7:30 AM.

Polar and Kodiak Neighborhoods - Drop off in the north loop. Students enter the building through Door N.

Students may not exit their vehicle until the bell rings at 7:30 AM.

Safety Information for Drop-Off:

- Parents/Driver remain in the vehicle
- Students exit vehicle on the passenger side
- School staff will assist students as needed
- All cars **MUST** make a right turn as they exit the parking lot in the morning
- If parents/drivers need to exit their vehicle, please park your car in parking spaces

School Start Time

Instruction will begin daily at 7:45 AM. If students are not in class by this time, they will be marked "tardy."

Breakfast -

All students may have free breakfast. It will be available as Grab and Go and it will be handed out to students as they arrive at school and they will eat in their homeroom.

Instructional Minutes	
School Day Hours: 7:45 a.m. -2:10 p.m.	
Morning Meeting	20
Core Reading	60
Core Writer's Workshop	30
Core Math	60
WIN Reading	30
WIN Math	30
Lunch/recess	45
Specialists (with transition)	55
Science/Social Studies/Health	35
Bear Time	20
Total Number of Minutes: 385	

Snack

All classrooms will have snack time each day. Here is an approved list of items to ensure the safety of all of our students. Thank you for following these guidelines:

*Must be nut free

*No candy, pop, or chips

Fresh Fruit
Fresh Vegetables
Nabisco Wheat Thins

Beef Jerky
Rice Cakes
Graham Crackers

Goldfish crackers	Teddy Grahams
Gripz nacho cheese crackers	Nilla Wafers
Yogurt	Applesauce
Fruit snacks, Fruit Roll Ups	Dried Fruit
Oyster crackers	Bagels
Raisins	Cereal (must be nut free)
Skinny Pop Popcorn	That's It Fruit Bars
Pirate's Booty	Pop Corners
Good Made Granola Balls (these are nut free)	Fruit Cup
Saltine Crackers	Ritz Crackers
Triscuits	Cheese Ritz Crackers
Cheese Sticks	Pretzels
Pepperoni	Cheese Sticks

Lunch -

All students may have free lunch in the cafeteria daily.

- Students will eat with their grade level in the cafeteria.
 - While in the cafeteria, students will...
 - thoroughly wash hands prior to going
 - choose school lunch choices or eat a lunch brought from home
 - tables will be designated for students with food allergies
 - sit with added spacing between students
 - thoroughly wash hands before returning to class

Recess -

- Students will attend recess with their grade level peers. There will be at least two adults assigned to each cohort
- Indoor recess:
 - The staff responsible for supervising the cohort will also do so during inside recess in case of inclement weather. In this case,
 - the students will remain in their classroom and will have the opportunity to choose from various games and activities

Daily Routines due to Covid and the Delta Variant -

- **Masks** - ALL students and staff will be required to wear face masks inside the building and on school buses. We will have several opportunities where students will be able to remove their facial coverings throughout the school day:
 - Lunch (20 min)
 - Recess (20 min)
 - Bear Time - (20 min)
 - Outdoor learning with their classes (time will vary)
 - PE (45 minutes every 3rd day)
 - Masks will be provided to students as needed

- **Hand-washing and Sanitizing** - Staff will remind students to wash/sanitize their hands after transitions in their classroom.

End of Day Routines

2:10 PM - Bell will ring and the following students will be dismissed:

- Students who attend Extended Day
- Students who walk (all students exit through Door B)
- Students who are picked up by their parents/designated drivers

2:15 PM - Bell will ring for dismissal of students who ride the bus

Parent Pick-Up

Grizzly Neighborhood - Pick up in the front loop, near the flagpole. Students exit the building through Door B.

Polar and Kodiak Neighborhoods - Pick up in the north loop. Students exit the building through Door N.

Safety Information for Pick-up:

- Parents/Driver remain in the vehicle
- Students enter vehicle on the passenger side
- School staff will assist students as needed
- If parents/drivers need to exit their vehicle, please park your car in parking spaces
- Drivers may also be asked to park if their child is delayed in the building to allow for a constant flow of traffic.



Attendance

Regular attendance is essential for good progress in school. We monitor attendance each day to verify when and **why** children are absent. A student is required by law to attend school. If they miss a school day or part of the day, for legitimate reasons, a parent or guardian must notify the school. A parent or guardian may seek an excused absence but the school administrator has the right to accept or deny an application for an excused absence.

Examples of excused absences include:

Sickness (a doctor's note may be required)
Medical or mental health appointments
Religious Holidays
Family Emergency

Examples of unexcused absences include:

Missing the bus
Need of sleep or rest
Sporting Events
Child is not immunized

If a child arrives after 8:30 a.m. or leaves school before 1:25 p.m. they will be considered absent for ½ of the day. Three unexcused tardies will be considered ½ day unexcused absence.

Vacations must be pre-approved by the building administration. Vacations may be considered unexcused if the family has been alerted to an attendance issue or if not pre-approved by the building administration. Ramsey County recommends to school districts to excuse only up to 5 vacation days outside the established breaks in the school calendar. Schools are required to report excessive absences or 3 unexcused absences to Ramsey County.

We urge you to carefully consider the circumstances that keep your child out of school. Regular school attendance is related to the degree of success in school. You will be notified when your child's attendance records indicate he/she has missed more than **10%** of the school days in session. If the absences continue, a doctor's statement verifying that your child is not to be in school may be required.



Please call the absence line before 7:45 a.m. to report if your child will be late or absent: 651-653-2859 or send an email to attendancevadnais@isd624.org.

Should we not hear from you by 8:30 a.m., it is our practice to call your home or work number to determine the whereabouts of your child.

***When bringing your child in late, an adult must sign him/her in at the office.**

Appointments

Regular attendance is critical to success in school. For the sake of your child's education, please schedule family trips and medical appointments outside of school time. To ensure the safety and protection of your child, we will continue to use a student sign-out procedure. When it is necessary for the student to be taken out of school early, or for a few hours during the day, the parent or guardian must sign the child out of school. A sign-out sheet is located on the counter in the office. Please be prepared to show a photo I.D.

Backpacks & School Supplies -

We are fortunate to have received many donations of student backpacks and school supplies. If you need these items for your children, they will be available at Welcome Back Conferences.

Birthday Celebrations

Birthdays will be recognized by your child's classroom teacher. Please remember that due to a wide range of allergies, health issues and promoting healthy choices, we will not be sharing any food items for birthday treats at school.

Bikes

Students in GRADES 2, 3, 4 and 5 may ride bikes to school without an adult escort. They must submit a signed permission form from their parent or guardian. Permission forms are available at the office. Students are encouraged to wear a bike helmet and obey all bicycle safety rules.

Our bike rack is located near Door "B."

Communication Folders

Communication Folders are sent home each week. Please take time to examine the completed assignments and information in the folder. This is an important communication tool between parent, child, teacher, and school.

Grading

[Assessment and Grading](#)

Elementary schools will continue to use standards-based report cards as in previous years. Using the scores of 1, 2, 3 as detailed in the rubric below to measure a students mastery of academic skills/standards.

Scores	Description
3	Meets grade level standard
2	Partially meets grade level standard
1	Not at grade level standard - see progress

Additionally, students have multiple opportunities to demonstrate their learning. *Grades are not averaged but reflected on mastery toward standard at time of reporting.* Learning habits are evaluated and reported separately from academic standards. Homework is utilized as practice and not factored into the final score for the particular standard.

Health Office

A registered nurse supervises the health aide at our school. Our health aide will dispense medication, determine appropriate action in emergencies, and monitor absences and health concerns of the students.

Attendance Line:

Please call our attendance line before 7:45 a.m. to report your child's **absence or tardiness**. Please also state the reason for your child's absence or tardiness: 651-653-2859 or send an email to attendancevadnais@isd624.org



Medication:

The health aide must be informed about students taking any **medication** during the school day. All medications (prescription and over the counter) must be administered in the Health Office.

- **Prescription medications** must come to school in the original container, correctly labeled by the pharmacist, and be accompanied by notes from you and your doctor. Pharmacists will give two prescription bottles upon request (one at home and one at school)
- **Over the counter medication** (including cough drops) must be accompanied by a note from the parent or guardian. The note should be specific with respect to dosage, time of day, duration, etc... If medication is taken longer than two weeks you must send a note from your doctor.

Vision and Hearing Screening:

Our school nurse and health aide will conduct vision and hearing screening. Parents will be notified if further testing is suggested.

Volunteers and Visitors

As this school year begins, we are able to have volunteers who regularly support our students and classrooms. We are not able to accommodate casual visits i.e. lunch and classroom visits as we work to maximize student safety.