



PARENT/STUDENT HANDBOOK 2021-2022

**Carl Sandburg Elementary
Discovery Community School**

12801 84th Avenue N.E. Kirkland, WA 98034

Sandburg Office: (425) 936-2700

Discovery Office: (425) 936-2704

Safe Arrival: (425) 936-2701

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Associate Principal	Nami Kusunose	nkusunose@lwsd.org
Counselor	Tracy Measham	tmeasham@lwsd.org
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DCS OP	Alissa Osborne	aliosborne@lwsd.org
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Website: <http://sandburg.lwsd.org> and <http://discovery.lwsd.org>

**For LWSD Student Rights and Responsibilities, please visit the following link:
[Student Rights and Responsibilities \(lwsd.org\)](#)**

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Daily Schedule

<u>M, T, Th, F Schedule</u>		<u>Wednesday Schedule</u>	
9:05	Supervision on Campus	9:05	Supervision on Campus
9:15	Bell to Line up	9:15	Bell to Line up
9:20	Students in Classroom	9:20	Students in Classroom
10:40-10:55	3 rd ,4 th , & Middles Recess	10:25-10:40	3 rd Recess
10:55-11:10	K, 1 st , 2 nd , & Youngers Recess	10:40-10:55	4-5, Middles, & Olders Recess
11:10-11:40	AM Preschool Recess	10:55-11:10	K, 1 st , 2 nd , & Youngers Recess
11:40-12:05	2 nd , 3 rd , & Middles Recess	11:40-12:05	2 nd , 3 rd , & Middles Recess
12:05-12:35	2 nd , 3 rd , & Middles Lunch	12:05-12:35	2 nd , 3 rd , & Middles Lunch
12:10-12:35	K, 1 st , & Youngers Recess	12:10-12:35	K, 1 st , & Youngers Recess
12:35-1:05	K, 1 st , & Youngers Lunch	12:35-1:05	K, 1 st , & Youngers Lunch
12:40-1:05	4 th , 5 th , & Olders Recess	12:40-1:05	4 th , 5 th , & Olders Recess
1:05-1:35	4 th , 5 th , & Olders Lunch	1:05-1:35	4 th , 5 th , & Olders Lunch
1:35-2:05	PM Preschool Recess		
2:33-2:48	K, 1 st , 2 nd ,3 rd & Youngers Recess	2:20	Dismissal
3:10-3:40	5 th & Olders Recess		
3:25-3:40	4 th & Middles Recess		
3:50	Dismissal		

Preschool: AM Session (M, T, TH, F) 10:00-12:30
 PM Session (M, T, TH, F) 1:30-4:00

Important Note:

Students arriving after 9:20 a.m. or leaving before dismissal must be signed in or out at the office by a parent or guardian.

Mission/Vision



LWSD Mission:

Each student will graduate prepared to lead a rewarding, responsible life as a contributing member of our community and greater society.

LWSD Vision:

Every student will be Future Ready:

- Prepared for College
- Prepared for the Global Workplace
- Prepared for Personal Success



Sandburg Mission:

As a school community we are committed to educate, support, and inspire every student to ensure their endless possibilities. We expect all students to reach or surpass grade level standards given comprehensive instruction, district aligned curriculum, and targeted and timely intervention and enrichment. Our students benefit from the collaborative efforts of both staff and parents.

Discovery Community School Mission:

As a school community we strive to educate the whole child in a cooperative effort that respects and responds to each child's needs and abilities. We do this through developmentally appropriate curricula, active parent participation, and a world view that emphasizes community and lifelong learning. We support intrinsic motivations and foster a non-competitive learning environment.

Schoolwide Expectations:

Be Kind
Be Safe
Be Responsible

Attendance

Regular school attendance is important for all students. Chronic or excessive absenteeism (missing 10% of school days) whether excused or unexcused, has been correlated with lower assessment scores and lower graduation rates. Students may be excused from school, with the consent of their parents/guardians, for medical and dental appointments. When accompanying their parents/guardians on out-of-town trips, parent and administrator approval is required. Additional absences consistent with WAC 392-400-325 will also be considered excused.

If your student will be absent please contact Julie Key at 425.936.2701 or jjohnsonkey@lwsd.org for Sandburg or Alissa Osborne at 425.936.2704 or aliosborne@lwsd.org for DCS. If your student will miss more than 3 days, please fill out the pre-arranged absence form found at this link, [LWSD Elementary Pre-Arranged Absence Form](#).

Late Arrival/Tardy:

If your student arrives after 9:20 a.m., you must sign your student in at the office. This policy is designed to support student learning and enhance student safety.

Admit slips will be written beginning at 9:20 per the school wall clocks. The Principal/Associate Principal will review a monthly report for absenteeism and tardiness issues.

Absent or Tardy more than 10%?

Administration will review a monthly report for absenteeism and tardiness issues.

At 10% absent/tardy a letter will be sent from the principal to parents indicating the continuing problem and reminding parents of the BECCA Bill attendance law.

If there is not improvement and tardiness or absences remain at 10% or greater, there will be another letter requiring parents to make an appointment with the Principal or Associate Principal.

If tardiness or absenteeism continues to be an issue, a letter will be sent requesting a meeting with the LWSD BECCA representative, parent, teacher, student and Principal or Associate Principal.

Family Vacations:

Please notify the office and your child's teacher if your family plans a vacation when school is in session. If your student will be missing more than a few school days for a planned absence you must complete a Pre-Arranged Absence form prior to leaving. Copies of the form are available in the office or at this link, [LWSD Elementary Pre-Arranged Absence Form](#). We strongly discourage family vacations when school is in session. Parents and students are reminded that Washington State Law requires compulsory attendance for students. In addition to compromising the attendance law, family vacations interrupt the educational process of each subject in ways that make-up work cannot reverse. Teachers are NOT required to provide homework assignments prior to a family vacation; however, they do appreciate being informed about planned absences. Failure to fill out the Pre-Arranged Absence form will result in the absence being unexcused.

DID YOU KNOW?

Starting in kindergarten, too many absences can cause children to fall behind in school. Missing 10 percent (or about 18 days) can make it harder to learn to read. Students can still fall behind if they miss just a day or two days every few weeks. Being late to school may lead to poor attendance. Absences can affect the whole classroom if the teacher must slow down learning to help children catch up.

Attending school regularly helps children feel better about school—and themselves. Start building this habit in preschool so they learn right away that going to school on time, every day is important. Good attendance will help children do well in high school, college, and at work

WHAT YOU CAN DO:

- ✓ Set a regular bed time and morning routine.
- ✓ Lay out clothes and pack backpacks the night before.
- ✓ Find out what day school starts and make sure your child has the required shots.
- ✓ Introduce your child to their teachers and classmates before school starts to help them transition.
- ✓ Don't let your child stay home unless they are truly sick. Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- ✓ If your child seems anxious about going to school, talk to teachers, school counselors, or other parents for advice on how to make them feel comfortable and excited about learning.
- ✓ Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- ✓ Avoid medical appointments and extended trips when school is in session.



Office Reminders

Hours:

The office will be staffed 8:30 am – 4:00 pm, Monday through Friday. The school is equipped with a doorbell system and all visitors can notify the office of their arrival by pressing the button.

Guest and Visitors:

Parents are welcome and encouraged to volunteer. For security reasons, we require that all volunteers and visitors report to the school office after receiving access, show ID, sign in, wear a visitor's badge while on the premises, and sign out when leaving. Volunteers, visitors or guests without a visitor's badge will be directed to the office to sign in. All volunteers must be pre-approved (the process can take up to a week or longer). Approval is required for all times such as being at lunch and recess, field trips and volunteering in the classroom. Your volunteer application must be renewed every 2 years. Additionally, LWSD requires all volunteers to be vaccinated. Please see the LWSD website at the following link for more information, [Volunteering in LWSD - Lake Washington School District](#).

Early Dismissal:

If your child will be leaving during the school day, please email or send in a note to your student's teacher. At dismissal time, you still need to go to the office to sign your child out. The office will call the classroom teacher who will have your child come to the office to meet you. [If you are able, please call the office on your way at 425.936.2700 to speed up the process.](#)

Changing Dismissal "End of Day" Routine or Messages to Your Student:

If your child's normal dismissal routine is to be altered on a particular day call the school office by **3:25pm** describing the change. If we do not hear from you, your child will follow their typical routine. Messages for children during school hours need to be left with the office staff. The message will be delivered to your child in a timely manner. [Message requests made after 3:35 may not reach your student prior to dismissal due to the high volume of requests and activities during the 3:35-3:50 time frame.](#) Items that are to be delivered to students are to be left in the office and not taken directly to the class by a parent or guardian.

Contacting your child's teacher:

As partners with families, teachers will make every effort to communicate with parents. We do not transfer calls to teachers during the school day. If you need to get a message to a teacher you may leave one with the office, email, or call before or after school.

Protocol for riding a different bus home:

Parent/Guardian notifies the main office that their child will be riding a different bus home. The office fills out a blue School Bus Pass and delivers it to the student by the end of the school day. Due to limited bus space transportation has the discretion to limit or enforce a no School Bus Pass policy. Please verify School Bus Passes are allowed before planning for your child to ride a different bus.

Office Reminders

Birthdays:

We are unable to distribute any birthday treats/surprises, including non-food items, to students for safety purposes. If your student does have a birthday on a school day, not to worry, your student's classroom teacher will make sure that they are celebrated and enjoy their special day.

Lost and Found:

"Lost and Found" items are collected and placed in the bins and racks in the main atrium. Please remind your children to check in the "Lost and Found" regularly when they misplace items. Please mark all articles of clothing and other items with your child's name. The school district, by law, cannot pay for lost, stolen or broken personal possessions of students. On a regular basis, unclaimed lost items are donated to a clothing bank.

Dogs:

Please leave dogs home! We have students who are afraid and some that are highly allergic. No dogs are allowed on district property between 7:00 a.m. and 4:00 p.m. on any school day, except for bona fide service dogs. At all other times dogs must be leashed and controlled by owners. Owner must clean up after their dogs and remove waste from district premises. Please avoid tying your dog up around campus due to student safety. Washington State Law restricts having any pet in the classroom for an extended period.

Lunch Program:

For the 2021-22 school year, meals will be provided free of charge at all school sites. Families that previously qualified for free or reduced-price meal benefits will need to reapply to continue receiving district-supported fee reductions and benefits. Milk can be purchased for 50 cents.

Building Use:

Community use of the building is encouraged whenever possible. Proof of insurance is required for activities not sponsored by the PTSA. Please stop by the school office for a building use form and verify that the room and date are available. When the form is approved, the calendar will be updated with the event. School programs have priority to the rooms and the school reserves the right to cancel an activity if the room is required for a school program. Fees are possible depending on the activity and date. More information is available by calling the school office at 425-936-2700.

Health Room

COVID Protocol/Too Sick for School

To find current COVID protocol, please see our website at this link, [COVID Information for Families - Lake Washington School District \(lwsd.org\)](https://www.lwsd.org). If your child is experiencing any of the following symptoms, please keep them home and notify the office. If they show any of the following symptoms at school, it is necessary to pick your student up as soon as possible. Return to school must be approved by the nurse.

- Fever of 100.4 or above
- Cough
- Shortness of breath or difficult breathing
- Chills
- Fatigue
- Muscle pain or body aches
- Headache
- Lost of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Additional Too Sick for School Symptoms

- Scabies
- Rash
- Ear infection
- Eye infection

Accidents/Illnesses at School:

When children become ill or are injured at school, parents are contacted. When a child is sick or injured, it is important that they are picked up as soon as possible. Please be sure that the school has a telephone number of a nearby friend or relative who could come for your child quickly if you cannot be reached. Also, please update your work, home and emergency numbers when they change. Additional information is available on page A14 of the LWSD Student Rights & Responsibilities.

Medication:

According to state law (RCW 18a-31 Ch. 195) any medication including non-prescription and over-the-counter medication to be administered to a student by an employee, must be requested and authorized in writing by a parent/legal guardian AND a physician or dentist. Forms are available at the school office. All medication must be kept in the office and brought to school by a parent/guardian. Students may not have medication in their possession. Additional information is available on page A14 of the Student Rights & Responsibilities.

Immunizations:

Washington state law requires school age children to receive specific immunizations in order to attend school. Lake Washington School District works with the Washington State Department of Health to comply with state laws on required vaccinations. Washington state law RCW 28A.210.080 requires that all children show proof of immunization or certification of exemption to attend school. Students cannot start school without the required documentation.

School-Wide Behavior Expectations

Our behavior expectations & discipline policy at Sandburg/DCS reflect the belief that each person is responsible for his/her actions and words. The behavior of students, staff and parents will demonstrate respect for self, others, and our school.

We expect all students are kind, safe, and responsible. Behavior that interferes with other students' right to learn, teachers right to teach, or with student safety is not acceptable and will not be tolerated. Further, students who are in possession of information that could result in harm to themselves or others are obligated to disclose this information either to a staff member and/or their parent who will disclose to a staff member.

Lake Washington School District Board policy addresses human dignity and harassment. Briefly, the human dignity policy states the importance of recognizing and valuing diversity and the importance of respecting others. The harassment policy states that students and staff have the right to a non-threatening, non-intimidating school environment. Students who engage in disrespectful and/or inappropriate behavior also choose the consequences for this behavior, up to and including suspension from school. Please help by discussing and modeling the importance of respectful, appropriate behavior with your student.



Classroom Expectations:

It is the duty and responsibility of each teacher to develop and discuss with their students appropriate rules of conduct within the classroom that will ensure a maximum learning environment for each child. Students who consistently fail to abide by classroom rules may be referred to the principal where appropriate disciplinary measures will be implemented (based on district codes of misconduct in the back of this handbook).

For those students who need support following expectations, they may work on a Think Sheet. This sheet provides students the opportunity to choose an emoji for how they are feeling, describe the incident that happened, and come up with an alternative that they could try next time.

Social/ Emotional Learning at Sandburg/DCS:

Throughout the year, students are learning and practicing tools to solve small problems, restore broken connections and manage emotions. This includes both Kelso's Choices and PurposeFull People curriculum.

Recess Expectations:

- Follow the directions of the recess supervisors
- Toys, balls and personal play/sports equipment should be left at home: phones, toys, dolls, games, balls, etc.
- Solve problems peacefully/seek help if needed.
- During recess, stay outside unless you have a building pass
- When the bell rings, stop what you are doing and walk to the building
- Walk to the covered area immediately in the case of a thunderstorm or heavy rain
- When a student is injured, report it immediately to an adult
- No food or gum on the playground
- Leave rocks, woodchips, sticks and dirt on the ground

ALL items such as radios, games, toys, dolls, fidget sticks etc., should be left at home. The school is not responsible for lost or stolen personal items.

Cell Phone Policy:

1. A student can have a cell phone and cell phone watches in his/her possession on campus.
2. During the school day (from the time a student arrives on campus until the end of school) the cell phone/watch must be turned off and cannot be visible.
3. While students are riding buses the cell phone/watch policy is in effect just as if the student was in a classroom during the school day.
4. School personnel may ask a student to surrender a cell phone/watch if: the cell phone/watch rang or vibrated (which would mean that the phone had been turned on), or the teacher saw the cell phone/watch (which would mean that the phone had been visible).

Do not try to contact your student by cell phone.

The use of camera phones is strictly forbidden at school. Use in private areas, such as, locker rooms, washrooms, dressing areas, classrooms, and offices at any time may also be in violation of a criminal code.

Students who do not obey the above rules shall be subject to the following progressive discipline procedures:

1. First offense - the cell phone/watch will be confiscated, parents will be notified, student can pick up the phone from the teacher at the end of the school day.
2. Second offense - the cell phone/watch will be confiscated and sent to the office, parents will be notified, and student must meet with the principal to get their phone back.
3. Third offense - the cell phone/watch will be confiscated, parent will be contacted, and student will lose permission to bring the cell phone to school.
4. Subsequent Offense(s) - (defiance) - Additional parent contact and more severe disciplinary action - including but not limited to suspension.
5. The school will not be responsible for any lost, stolen, damaged, or confiscated phones/watches, or for usage fees resulting from such confiscation.

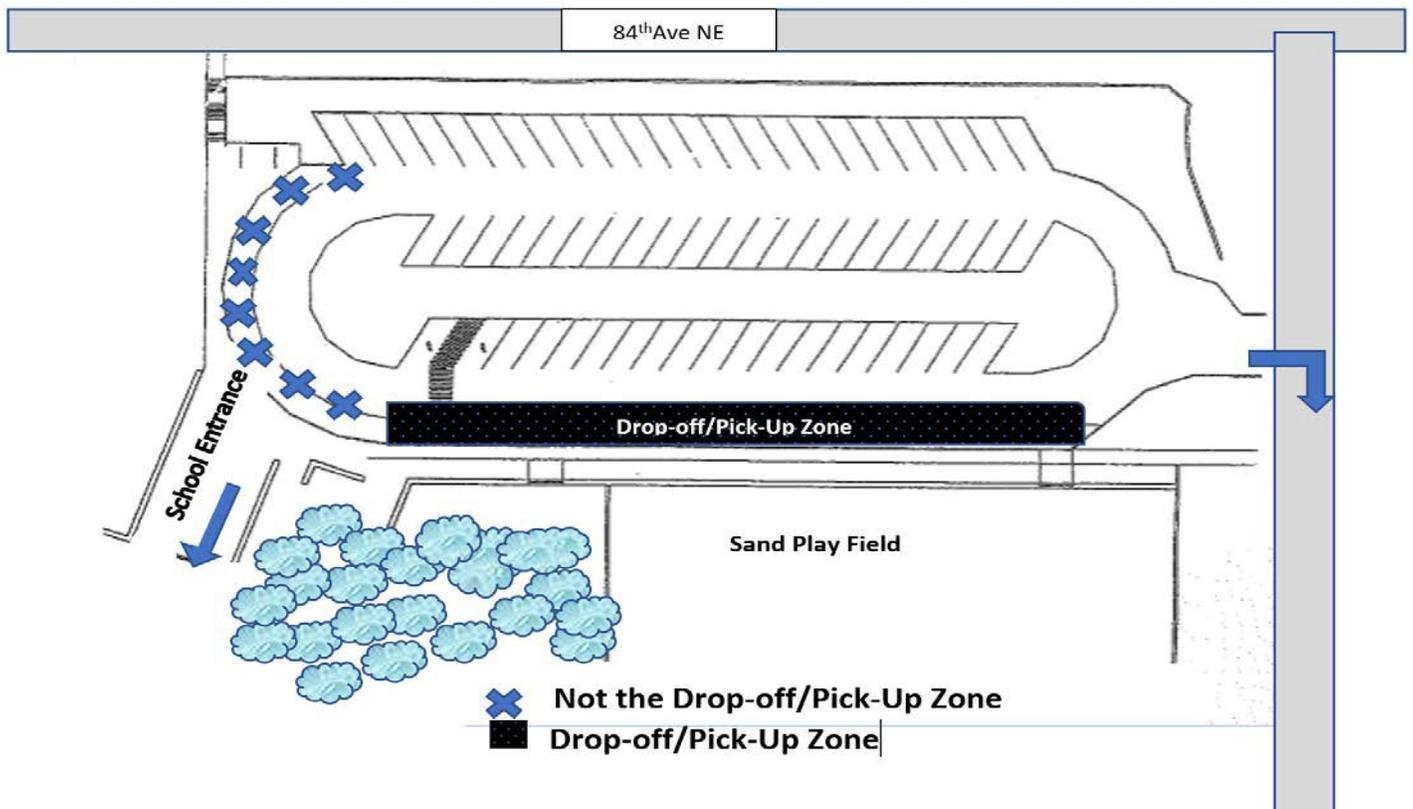
Parking Lot Procedures and Pedestrian Safety

- | | |
|---|---|
| <ul style="list-style-type: none">✓ Have students in the car ready to exit with belongings.✓ Always pull forward as far as you can, to the end of the drop-off/pick-up zone area (towards the exit).✓ Children should only exit the car on the curb side of the vehicle, never into the traffic lane/driver's side.✓ Parents should stay in the car when dropping off or picking up.✓ If your child requires assistance exiting your vehicle, pull into a parking space and walk with them to the sidewalk, using marked crossings.✓ Do not leave your car unattended in the drop-off or pick-up lane. | <ul style="list-style-type: none">✓ Observe a 5-mph speed limit always.✓ Use turn signals when pulling into the through lane.✓ Right turns only out of the parking lot during heavy use. (Times are posted at the exit).✓ If arriving after 9:20 am, you must walk students to office and sign in for late arrival (District policy).✓ If parked along curb for an afternoon event, return to your car by 3:50 and pull forward as far as you can.✓ You are a model of expected, safe behavior for all students. Please do not use phone/device or engage in other activities in the drop-off/pickup lane. |
|---|---|

Most importantly, please be kind and patient with each other. Assume best intent. We all have the same goal of getting our children safely to and from school.

Additionally, the drop-off and pick-up area is a no idle zone. Please turn off your engines while waiting.

If you have concerns, please direct them to: Ms. Bowser at 425-936-2700 or by e-mail at ebowser@lwsd.org



Safety Patrol: Adult crossing guards and student safety patrol are on duty before and after school. Please instruct your child to follow the traffic pattern policies at school and take the safest, most direct route to and from school. Students are to obey patrol guards to ensure the safety of all.

Visiting Sandburg/DCS

Volunteering:

Thank you for your interest in volunteering at Sandburg/DCS. You are deeply appreciated for the work that you do. Many programs are only possible because of your support.

To become a volunteer, first read the Lake Washington School District Volunteer Handbook and complete a Volunteer Application form as this is a district requirement. School volunteers and field trip chaperones are required by the state and district to complete an application and background check as well as show proof of vaccination. These forms are available online at:

<https://www.lwsd.org/get-involved/volunteering-in-lwsd>

All parents, visitors, and volunteers are required to sign in at the office and pick up an identification badge. This helps the office to locate a visitor or volunteer in an emergency and to maintain building security. Please sign out when you leave the school.

A few reminders:

- Sign in and wear a badge
- Maintain student confidentiality always
- Turn off your cell phone
- Communicate with the teacher when you are and are not able to volunteer
- Do not bring younger children to school during your volunteer hours
- Model school rules and expectations



Staying Connected

Staying connected: The district uses School Messenger, a parent notification system, to reach parents with routine and emergency messages.

Who gets the call? This communications system allows the district to send mass telephone, e-mail and text messages to parents and guardians in a timely fashion.

The contact information from the Yellow Emergency Information card that parents/guardians must file each year is put into the district's student information system. Once a day, new information from that system is downloaded into School Messenger's secure and confidential system. Within 24 hours of being entered, a new family may begin receiving communications.

Routine calls are made to the first telephone number on record for the first family listed. These recorded message calls may come from the district office or the student's school. They are often reminders, such as when curriculum night is being held, or new information parents may need, such as a change in school schedule. The system does mark duplicates, so parents with more than one student will not get duplicate calls. If the telephone is answered by an answering machine, the system will leave a message.

Emergency calls that take place in non-school hours will usually go just to that first telephone number. That's because students have left the school and are under their parent's/guardian's supervision. This kind of call may be made, for example, to tell families that school will be closed because of a power outage, fire or other damage to the building.

Schools, especially, may use this system to send out routine information and reminders through its mass e-mail system. Those e-mails go to the e-mail address on file with the district.

In a true emergency, such as a fire or earthquake, the district or school may need to get to parents quickly. Parents may need to come to the school to pick up their student. Or they may be asked not to come to school or to go to a different location to be reunited with their student. In the case of a true emergency, School Messenger will send a message from the district in all these ways:

- A recorded message to every telephone number on record for a student
- An e-mail to each e-mail address on record – with a file that can be played of the telephone message
- A text message to each cell phone on record, if the cell phone's owner has previously opted in to receiving those messages

District and school staff have strict instructions to use this emergency tool in a true emergency only.

In case of bad weather, to ensure that all families know when school has been cancelled or delayed, Lake Washington School District will place a call to all parents via School Messenger beginning at 6 a.m. on those days. If you need to know whether school has been cancelled or delayed before you get a call, the information will also be available on this website or at <http://www.flashalert.net> on many local television or radio stations.

Changing your numbers or e-mail addresses: Because this information is housed in our Student information system, changes must be made at your child's school. Simply contact the school office to let them know if you want to change which telephone number is listed first. Some parents who do not want early bad weather calls to go to their home number may choose to list a cell phone first, that way they can turn off that phone's ring.

Carl Sandburg and DiscoveryPTSA

Welcome to Sandburg and DCS on behalf of the PTSA!

Sandburg and DCS PTSA is a school-based organization dedicated to building a more comfortable and inclusive learning environment for every student. The PTSA organizes volunteer-led social events to grow a sense of community, build lasting friendships and create fun memories. The PTSA also supports many school and enrichment programs. None of this would be possible without the support of volunteers from our school community. There are a variety of volunteer opportunities including some that can be done entirely from home. Please check out our website at sandburgdcsptsa.org for a full list of volunteer opportunities, to become a PTSA member and to see the many programs the PTSA supports. If you have any questions, you can reach out at info@sandburgdcsptsa.org.

New Students to Sandburg/DCS

We are so excited to welcome you to Sandburg/DCS! The following information, along with our handbook, will help guide you to a successful start to your time in our school.

Sandburg Elementary Website - <http://sandburg.lwsd.org/> includes:

- Contact information for the school, staff directory, and school year calendar
- Important links to: ABC's of Sandburg, school supply lists, PTSA, parent/student portal, etc.

The PTSA Website <https://sandburgdcspsta.org> gives access to:

- Family Directory
- PTSA Event Calendar, membership information, volunteer opportunities
- Enrichment classes (fun and educational activities offered before/after school)
- The Informer (our PTSA newsletter – you must sign up to have this sent weekly via email)
- PTSA Facebook Group - Keeps you up-to-date and offers reminders regarding school events

Skyward Parent Access (linked through both the Sandburg/DCS website and the LWSO website) <https://www.lwsd.org/students-families/for-students-and-families> gives access to:

- Student's information and emergency contacts
- Attendance records
- Grades
- Lunch payment
- Volunteer applications: <https://www.lwsd.org/get-involved/volunteering-in-lwsd>
- PowerSchool Learning or at <https://www.lwsd.org/help/powerschool-learning-support>
- [Student's class, teacher, curriculum, etc.](#)

Additional parent information and resources can also be found on the Lake Washington School District website – www.lwsd.org.

Volunteer opportunities are available through both the school and the PTSA. Examples include:

- Regular classroom volunteering
- Assisting in the library
- Acting as a chaperone on field trips
- Assisting with the morning drop-off and afternoon pick-up lines
- Volunteering at one-time events, such as the Science Expo, Family Math Night, and more
- Participating as a committee chair for one of our PTSA events



Erin Bowser, Principal

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2021- 2022 Bicycle Rider Contract

Dear 4th and 5th Grade Students and Parents,

Lake Washington School District permits fourth and fifth grade students to ride bikes to school. Because we want to do everything we can to assure that riders are educated in the safe and responsible operation of their bicycles, there are certain conditions that will have to be met to qualify before the school's permission to ride will be granted. These conditions are:

- Parent or guardian's permission must be given.
- Student will sign this contract agreeing to observe all conditions.
- Student will wear a bicycle helmet at all times when operating the bicycle.
- All bikes must be walked on the school grounds 30 minutes prior to school start until 30 minutes after school ends.
- Student will make sure bicycle is locked securely to the bike rack during school hours.
- Give pedestrians the right of way.
- If any of the conditions of this contract are not observed, student riding privilege may be withdrawn.

Although we try to provide a safe and secure area for bicycle storage, neither Carl Sandburg Elementary School nor the Lake Washington School District can take responsibility for lost, stolen or vandalized bicycles on either school property or while en route to or from school.

Student Statement: In order to ride my bicycle to school, I agree to the conditions in this contract. I also agree that I need to be concerned about the safety of pedestrians, cyclists, and other vehicles as well as my own safety when operating my bicycle. I will walk my bike on the sidewalks and follow all adults' directions. I will wear my helmet and lock my bike. I realize that the school is not responsible for the care and protection of my bike.

Student's Printed name

Teacher

Student's Signature

Grade

Parent/Guardian Statement: I give my permission for the above-named student to ride his/her bicycle to school and agree with the conditions of the contract.

Parent/Guardian's Signature

Date

August 2021

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25*	26*	27*	28
29	30*	31*				

September 2021

S	M	T	W	Th	F	S
			1*	2*	3*	4
5	6	7*	8*	9*	10	11
12	13	14	15	16*	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11*	12*	13	14*	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021

S	M	T	W	Th	F	S
	1	2	3	4	5*	6
7	8	9	10	11	12*	13
14	15	16	17	18	19	20
21	22	23	24*	25	26	27
28	29	30				

December 2021

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19*	20	21	22
23	24	25*	26	27*	28*	29
30	31					

February 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7*	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022

S	M	T	W	Th	F	S
					1*	2
3	4	5	6	7	8	9
10	11	12	13	14	15*	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18*	19*	20*	21
22	23	24	25	26	27	28
29	30	31				

June 2022

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9*	10*	11
12	13	14*	15	16	17*	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Important Dates

Aug 25-31	LEAP Days
Sept. 1	First Day of School (grades 1-12)
Sept. 1-3	Kindergarten Family Connections
Sept. 6	No school - Labor Day
Sept. 7-9	First Day of School for Kindergarten (Staggered)
Sept. 8	1.5 hrs. early release schedule begins
Sept. 9	First Day of Preschool
Sept. 16	First Day of SNAPS Preschool
Oct. 11, 12, 14	Half-Day Elementary Conferences Preschool Conferences (No Preschool Programs)
Oct. 15	No school - LEAP Day
Nov. 5	Last Day 1st Quarter (Secondary)
Nov. 11	No school - Veterans Day
Nov. 12	Secondary Grades Due
Nov. 24	Half Day
Nov. 25-26	No school - Thanksgiving Vacation
Dec. 20-31	Winter Break
Jan. 17	No school - MLK Jr. Day
Jan. 19	Elementary Grades Due
Jan. 25, 27, 28	Half-Day Elementary Conferences Preschool Conferences (No Preschool Programs)

Jan. 28	Last Day 1st Semester (Secondary)
Feb. 7	Secondary Grades Due
Feb. 17-18	No school - Mid-Winter Break
Feb. 21	No school - Presidents Day
March 11	No school - LEAP Day
April 1	Last Day 3rd Quarter (Secondary)
April 4-8	No school - Spring Break
April 15	Secondary Grades Due
May 18, 19, 20	Preschool Conferences (No Preschool Programs)
May 27	No school - LEAP Day
May 30	No school - Memorial Day
May 31	Snow Make-up Day
June 9	Last Day of SNAPS Preschool
June 10	Elementary Grades Due
June 14	Last Day of Preschool
June 17	Half-Day - Last Day of School Last Day 2nd Semester (Secondary) Secondary Grades Due

Key

No School
 Half Day
 First/Last Day

* Check Important Dates Section

Wednesday schedule:
1.5 hrs. early release for students
 LEAP=Learning Enhancement Academic Planning

Calendar is subject to change.
School year may be extended due to inclement weather.