



2022-2023
Student/Family Handbook



Andersonville Elementary School

10350 Andersonville Road, Davisburg, MI 48350

(248) 623 - 5200

(248) 623 - 5205 (fax)

Website: <https://ae.clarkston.k12.mi.us/>

Andersonville Elementary School

Dear Families,

Welcome to the 2022-2023 school year at Andersonville Elementary! What an exciting time it is to be an Eagle!

*At Andersonville we are lifelong
learners who celebrate our
uniqueness and inspire one another
to find our passions.
We are loved.
We are valued.
We are family.*

This handbook includes helpful information for you to share with your child(ren) regarding policies and procedures related to the safety and operation of Andersonville Elementary. In order for schools to operate safely and efficiently, you and your child(ren) must be familiar with and abide by the expectations, procedures, and rules outlined in this handbook. Additionally, this handbook provides important contacts, calendars, and schedules. District information and events are also available on our district website: www.clarkston.k12.mi.us.

The Andersonville Elementary staff welcome and encourage your involvement. Please volunteer when you can, become an active member of PTO, or ask about other opportunities to become involved. Please feel free to contact the office staff or myself whenever we can be of assistance to you or your child. We look forward to working with you as partners in your child's education!

Sincerely,
Mrs. Kim Fletcher
Principal

Clarkston Community Schools Mission Statement

*Clarkston Community Schools creates a learning environment
where students, staff, and families are challenged, healthy,
engaged, safe, and supported.*

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Andersonville Elementary School

DAILY SCHEDULE

School Hours:	8:30 a.m. - 3:45 p.m.
Doors Open	8:25 a.m.
Late Bell:	8:40 a.m.
Dismissal:	3:45 p.m.
Half Day Dismissal:	11:46 a.m.

Lunch and Recess Schedule:

GRADE	Lunch	Recess	Co-Curricular
Young Fives/ Kindergarten	11:05 a.m. - 11:30 a.m.	11:30 a.m. - 12:00 p.m.	12:45 p.m. - 1:30 p.m.
1st	12:15 p.m. - 12:40 p.m.	12:40 p.m. - 1:10 p.m.	11:05 a.m. - 11:50 a.m.
2nd	12:15 p.m. - 12:40 p.m.	12:40 p.m. - 1:10 p.m.	10:10 a.m. - 10:55 a.m.
3rd	11:40 a.m. - 12:05 p.m.	12:05 p.m. - 12:35 p.m.	9:15 a.m. - 10:00 a.m.
4th	11:40 a.m. - 12:05 p.m.	12:05 p.m. - 12:35 p.m.	1:40 p.m. - 2:25 p.m.
5th	11:05 a.m. - 11:30 a.m.	11:30 a.m. - 12:00 p.m.	2:35 p.m. - 3:20 p.m.

No School All Day for Students:

September 2, 2022
September 5, 2022
October 14, 2022
November 11, 2022
November 23-25, 2022
December 26, 2022 - January 6, 2023
January 16, 2023
February 10, 2023
February 20-21, 2023
March 10, 2023
March 27-31, 2023
April 7, 2023
May 26, 2023
May 29, 2023

Note: Kids Connection is not available on Professional Learning Days.

Half Day of School for Students:

August 29, 2022
October 21, 2022
December 23, 2022
January 19, 2023
January 20, 2023
March 17, 2023
June 8, 2023
June 9, 2023

Note: No PM Kids Connection on Half Days.

Andersonville Elementary 2022-23 Staff List

Kim Fletcher, Principal Stacey Kuhn, Administrative Assistant
Bernadette Castillo, Office Assistant

Young Fives

Mrs. Elaine Pepera

Kindergarten

Mrs. Angela Leskinen
Mrs. Kate Vandermark

First Grade

Miss Nicole Moore
Mrs. Amy Morris
Mrs. Marianne Price

Second Grade

Mrs. Lindsay Campbell
Mrs. Mary DiVito
Mrs. Michelle Herkowitz

Third Grade

Mrs. Stephanie Honey
Mrs. Kara Lomazov

Fourth Grade

Ms. Whitney Bedor
Mrs. Michelle Cichowicz

Fifth Grade

Mr. Gary Amick
Miss Madison Hargraves

Instructional Aides/Building Aides

Mrs. Robyn Arpoika
Mrs. Sandy Chenet
Miss Caleigh Collica
Miss Annie James
Mrs. Beth Lohmeier
Ms. Emily Maccombs
Miss Mya Menges
Mrs. Caren Otto
Miss Isabella Welch
Mrs. Deborah Wolfgang

LRC

Mrs. Anna Baumann
Miss Alexandria Bowling-Teacher
Mrs. Jaclyn Burgess-Teacher
Mrs. Stephanie Felter-Para
Miss Jessica Gee-Para
Mrs. Janet Ritthaler-Para
Mrs. Linda Schenten-Para

Literacy Coach

Mrs. Lisa Darin

Literacy Interventionist

Mrs. Kelly Dobrzelewski
Mrs. Jessica Lyons

Math Coach

Mrs. Angie Townsend

Math Interventionist

Miss Gabby Chin
Mrs. Alena Hall

Social Emotional Interventionist

Mrs. Wendy Roehl

Instructional Technologist

Ms. Webner

Media Specialist

Ms. Sharon Crain

Media Tech

Mrs. Grace Topham

Music

Mrs. Natalie Pagel

Art

Mrs. Heather Jacob

Physical Education

Mr. Brian Luba

Spanish

Mrs. Melissa Fitterer

Social Workers

Mrs. Brittany Kilgore
Mrs. Jena Menges

Psychologist

Ms. Ann Barkey

Speech Pathologist

Mrs. Chandler Abdaal

Occupational Therapist

Mrs. Colleen Klosterman

Physical Therapist

Mrs. Sarah Sutter
Ms. Tygre Whittington

ESL

Mrs. Brittney Doyle
Miss Ana Escamilla ESL Aide

Food Service-Kitchen

Mrs. Priscilla Bolan
Mrs. Julie Burton

Custodians

Mr. Tim Berquist
Mr. Chris Vargo

Kids Connection

Mrs. Cassie Hemingsen
Mrs. Tami Hubbard

ARRIVAL AND DISMISSAL

Arrival Procedures

If you are self transporting, all parents will use the drop off loop or park and walk your child(ren) to the main doors.

If you are using the drop off loop, pull up as far as possible to avoid congestion. Adults must stay in their vehicle. Do not park and walk into the building. In the morning, students will say goodbye in the car and walk into school independently. Students must exit on the passenger side of the vehicle and only in the lane closest to the curb. The second lane is a traffic lane only. Do not stop in the traffic lane to drop off or pick up as this places students in great danger.

If you park and walk your child(ren) to the main door, park in the parking lot and walk your child across the crosswalk. Children can not cross the crosswalk without an adult. You can wait outside of the main doors with your child(ren) until the doors open.

Children can enter the building at 8:25. Staff members will wait outside with them and provide assistance as needed.

Dismissal Procedures

If you are self transporting, all parents will use the pick up loop or park and walk to the main doors to wait for your child(ren).

After school, students will wait outside for their parents/family members. School staff members will be available to assist students in getting to their cars. We will provide families with name signs in the first week of school. Please place your name signs in the passenger window of your vehicle so that staff can call out your student(s) to meet you at your car.

If you are using the pick up loop, pull up as far as possible and have your name sign visible. Staff members will walk your children to your car.

If you park and walk across the crosswalk to get your child, wait outside the main doors. Be sure to cross the crosswalk with your child(ren) to go back to your car.

**Kindergarten and Young Fives students will enter and exit through the Kindergarten doors.*

ATTENDANCE

The Compulsory School Attendance Policy under the Michigan Revised School Code states that,

“Every parent, guardian, or other person, in the State of Michigan, who has control and charge of any child between the ages of six and sixteen years, shall be required to send such child to the public school during the entire school year and such attendance shall be continuous and consecutive for the school year fixed by the school district in which the child is enrolled.”

Building a Strong Foundation for Success in School - Regular Attendance

Attending school regularly helps children feel better about school—and themselves. Start building this habit in Kindergarten 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.

Excessive absenteeism often establishes a pattern that is difficult to change. There is a demonstrated connection between school absences and learning difficulties. Although teachers can provide assignments and materials for students to make up work when absent, completing an assignment at home just does not compare with being present in the classroom. An absent student misses valuable teacher instruction and class discussion.

Excessive absenteeism is defined as total absences exceeding ten percent of scheduled days in a school year, which means being absent 18 or more days per school year. Consistent daily attendance is important and parents play an important role in ensuring their child attends school regularly. Please note that both appointments and vacations do count as absences. Should your child accrue an excessive amount of absences, you will receive contact from the school notifying you of the concern and reaching out to offer support in order to correct your child's absenteeism.

You can access your child's attendance, including absences, via the Parentvue in the Student Information System. Specific instructions for how to do this are detailed in the Communication section of this handbook.

If your child reaches the point of having excessive absences, a doctor's note will need to be provided if/when your child is sick.

If at any time there becomes an issue or situation that is causing difficulty for your child to attend school, the best thing you can do is to communicate with the school either via your child's teacher or with the principal.

- **NOTIFICATION OF ABSENCE:** If a student is going to be absent, parents/guardians should contact the school's attendance line at (248) 623-5206 or your child's teacher to provide an explanation for the absence. When calling the attendance line, please include the date, your child's name, nature of their absence, and the teacher's name.
- **VACATIONS DURING THE SCHOOL YEAR:** Parents are encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parents should discuss the matter with their child's teacher to make necessary arrangements. Some assignments may be available that can be completed during the trip.
- **MAKE UP TESTS AND OTHER SCHOOL WORK:** Students who are absent from school or who have been suspended shall be given the opportunity to make up work that has been missed. The student/parent should contact the teacher as soon as possible to obtain assignments. Make up work due to suspension must be completed within the same number of days as the suspension after returning to school. Students will be given the number of days of a documented absence within which to make up work.
- **EXCESSIVE ABSENCES OR TARDIES:** Our school monitors each student's attendance and tardiness patterns throughout the school year. Parents will receive written notifications regarding any concerns.
 - Attendance/Tardy concerns will be monitored for improvement. Parents will receive a first letter/notice indicating there is a concern.
 - If there is no improvement, a parent will receive a second letter/notice.
 - If absences and tardies continue to be a problem, one or more of the following will occur:
 1. Referral to Clarkston Youth Assistance
 2. Referral to Oakland Schools Truancy Office
 3. Referral to Police Liaison Officer
 4. Referral to Protective Service

BIRTHDAY TREATS

The district guidelines for birthday treats no longer permits food items to be sent into school with your child. If these items come in, we will have to send them home. On a student's special day, we do not want to cause undue disappointment. Your child's teacher will communicate the special way(s) in which birthdays will be celebrated.

CALENDAR

You can find a copy of our Andersonville School Calendar on our website as well as at the end of this packet.

CO-CURRICULAR CLASSES

All students, Young Fives through 5th Grade will attend each of the Co-Curricular classes once a week for 45 minutes. Our co-curricular classes include: Art, Spanish, Music and Physical Education.

COMMUNICATION

Regular and open communication is the key to any successful partnership. We want our families to be connected to what is going on in our school at-large as well as at the classroom level. This includes the ongoing communication we strive to establish regarding your child(ren)'s growth and progress. Here are some ways for you to connect and receive regular communications from Andersonville.

Our School Webpage

Here's how to find us:

1. Go to www.clarkston.k12.mi.us
2. Choose the SCHOOLS tab and select ANDERSONVILLE ELEMENTARY

Eblasts

Our school uses eblasts as our main source of communication. Please make sure that your email is updated in ParentVue (see below).

ParentVue - Student Information System

The ParentVue portal is an important part of our Student Information System. In this portal parents can view their child's attendance, transportation information, academic progress, and update important student information like phone numbers, emergency contacts, etc. As we continue to work toward paperless communications, please plan to use ParentVue regularly.

It is important that you take the time to set up and activate your account if you have not already done so. You will need an activation key to do this. Here's how:

Email SynergySupport@clarkston.k12.mi.us to request an activation key. Provide the following information in your email:

- Your Name, Your Student(s) Name, Your Student(s) Date of Birth, Your Home Address, Your Phone Number

Also, please make sure to take some time to review the information in Parent Vue and make sure that we have the most accurate and updated information, particularly phone numbers and emergency contacts. To access ParentVue (once you have activated your account):

1. Go to the Clarkston Schools' webpage www.clarkston.k12.mi.us
2. Choose the Resources tab and then select ParentVue

CONFERENCES

Parent-Teacher conferences are scheduled twice a year. All parents will be invited to a conference concerning their child. At any other time, conferences may be scheduled with a teacher or principal by calling the school office and requesting an appointment.

DRESS CODE

Appropriate dress is a necessary component to providing an optimal learning environment. Types of clothing that are prohibited at school include but are not limited to: clothing or accessories bearing messages that contain inappropriate/obscene statements/language/pictures or statements advocating immoral, sexually explicit or illegal behavior or that portray violence or encourage hate or alcohol and/or tobacco, drugs and statements of disrespect directed against the school, law or other reasonable authority. Additionally, clothing that does not cover the shoulders, midriff and chest, shorts/skirts that do not come to fingertips in length, clothing that does not cover undergarments, and undergarments that are worn as outer garments, are all examples of dress that is not appropriate for school. Students who wear such clothing will be required to change clothes. Types and amounts of clothing worn should be appropriate for weather forecasts. Since students will have time daily on the playground (weather permitting), they will need a coat, hat, and gloves/mittens; snow pants are also recommended. Students will not be allowed into snowy areas without snow pants. Hats and caps must be removed inside the building. Sweaters, jackets, snow pants, boots, hats, and gloves/mittens should be labeled with the student's name. Gym shoes are needed for safety when participating in physical education activities.

EMERGENCY/SAFETY DRILLS

A series of fire, tornado, lockdown and other emergency drills are practiced so that children know what is expected of them in the event that an emergency should ever occur. Calling the school during an emergency situation loads our phone lines and makes it very difficult for us to follow through with our designated procedures. If school were to be closed early/late as the result of weather conditions, the fan-out and broadcasting stations listed would pass this information along to you.

GRADING

Clarkston Community Schools has a grading procedure of **S**-Secure, **D**-Developing, and **B**-Beginning for grades K-5 as well as additional notations that may indicate work in progress or incomplete work. The purpose of a grade is to indicate the extent to which the student has acquired the necessary learning. In general, students are assigned grades based upon test results, homework, projects and classroom participation. Each teacher may place a different emphasis on these areas in determining a grade and will inform the students at the beginning of the course work. If a student is not sure how his/her grade will be determined, he/she should ask the teacher.

GRADING PERIODS

Students shall receive a learning feedback document at the end of each semester indicating their progress for each course of study for that portion of the academic term.

HEALTH & WELLNESS

Please keep your child home if they are sick or exhibit symptoms of being sick. These are some examples of when your child should be kept at home: active vomiting, active diarrhea, cough/runny nose, extreme tiredness or lack of appetite, fever with or without headache, undiagnosed or unknown rash, and untreated skin conditions.

When a student has tested positive for Covid, the student should stay home for 5 days from the test day or symptom onset (if any). We will also request a copy of the test results for your student. Please call the main office at 248-623-5200 to report any student who has tested positive. There will be no distance learning offered but teachers can share work as appropriate.

When a student has a fever, the student should stay home until they have been fever free for 24 hours without medication and are well enough to take part in school. If a student is sent home from school with a fever, the next day will be a rest day at home.

All calls for absence or illness should be reported to our sick line at 248-623-5206 with the student's name, reason for absence and teacher's name.

If antibiotic treatment is needed, your child should remain home for the first 24 hours of medication. Any medication that needs to be administered at school will need to have a Plan Of Care in place signed off by the doctor and parent and brought into school in its original packaging by the parent. Plans Of Care can be found on our Clarkston Community Schools website under the Parent Tab.

If you have any questions, please call the main office.

INCLEMENT WEATHER & SCHOOL CLOSING

During the winter months, some severe weather may occur. Roads are checked each morning by the transportation office to determine driving conditions. In addition, the Michigan Road Commission and the U.S. Weather Service are consulted. In the event that conditions are determined to be unsafe for the busing of students, a decision to close school is normally made by 6 a.m. and announced on selected radio and television stations during regular news programs. School closing announcements are also made via the district's automated phone system and website.

Should severe conditions occur after classes are in session, our general policy will be to keep bus students in their building until we can safely operate the buses. Students will be released only to their parents, or approved adults with parental authorization. In the case of **early dismissal**, please instruct your child **NOW** as to what procedure he/she is to follow. If you make arrangements with family members or friends, please make sure those individuals are also aware and they have been listed on your child's emergency card/student information as an individual that your child is able to be released to. **Please keep your child's emergency information updated by accessing ParentVue on the Clarkston Community Schools webpage** (see the Communication section of this handbook).

The following AM radio stations will carry school closing announcements:

WWJ (950)

WJR (760)

CKLW (800)

also area TV channels and the District website: www.clarkston.12.mi.us

Other radio stations in this area will not accept direct calls from school officials. These stations will only receive the closing announcement from the Law Enforcement Information Network and the National Oceanic and Atmospheric Administration. The School District has no control as to when the time closing announcements will be broadcast via these systems.

KIDS CONNECTION (BEFORE & AFTER-SCHOOL CHILDCARE)

Kids Connection is available before and after a FULL day of school. The hours are 6:45 a.m. until the start of the school day, and after school until 6:00 p.m. The program is housed in the cafeteria. Families may use the program on an "as needed" basis and billing is calculated accordingly. Prices are \$10.00 **per** session (Sessions are Morning or Afternoon). You **MUST** be registered to utilize this program. Registration packets are available online only at <https://ecc.clarkston.k12.mi.us/kids-connection>. For more information call the Early Childhood office at 248-623-4350.

LUNCH PROGRAM

District Link: <https://www.clarkston.k12.mi.us/departments/food-nutrition>

Menu Link: <https://clarkston.nutrislice.com/menu/anderson>

Breakfast is available every school day this year (including half days) and will be served before and up to the first bell. Breakfast will include grab and go items, fresh fruits, milk, and a variety of other sides. Lunch is available each full day of school. Each building has a unique menu which is available on Nutrislice. Nutrislice delivers all CCS menus through smartphones, email, and the web. You can also download Nutrislice from the App Store (iOS) or Google Play (Android) and search Clarkston to start viewing menus.

This school year's meal prices are listed below.

Elementary breakfast: \$1.50

Elementary lunch: \$3.00

Funds can be added to your child's account through our serving lines via cash or check made out to CCS Nutrition. Elementary buildings will not have the ability to provide change so any additional funds will be added to that student's account. You may also add funds online at www.familyportal.cloud (fees apply). Enter "Clarkston" in the search bar, select CCS, click GO. Then Register an account. Allow up to 48 hours for the account to be created.

To apply for Free or Reduced Meals, please follow these instructions:

1. Go to www.familyportal.cloud
2. Enter "Clarkston" in the search bar, select CCS, click GO
3. Click "Guest"
4. Click Application to begin the Free and Reduced Meal app. It is important to note that you must add all household members (including non-students).
5. Follow the application steps and submit. A follow-up email will be sent with the application results once it is processed.

MEDICAL CONDITIONS - PLAN OF CARE

If your child requires management and/or support with a medical condition, such as allergies, asthma, bee stings, diabetes, etc., you will need to have your child's physician complete one of our "Plan of Care" forms and then return to our school as soon as possible. These forms are available in our Main Office or on our webpage.

MEDICATION

If it is necessary for your child to take medication while at school, either prescription or over-the-counter, an authorization form (Plan Of Care) with instructions must be completed and signed by a physician. These forms are available at our Main Office and our webpage. Medicine must be in the original prescription container with the student's name on it. **Any medication must be brought to school and picked up by an adult, not the student.** **Students are not allowed to self-carry medication, unless a specific Plan of Care is outlined.**

NON-DISCRIMINATION POLICY

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disability Act of 1990, and the Genetic Information Nondiscrimination Act, it is the policy of the Clarkston Community School District that the Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic, in its programs and activities, including employment opportunities.

For information, contact:

Assistant Superintendent of Administrative Services

For information regarding ADA contact:

Superintendent

Clarkston Community Schools
6389 Clarkston Road
P.O. Box 1050
Clarkston, MI 48347-1050
(248) 623-5400

OUTDOOR PLAY/RECESS

Outdoor play and physical exercise help children develop strong, healthy bodies. On cold days, children should be sent to school with warm clothing. On days when the ground is wet, children should wear appropriate waterproof footwear. In case of severe cold, rain or other extreme weather conditions, the children will be kept inside. Students will have indoor recess when temperatures (wind chill) are below zero degrees. **Requests for students to be excused from recess must be in writing from a physician.**

POSSESSIONS/LOST & FOUND

Clothing, footwear, books, etc. should be marked with the child's first and last name. This is especially important in the primary grades as many children have identical clothing and boots. It would also help to have the student's name on lunches and backpacks. We have a Lost & Found located in our main hallway. Please ask your child to look there if an item is lost or call the main office.

PARENT INVOLVEMENT (PTO)

Through active participation, parents can become better acquainted with their neighbors, gain valuable insight into school policies and procedures, and can support the school PTO activities. The PTO gives you a vehicle for giving your support to your school and your child's education. We strongly encourage and appreciate your participation in this worthwhile organization.

PTO OFFICERS

Our officers for the 2022-23 school year are:

PTO President: Brooke Buchowski

VP Fundraising: Ashley Faller/Stephanie Strutz/Tracie Voletti

VP Volunteers: Katie Mihalcheon

Treasurer: Melissa Spurlock

Corresponding Secretary: Kelly Thompson

Recording Secretary: Danielle Presnell

RESPECT CODE (DISTRICT)

Mutual Respect among all members of our school community is the cornerstone of our interaction and behavior. We acknowledge the dignity and worth of one another. We strive to create a welcoming atmosphere by our courtesy to others and our conduct.

Students and staff at Clarkston Community Schools have the

Right to be physically safe and the

Responsibility not to harm other people or their belongings.

Responsibility to value the school property and help maintain a clean and safe environment.

Right to be emotionally safe and the

Responsibility to promote acceptance of self and others.

Responsibility to consider and be sensitive to the needs and feelings of others.

Right to communicate your needs and feelings, and the

Responsibility to express yourself in a constructive, non-threatening manner.

Responsibility to make amends when you offend others.

STUDENT CONDUCT

The staff and administration have established guidelines for student conduct. Staff members will discuss unacceptable behavior with students, and if necessary take disciplinary action. If the behavior is repeated or is serious enough, parents/guardians will be notified.

1. Respect for self and others.
2. Practice safe and courteous behavior.
3. Cooperate with students, staff and other adults.
4. Use equipment and materials appropriately.
5. Wear appropriate clothing to school.

Specific guidelines and policies can be found in our District Policies and Student Codes of Conduct handbook. Copies are available in our Main Office or on the school district's webpage: www.clarkston.k12.mi.us

STUDENT AND PLAYGROUND SAFETY

The playground area is supervised by staff members during all outdoor activities.

- Be respectful of others and their personal property.
- Use appropriate language.
- Be safe. Use equipment appropriately.
- Line up quietly and immediately after the signal.
- Stay within playground boundaries.
- Follow directions the first time given.

STUDENT SUPPORT

Our student support structure is designed to provide targeted interventions to students who may need additional support to meet academic grade level expectations and/or gain more appropriate social emotional skills.

Academic Supports

We have 2 Literacy Interventionists, along with Literacy Instructional Aides. We also have 2 Math Interventionists, along with a Math Instructional Aide on staff. This team reviews grade level assessment data to identify students who may need support and intervention. This can look like in-classroom focused support from an aide and/or a small group working with an interventionist on a specific literacy/math skill that needs improvement. Parents are notified when their child is identified for additional support.

Social Emotional Supports

We have 1 Social Emotional Interventionist and 2 Social Workers on staff. This team reviews behavior referral data to identify students who may need additional support and intervention. Staff will work with teachers and parents to design Social Emotional Regulation plans which could include breaks, sensory components, friendship groups, understanding feelings, learning strategies to calm emotions, self-esteem, managing anxiety, etc. Plans are tailored to student needs and monitored to determine if students are responding positively or additional changes need to be made.

Student Support Referral

In addition to using data to identify students needing more support, our referral process is another avenue for teachers and parents to request a student review to determine what interventions or supports a student might need if he or she is struggling. Our team of interventionists will meet to conduct a comprehensive review, looking at academic performance data, behavior referrals, attendance patterns, teacher input, parent input, etc. in order to determine a plan of support. If you would like to request a comprehensive review for your child, please contact the principal.

Social Emotional Support Therapy Dog

Clarkston Community Schools, with the generous sponsorship support of LaFontaine Automotive Group, has implemented a therapy dog program that will place a trained, certified social-emotional support therapy dog in each of our school buildings. We will utilize the dogs to assist students in dealing with transition, anxiety,

or stressful situations. **Andersonville's dog is a black Labrador Retriever named Missy.** Missy will be leashed and accompanied by a staff member at all times.

Teachers are able to request Missy to come into their classroom to help with any stressful situations that students may face during their instructional time. Students may also be referred or request a visit with Missy in the school Social Worker's or Social Emotional Interventionist's offices. All contact will be carefully planned and children will not be unsupervised with the dog. When not working, the dog will be based in the school office.

While aware of the positive benefits of having dogs on campus, we also recognize that some students may have anxiety towards or fear of dogs. If your student is afraid of dogs, but would like to try meeting Missy, parents can request that our school facilitate a slow introduction process; the trainer has provided this before with students in other buildings with great success. In addition, we understand there may be some students with allergies that prevent interaction with dogs. Clarkston Community Schools is sensitive to special circumstances, and we would like to work with you to maintain a safe environment for your child. If you have any concerns about your child interacting with a therapy dog at school, please call Mrs. Fletcher at (248) 623-5201.

SUPPLIES

A suggested school supply list is shared on our website and also by your child's teacher. If you need a copy, please contact your child's teacher.

TESTING/STATE ASSESSMENTS

All students in grades 3, 4, and 5 take the M-STEP test in the spring. This test is a measure of how well students perform on selected criteria in reading, math, science and writing. Additional information will be provided closer to the assessment dates.

TOYS/TRADING CARDS

Our focus at school is learning. Toys and trading cards are a major disruption to learning. Your child(ren) should not bring toys, electronic equipment, trading cards or any valuables to school. In the event of a special classroom activity, the teacher will notify you. Skateboards, scooters, and shoes with wheels are not allowed at school or on the bus for safety reasons.

TRANSPORTATION

Students who are riding to and from school on transportation provided by the school are required to follow some basic rules. This applies to school-owned buses as well as any contracted transportation for field trips. (*Please refer to the District handbook for rules and procedures.*) If questions arise concerning bus transportation, please contact the bus driver and/or the transportation supervisor at the bus garage at (248)-623-8040.

YOUTH ENRICHMENT

Clarkston Community Education would like to invite students in elementary and middle school to enroll in after-school youth enrichment activities, which are offered throughout the year. Children remain after school to participate in Enrichment Classes. A variety of subjects are explored in one-hour sessions. Languages, arts and crafts, drama and mime, science, and computers are just a few of the classes offered each term. Parents should watch for the Youth Enrichment brochure distributed several times throughout the school year. You can also find information on our district webpage: www.clarkston.k12.mi.us. Choose the District tab and then locate Community Education under the Departments heading.

VISITORS

Visitors, particularly parents/guardians, are welcome at our school. In order to properly monitor the safety of students and staff, each visitor and volunteer must report to the office, sign in, and put on a visitor's badge. If you wish to volunteer in a classroom, an Applicant Authorization (I-Chat)/Volunteer Background Check form must be completed and on file prior to volunteering. **If a person wishes to confer with a member of the staff, he/she will need to call to schedule an appointment.**

CLARKSTON COMMUNITY SCHOOLS - DISTRICT INFORMATION

Board of Education

Kelli Horst, President.....248-755-0375
Greg Need, Vice President.....248-625-8416
Stefanie Crane, Treasurer.....248-835-5062
Cheryl McGinnis, Secretary.....248-620-6430
Steve Hyer, Trustee.....248-922-0170
Elizabeth Egan, Trustee.....248-933-4621
Andrea Catalina, Trustee

Administrative Offices

6389 Clarkston Road
P.O. Box 1050
Clarkston, MI 48346-1050
248-623-5400

Central Office Administration

Shawn Ryan
Superintendent
248-623-5413

Nancy Mahoney
Assistant Superintendent of Curriculum Instruction
& Professional Learning
248-623-5420

John Lucido
Assistant Superintendent of Administrative
Services & Human Resources
248-623-5419

Stacey Theophelis
Special Services Director/Student Support Service
248-623-8081

Staci Puzio
Administrator of Student Growth & Well Being

248-623-5456

Mary Beth Rogers
Director of Business and Financial Services
248-623-5410

Angela Harrison
Administrator of Technology/ Information and
Technology Services
248-623-5412

Wes Goodman
Executive Director of Operations/Facilities
Management
248.623-8020

Matt Severson
Director of Nutrition Services
248-623-8001

Colleen Mayes

The Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic, in its programs and activities, including employment opportunities.