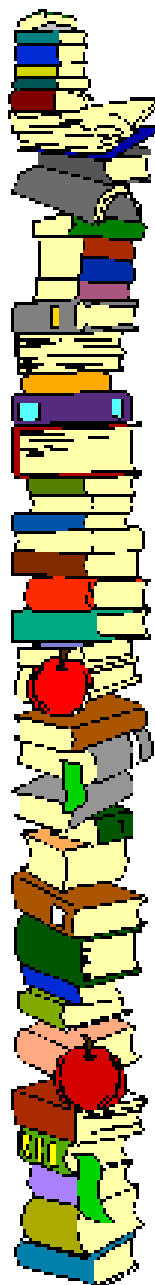


Eastwood Elementary
Roseburg, Oregon
2024-2025

**“This is our spot, where
people care about each
other and leave stronger
than when they came.”**

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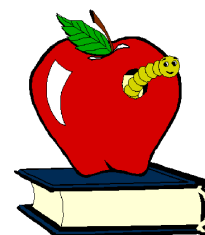


Eastwood Elementary

Welcome to Eastwood Elementary School!

I want to take this opportunity to welcome you and your family to Eastwood Elementary. I am looking forward to a fantastic school year with new activities, programs, staff, and students. As always, I'll be looking for Eastwood students to be following the ABC's in the classrooms, on the playground, and throughout the school. This will be a wonderful year with all of us working together to make school a safe and fun place.

This booklet contains information regarding Eastwood Elementary. Hopefully, many of your questions will be answered as you read through it. Please keep it handy for future reference or feel free to call 440-4180 if you have further questions or needs. I believe that all of us working together; parents, staff, and students can create a positive atmosphere for growth and learning.



Jake Hughes

Principal

School Schedule

Monday, Tuesday, Thursday, Friday: **8:40 a.m.-3:30 p.m.**

Wednesday (Early Release): **8:40 a.m.-2:30 p.m.**

Children should not arrive at school before 8:30 a.m. We are not able to provide supervision prior to this time. There is also no supervision after dismissal at the end of the day.

If you wish your child to ride a bus other than his/her regular bus, or make any other changes from their normal after school routine, please send a note with your student or **call the office at least one hour before dismissal time** for your student to get an appropriate after school pass. We cannot change after school plans without a note or call from the parent or guardian.

Attendance

We need your help to ensure that your child receives the best education possible. As you know, the single most important factor in a child's education is the involvement of parents in school and parental support of the school. Please help us in the following ways:

- **Make every effort to have your child in school and on time every day; absences can put a child at a disadvantage, as skills are learned that lead to the next level each day.**
- Call when your child is too ill to attend.
- Please try to arrange for family vacations, doctor appointments, etc. during non-school times.
- Contact the teacher and arrange to pick up missed assignments.

TARDIES - Please have students check in at the office upon arriving to school if they are tardy.

Support

- Be involved in our school and the activities that are sponsored.
- Review papers, read the **newsletter** and notices that are sent home, visit our Website (www.roseburg.k12.or.us/eastwood) and Facebook Page (Eastwood Elementary), and check your email for PeachJar flyers.
- Avoid making negative or unsupportive comments about your child or our school in front of children.

Discipline

We realize that you are primarily responsible for the discipline and behavior of your child and we encourage you to work with us on school-home plans to help your child be successful. We use Positive Behavior Interventions and Supports (PBIS). We offer incentives for individual students and for the whole school in an effort to motivate our students to follow our school rules.

Roseburg School District Services

We have a variety of Specialists on our school staff to assist students and provide instruction to children who need special help. We have a **Learning Specialist** and **Instructional Assistants** for those who need assistance in reading or math. A **Speech Therapist** will provide training and assistance for children with hearing or speech problems. A **Child Development Specialist and a Skills Trainer** are available to help children be more effective in dealing with life's pressures and stresses. Parents may also work with the CDS in developing their skills, too. You will be contacted by the classroom teachers or the personnel mentioned above if your child might benefit from these services. Please feel free to contact the office for more information.

District Administration

Jared Cordon	Superintendent	541-440-4014
Robert Freeman	Director of Human Resources	541-440-4007
Michelle Knee	Director of Teaching and Learning	541-440-4005
Rick Burton	Director of Student Services	541-440-4034
Cheryl Northam	Director of Business Services	541-440-4027

Board of Directors



Michael Leone
 Andrew Shirtcliff
 Keith Cubic
 Rod Cotton
 Steve Hammerson
 Andrea Miner
 Ann Krimetz

Eastwood's Core Values

Compassion

understanding the suffering of others and wanting to do something about it

Honesty

high regard for fairness, straightforwardness, sincerity, truthfulness

Respect

unbiased consideration and regard for the rights, values, beliefs and property of all people

Commitment

the promise not to give up easily, to keep working hard, dedicated to action

We are a Blue Zone School!

Hopefully, you have heard the good news—Eastwood has been recognized as a Blue Zones School. This means that at our school, we try to focus on healthy choices and activities: we encourage the eating of fruits and vegetables at breakfast and lunch, grow a school garden, take brain breaks during academic activity, complete volunteer projects to benefit the environment, and many other things. If you would like to see a full list of items from our Blue Zones Pledge, you can use the following URL to access a document: <https://goo.gl/Ros1hm>

Staff List

OFFICE

Jake Hughes, Principal
Shanna Pelke, Office Manager
Brooke Steward, Office Assistant

TOSA

Mrs. DeFea

SKILLS TRAINER

Mrs. Clark
Mrs. Chandler

LIBRARY

Tamie Averett, Librarian

SPEECH

Mrs. Hull Mrs. Bowersox

TITLE 1

Miss Wicks, Room 30
Ms. Forrest, IA TBD, IA

INSTRUCTIONAL ASSISTANTS

Mrs. Gray Mrs. Harding
Mrs. Cashman Mrs. Garza
Mrs. Mendenhall

KINDERGARTEN IAs

Mrs. Benson Mrs. DeBiaso
Ms. Thomas

KINDERGARTEN

TBD, Room 2
TBD, Room 4
Mrs. Warmouth, Room 6

FIRST GRADE

Mrs. Pettibone, Room 1
Ms. Sieck, Room 3
Mrs. Taylor, Room 5

SECOND GRADE

Mrs. Boyter, Room 22
Mrs. Howren, Room 20
Mrs. Lomica, Room 17

THIRD GRADE

Mrs. Faulkner, Room 18
Mrs. Kolander, Room 19
Mrs. Neal, Room 21

FOURTH GRADE

Mrs. Colvin, Room 8
Mrs. Myers, Room 7
Mr. Kjensrud, Room 9

FIFTH GRADE

Mrs. Kvederis, Room 10
Ms. Whited, Room 11
Mr. Mahoney, Room 12

Pre-K

Mrs. Jephson, Teacher
Mrs. Decker Skills Trainer
Mrs. Moon, IA
Ms. Long, IA

CDS

Ms. Forrest, Room 32

SPED

Ms. Martin

MUSIC

Mr. Thompson, Room 15

PE

Mr. Fusco

COMMUNITY CENTER

Family Liaison

CUSTODIANS

Dora Raby
Tom Trotter

KITCHEN STAFF

Kelly Frazier
Jennifer Dole

School Lunches

A nutritious balanced hot lunch with milk is served daily. Students who bring their own lunch may purchase milk separately or bring their own drink. The following lunch prices are **subject to change** during the school year:



Student Breakfasts	FREE
Student Lunches	FREE
Milk Only	\$.50
Adult Lunches – 1 entree	\$3.50
Adult Lunches – 2 entree	\$4.05

Our lunch program will allow students to make choices about what they get for lunch. Each month a new *School Lunch Menu* will be available on our website, the district website, on the SoHappy app, and at the office. It will also be sent home with the monthly newsletter. This way you and your child can plan ahead and make other choices if your child prefers not to eat what is being served.

The food service program is computerized, and each child will have his/her own account. Deposits for lunches should be made before school in the school Gym, between 8:30 and 9:10 a.m. Advance payments of a week or more, help reduce clerical work and are encouraged. FREE and REDUCED prices for meals are available for those who qualify.

Breakfast Program

We are pleased to offer a breakfast program for all students. A balanced breakfast is served in our cafeteria between 8:45 - 9:10 a.m. every morning. See the schedule on the next page for breakfast times by grade.

Schedule

Monday, Tuesday, Thursday, Friday: 8:40 a.m.-3:30 p.m.

Wednesday (Early Release): 8:40 a.m.-2:30 p.m.

Breakfast Times (subject to change)

Breakfast is served after the morning bell; students do not need to arrive early to have breakfast.

Lunch/Recess Times (subject to change)

Kindergarten - 11:55 a.m.
 First Grade – 11:40 a.m.
 Second Grade – 12:05 p.m.
 Third Grade – 11:30 a.m.
 Fourth Grade – 12:20 p.m.
 Fifth Grade - 12:30 p.m.

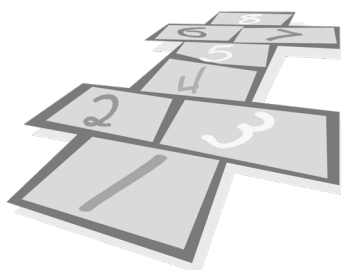
6 Day Schedule

Eastwood follows a 6 day schedule for two reasons:

1. To ensure that each student gets equal instruction in 'special classes' (library, CDS, PE – 2 sessions and Music - 2 sessions).
2. To allow for the correct amount of daily instructional time in core academic subjects.

Each day of the school week is assigned a day (1-6). The day corresponds to the "specials class". For example: day 1 might always be PE and day 2 might always be library for a specific classroom. In the case of a missed day, the 6 day schedule picks up where it left off so that students do not miss a "specials class".

Teachers can supply a 6 day calendar to notify parents of which days of the week specific "specials classes" are held for their child.



Arrival and Departure Procedures

Children should not arrive at school before 8:30 a.m. Classrooms open to students at 8:40.

Changes to after school plans

If you wish your child to ride a bus other than his/her regular bus, or make any other changes from their normal after school routine, please send a note to the teacher or call the office **at least one hour before dismissal time**. The school will get the note to the bus driver. We cannot change after school plans without a note or a phone call from the parent or guardian.



Dismissal Procedure

Dismissal is at 3:30 p.m. and 2:30 p.m. on Wednesdays. Early pick-up is strongly discouraged. **EARLY** pick-up cuts into instructional time, is disruptive and prevents students from participating in the end-of-the-day traditions with their classmates and teacher. Parents are encouraged to schedule appointments after 3:30 p.m.

Bus riders board buses in the front of the building (parking lot area). Students wait in line until their bus arrives and then they follow staff directions to board.

BUS LANE

The bus lane in front of the school is **closed** to vehicles 8:30-9 am and 3:45 pm (2-2:45pm on Wed.). Vehicles driving in the bus lane while buses are present are dangerous for students and staff. If you park in front of the school during these times, you may be blocked in and will be unable to leave until the buses have left.

Please plan accordingly.

Walkers exit campus from two major access points, which include:

walking via Waldon or crossing over the bridge to Eastwood Park. All bikes, skateboards, scooters and roller blades must be dismounted and carried while on the school campus. If damage is caused from intentional actions, confiscation may occur and will be returned to parents.

Vehicle Pick-up

In the parking lot.



Parent Pick-up

On the West side of campus along the fence at the beginning of the driveway.

After School...

- All students are to leave the school grounds after dismissal time at 3:30 p.m., going home by the most direct and safest route.
- Students participating in after school activities are to go directly home after their activity is over.
- Students are **not to return** to school until **4:00 p.m.**, unless supervised by a parent or guardian.
- **All students leaving the school grounds during school MUST have parent permission and MUST check out at the office and check-in upon returning.**

Student Activities

Community Programs - There are a variety of opportunities for Eastwood students through community youth programs like Young Rembrandts, Good News Club, and the Boys & Girls Club. More information can be obtained in our school office.

Volunteering - Parents and community members are encouraged to be involved as room volunteers, members of the Parent Teacher Organization (PTO), field trip chaperones, and other activities throughout the year. Please complete the volunteer application on the Eastwood website.

School Assemblies - Assemblies are scheduled throughout the year. Specific dates and times will appear in the monthly newsletter. Parents are always welcome and encouraged to attend.

Homework

Eastwood is a no-homework school. There is research to show that at the elementary level, the very limited potential benefits of homework do not outweigh the stress it causes families. Occasionally, students will have family activities or extra practice opportunities sent home; students cannot be required to complete these activities, nor should they be rewarded or punished for completing them or not.

All families are encouraged to **read 30 minutes** a night with their student(s); research has proven this to be very beneficial to students.



Safety

Emergency Closure

When it is necessary to close school due to weather conditions or other problems, frequent announcements will be made over local radio stations, on our Facebook page, or noted on the district website as early as possible. Additionally, **families will receive a phone call and message from ParentSquare. Please be sure that the front office has your updated phone number.** You are urged to make prior arrangements for the care of your child in the case of an emergency school closure.

Fire Drills, Earthquake Drills, Lockdown Drills

Fire Drills, Earthquake Drills, and Lockdown Drills will be conducted periodically throughout the school year. Everyone will move in an orderly and silent manner to points directed by their teachers. If the fire alarm rings when students are in the hallways, they should leave by the nearest exit, join the classroom nearest to them, and notify the teacher they have been separated from their class. **Should a student pull the fire alarm as a prank, law enforcement will be notified.**

School Dress Code

The basic responsibility for attire to be worn at school or school related functions rests with the student and his or her parents. However, a student's dress and appearance may be regulated when, in the judgment of the school administrators, the student's dress or appearance:

- **poses a health or safety hazard;**
 - **promotes illegal or discriminatory conduct;**
 - **is likely to cause a disruption of the educational process.**
- Student attire that is too revealing cannot be worn at school. Undergarments must always be covered during school or at school-related activities.
 - Dress and grooming shall be clean and in keeping with health, sanitary, and safe practices. For example, all students must wear shoes and they must be in good repair, stable for surfaces at school, and that do not pose a safety hazard to the wearer or others. Therefore, flip-flops and house slippers are not appropriate for school.
 - Dress or appearance should not lead school administrators to believe that a student's hairstyle, make-up, apparel, body art or accessories are gang related, promoting illegal or discriminatory activity, disrupting or interfering with the educational process.

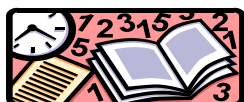
A GOOD RULE:

- **If you are unsure about the appropriateness of the clothing, please DO NOT wear it to school. Some clothing is appropriate for other places but NOT appropriate for SCHOOL!**

Student Responsibilities

Students at Eastwood are expected to:

1. Be familiar with the *District's Minimum Standards for Student Conduct & Discipline* and *Discipline in the Roseburg Public Schools*.
2. Be Safe, Be Respectful, and Be Responsible in classrooms, library, school buses, on school property and at school activities.
3. Maintain relationships with staff that are mutually respectful. Comply with staff directions and instructions promptly and courteously.
4. Use only language and gestures that are respectful and free of profanity and obscenity.
5. Follow all playground rules and use equipment in a safe manner.
6. **Report fighting, inappropriate language, and intimidation to the nearest adult.**
7. Report all accidents/injuries to a teacher or other school personal.
8. Students are not allowed in classrooms during recess unless the teacher is present or has given specific permission for a student to be present.
9. Students on the bus are under the authority of the bus driver and are expected to follow rules governing conduct on the bus.
10. The telephone is for school business only. Students should make social arrangements at home. Students must have **staff permission** to use the telephone.
11. Skateboards, scooters and roller blades must be dismounted and carried while on the school campus.
12. Understand that all student misconduct will be corrected by any staff member when misconduct occurs within the school's jurisdiction.



Student Behavior

At Eastwood we have established three **Behavior Expectations** to help students be successful at school. We continue to teach and reinforce these basic concepts throughout the year. **Please review these expectations and help your child understand how important these are at school.**

1. Be Safe

2. Be Respectful

3. Be Responsible



The Roseburg Public School District has policies that prohibit bullying, harassment and other offensive behavior. Any such behavior should be reported to the principal immediately. Violations of school rules and regulations, based upon the frequency and severity, may result in reprimand, warning, detention, removal of privileges, suspension and/or expulsion. In matters other than minor and routine, parents will be informed and involved. In all cases of suspension or expulsion, due process procedures will be in accordance with District Policy and Oregon Law. All students are expected to obey the laws of the State of Oregon and of the United States.

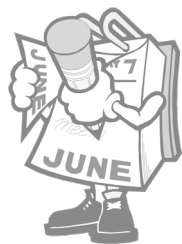
Library Media Center

The Library media center is a vital asset to the school curriculum at Eastwood. Students can check out materials for use in the classroom and at home. Materials that are lost or damaged will be charged to the student.



Communication

Monthly Newsletter – The Eastwood newsletter is sent home to keep everyone informed about school and school activities. Please note the calendar section to remain informed about important dates or events. Our newsletter is also on our **school website**: www.roseburg.k12.or.us/eastwood



Lunch Menu - Each month the new lunch menu will be available at the office. It is also available on the Eastwood website, the District website, and the SoHappy app. Please take time to review the menu with your child to decide which meals will be eaten.

Absences – Please make every effort to have your child in school and on time each day. We ask that parents call the school whenever your child is absent. This is an important communication between the home and the school. Pre-arranged absences (trips, etc.) need to be handled through the office. Regular attendance influences performance significantly.

Teacher/Classroom Communication – Please check with your student’s teacher on their preferred method of communication. Most teachers utilize a daily/weekly communication folder in addition to mobile apps, such as ParentSquare.

Questions and Concerns - Do you have a question or concern related to our school or your child? We are only a phone call away and know that questions or concerns left unaddressed can become major problems. Please call us at 541-440-4180 to make an appointment or to arrange to speak to any staff member.

Eastwood Booster Club

The Booster Club meets on the second Tuesday of the month in the library at 6:30 p.m. The main goal of the organization is to support the students, staff, and parents of the Eastwood Community and provide opportunities for them to build connections with their neighborhood school. They host events such as family movie nights, game nights, Open House refreshments, and the carnival.

Health Procedures and Accidents

- We do not have a school nurse and our facilities are extremely limited when caring for sick or injured students. You will be contacted to pick up your child when they are ill. If it appears that your child needs medical attention or has incurred a head injury, you will be promptly notified. **Should we be unable to locate you and the injury appears to be serious, we will take any reasonable steps needed to obtain any medical attention deemed necessary.**
- If your child needs **prescription medication** that is **required** to be administered during school hours, it must be in the **original container**. You will also need to fill out and sign a medication form describing the dosage, time of dosage, and giving permission to office personnel to administer the medicine.
- **Children should be kept home when they are suffering from any infectious condition** such as a severe cold, high temperature, influenza, etc. In cases of scabies, impetigo, ringworm, head lice, or other highly contagious conditions, treatment by a physician or the Health Department may be required before a student may return to school.
- School administrators are required to deny admission to children who have not met immunization timetables. The law requires all students under age 14, attending an Oregon school to be immunized against the following: Diphtheria, Tetanus, Polio, Hepatitis, Measles, Mumps, Rubella, and Varicella.



I NEED TO STAY HOME IF...

I HAVE A FEVER	I AM VOMITING	I HAVE DIARRHEA	I HAVE A RASH	I HAVE HEAD LICE	I HAVE AN EYE INFECTION	I HAVE BEEN IN THE HOSPITAL
Temperature of 100° F or higher.	Within the past 24 hours.	Within the past 24 hours.	Body rash with itching or fever.	Itchy head, active head lice.	Redness, itching, and /or pus draining from eye.	Hospital stay and/or emergency room visit.

I am ready to go back to school when I am...

Fever free without the assistance of medication for 24 hours (i.e. Tylenol, Motrin, Advil).	Free from vomiting for 24 hours.	Free from diarrhea for 24 hours.	Free from rash, itching or fever. I have been evaluated by my doctor if needed.	Treated with appropriate lice treatment at home.	Free from drainage and/or have been evaluated by my doctor if needed.	Released by my medical provider to return to school.
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If your child has strep throat or another bacterial infection, he/she should stay home until the antibiotic has been given for at least 24 hours and your health care provider has given permission for your child to return to school. We encourage you to seek medical attention when your child is sick and to follow your health care provider's recommendations about returning to school and other activities.

Conferences

Communication with parents about their student's educational progress is an important factor in the learning process. We encourage ongoing communication between school and home. Twice a year, there is time set aside for Parent-Teacher conferences to meet and discuss your student's progress.

Cell Phone/Electronic Device Policy

- Students are encouraged to **not** bring cell phones and electronic devices to school. Students who do so are assuming full liability for their device in the event of loss or breakage.
- Cell phones and electronic devices are not to interfere with the educational process.
- In an emergency, students may bring their phone to the office to call a parent or guardian then return the phone to their backpack.
- If a phone or device causes a disruption, that item will be confiscated and may require a parent to retrieve their device in the office after school.
- Repeat offenses will mean that a parent or guardian will have to recover the device.
- Electronic readers will be used in an appropriate manner to enhance learning, not disrupt it.

Miscellaneous

General Celebrations

There are parties and there are times for "Positive Reinforcements". Generally, we have three major parties a year: Harvest, Winter, and Valentine's Day. Other celebrations will be conducted at the discretion of the teacher relating to class work and/or behavior. Unfortunately, due to directions from the Douglas County Health Department, homemade treats and goodies are not allowed to be served at school.

Birthday Celebrations

Birthdays are exciting for young children. If you would like your child to celebrate at school with your purchased store-bought treats, please make arrangements in advance with your child's teacher.

Gifts at School

Balloons, flowers, and other gifts at school may distract from learning. Therefore, students will receive delivered gifts at the end of the school day. Balloons and any glass containers are not allowed on the bus.

Student Insurance

School insurance is available for students that need coverage while at school or when engaged in a school sponsored event. If a child has school insurance and an accident occurs requiring medical attention, the school will provide the necessary forms needed for services/claims. It is important that all accident reports are completed within 24 hours of the incident occurring.

Trading Cards, Toys and Electronic Devices

Please do not let your child bring trading cards, toys and/or electronic devices to school unless approved ahead of time by the teacher as part of a school activity. Students are not allowed to buy, sell, or trade personal items at school. Personal property as such may be confiscated and returned to the parent. The school will not be responsible for lost, stolen, or damaged items.

Lost and Found

As part of teaching citizenship skills, all items found on campus are to be turned in to be claimed by the rightful owner. Clothing and lunchboxes found on campus will be placed in the lost and found box in front of the cafeteria. Other items recovered such as jewelry, cell phones, glasses, etc. are turned into the office. Students and parents are encouraged to come into the school to claim their lost items. All year long, we have many coats and jackets that are not claimed, so please try to check the lost and found regularly.