

# 2024 - 2025

## A school for the whole family!



# STUDENT & FAMILY HANDBOOK

## DAYTON'S BLUFF ACHIEVEMENT PLUS

Office: (651)293-8915 | 262 Bates Avenue, St. Paul, MN 55106

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# YOUNG MINDS SHINE AT DAYTON'S BLUFF!

Dayton's Bluff Achievement Plus Elementary is an award-winning, neighborhood school that provides individualized support to help students thrive both in and out of school with convenient after-school care and programs, as well as many health services.



We collaborate with families and the community for student success with:

**Rigorous  
academics**

**Individualized  
attention**

**Warm, nurturing  
environment**

**Mentoring**

**Free, onsite  
after-school care**

**After-school  
programs**

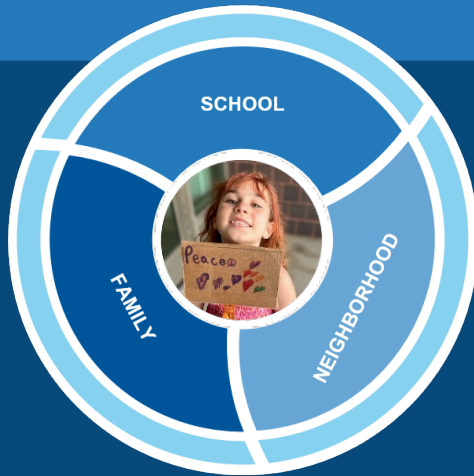
**Dental and mental  
health services**

*We work as a team to provide a caring, consistent and rigorous learning environment for all.*

## COME TOUR OUR SCHOOL!

Our entrance is located through the main doors of Dayton's Bluff Recreation Center at 800 Conway St.  
262 Bates Ave. Saint Paul, MN 55106 | (651) 293-8915  
7:30am – 2:00pm | [daytonsbuff.spps.org](http://daytonsbuff.spps.org)

**Dayton's Bluff Achievement Plus Elementary** is strong because of the people who live and work here; the community spaces we share; and community-school partnerships that support our children and families. We embody resilience, hope, family connectedness, and look toward opportunities for growth and change.



## What Makes Us Unique

As a community school, we are enriched by our diversity and focused on raising student achievement. Our school and community partners work together to provide resources that help students and their families continue to succeed.

## Our Academic Approach

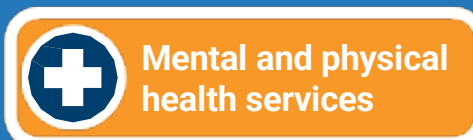
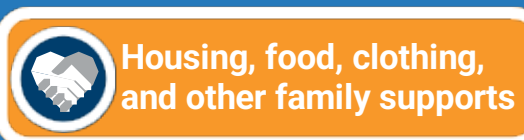
Students at Dayton's Bluff are encouraged to ask questions, solve problems, and discover how things work. Our whole-child approach helps students thrive with personalized learning and attention to support wherever they are in their educational journey. With classes in science, music and physical education, each child receives a full day of learning through core academics and other activities.



## Our Social/Emotional Learning Approach

In addition to the standard education curriculum, Dayton's Bluff has specially trained staff who partner with students to build positive behavior skills, helping children build healthy relationships both in and out of school.

## Our On-Site Achievement Plus Partner Resources





## Important Phone Numbers:

Office/Attendance: (651)293-8915

Health Office: (651)888-7617

Transportation: (651)696-9600

Student Placement: (651)632-3700

Dayton's Bluff Rec Center: (651)793-3885

Family Center: (651)793-7342



\*Interpreters Available

## Our Mission:

**The Dayton's Bluff Achievement Plus community works as a team to provide a caring, consistent, and rigorous learning environment for all.**

## Achievement Plus:

As an Achievement Plus school, Dayton's Bluff is a full-service community school that focuses on raising student achievement at no cost to our families. Our school works with community partners to provide resources that help students and families continue to succeed.

Collaboration with our community partners gives us many on-site resources including: assistance with basic needs, after-school programming, mentoring, dental clinics, mental health services and more. We are also connected to the Dayton's Bluff Rec Center and frequently work with them as well.



Visit [daytonsbluff.spps.org](http://daytonsbluff.spps.org) to find resources available to our Dayton's Bluff community.

## After School:

Dayton's Bluff Achievement Plus partners with a variety of after-school programs in the area.

**Dragons Academy (New)**- We will be offering a free after school program run by the school in partnership with the YMCA. We have a free bus that brings students home after programming ends.

Who: Grades K-5

Where: at school

When: Monday - Thursday from 2-4pm



**Rec Check** - Dayton's Bluff Rec Center is connected to the school and offers free after-school care. Students dismiss from school right to Rec Check! Families need to pick their child up from the program.

Who: Grades 1-5

Where: Dayton's Bluff Rec Center, 800 Conway,  
attached to the school

When: Monday - Friday from 2-6pm



**Discovery Club** - This is a fee based program run through the school district. Students are able to receive busing from Dayton's Bluff to Discovery Club. Families will need to pick up their student.

Who: Grades PK-5

Where: L'Etoile do Nord, 1760 James Place

When: Monday - Friday from 2-6pm



**New Horizon Academy** - This is a fee based program that many of our students attend and some of our families even work at! Students are able to receive busing from Dayton's Bluff to New Horizon but families must pick up.

Who: Grades PK-5

Where: New Horizon Academy, 1385 Conway

When: Monday - Friday from 2-6pm



# Arrival, Dismissal, & Transportation:

## **Arrival:**

Morning drop off occurs at the rec center (800 Conway St.) in the upper parking lot. Students are allowed in the building at 7:15 when staff supervision begins. There is an abundance of staff watching students, so families can feel comfortable dropping a student off and leaving. Families are also welcome to walk their student through the breakfast line and to their classroom. For safety, all doors are locked at 7:30. Students will have to buzz into the office. There are no staff in the rec center after this time, so you may want to walk your child in.

## **Dismissal:**

Dayton's Bluff has walking lines for students who walk home. A staff member and patrol take a group of students and go with them to cross them at major streets. After they have crossed, students walk the rest of the way by themselves.

Staff cross Students at:

- Third and Arcade – Blue Line
- Euclid and Maple – Red Line
- Euclid and Bates – Orange Line
- Third and Bates – Green Line



Students are given a bus/walker/pick up tag that should remain on their backpacks. Students who do not ride the bus regularly may not ride a bus on any occasion.



Student pick up at the end of the day is in the lower parking lot (790 Conway). All pick ups after 1:30pm will take place there. Please pull through the parking lot and remain in your car. A staff member will meet you at 1:50pm, confirm the student(s) you are picking up and send them out. If you arrive at the school before 1:30pm or after 2:10pm, the students will be in the office (enter through the rec center doors at 800 Conway).

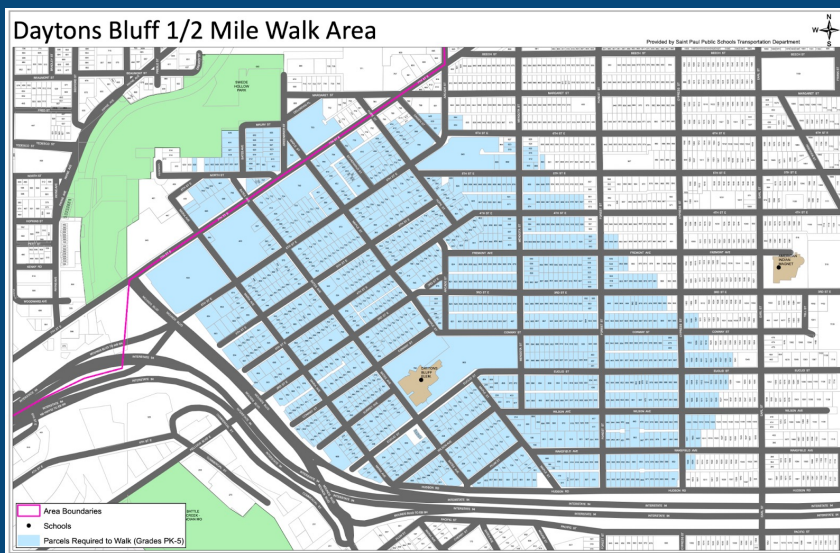
*We have no staff assigned to supervise students after school, so please arrive by 2:10pm.*

# Arrival, Dismissal, & Transportation Cont'd:



## Buses:

Students who live over ½ mile from the school will receive busing from the district. If you live outside this area, you may qualify for specialized transportation. Please call the office for more information. If you have a change of address, this needs to be shared with the office as soon as possible. It may take a couple days for a bus route to be updated. For the most current information on bus timing, please download the [Bus Status App](#).



Students should be at their bus stops five minutes before their assigned pick up time. Buses have a strict timeline to follow. Once they close the doors, they cannot reopen them and must move to their next stop. Multiple buses may come to the same stop in the morning. Our buses are labeled as Dayton's Bluff and a letter.

Pre-K students are required to have a guardian meet them at their bus stops. Students in Kindergarten – 5<sup>th</sup> grade will be let off the bus with no guardian. Transportation to some after school care is provided.

- New Horizons – East St. Paul – 1385 Conway
- New Horizons – Lower Afton – 2204 Lower Afton Road
- Discovery Club – East Hub – 1305 Prosperity Avenue

Buses do not always have a staff member supervising and safety is taken very seriously. Students not following the bus rules may be assigned a seat, suspended from the bus temporarily, or lose busing privileges altogether. Absences are not excused if a student may not ride a bus.

[Link: School Bus Discipline Procedures](#)



## Arrival, Dismissal, & Transportation Cont'd:

Changes to arrival or dismissal plans need to be communicated to the office by calling (651)293-8915 **BEFORE** 1:30pm. Teachers may not see direct messages during the day. We will not make changes to their dismissal without being notified by a guardian. Anyone picking up their student needs to be on your student's contact list in their file. This can be changed in iUpdate or through the office.

Transportation may be different if your child receives special education services or has certain medical conditions. Please consult with your child's IEP, 504 plan, case manager, or school nurse for more information.

## Attendance:

Students should attend school every day.

If students miss more than 2 days/month, it becomes hard for them to learn and may need extensive help at home to get caught up in class.

Another important factor for academic success is **sleep**.

One way to help your child sleep is to limit screen time before bed and create a consistent bedtime routine.

Sometimes students refuse to come to school. If it is a battle every day and your student has frequent symptoms like headaches, nausea, dizziness, or hyperventilation, they might have school related anxiety. The school staff and families can work together to solve this problem.

When students have more than:

- 10 unexcused absences – Dayton's Bluff staff will work with the family on targeted solutions to improve attendance
- 15 – 20 unexcused absences – We can offer the support of Lutheran Social Services to assist families with barriers
- 20+ unexcused absences – A referral will be made to the SPPS or Ramsey County Attendance Team for further assistance
- For examples of excused vs. unexcused absences, go [here](#).

*Our goal is always to find a way to get a student to school consistently.*



## Cell Phones:

In general, cell phones should NOT come to school. Students are NOT allowed to use them during the school day or have their phone on them.

If a student must bring their cell phone to school, it is expected they turn the phone in to their teacher each morning. The teacher will keep the cell phone in a secure place and return it at dismissal.

*If a student is found to have a cell phone:*

- *1<sup>st</sup> Time – Phone is kept in the office for the day. Student will pick up the phone at dismissal and meet with the principal to review expectations. Family will be notified.*
- *2<sup>nd</sup> Time – Phone is kept in the office until an adult can come and pick it up. A personalized plan for turning in the phone will be made.*
- *3<sup>rd</sup> Time – Phone is kept in the office until an adult can come and pick it up. Cell phone may not come back to school*

If a student brings a cell phone to school, the school is NOT responsible for any damages that might occur or for cell phones that go missing. Cell phones are highly sought after by students and are likely to get stolen when not turned in. This is why we HIGHLY recommend NOT sending cell phones to school.

## Conferences & Report Cards:

Family-teacher conferences happen in the fall and spring, generally November and March. Families receive a letter with their child's scheduled time approximately a month in advance. Students in the same

family are grouped together if possible. Conferences are held in person at Dayton's Bluff, but virtual appointments are available upon request. Interpreters are accessible in all languages. Students are encouraged to attend their conferences to promote discussion about their success in school. Many community partners are present at conferences as well. Report cards are completed three times per year can be viewed in through your Campus account.



## Dress Code:

The goal of Dayton's Bluff is for students to be in class learning, wearing clothing of their choice. This includes hats and hoods, provided they do not completely cover the student's face. Clothing should not interfere with student learning or the learning of others.

Students may not wear clothing with messages that are vulgar, discriminate against others, or promote products/activities illegal for minors.

Students must dress appropriately for the weather. Students go outside for recess every day it is above -10 degrees (with windchill). Families will be contacted if there is a recurring problem of students not having proper clothing and resources will be offered.



## Family Involvement:

Here at Dayton's Bluff we value our families, we encourage involvement, and look forward to having you be an integral part of our school and your child's education. Your involvement in your child's education is key for their academic success. What do we mean by involvement? Involvement could be as simple as asking your child about their day; what did you do at school and what did you learn?

Other ways you can be involved include volunteering, attending events, joining school committees, come to DB Connects sessions, or participate in budget conversations. You could also help develop our School Continuous Improvement Plan (SCIP), Family Engagement Plan (FEP), and school Compacts. This empowers you to have a voice and help shape the future of our school.

We encourage you to connect with your child's teacher about your student's education and learn ways you can support your student's academic progress.

*(Note: volunteers must be at least 16 years of age)*

## Field Trips:

Once families fill out the iUpdate form for their student, their student will automatically be given permission to attend most field trips throughout the year. Some field trips require additional explicit permission. If students arrive to school after their class has left for the field trip or they do not have a completed field trip form, they will have to join another class for the duration of the field trip. For students with medical needs, the health office will coordinate with the teacher. A bag lunch will be provided by the school. If interested in chaperoning for a field trip, please contact your student's teacher.



### **Guidelines for Chaperones:**

- Use appropriate language and age appropriate topics
- No vaping, smoking, or drug/alcohol use
- Actively support the teacher in making sure students stay with the group
- Don't give students any food or treats
- Avoid disciplining children, let staff know if there is a problem
- Avoid touching children or letting kids sit on your lap

## Food Policies:

Each day, our nutrition services staff prepare and serve breakfast and lunch to all of our students for **free**. A menu of what is served each day can be found on the [Nutrition Services Website](#).

### **Breakfast: Served 7:15am – 10:00am**

- Each morning students get go to the cafeteria and choose which breakfast items they want.
- Students bring their breakfast to their classroom to enjoy with their classmates
- Students may save unopened food from their breakfast to eat later or put it on a share table for other students.

### **Lunch: Served 10:45am– 12:35pm**

- Students eat lunch in the cafeteria
  - Each child gets one entrée, a milk, and as many fruits and vegetables as they want.
  - As students go through the line, they scan a badge that alerts the staff of any allergy or dietary preferences. Staff checks the trays of these students to make sure they haven't chosen any item they can't have.



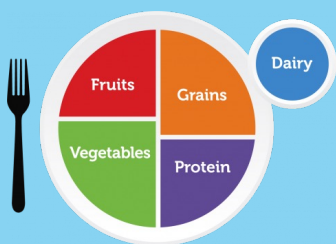


# Food Policies Cont'd:

## Outside Food:

- Outside food may be brought to school by individual students. Sometimes kids want to share the special food they bring. Please remind your student(s) only they can eat their food because they don't know which students have allergies.
- If they are bringing lunch to school, we will assume they will not get a school lunch. If students want to only get a milk, there will be a small charge.
- No snacks or soda should be brought to school to eat with their school provided meal per district policies.
- Students may bring water to drink in class. If they bring a water bottle, we have water filling stations in the building.

## Fresh Fruits and Veggies Program:



- We participate in a fresh fruits and vegetables program which provides a free snack to our students three days a week. Kindergarteners also receive a milk.
- Some classroom teachers may also request that students bring a snack to supplement this program. In this case, the snacks should be nut free.

## Food for Celebrations:

It is ***not*** expected for families to bring in treats for students in their class. Every year, however, there are a few families who really want to bring something in. Bringing in food to celebrate is highly discouraged.

- If you would like to bring something for the class, there are many non-food options. Special pencils, stickers, playdough, and fidgets are all popular choices.
- If you feel strongly about bringing in food for your student's celebration, work with the teacher in advance. Let them know what time you will be bringing it and learn about allergies or dietary preferences that need to be considered.
  - All food must be store bought and should not require the use of a fridge or freezer to store.
  - Families are also required to provide any plates, napkins, utensils, etc. that are needed for the class to enjoy the treat.

If you haven't made prior arrangements and bring in a treat after 12:30pm, we may have to delay serving it until the next day due to scheduling. Contacting your student's teacher first is the best way to avoid complications.

## Health Office:

Dayton's Bluff has both a school nurse and health assistant. They help to keep our students healthy and safe. You can contact them directly with questions at (651)888-7617.

Please keep your child home if they are experiencing the following:

- A fever of 100 F or more, keep them home for 24 hours after their temp. goes down without using medication
- Vomiting multiple times, keep them home for 24 hours following the last episode
- Diarrhea with cramping and frequent bathroom use, keep them home for 24 hours following the last episode
- If your child has a rash from an unknown or infectious cause, check with a healthcare provider before sending them to school



Please let the health office know if your child has been diagnosed with any communicable diseases (i.e. strep, chicken pox, COVID, etc.). Make sure to report your student's absence by calling (651)293-8915.

If your child becomes ill at school, we will contact a guardian. If we cannot contact the primary guardian, we will reach out to the child's emergency contacts. Please make sure all your contact information is up to date, so we can reach you in case of an emergency.

**Immunizations:** Students must be up to date with their immunizations to attend school. For more information see the [immunization form](#).

**Medications:** Communicate with health office staff if your child has medication to take at school as [forms](#) will need to be completed.

## Need more information?

## HEALTH AND WELLNESS WEBSITE

## Holidays & Equity Months:

At Dayton's Bluff we do not celebrate holidays. Specifically this means we do not dress up for Halloween, pass out Valentines, or celebrate religious holidays like Christmas or Yom Kippur. At Dayton's Bluff we do recognize months of the year that build awareness around various personal identities.

We find many other ways to celebrate our students, families, community and school throughout the year. Students participate in read alouds, activities, lessons and school-wide events relating to each month's focus area. In this way students see mirrors of their own identity throughout the year and are given windows to other identities building up tolerance, empathy, and understanding.

1. September: Hispanic Heritage Month
2. October: LGBTQ History Month
3. November: Native American Heritage Month
4. December: Disability Awareness Month
5. January: International Religious Freedom Day
6. February: Black History Month
7. March: Women's History Month
8. April: Arab American Heritage Month
9. May: Asian American Pacific Islander Heritage Month
10. June: Caribbean American History Month



## Learning at Home:

Students work hard when they are here at school in both whole group and small group lessons. We appreciate when this learning is reinforced at home. Twenty years ago, we used to think that homework in the form of worksheets was the best way to do this. Now research is showing us that there are much better ways to support our students outside of school.

## Learning at Home, cont'd:

- Help your child develop their oral language by playing rhyming games, having your child tell you a story or having everyday conversations. Strong oral language skills are a huge contributor to becoming a successful reader
- Limit screen time. Experts recommend school age children spend no more than two hours a day on screens (phones, tablets, video games, etc.). Children who spend more time on screens are at a higher risk of obesity, behavior problems and sleep issues.
- Read! Read! Read! Set up a time each day for your child to spend reading with an adult or independently.
- Make learning fun. Students have spent lots of time doing paper and pencil work during the school day. At home is a great time to make learning more active! Involve your child in making a meal and using measuring tools, have them count objects while you are grocery shopping or play iSpy and look for colors or shapes.

We do have some teachers who might want to assign something more formal for homework on an occasional or regular basis. Please check with your child's teacher for their classroom homework expectations. Don't be surprised though if the recommendations above are what's expected!

## Library:

Dayton's Bluff Achievement Plus has an extensive school library.

Students go to library once a week and have the opportunity to check out a variety of books. Our library features diverse characters, a range of topics, and even a giant dragon.

Make sure to ask your child about what book they got from the library each week!





## **Recess:**

Students have recess everyday. It is an opportunity to go outside and move. Students must dress appropriately for the weather. Students go outside for recess every day when temperatures are above -10 degrees (with windchill). If it rains, is too cold/hot, or there are air quality concerns, recess is held indoors in the classroom. Families will be contacted if there is a recurrent problem with students dressing inappropriately for the weather, resources will be offered. Recess cannot be taken away from a student as a consequence without permission from the student's family.

## **Response to Behavior:**

We understand students sometimes struggle with managing their behavior and making safe, positive choices. In these moments, our classroom staff first try to help students problem solve and return to learning without calling the office for assistance.

Knowing students typically are in need of connection, movement, focus, or calm, staff will use tools including the Zones of Regulation, calming exercises, peace spots, and movement breaks to help students get what they need to stay in class. If a student continues to have a difficult time, classroom staff will call the school's main office for additional support.

Dayton's Bluff has behavior intervention specialists, a counselor, social workers, and other non-classroom staff that respond to these calls. Staff will typically have the student step out into the hallway or to a separate space to have a 1-on-1 check in to process the situation, problem solve, and get the student what they need to return to class ready to learn. Sometimes these interventions involve fix-it plans, restorative meetings with students or staff, or simply a walk around the school and a conversation with an adult to get the student back on track. Families are notified if out of class support is needed. More detailed information about guidelines for specific behaviors, responses and consequences can be found in the [Rights and Responsibilities](#) handbook from SPPS.

## Safety:

At Dayton's Bluff we ask all families to follow these guidelines to ensure the safety of everyone in our building:

- We require all guests to enter the building through the school office. The entrance to our school is through the Dayton's Bluff Rec Center at 800 Conway St. (Staff or students will not open any other doors to let people into the building)
- Upon entering the building please sign in, obtain a guest badge or sticker, and wear it throughout the building signifying you have signed in through the office. Please sign out in the office when leaving the building.
- Anyone picking up a student must be listed as an emergency contact when filling out the iUpdate, changes can be made by contacting our school clerk. Those picking up students will be asked to show identification.
- Safety drills are practiced on a regular basis so everyone in the building knows what to do and where to go.

Click the [link](#) for additional information regarding the district safety policy.

## School Day:



Before 7:15am there is no student supervision outside the building. Doors open and breakfast is served starting at 7:15am. The bell rings and school begins at 7:30am. Breakfast is available students who arrive late. Every student has time in the day for lunch, recess, literacy, math, and writing. Specialists classes rotate and vary for grade levels but include: science, music, and physical education. Dismissal begins at 1:50pm each day and ends at 2:00pm.

## **School Staff:**

Dayton's Bluff serves students from early childhood to 5th grade. Our team, led by Principal Amanda Musachio, is excited to work with you and your student(s)! Learn more about our team on our school website [daytonsbluff.spps.org/classrooms](http://daytonsbluff.spps.org/classrooms).

## **School Year:**

School runs from the beginning of September through the beginning of June. Winter break occurs at the end of December for approximately two weeks. A one week spring break occurs in early April. For specific dates, please refer to the district calendar [here](#).



## **Student Support:**

Dayton's Bluff offers a variety of academic support services. Each day teachers provide small group instruction in both reading and math. Additionally we have two reading intervention teachers, special education teachers, ELL Teachers, a counselor and social workers who support our students in reaching their academic goals.

If you have concerns about your child's progress in school, please contact their teacher. Our first step is to make sure we have interventions in place specifically designed to meet your child's needs. We will then monitor their learning closely to make sure they are progressing. If progress is not being made, we will meet as a team to decide if another intervention is needed or if a more rigorous evaluation needs to happen through our special education department.

## **Student Support, cont'd:**

### **What's the difference between getting an intervention and special education services?**

To receive an intervention at Dayton's Bluff, families, students or the teacher, simply need to bring up a concern. Students are automatically placed in reading intervention groups by our literacy team after our assessments in September and January. Teachers use class data to put students in intervention groups in the classroom for math. We also have teaching assistants in the classroom who work with students on certain skills or goals. The counselor and social workers have regular rotating groups and individual sessions for both social skills and academic skills. These students are seen as needed and the intervention stops when they reach their goal. There are no required meetings or evaluations for students to access these services.

To receive special education services, students undergo a rigorous evaluation and must be found to have a disability. Then a team of teachers, other professionals and the family meet to create goals for the student and decide which services are best to meet those goals. This plan is reviewed and updated each year by the team. Students are re-evaluated every three years to see if they continue to qualify.

### **What is the family's role?**

- Be aware of any social-emotional, behavioral, self-help, academic or other concerns you might be experiencing with your child at home and share these concerns at school with the child's teacher.
- Ask questions and support your child's intervention plan at home.
- Attend conferences or any other team meeting about your child's education and progress.

### **What outside resources are available?**

For families that are looking for tutoring outside of school, we recommend checking in with your local library. Both the Dayton's Bluff Library and SunRay Library offer homework help throughout the week. More information can be found at <https://sppl.org/homework>



## Technology Use:

iPad use at school is for academic purposes at the teacher's discretion. iPads are handed out to the students in the fall and turned in before the end of the school year.

Families must sign a technology use agreement in order to take the iPad home daily. If the iPad is brought home, families and students are responsible for charging it with personal chargers each evening and returning it the next day. Families should be aware that the Saint Paul Public Schools filtering software does continue to work at home. Families can download the [Securly Home](#) app on a phone or personal device to view student's online activity on their school iPad, receive alerts if students view any concerning content and pause internet access on the iPad when your students are not in school. Visit [spps.org/ts](http://spps.org/ts) for more information. Any iPad use should be closely monitored by adults in the home.

The school reserves the right to revoke the privilege of bringing the iPad home at any time as a logical consequence. Please alert the school if an iPad is damaged. It will be replaced by the district.



## Visiting the School:

We encourage all families to support their student's education at Dayton's Bluff. If you would like to visit your child's classroom Dayton's Bluff is making sure that we provide your child with high quality instruction. Therefore, it is difficult for your student's teacher to visit with you while students are present. Please contact your student's teacher to set up a time if you would like to meet with them in person.



## Visiting the School Cont'd:

- When you come to the school, our main entrance can be found at 800 Conway. Enter through the Dayton's Bluff Recreation Center and report to the main office. Please sign in and put on a guest badge. Make sure to sign out in the office before you leave.
- Only people who are listed as contacts for the student will be allowed to visit. If you have any court documents you would like us to have on file prohibiting certain people from seeing your child, please contact the main office, social worker, or the school counselor.
- While visiting the school, please be aware of instructional time and student privacy. There may be short periods of time, for instance, during state testing, where visitors are not allowed in the classroom.
- Guests should be respectful of staff, students, and other families.

## Questions?

**Call us at (651)293-8915**

**or visit our website [daytonsbluff.spps.org](http://daytonsbluff.spps.org)**





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