

THE PRINCIPAL'S MESSAGE

Dear Dolphin family,

Welcome back to the new school year!

The Pearl B. Larsen PreK-8 School's administration, faculty and staff members are excited to embark on the journey of transformative growth outcomes for all students, as research-based techniques, strategies, and tools are utilized to support student learning. Our school is built on the premise that all students can learn and grow, and as such, we are committed to working diligently to fulfilling the school - wide initiatives and practices to realize our vision and mission statements. As a school, we will utilize the stated standards - based curriculum, aligned with our school's SIP goals, to further enhance teaching practices and learning outcomes; individualized intervention will be given to support students' growth as determined by assessments and data driven decisions. We are dedicated to growing the whole child, in order for students to experience academic, behavioral and social-emotional success; in so doing, foundational skills are laid for students to become productive citizens serving indeed present age. high expectations are the norm for all students, so that they may grow from being dependent learners, to independent leaders; the PBL family also holds itself to even higher expectations as fidelity to instruction, collaborative planning, and innovative educational best-practices are utilized to drive positive student outcomes. We invite you to partner with us in our quest to meet the individualized needs of your child and look forward to your support as we strive for a "more excellent way".

Have a most wonderful school year!

"Working towards excellence to ensure success for all".

Mrs. Joanna Brow

Principal

HISTORICAL OVERVIEW OF THE PEARL B. LARSEN PREK-8 SCHOOL

Historical Overview of the Pearl B. Larsen PreK-8 School

The St. Peter's School opened its doors in 1971, to service the educational needs of students on the eastern end of the island.

The Tenth Legislature of the Virgin Islands presented Act# 3239, Bill #5360, on June 23, 1972, renaming the school as the Pearl B. Larsen Elementary School in honor of a dedicated educator.

As the years progressed, a Granny PreK and Middle School component areas were added to the academic offerings of the school.

As of 2019, the Home of the Dolphins was renamed the Pearl B. Larsen PreK-8 School.

BIOGRAPHY OF OUR NAMESAKE MRS. PEARL BYRD LARSEN

Mrs. Pearl B. Larsen was born in Montgomery, Alabama on September 27, 1932. She came to the Virgin Islands on a special teaching assignment in 1932 and became actively engaged in the life of the community, serving as an educator for over thirty years.

Mrs. Larsen became Superintendent of the St. Croix District and is credited for partnering with Princeton University and implementing the SAT assessment throughout the territory, while mentoring teachers to obtain a degree from Hampton University.



The PBL family honors the life and work of this trailblazer.

MISSION STATEMENT

Pearl B. Larsen PreK-8 School's mission is to provide a world-class, high-quality education to every student in a safe, healthy, comfortable environment utilizing the cooperative efforts of students, parents, the school, the school community and the world.

VISION STATEMENT

Empowering students to become lifelong learners and respectful citizens in our global community.

SCHOOL'S VALUES

Respect for self, respect for others, respect for the unique culture of Virgin Islands, active family and community engagement, continuous professional development, teamwork, empowerment, cooperation, perseverance, service to others and adaptability.

PBIS EXPECTATIONS

- Respect yourself
- Respect other
- Respect your environment

PEARL B. LARSEN SCHOOL SONG

We, the students of Pearl B. Larsen are proud of our school and its goals.

Here we prepare for academic excellence and effective citizenship, in our community, our island and the world.

Realizing that all things are based on order, we remember and practice the meaning of our PRIDE.

"P" is the symbol of our PRIDE in ourselves, our achievement and in our school.

"R" is RESPECT in ourselves, our schoolmates, our peers and our elders.

"I" is for INTELLIGENCE in which we grow each day.

"D" is for DISCIPLINE by which we enhance our growth.

"E" is for ardent ENDEAVOR through which we become able students and contributing citizens. YEAH!

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PARENTAL RESPONSIBILITIES

Student data Forms:

A new Student Data Form must be completed at the beginning of each school year. It is important that we have accurate information in order to contact you in the event of an emergency.

Media Consent Forms:

This form allows your child's picture to be used by the school and the department of Education for promotional purposes.

For example, students participate in various programs and activities which we would like to highlight on our website and display on our campus. We can only do so with your permission. Your child's image will be used in a positive way.

School Accident Insurance:

We encourage all parents and guardians to purchase School Accident Insurance such as Cigna and MAP, are **NOT** required to purchase additional insurance; however you must sign a waiver and provide a copy of the child's insurance card. Kindly note that in order to participate in a field trip or sports, each child must be covered by insurance. The **cost of school insurance is \$18.00 per child.**

Student ID Cards:

All 7th and 8th grade students and ESL, bus riders are required to wear their school ID daily. School ID fee is \$15.00 and can be paid to Ms. Johnson, school accountant until September 30th of each school year. **NO FEE** for **ESL students** as bus transportation is provided specifically for the program. Pictures will be taken the first week of October.

VISITING THE CAMPUS

Parent Visitation Policy:

In order to ensure the safety of all students, faculty and staff members and to ensure minimal interruption to instructional time. The following visitation guidelines are being implemented.

1. All visitors must enter the campus through the main front entrance of the school. A visitor is any individual who is NOT enrolled or employed at the Pearl B. Larsen PreK8 School.
2. All parents/ students must enter through the main front entrance of the school and must **NOT** utilize the side entrances of the end of wing “C” or “D”. The only exception to this guideline, are parents/children who are employees/students at the school, and who utilize the side entrances as determined by where they park.
3. Upon entering the main front entrance, all visitors must sign the visitor’s log and state the purpose of the visit; the monitor will then direct the visitor to the main office or escort the visitor to the designated meeting place if needed.
4. Parents are welcome to contact their child’s teacher; however, we ask that you email the teacher or make an appointment to meet during the teacher’s preparation period. Meeting impacting instructional time will NOT be ALLOWED. Some concerns can be addressed by our school’s guidance counselors, school monitors or an administrator when teachers are unavailable. Please be respectful of instructional time.

5. Beginning of the School Day

At the beginning of the school year, parents were granted permission to escort their children to the auditorium/class as children became acclimated to the setting. The grace period was discontinued after the first week of the school to allow students to gain independence, designated school personnel are available to ensure that all students navigate the building safely. The only exception to this guideline is for parents of our youngest learners and specific students with medical conditions.

6. Middle of the School Day (Lunch)

- Students will NOT be released from instructional time to receive a delivered lunch. If you elect to bring lunch for your child, kindly bring it prior to the lunch period and deliver it to the main office.
- In the absence of a school nurse, parents whose children have specific medical conditions that need monitoring during lunch time, may stay in the auditorium area to check on their child/children. They **CANNOT** sit at the table with their child but may circulate to see what their child has eaten.

7. End of the Day (Dismissal)

- All parents must sign out for their child/children in the log at the front entrance, in the event that you are picking up your child before the close of the school day. Parents should **NOT** message their child/children to leave campus through the side exit doors, nor should parents go to classrooms (especially the modular class) to collect their child. Students will be paged to report to the main office after you have signed them out; we must account for each student.
- The school day ends at 3:15 P.M. There are early dismissal times for certain cohort members of the school family; teachers have already established said departure times with parents from those designated areas. If there are children in the designated groupings of students who leave early and older siblings who leave later, kindly wait for the dismissal bell at 3:15 P.M. before picking up your children. A pattern of early pick-ups for middle school students is starting, and students are losing instructional time. Kindly assist us in giving full instruction to all students.

REPORT CARDS/PROGRESS REPORTS

It is the responsibility of the parents to monitor the academic progress of their child/children. Progress reports are scheduled four times a year and can be viewed in PowerSchool. Should a hard copy be needed, parents can email Ms. Santos, school registrar. Report Cards are given all the close of each marking period and are only distributed to parents. In addition to the hard copies of reports disseminated, parents may also view their child's progress via the DOE's Parent Portal, through Schoology and in PowerSchool; teachers often communicate with parents through various electronic modes, so there are multiple ways to monitor your child's progress. The key to the success of your child/children is active parental engagement. Parents are encouraged to play an active role in ensuring your child's continued growth.

UNIFORM POLICY

The Department of education and the Board of Education have established policies that govern uniform standards for all public schools in the Virgin Islands. As such, the school and parents must follow the stated guidelines. the uniform policy for the pearl B. larsen PreK-8 school follows:

Granny PreK

- Red Polo tops/Khaki bottoms
- Red, khaki, white or black socks
- Black or brown shoes
- Black or white sneakers

Primary and Intermediate (Kindergarten to 5th Grade)

Girls:

- Yellow blouse/polo tops
- PBL plaid knee-length skirt/PBL plaid long pants
- Black or brown shoes
- Black or white sneakers
- Yellow/white socks (plain)

Boys:

- Yellow shirt/polo tops
- Green long pants and belt
- Black or brown shoes
- Black or white sneakers
- Black/white socks (plain)

Middle School (6th to 8th Grade)

Girls:

- Yellow blouse/polo tops

- PBL plaid knee-length skirt/PBL plaid long pants
- Black or brown shoes
- Black or white sneakers
- Yellow/white socks (plain)
- Jewelry (1 watch, 1 bracelet, 1 small pair of earrings, 1 chain with pendant worn inside the blouse)

Boys:

- White shirt/polo tops
- Green long pants and belt
- Black or brown shoes
- Black or white sneakers
- Black/white socks (plain)

P.E. Uniform

- Neon green PBL P.E. T-shirt
- Yellow PBL P.E. T-shirt
- Black knee-length gym pants (NO tights)
- Sneakers
- NO platform sneakers/shoes/crocs, slippers/any other footwear that does not adequately protect the entire foot.
- All 1st to 8th grade students must wear the dress uniform daily and change into their P.E. clothes **ONLY DURING P.E. CLASS.**
- PreK and Kindergarten students may come to school dressed in P.E. uniforms on designated days when class is held.
- P.E. T-shirts can also be worn for field trips.
- Jackets and sweaters are allowed to bring external clothing for warmth since the building is air conditioned.
- All external garments must be able to be zipped or buttoned and must remain open.
- Pullovers are NOT acceptable.
- Students are NOT ALLOWED to cover their heads with hoodies.

THE SCHOOL DAY

- School begins at 8:15 A.M. each day and ends at 3:15 P.M.
- Any student arriving after 8:20 A.M. must report to the main office for a late pass.

Teachers will NOT accept students into class without a late pass and extra time is wasted by going to the class and them being sent back by the teacher.

- Our dismissal is at 3:15 P.M. daily. *Kindly see visitation policy for dismissal protocols.*
- While an emergency might prevent you from being on time, please make it a regular practice to pick up your child on time.

PARENTAL DROP OFF AND PICK-UP/ALTERNATE PICK-UP

- We operate a '*drop off and go*' system during peak hours, as this would impede traffic and hinder faculty/staff members from finding parking to begin the school day. For safety, students should disembark vehicles from the side closest to the sidewalk.
- Afternoon dismissal is an equally hectic time of the day; for the safety of the students and drivers, kindly bring your patience as you enter the gates. Please follow the direction of the monitors.
- Parents are asked to call or send a note whenever an alternate person will be picking up their child. Students will NOT be release to anyone WITHOUT parental consent.

BUS RIDERS

The school bus is a privilege which can be taken away if a student DOES NOT obey the rules.

Students are required to...

- Speak quietly .
- Keep hands and feet to themselves.
- Remain seated while the bus is in motion.
- Not eat, drink or play.

ATTENDANCE AND ABSENCE

Your child's attendance is extremely important if he/she is going to be successful this school year. Please make every effort to send your child to school EVERYDAY unless he/she is ill (*runny nose, fever, vomiting, diarrhea or any contagious disease*).

Teachers cover a lot of information each day which your child will be required to make up.

When your child is absent, you must send a note indicating the reason for the absence on the day he/she returns to school.

Additionally, Excuse Forms are available in the office which makes it easy to simply check off the reason for the absence.

Any unexcused absence will be recorded and reported to the attendance counselor for investigation as per DOE's guidelines.

SCHOOL TELEPHONE/CELLPHONE

All students are required to adhere to the Board of Education's policy on cellphone use.

- Cellphones **SHOULD NOT** be in use during instructional time, unless directed to do so by the teacher for academic purposes.
- Cellphones use is for emergency contact only and not for social entertainment.
- Neither the school nor the Department of Education is responsible for lost or stolen phones; parents may send students with phones understanding that it is at the parents'/students' own risk.
- Any cellphone being utilized inappropriately will be confiscated and held in the office for parental pick up only.
- The school phone is available for use, with permission to call parents.
- Parents may call the school at (340) 773-3070 to schedule teacher appointments.

SCHOOL NUTRITION PROGRAM

A delectable, free, hot breakfast and lunch are provided each day by your culinary staff. Students are encouraged to participate in the breakfast program and to take part in the lunch meals. However, they are allowed to bring their own packed lunch/snacks if you so desire.

- Breakfast is served from 7:35-8:05 A.M. daily
- Pre-Lunch Staggered Opening:
 - Granny PreK, Kindergarten and Self-contained class – 10:30 A.M.
- Primary lunch (1st-3rd Grade) - 10:45 A.M. to 11:30 A.M.
- Intermediate/Middle School(4th to 8th Grade) – 11:30 A.M. to 12:15 P.M.

SCHOOL NURSE

There is currently **NO** school nurse available to service students on campus. Kindly inform your child's counselor and fill out the necessary paperwork should your child have a specific medical condition . Please also inform your child's teacher directly about any existing conditions your child may experience. All students are required by law to be immunized and must meet stated requirements prior to being enrolled, or to being promoted each year. Exemptions can be obtained through the department of Education.

ACADEMICS

The Pearl B. Larsen PreK-8 School follows the proscribed academic guidelines as mandated by the Department of Education. Students are provided a challenging yet nurturing classroom environment where instruction appropriate to the respective grade level is given.

Care is taken to give differentiated instruction to meet each child at his/her level or style of learning. Intervention is afforded to all students for forty-five (45) minutes each day. Should it be determined that a child is in need of further academic or behavioral intervention, a BCST (Basic Child Study Team) meeting will be held, and referral process will begin.

Students are exposed to a variety of assessments to determine academic growth. In addition to teacher generated quizzes, test and exams, students must also engage in the DOE's District Assessment Instrument namely LAP3 for kindergarten, WIDA for ESL students, Smarter Balanced for 3rd to 8th grade.

EXTRA-CURRICULAR ACTIVITIES

Pearl B. Larsen PreK-8 School offers a number of clubs and activities throughout the school year, predominantly during the lunch period.

Tense clubs offer an opportunity for students to develop their skills and talents beyond the academic instruction given.

Club also provide a structured lunch environment, thereby combatting the opportunity for the selection of alternate behaviors. Students still have the choice to have free play on any given day. Currently, clubs are available for the 4th to 8th grade students.

ASSEMBLY PROGRAMS/FIELD TRIPS

Students are given a number of opportunities to showcase their talents or to grow their public speaking abilities through the numerous programs held through the year. Whether acting, singing, reciting or dancing, students have a safe place to grow and share their talents on the stage. Students also gain exposure to the “world beyond our walls”, through the many field trips held.

PBIS (POSITIVE BEHAVIOR INTERVENTION SUPPORT)

PBIS seeks to engage all necessary stakeholders to positively impact the school environment. By the transformation of the school culture, PBIS strives to build positive foundations that will grow better students, with better outcomes for the school, family and community.

As a PBIS school, Pearl B. Larsen is governed by certain expectations namely:

- Respect yourself
- Respect others
- Respect your Environment.

The school is committed in its goals and purpose to continuously strive to foster and nurture positive outcomes for our entire school family and beyond.

DISCIPLINE

The Pearl B. Larsen PreK-8 School follows the disciplinary guidelines of the Department of Education, as published in its ***Student Parent Information Handbook, pages 13-23 (Level I-IV Infractions/Responses)***.

MODES OF COMMUNICATION

There are many ways in which the school communicates with parents, in addition to teacher initiated electronic contact/calls. The school actively engages parents via the ***Parent Newsletter/Calendar***, the ***Parent Portal in PowerSchool***, the school's official website and Facebook page at Pearl B. Larsen PreK-8 School for reminders about school events and highlights of the various activities that occur on our campus. Spread the word and shine a positive light on our children. Also, visit the Department of Education website at <http://vide.vi>.

Additionally, parents are invited to attend our school's P.T.A meeting every third Thursday of the month.

EVACUATION PROCEDURES: IN THE EVENT OF AN EVACUATION, PROCEDURE MUST BE FOLLOWED

GENERAL GUIDELINES:

- The intercom system will broadcast an alarm
- You will also hear the message, sharing what type of drill is being executed.

Code:

	Red	Fire
	Blue	Medical Emergency
	Orange	Bomb Threat/Tsunami
	Black	Lockdown

- Teachers and school personnel have detailed directions for evacuation and each emergency
- Parents must follow evacuation orders if on campus during a drill or actual incident.
- Everyone must leave the campus.