



Welcome to
Kindergarten!



Student & Parent Handbook **Albertville Primary School**

5386 Main Avenue NE
Albertville, MN 55301
763-497-2688

St. Michael-Albertville Schools, # 885

www.stma.k12.mn.us

2025-2026

Excellence Is Our Tradition

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SCHOOL CALENDAR 2024-2025 (24)

This handbook may be changed or amended during the school year. Changes will be located in the office of the principal. If you have questions, please call the principal.

This handbook and its contents were approved by the District 885 Board of Education in June 2025.



Greetings,

Welcome kindergarten students and parents! I am eager to work with you as you and your child embark on this exciting endeavor. I firmly believe that parents are their children's first and most powerful teachers. You can help your child be successful in school by becoming actively involved in his or her education.

This handbook is designed to share with you some helpful information about our school. Please take a moment to review the handbook and keep it in a convenient place for quick reference.

On behalf of the entire staff at Albertville Primary, I would like to welcome you and your family to our school. I look forward to partnering with you to make your child's kindergarten year an exciting learning experience. If you have any questions about kindergarten, please feel free to call or email me.

Respectfully,

Mr. John McDonald

Albertville Primary Principal 763-497-2688

johnm@mystma.org





DISTRICT STRATEGIC ROADMAP

<u>DISTRICT MISSION</u> <i>Our core purpose</i>	<u>CORE VALUES</u> <i>Drivers of our words and actions</i>	<u>VISION</u> <i>What we intend to create</i>	<u>STRATEGIC DIRECTIONS</u> <i>Focus of our improvement efforts</i>
The mission of STMA Schools is to provide a safe educational environment where students develop lifelong learning skills that nurture positive attitudes and self-worth. This will be accomplished when all graduates function as: • Self-directed individuals who set goals, think creatively and critically, use inquiry, and manage a process for achieving these goals. • Effective communicators who work well independently and in groups and who use available resources to access, process, and share information and ideas. • Active, responsible, and respectful community members.	<u>Students first</u> Committed to students first. <u>Excellence</u> Be our best in academics, arts, activities, and athletics. <u>Relationships</u> Foster strong relationships and collaborate with our students, staff, families, and community. <u>Integrity</u> Do what we say we are going to do. <u>Transparent</u> Provide accurate, timely, and accessible information and communication regarding key district decisions. <u>Kindness</u> Honor the uniqueness of individuals, treating others as we expect to be treated. <u>Purposeful</u> Be forward thinking, fiscally responsible, resourceful, and make educated decisions.	STMA Schools will be the pride of our community, educating the whole student, with excellence in academics, arts, activities, and athletics through the empowerment of a world-class staff.	(A) Engage in continuous improvement of teaching and learning (B) Engage in continuous improvement of student support systems and programs (C) Cultivate family and community connections and increase advocacy in support of the district mission (D) Align people and organizational resources to sustain district success

School Board Approved 04-05-2021 in partnership with  TeamWorks International

GENERAL INFORMATION

Alternative Program

Per state statute, all school districts must allow a parent to enroll a child in an alternative to a full-day kindergarten program without having the child declared “truant.” The Alternative Program is a shorter day option for students. Students enrolled in the alternative day program can switch to the full day program any time during the school year.

Arrival-Dismissal Procedures

Arrival Procedure/Student Drop-off: Students who ride the bus will unload and enter the building via door B. If you prefer to drop off your child, please use the drop-off lane on the west side (front) of the building at door A. Students should sit on the right (passenger) side of the vehicle and be prepared to exit the vehicle when it is their turn. Staff will be available along the front sidewalk to assist your child as she/he exits the vehicle. If you arrive after approximately 7:40 a.m. and no staff members are outside along the sidewalk, you will need to park in the parking lot and walk your child into the office to sign her/him in. To ensure the safety of all students, parents/guardians will not be permitted past the last set of doors/main office.



Students are expected to be in their classroom and ready to learn by 7:45 a.m. The school day begins at 7:45 a.m. and ends at 1:50 p.m. The office is staffed from 7:00 a.m.-3:30 p.m. Students who do not take the bus to school can arrive no earlier than 7:20 a.m. but are encouraged to arrive by 7:30 a.m.

Dismissal Procedure/Student Pick-up: If you are picking up your child at dismissal time, you will need to park in the main parking lot and enter the school through Door A. To ensure the safety of all students, families will need their blue student pick-up sign when they pick up their child at the end of the day at Door A. If you do not have your blue sign, you will be asked to present your government-issued picture ID. Parents/guardians will not be permitted past the last set of doors/main office.

Walkers will be escorted by a staff member to meet the crossing guard at Door A. The crossing guard will help students cross Main Avenue.

Bus Riders will be escorted to their bus by the classroom teacher. Buses will load at door B.

Students will be sent home in their typical manner unless the classroom teacher or office has been notified by a parent or guardian. Notification of a change made by a student is not acceptable and is not grounds to change the dismissal manner. For the safety of students, a consistent schedule for going home is recommended.

Breakfast

Breakfast will be “offered” to all kindergarten students, free of charge. **This breakfast is optional, but in order to have your child participate, he/she must be at school prior to 7:35 am. Breakfast will be served from 7:20 – 7:40 am daily. Parents will not be allowed to eat breakfast with their child.**

Chain of Command

Parents with concerns or questions are encouraged to directly contact teachers first. After contact with the teacher, if there is no resolution, please contact the building principal.

Change of Information

Changes in telephone number, work number, e-mail address, childcare, emergency contacts or bus routes should be **updated by parents** on *ParentVue*. For family links, go to <https://www.stma.k12.mn.us/quicklinks>

*Please note: you will need to fill out an Address Change Form, found on the District website under Enrollment, to change your home address.

Complaints: Students, Employees, Parents & Other Persons

The school district takes all concerns or complaints by students, employees, parents, or other persons seriously. While written reports are encouraged, a complaint may be made orally. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate. It is best to discuss concerns or complaints with the person most familiar with the incident and, if the concern or complaint is not satisfactorily addressed, to the principal or supervisor, superintendent, and school board.

Federal law requires that school districts designate specific individuals and procedures for disability discrimination, sex discrimination, equal education and employment opportunity, homeless and harassment. Contact information is as follows:

Student Disability Discrimination: ADA/504 Coordinator - Director of Special Services Dr. Amy Larkin, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, MN

Homeless Compliance: District Homeless Coordinator - Director of Special Services Dr. Amy Larkin, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, MN

Student Sex Discrimination: Human Rights Officer - Director of Administrative Services, Douglas Birk, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, Minnesota

Student Sex Nondiscrimination Program Compliance: Title IX Coordinator - Director of Administrative Services, Douglas Birk, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, Minnesota

Student or Staff Harassment: Human Rights Officer - Director of Administrative Services, Douglas Birk, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, Minnesota

Equal Education Opportunity/Equal Employment Opportunity: Human Rights Officer - Director of Administrative Services, Douglas Birk, 763-497-3180, District Office in Middle School West, 11343-50th St. NE, Albertville, Minnesota

Dress (Policy 504)

Students are expected to be dressed and groomed appropriately for school. Grooming which presents a safety or health hazard or causes disruptions is prohibited; clothing with inappropriate slogans, pictures, or language is not permitted. Students may be asked to reverse or exchange clothing, or to remove items such as costume headbands, chains and hanging belts. Headwear, outerwear, book bags, knapsacks, and purses are to be kept in lockers during the school day.



- Face Paint & Hair Paint: Face and hair paint are prohibited.
- Headwear: Hats, bandanas, kerchiefs, and costume headbands must be removed upon entering school and kept in lockers. Costume headbands are defined as those with cat ears, rabbit ears, unicorn horns, large bows, etc. Headbands that rest flush on the head are acceptable.
- Shirts & Tops: Tank straps must be three finger-widths. Students may wear spaghetti strap tops provided they wear a tank underneath. Likewise, transparent tops are allowed provided a tank is worn underneath.
- Shoes: Tennis shoes with ties or Velcro are required for PE; laces are preferred. Closed toes are required for recess. No flip flops! Shoes with rollers are prohibited. Students should be able to put shoes on and fasten/tie them independently.
- Undergarments, Midriffs, & Cleavage: Undergarments, including bra straps and boxers, may not be visible. Similarly, the display of midriffs and cleavage is not acceptable.
- Skirts & Shorts: The hem of a skirt or shorts must be fingertip in length.

- **Winter Wear:** Students are required to wear winter jackets, head wear, and mittens/gloves for recess when the weather is cold. Snow pants and boots are required for students in the winter.

Electronic Devices

Devices that are disruptive to the learning environment are restricted. Examples include, but are not limited to, cell phones, games, headsets, laser pens, and watches with communication capabilities (smart watches). Such devices may be confiscated and returned to a parent/guardian. Tablets/E-readers must be approved by the administration. Playing games or using other applications on tablets/e-readers is not allowed. Misuse will result in loss of privileges.



Elementary Boundaries

Students are assigned to an elementary school based on their home address. Childcare does not determine elementary boundaries. If a child goes to childcare, the childcare must be located in the same attendance boundary as the child's home address. The bus company does not provide transportation into another attendance boundary. A map showing the elementary boundaries can be found on the District website under Transportation.

Emergency Closing



School closing information will be posted on the STMA website, and the district will send automated messages. It is important for parents to keep phone and email information updated in ParentVue to receive emergency information. Information will also be announced on television channels 4, 5, 9, and 11. Parents are reminded to plan ahead for emergency school closings. If school closes early, students will be sent to their usual destination. Due to the large volume of phone calls during these situations, office staff will not call parents.

STMA Flex Learning Plan provides an opportunity for teaching and learning to continue when school cancellations are necessary. The Flex Learning Day Plan provides a viable option to continue student learning even when weather conditions are unsafe to transport our students. It also negates the need for the district to add additional days to the school calendar in the event there are more inclement weather days. A Flex Learning Day will be implemented if we have a third school cancellation day. Students will complete one Flex Learning Day Choice Board and return it to school the next day, signed by a parent/caregiver. More specific information about the district's Flex Learning Plan can be found on our district website.

Emergency Drills

Fire, tornado, and lockdown drills will be discussed and practiced as required by law.



Fees & Fines

Fees may be charged for field trips, admission to school events, after school activities, and for lost or damaged books, textbooks, workbooks, headphones, bus tags, and other materials.

The school will charge a replacement fee for lost or damaged textbooks, library materials, headphones, bus tags, or other school property.

Field Trips



Field trips are considered part of the school day to which school policies and procedures apply. Generally, each grade goes on one educational/cultural trip and one recreational trip for which fees are charged. Parents with financial concerns should contact the office or the principal.

Due to student safety and enjoyment, chaperones and students must ride the bus to and from the field trip destination. Meeting students at the field trip destination is **strongly discouraged**. If a parent chooses to drive to the destination s/he will be permitted to shadow his/her child along with the assigned chaperone.

Fundraisers

Selling of fundraising items during the school day is prohibited.

Headphones

All kindergarten students will be issued individual headphones for use in the computer lab. The school will charge a replacement fee for intentional damage to headphones.

Lockers and Desks

Lockers and desks are the property of District 885. School personnel may inspect both at any time without notice, without student consent, and without a search warrant. Personal locks are not allowed. Students are expected to use assigned lockers and keep them orderly. Locker damage should be reported immediately. Students are discouraged from bringing valuable items and toys to school and from storing them in lockers.



Lost and Found Due to the large volume of lost items, it is important to clearly label coats, boots, snow pants, notebooks, and book bags. Items not claimed by the last day of school will be donated to a charity. Lost and found items are located in a bin near door A.

Lunch

Students have lunch daily. During lunch, students are expected to abide by the cafeteria guidelines. It is important for students to feel safe and experience a pleasant lunch. All students who have lunch visitors will eat at their classroom's "guest" table. All other children will eat at their designated classroom tables. This practice will assist with safety by helping supervisors better monitor the adults in the cafeteria and the children with whom they have direct contact. It will also allow staff to better manage life-threatening food allergies and food borne illnesses.



***Lunch Visitors:** Albertville Primary welcomes kindergarten student's family members during lunch. *We don't invite lunch guests into school until after the first 6-weeks of school.* This allows our kindergarteners to have ample time to learn lunchroom routines and expectations. If you would like to join your child for lunch at school, you are asked to contact the office by 9:00AM on that day or the day before (you may also email your child's teacher). It's like making a reservation at your favorite restaurant! By asking families to call ahead, this ensures that we have ample space in our lunchroom, as we only allow one visitor from each classroom per day. *Please note: we will not be able to accommodate lunch visitors on "special" school occasions. I.E. early release days, field trip days, last week of school, etc.*

Mission

Our mission is to lay the foundations of education, to inspire and help develop a love of learning that will last a lifetime.

Movies

Movies rated G or PG may occasionally be shown. PG 13 movies will not be shown. Parents who do not want their children to view G or PG-rated movies should contact the classroom teacher.

Parents of Primaries (POPs)



dates.

Parents of Primaries (P.O.P.s) is the parent advisory group at Albertville Primary. The goal of P.O.P.s is to advise on school matters and to support and encourage students, parents, and staff of Albertville Primary. Meetings are held four times per year at 6:00 p.m. in the Albertville Primary Media Center. Check the Albertville Primary Newsletter and website for specific

Pets

Due to the increasing number of students with allergies, students are generally not allowed to bring pets to school.



Picking Your Child Up Early

If you are picking your child up early, send a note. Please arrive ten minutes early to allow time for your child to be excused from class, to gather their belongings, and to be signed out in the office by parents or guardians. **Please call the office for transportation changes before 12:00 p.m.**

Toys

Toys and collectables brought into classrooms may be confiscated by teachers or the principal and returned to parents; they may be banned if deemed distracting. Weapons, “look alike” weapons, and sharp or dangerous items are forbidden-(See the District 885 Weapons Policy 501.).

Publication of Student Images

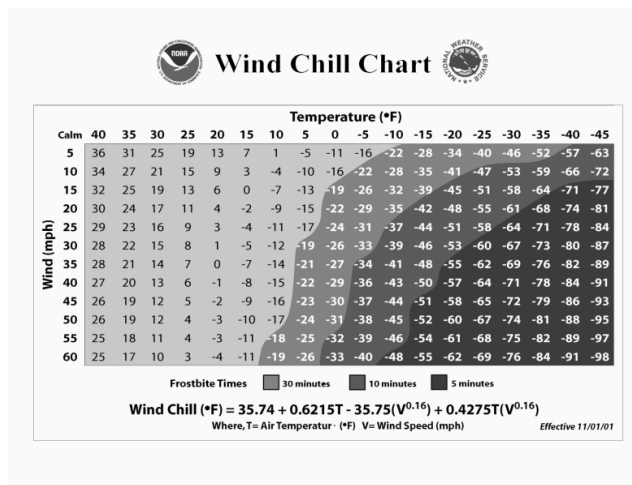
Images of students taken in the **public arena** such as sporting events or fine arts public performances may be released on public media and may identify students by names, grade, or in any other personally identifiable manner.

In addition, because of classroom or activity participation throughout the school year, pictures and videos of students may be used for displays, photo albums, community newspaper articles, school newsletters and calendars, news broadcasts, movies, the yearbook, etc. Student names, grade and other personally identifiable information may accompany the student images. These images may be posted on the Internet through the STMA website, online newspapers, Seesaw, and social media. Parents with concerns or questions about photographs and videos may contact the school office personnel and may request that their child not be included in media presentations.

Recess



Students have recess daily. **If the temperature or wind chill is zero degrees or lower, students will have indoor recess.** For safety reasons, students should dress properly for the weather. Parents are encouraged to check the weather and monitor students’ dress. Cold weather attire includes snow pants, headwear, mittens/gloves, boots, and a winter coat. When snow is present, students who do not have headwear, mittens/gloves, snow pants, boots, and a coat will be restricted to the non-snow-covered areas. **If students are well enough to attend school, they are expected to go outside for recess.** There is no supervision for individuals to stay inside. It is important for students to feel safe and experience a pleasant recess. To encourage positive student interaction, parents are unable to attend recess.



29° and Below Jacket, headwear, mittens, boots & snow pants	
30° - 40° Jacket, headwear, & mittens	
41° to 59° Jacket only	
60° and Above No jackets	

Release of Directory Information

The school district may disclose directory information from the educational records of a student and information regarding parents without the prior written consent of the parent or eligible student. Contact the building principal for the procedure for obtaining nondisclosure of directory information if you do not want directory information released.

“Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student’s name, photograph, date and place of birth, dates of attendance, grade level, enrollment status (i.e. full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, and degrees, honors and awards received.

School Hours and Schedule



Students are expected to be in their classroom and ready to learn by 7:45 a.m. The school day begins at 7:45 AM and ends at 1:50 PM. The office is staffed from 7:00 AM-3:30 PM. Students who do not take the bus to school can arrive no earlier than 7:20 AM but are encouraged to arrive by 7:30 AM.

Student Snacks

Each classroom has a daily snack time. Families are responsible for providing a healthy snack for their child. Due to the increasing number of students with food allergies, some snacks may be restricted. Healthy snacks are strongly encouraged.

Birthdays are important days and some families like to share a treat with the class. Due to the increase in food allergies, please do not send food as birthday treats. If your child would like to share something, please send a non-food item for the class to enjoy.

Telephone Use

Use of the classroom telephone is at the discretion of the teacher. After school plans need to be arranged at home prior to the school day. The office phone is for school personnel; students may use it only with permission. Parents may call the office to have messages relayed to students. Classes will not be interrupted by outside calls during school hours. Teachers may be contacted before or after school. Office staff will route parents phone calls to voicemail between 7:45-2:05 PM.



Visitors and Visitor Management System (VMS)

Student safety is our priority. Visiting Albertville Primary is a privilege. Guests are required to abide by district and school policies and expectations. Guest privileges may be revoked by administration.



database.

Visitors must park in the front lot, not along the emergency lane. Visitors will be asked to **state their names, their child's name, and the purpose of their visit** before being admitted to the building. Upon entrance, visitors who travel beyond the office are required to present a government-issued picture ID. Office staff will scan the ID in the VMS. The VMS verifies identity, tracks check-in and check-out times, and prints a visitor badge with photo ID. The VMS also provides custom alerts and screens visitor information with a national and local

For security purposes and to keep classroom disruptions to a minimum, visitors are not allowed to enter classrooms or hallways, go to recess, or remain in the building beyond 7:45 a.m. If parents drop off items, the office staff will deliver items or, if necessary, call students to the office. Parents who wish to observe classrooms must obtain prior approval from the principal. Students are not allowed to bring friends or relatives to school.

Volunteers, Chaperones, and Background Checks

Parents are welcome and encouraged to volunteer and chaperone. However, non-school aged children are not allowed in classrooms or on field trips. To further increase safety, all **volunteers and chaperones will be required to complete and pay for district background checks**. For information about background checks, refer to the STMA website. Volunteers will be asked to review *Volunteer Guidelines* and sign a confidentiality statement.

Volunteer Expectations:

- **Canceling or Late:** Please call the office at your earliest convenience so office staff may inform the teacher.
- **Register:** Please sign in upon entering the building and wear an ID badge.
- **Cell Phones:** Silence cell phones while in the building.
- **Treats:** Due to food allergies, please do not give students food, candy, gum, or pop.
- **Assignment:** If the assignment is not what you expected or you cannot complete it at a high level, inform the teacher.
- **Confidentiality:** Respect the privacy of anything you see and/or hear regarding students and staff. The only information you should share with acquaintances are the activities that you do.
- **Siblings:** Please do not bring non school-age children when you volunteer.

Tips for Volunteers:

Working with Students **Dos:**

- Learn children's names.
- Accept each child.
- Respect children's privacy.
- Encourage children to do their own thinking by giving them time to answer.
- Use tact and positive comments.
- Be consistent with the teacher's expectations, schedule, and atmosphere.
- Adhere to your commitment.
- Enjoy yourself.

Working with Students **Don'ts:**

- Discipline students.
- Diagnose students' needs.
- Evaluate progress or achievement.
- Counsel students.
- Discuss progress or lack of with parents.
- Access students' permanent records.

Data Privacy

Most data about students is private, including academic, personal, attendance, medical, disability, special education, and discipline. Remember that almost all information regarding a student is bound by data privacy laws.

To avoid data privacy violations, remember that educational data can only be shared with staff members who have a "professional need to know." Best practice is refraining to discuss a student with anyone except the classroom teacher.

ACADEMICS

Conferences



Parent-Teacher conferences are held in the fall and spring and are designated on the District calendar. Families will schedule their specific conference day and time with their child's teacher via their ParentVue account. Each student will be allotted one time slot.

Homework

Students are required to do quality work that is thoughtful, accurate, and completed on time. Parents are encouraged to monitor homework for quality and completion.



Musical Concert

Kindergarteners participate in a classroom music concert each spring. This concert is held in the Middle School West Auditorium. In the event of a cancellation, the concert will be rescheduled. Parents will be notified of the new date and time of the concert.

Participation in Phy Ed and Recess

If students are in school, they are expected to attend physical education class and to go outside for recess. Exceptions apply to students with current medical excuses signed by physicians.

Report Cards & ParentVue

The STMA School District reports trimester grades. Report cards may be viewed on *ParentVue* at the end of each trimester. Final report cards will be mailed in June. Teachers will notify parents when academic and/or behavior concerns arise. Likewise, parents are encouraged to contact teachers.



ATTENDANCE

School attendance is mandatory in order to participate in an after school or evening activity.

Students must be at school for a minimum of ½ school day or provide a doctor's appointment note in order to participate in an evening activity.

Absences & Tardies

Regular school attendance is mandated by state law, is the responsibility of the student and parent/s, and is essential to the success of children's education. Students are expected to be in school unless there is an excused reason. Maintaining regular attendance in school is best fostered when parents support the school and require their children to attend regularly.

For the safety of students, it is important to verify absences. Parents are required to confirm the specific reason for the absence from school by calling the office before 7:30 a.m. Parents can call the 24-hour attendance line at 763-497-2688 to report absences. If parents do not verify absences and their child does not arrive at school, school personnel will attempt to contact parents. **If contact does not occur on the day of the absence, the absence is unexcused.** Families have 24 hours to change the absence from unexcused to excused. Placing a call to the attendance line does not guarantee an absence will be excused.

Absences are considered unexcused when they can be avoided and when the student was absent from school with consent from the parent but the reason is not acceptable. Parental requests places no obligation on the school to excuse students from school. Students who are tardy must report to the office to receive a pass, and it must be presented to the teacher when arriving in the classroom. **Students that arrive in the classroom after 7:45 a.m. are tardy.**



Excused absences and tardies:

- court appearances
- death or serious illness of a family member
- family vacations **
- illness*
- medical appointments that cannot be scheduled outside of the school day

Unexcused absences and tardies:

- hair appointments
- car trouble & traffic
- cold & inclement weather when school is in session
- missing the bus
- oversleeping & "sleeping in"
- running late
- shopping
- working at home
- family vacations **

School attendance is mandatory in order to participate in an after-school event such as a Community Education activity or concert.

*Parents may be required to provide a doctor's note if a child's absences and/or tardies meet or exceed 10. The note must be presented within two days of the return to school, or the absence will be recorded as unexcused.



The following guidelines are

used to record absences and tardies:

Kindergarten
Arrives 7:46-8:45 – Student is tardy
Arrives 8:46-1:00 PM – Student is ½ day absent (AM)
Leaves before 1:00 – Student is ½ day absent (PM)

Excessive absences will be recorded in the following manner:

- 5 unexcused absences = Truancy Early Intervention Report submitted to Wright County
- 7 unexcused absences = Educational Neglect Report submitted to Wright County

Truancy

Students are truant when they miss any portion of the school day without approval from parents or school administrators.

Consequences for truancy may include a phone call/meeting with the principal and/or a county truancy referral and meeting.

Vacations**



Parents are encouraged to schedule family vacations when school is not in session. Vacation may be excused or unexcused depending on attendance history. Parents going on vacation without their children are encouraged to contact office personnel to obtain a *Temporary Emergency Information* form. Teachers will not pre-teach lessons and may not assign work in advance for students who go on vacation. When students return and make-up work is assigned, most work will be completed at home. Parents are responsible for helping their children with assignments.

BEHAVIOR EXPECTATIONS

(Refer to School Board Policy #506)

Character Strong

At Albertville Primary School, we strive to teach all students about positive character traits in order for them to develop lifelong learning skills that nurture positive attitudes and self-worth. We utilize the Character Strong curriculum which centers around nine monthly traits; Respect, Responsibility, Gratitude, Empathy, Perseverance, Honesty, Cooperation, Courage, and Creativity. This curriculum will teach students to Be Kind, Be Strong, and Be Well as they work to develop good character.

Zones of Regulation

The Zones of Regulation is a behavior approach used to teach self-regulation by categorizing feelings and states of alertness into four zones. The Zones of Regulation use numerous visuals to teach students to identify their feelings/level of alertness, understand how their behavior impacts those around them, and learn what tools they can use to manage their feelings and states. Students will learn about the Zones of Regulation in the fall during their media class. The Zones of Regulation will be used school-wide.

Expectations



The Albertville Primary staff is committed to the education, well-being, and safety of all students. Our student management program is based on the following principles which set clear expectations that students must be responsible for their behavior:

Respect yourself, others, and property. Own your actions.

Albertville Primary staff are trained in *School-Wide Positive Behavior Interventions and Supports* (PBIS). PBIS uses a common purpose and approach to discipline that includes:

- Clear set of positive expectations & behaviors
- Procedures for teaching expected behavior
- Continuum of procedures for encouraging expected behavior
- Continuum of procedures for discouraging inappropriate behavior

Behavior expectations include specific behaviors for all areas inside and outside of the classroom. Students are introduced to expectations at the beginning of the school year. Behaviors are categorized into three areas: *Above the Line*, *Below the Line*, and *Bottom Line*. *Character Strong* is incorporated into *Above the Line*, *Below the Line*, and *Bottom Line* behaviors.

Above, Below, and Bottom Line Behaviors

ABOVE THE LINE EXAMPLES	BELOW THE LINE EXAMPLES	BOTTOM LINE EXAMPLES
Being trustworthy	Arguing	Aggression
Showing respect	Bullying - circumstantial	Bullying - chronic
Demonstrating responsibility	Calling names	Cheating
Being fair	Cutting in line	Fighting
Caring	Disturbing classes	Forging
Whole Body Listening	Eating or taking others' food	Harassment
Demonstrating line basics	Littering	Hitting/kicking/pinching
Using body basics	Out of seat	Insubordination
Following classroom expectations	Play fighting	Racist remarks
<i>Character Strong</i>	Playing with food	Spitting/biting
	Pushing	Stealing
	Rolling eyes	Swearing or gestures
	Running	Teasing - chronic
	Teasing - circumstantial	Threats* (including gestures)
		Vandalism
		Weapons & look-alike weapons

Voice Level guides individual and group volume. Students should recognize phrases such as *Voice Level 0* and gestures when a staff member signals 0 for silence.

VOICE LEVELS

The Knight Way

LEVEL 0: Silence ~
halls 7:45-2:10, Give Me 5, work time, assemblies

LEVEL 1: Whispering ~
one person can hear, work time, bathrooms

LEVEL 2: Conversation voice ~
when one or two can hear your conversation
Classrooms, Cafeteria, bus

LEVEL 3: Group Voice ~
classroom voice, giving a report,
teaching voice, PE games

LEVEL 4: Outside voice ~
playground, playing games outside, PE outside

LEVEL 5: Screaming ~
in danger, hurt, cheering



Line Basics, Body Basics, & Give Me 5 provide common language and strategies for managing groups of students.

LINE BASICS

Stand directly behind person in front

Face forward

Keep hands and feet to self

Remain quiet

Walk on the right side of the hall

BODY BASICS

Bottom on floor

Legs crossed

Hands to self

Voice quiet

GIVE ME 5

Eyes on speaker

Ears listening

Body still

Brain engaged

Mouth quiet

Students who do not comply with the expectations will receive appropriate consequences. Consequences may range from simple reminders to detention or suspension. The severity of the consequence will depend upon the degree and frequency of the student's behavior.

Language and Gestures

Disrespectful language and gestures will not be tolerated in school, on school property, or on the bus. Consequences will apply.

Teasing, Bullying, & Harassment

Teasing occurs in two major forms, playful and hurtful. Students may be teased based on appearance, weight, behavior, abilities, clothing, and etcetera.

- Playful-friendly, reciprocal teasing between peers
- Hurtful-upsetting, unkind, cruel, wounding, or insensitive from the victim's point of view, regardless of the intention of the teaser

An action is considered teasing when: ·it is unwelcomed from the victim's point of view ·it is verbal ·it is a single incident ·the motivation is not to exert power or control over the victim.

Bullying means intimidating, threatening, abusive, or harming conduct that is objectively offensive and: (1) there is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and the conduct is repeated or forms a pattern; or (2) materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.



Cyberbullying means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or another electronic device.

Bullying can be **circumstantial or chronic**. It might be the result of a situation such as being the new student at school, or it might be behavior that has been directed at the individual for a long period of time. Circumstantial bullying is a single incident. Chronic bullying is repeated or ongoing.

Bullying Prohibition Form 514F is used to report and document bullying.

Intimidating, threatening, abusive, or harming conduct may involve, but is not limited to, conduct that causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property; under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation, including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in state statute. However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or state statute.

The behaviors include: ·unwelcome conduct such as verbal abuse, name-calling, slurs ·graphic or written statements ·threats ·physical assault

Harassment: The Office for Civil Rights (OCR) and Department of Justice (DOJ) have made the **distinction between bullying and harassment** in that when the bullying behaviors listed above are **directed at a protected class** the behavior then becomes harassment. District 885 Policy 413 identifies a protected class as race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, and/or disability.

Threats

A threat is an intention to cause harm or loss to another person or property. A threat may be made verbally, in writing, by gesture, and/or by innuendo or suggestion. Threats are assessed individually based on age, viability, and degree.

Vandalism

Students responsible for damage or destruction of any school property will pay for all damages. Additional consequences may include suspension. Unintentional damage to property, such as broken windows or damaged lockers, may also be the financial responsibility of students and parents.

BEHAVIOR CONSEQUENCES

Caught Being Good Cards

Caught Being Good (CBG) post cards are mailed to students who demonstrate good character or above the line behavior. Likewise, Good News Calls (GNC) are made to parents of students who demonstrate character and exceed expectations.

Stop and Think Tickets (Blue Slip)

Stop and Think tickets are issued to students who display inappropriate behavior. This encompasses the bus, hallways, cafeteria, rest rooms, specialists' classrooms, and outside areas. When a Stop and Think ticket is issued, students may be asked to complete a problem-solving sheet. The Stop and Think ticket and problem-solving sheet will be sent home with the student.



Cheating



Students who plagiarize, cheat, or alter scores will receive a zero. Classroom teachers will notify the parent/guardian and report the situation to the principal. Further disciplinary action may be taken.

Consequences

Students who do not comply with the expectations will receive consequences ranging from simple reminders to detention or suspension. The severity of consequences will depend upon the degree and frequency of the student's behavior. Consequences include but are not limited to the following:

- verbal or written reminder
- apology
- problem solving & plan
- privilege loss
- loss of recess
- restitution
- phone call to parents
- meet with Principal or Social Worker
- meet with School Resource Officer
- expulsion

Data Privacy

Due to data privacy, school personnel are only allowed to share information regarding students with parents and guardians. School personnel may not share information about students with other parents. This includes names and behavior consequences.

Reasonable Force

Staff may use reasonable force to restrain or correct a student in order to prevent injury to self or others.

Removal from Class

Disruptive or insubordinate students may be removed from class and sent to the office. Staff will contact parents when this occurs.

COMMUNICATION

School Board Policy 907 established a standard as to what parental or public behaviors are unacceptable at conferences, meetings with staff, in telephone conversations, in written communications to school staff, and at school activities and athletic events.



Facebook & Twitter



Albertville Primary School is on Facebook. Log-on to Facebook and “like” **Albertville Primary School** to receive updates on school happenings.

Folders

Folders will be sent home with students on a regular basis. They will contain material such as student work, parent newsletters, and permission slips.



Newsletters/Peek at the Week

Information regarding students and school activities will be communicated in a weekly parent newsletter/Peek at the Week and student folders. Newsletter/Peek at the Week will be shared with parents via SeeSaw (see description below). Phy Ed, Music, and Art newsletters will also be sent home once a month via SeeSaw. A Principal/Building newsletter will be shared with families once a month and will be posted on the school’s web page.

ParentVue

Attendance, lunch balances, grades, discipline, and health records may be checked via the internet. To sign up, parents must bring a driver’s license or photo ID to the school office. ParentVue is accessed by school staff to contact parents and guardians via phone, e-mail, and/or mail for school related matters and emergencies. **It is the responsibility of the parent/guardian to keep contact information updated within ParentVue.** Parents can access ParentVue from the STMA website www.stma.k12.mn.us.

Seesaw

Seesaw is a private, web-based sharing tool that allows teachers and students the opportunity to share classroom experiences, student work, and even newsletters with families. Seesaw can also be an easy communication tool between teachers and families. Watch for more information from your child’s teacher.

Telephone & E-mail

Parents are encouraged to call or email staff with questions or concerns. Phone calls during student contact time will be routed to voicemail.



POLICIES



District 885 School Board Policies are listed in entirety on the St. Michael-Albertville Schools website at www.stma.k12.mn.us.

Policies are also available for review in the Albertville Primary and district offices.

Alcohol and Drugs

Possession, use, or sale of any chemical substances, which includes tobacco products, is prohibited and illegal.

Assault (Policy 413)

Assault is defined as a threat of bodily harm or death to another person, without material physical contact. Students who threaten bodily harm or death without material physical contact while in possession of a weapon shall be dealt with under the weapon policy.

Students who engage in fighting or assault may be suspended from school for up to ten days. Fighting is characterized by a violent aggressive behavior by two or more individuals with the intent of inflicting physical harm upon one another and is differentiated from poking, pushing, shoving, or scuffling.

Bullying Prohibition Policy (Policy 514)

The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, and other similar disruptive behavior. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying.

Harassment and Violence (Policy 413)

The purpose of this policy is to maintain learning and working environment that is free from religious, racial, or sexual harassment and violence. The school district prohibits any form of religious, racial, or sexual harassment and violence. If harassment occurs, students must report the situation to an adult, and school personnel will make every effort to stop the harassment.

Hazing (Policy 526)

The purpose of this policy is to maintain a safe learning environment for students and staff that are free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

Interaction Between School Staff and the Public (Policy 907)

Every employee is the school system's point of contact with the public. The Board encourages every employee to assume responsibility for the public image of the school system. Similarly, each and every staff member should be treated with respect and dignity by parents and members of the public.

Internet Use (Policy 524)

The purpose of District-provided Internet access is to facilitate communication and information gathering which supports research and education. The Internet usage will be subject to all provisions of the District Selection of Instructional and Library Materials policy.



Student Access

In making decisions regarding student access to the Internet, the teachers of the St. Michael/Albertville School District will consider the District mission, goals, and curriculum outcomes. It is expected that the staff will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources will be structured in ways which point students to those sites which have been provided with guidelines and lists of resources particularly suitable to learning objectives.

Internet Use Agreement – Student/Computers – Form (Policy 524 F1)



Student Computer/Internet Use Agreement

Access to the Internet must be for educational purposes. Inappropriate Internet or computer use may result in the loss of privileges and consequences. Inappropriate activities on school computers include, but are not limited to the following: sending or displaying offensive messages, pictures, or threats; damaging/altering computers, computer systems, or software; trespassing in others' work, folders, or files; using others' passwords; accessing sites not approved by an adult or "free" surfing on the Internet.

Nondiscrimination (Policy 521)

It is the policy of the St. Michael-Albertville School District 885 to provide a free and appropriate public education to each disabled student within its jurisdiction, regardless of the nature or severity of the disability.

It is the intent of the district to ensure that students who are handicapped within the definition of section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be handicapped under 504 even though they do not require services pursuant to the Individuals with Disabilities Education Act (IDEA). Inquiries regarding compliance with 504 policies may be directed to the 504 Coordinator.

Pledge of Allegiance (Policy 531)



Students in District 885 will recite the Pledge of Allegiance one or more times each week. Students will be instructed in the proper etiquette for the recitation. Students or staff may decline to participate.

Protection and Privacy of Pupil Records (Policy 515)

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice. See the school calendar for details.

Weapons (Policy 501)

Bringing a dangerous weapon to school is a violation of Minnesota Law. It is a serious violation called a felony. Students may not possess a dangerous weapon at any time on school property.

Possession of a weapon may result in an initial suspension for up to ten school days; confiscation of the weapon; contact with the school district liaison officer; and a recommendation to the Superintendent that the student be expelled.

"Possession" refers to having a weapon on one's person or in an area subject to one's control on school property, at a school activity, school sponsored bus trip, or at/near a school bus stop during bus loading and departure.

"Weapon" means any firearm, whether loaded or unloaded, any device or instrument designed as a weapon which is capable of threatening or producing great bodily harm or death, or any device or instrument that is used to threaten or cause bodily harm or death. Some examples of weapons include, but are not limited to: guns (including pellet guns, look-alike or toy guns, and non-functioning guns that could be used to threaten others), knives, clubs, metal knuckles, nun-chucks, throwing stars, explosives, stun guns, and ammunition.

STUDENT SERVICES

Health Office



A health assistant will be on site during the school day to administer medications and deal with illnesses and injuries. To assist the school nurse with emergencies and illnesses, parents are requested to complete and return the *Emergency Form and Health Information*. Chelsie Steffens, Licensed School Nurse, provides services to all buildings and is available for consultation with parents at 612-221-3141.

**If your child becomes ill or has a health-related issue at school, school staff will contact families to have their child picked up from school. When this occurs, families must have a plan in place to have their child picked up from school within 60 minutes.*

Hearing and vision screenings will be conducted, and parents will be informed via letter if there is a concern. For illnesses, please review *Is Your Child Well Enough to Go to School* and *Childhood Communicable Illnesses* documents that are available on the District 885 website.

Medications (Policy 516)



A Medication Authorization Form is on the District 885 website and is also available in the Health Office. See the policy for distribution of medications and parents' responsibilities. The policy does not cover medications taken before or after school, during summer school, and FYCC/Community Education classes. It is the parent's responsibility to contact the supervisor coach if their child has a medical concern and/or needs medication during these times.

Anaphylaxis Treatment

Minnesota statute 121A.2207 permits school districts to possess epinephrine auto-injectors (EpiPens) for a student or other individual experiencing anaphylaxis regardless of whether the student or individual has a prescription for an EpiPen. Therefore, the school nurse or health paraprofessional will administer stock epinephrine to a student/individual if in good faith it is determined that person is experiencing a life-threatening reaction; and then 911 will be called for an ambulance and the student's parent will be contacted. The emergency epinephrine will be stored in the school health office and accessible during school hours. It will **not** be sent on school-based field trips or available before or after the instructional day. This anaphylaxis protocol is not intended to replace student specific orders or parent/guardian provided medications for students with known allergies; therefore parents of children with a prescription for an EpiPen must still provide an EpiPen (or preferably two) to the school. If you do not want your child to receive epinephrine if he/she is experiencing a life-threatening allergic reaction, please send a letter to the school health office.

Hot Lunch Program & Food Service (Policy 730)

A complete hot lunch and supplemental milk are available. Lactose reduced milk is provided for lactose-intolerant students upon written request from a parent; juice and soy milk are NOT a substitute for milk. For more information regarding the school lunch program, visit the district website at www.stma.k12.mn.us and click on Parent Information - Food & Nutrition.

- Students are assigned individual account numbers; siblings will have separate accounts.

Applications for Educational Benefits are available at orientation days, in the school office, or the district website under Food & Nutrition.



General information:

- Parents dining with students are encouraged to call the school by 8:00 a.m. (Please call the office if you know that a grandparent will be eating lunch with your child that day as well.)
- Lunch guests will eat at a 'guest table' with their child. Due to allergies and food borne illnesses, other students will not be allowed to eat at the guest table.
- Parents may charge lunches on their child's account.
- Students are not allowed to eat from other students' lunch trays for health and sanitation reasons.
- Once lunches are purchased, refunds will not be issued.

Breakfast

Breakfast will be "offered" to all kindergarten students, free of charge. **This breakfast is optional, but in order to have your child participate, he/she must be at school prior to 7:35 am. Breakfast will be served from 7:20 – 7:40 am daily. Parents will not be allowed to eat breakfast with their child.**

Media Center

The Media Center and computer lab are available to classes and students during the school day. Books and materials may be checked out by students but must be returned or renewed by the due date. Students will be charged for damaged or lost materials.



Social Work

Albertville Primary has a full-time licensed school social worker that provides support to students who meet eligibility requirements. Our social worker also meets monthly with every kindergarten class to teach a lesson on active listening skills, social skills, and positive behavior through the Character Strong curriculum. In addition to these monthly lessons, she also meets with students 1 on 1 and in small groups. During these sessions she covers a multitude of different topics, which are specific to a student's needs. I.E. friendship skills, problem solving skills, emotional regulation, social skill building, etc. On occasion, students with whom she works with have the opportunity to invite someone from their class to join them as a friend. They meet for 20 minutes during a time that does not interfere with regular classroom learning or specials. If you have any questions or concerns, please contact our school social worker.

Special Education, Student Success Team, and 504

Students who have demonstrated a need for individual assessments may be referred to the Student Success Team, special education team, or the 504 Coordinator. Referrals are a team process with parental involvement and consent. To qualify for services, students must meet criteria.

To qualify for 504 services, students must meet criteria. Section 504 allows qualified general education students to receive accommodations in the classroom and school. A qualified student has (1) a physical or mental impairment that (2) substantially limits (3) a major life activity. If there is a reason to believe that, because of a qualifying disability, a student needs reasonable accommodations or services; the school district must evaluate the student and develop and implement an accommodation plan for the delivery of any needed services. Although they may originate from other sources, the school typically receives referrals from school personnel and parents. For additional information about Section 504 including whether a student may qualify, contact the Section 504 Coordinator in the school.

TRANSPORTATION

Bicyclists and Walkers

Students who bike or walk to school are asked to follow traffic safety rules and to use designated areas. Bicycle racks are located on our playground. The school is not responsible for theft or damages of bikes. **Walkers** will be escorted by a staff member to meet the crossing guard at Door A. The crossing guard will help students cross Main Avenue.



Bus



Vision of STMA provides transportation for STMA students. Parents with a concern, whether it is bussing or behavior, should contact the bus company first at 763-497-2585. A *School Bus Transportation Guide* is available on the STMA website.

Students may only ride the bus to which they are assigned. Exceptions may be granted for emergencies when a caretaker is not at home. Call the bus company for information.

For more information regarding transportation, visit the district website at <https://stmak12mnus.finalsite.com/> and click on Transportation.

Bus Tags

Kindergarten students will each be given a large bus tag that notes key information about the student and their bus route. These are given to all students regardless if they take the bus home. Students must wear the large bus tags for the first month of school. Bus tags should be worn on the outside of outerwear so the information can be easily viewed. After the first month, students will be given a smaller bus tag. The smaller bus tag should be attached to a book bag. All students must use the small bus tags.

In-District Transportation and Walks

Parents will be notified when students are being transported to in-district locations such as other schools. Parent permission will be required when students are being transported out-of-district for field trips or activities. Please note that students participate in outdoor activities and *wellness or nature walks* which may be routed off school property. Parents may not be notified in advance since walks are dependent on the weather.

Student Bus Behavior



Bus transportation is a privilege which provides convenience and safety. To maintain this privilege, students must exhibit appropriate behavior and obey school district bus rules and regulations.

A bus referral system informs parents of disciplinary incidents. The referrals are requests for students and parents to modify behavior in order to retain bus riding privileges. Referrals will be sent home with students. Parents are required to sign referrals, and students must return referrals to the office on the following school day.

Violations of bus rules may result in:

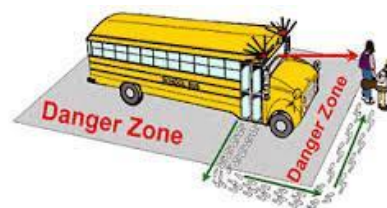
- verbal and/or written warnings
- conferences with parents, students, drivers, and/or principal
- written bus referral
- assigned seats
- bus suspensions
- complete loss of bus riding privileges (bus expulsion)



Student Ridership Training

Bus Safety Week occurs in September, and bus safety training will be provided in classrooms and on buses. Students are expected to demonstrate knowledge and understanding of the following concepts:

- District policies for student conduct and school bus safety
- Appropriate conduct while riding busses
- Danger zones surrounding busses
- Procedures for safely boarding and exiting school busses
- Procedures for safe vehicle lane crossing
- Procedures for evacuation and other emergencies



Transportation Change, Childcare, and Address Form

Please visit the STMA web page and click on *Departments - Transportation* to view the transportation information.

*Families will need to fill out an Address Change Form, found on the District website under Enrollment, to change your home address.

*Bus route changes are made by completing a Bus Change Form via your ParentVue account, under the Student Info tab.

Arrangements and changes must be in writing and take at least one week to go in effect.

Bus transportation is a privilege – not a right. (Policy 707)



2025-2026 School Calendar

CALENDAR LEGEND

Days in Classroom

Trimester 1	58
Trimester 2	57
Trimester 3	58

Total School Days	173
Total Teacher Days	13
Grand Total Days	186

Calendar Legend

Start Trimester	
End Trimester	
Teacher Workshop	
No School All	
Gr. K-4 Early Release	

Make-Up Days

STMA built an extra 3 days into the calendar for emergency school closings.

If emergency weather cancellations exceed the extra 3 days built into the calendar, the School Board has designated 3 additional days as scheduled make-up days:

In order of use:

- June 5, 2026
- June 8, 2026
- June 9, 2026

The dates are indicated in gray.

Labor Day	Sept 1
Rosh Hashanah	Sept 22-24
Yom Kippur	Oct 1-2
Election Day	Nov 4
Veterans' Day	Nov 11
Thanksgiving Day	Nov 27
Hanukkah Begins	Dec 14-22
Christmas Day	Dec 25
Kwanzaa	Dec 26
New Year's Day	Jan 1
Martin Luther King Jr.	Jan 19
Presidents' Day	Feb 16
Ramadan	Feb 18-Mar 19
Passover	Apr 1-9
Good Friday	Apr 3
Easter Sunday	Apr 5
Memorial Day	May 25
Juneteenth	Jun 19

M	T	W	TH	F
AUGUST 2025				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
SEPTEMBER 2025				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			
OCTOBER 2025				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
NOVEMBER 2025				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
DECEMBER 2025				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
JANUARY 2026				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
FEBRUARY 2026				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
MARCH 2026				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
APRIL 2026				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
MAY 2026				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
JUNE 2026				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DATE EVENT

Aug 25-28	Teacher Workshop
Sept 2	Trimester 1 Starts [5-9]
Sept 3	Trimester 1 Starts [10-12]
Sept 4	Trimester 1 Starts [K-4]
Oct 16-17	No School All
TBD	Elementary Early Release
Nov 4	No School - Staff Workshop
Nov 25	Trimester 1 Ends
Nov 26	No School - Teacher Workshop
Nov 27-28	No School All
Dec 1	Trimester 2 Starts
Dec 22-Jan 2	No School All
Jan 1-2	No School All
Jan 19	No School - Teacher Workshop
TBD	Elementary Early Release
Feb 16	No School - Teacher Workshop
Mar 5	Trimester 2 Ends
Mar 6	No School - Teacher Workshop
Mar 9	Trimester 3 Starts
Mar 30-Apr 3	No School All
Apr 1-3	No School All
May 25	No School All
June 4	Trimester 3 Ends-Last Student Day
June 5	No School - Teacher Workshop
June 5	Graduation

Board approved 10-21-2024