



# Hope D. Wall Family Handbook



449 W. New Indian Trail Ct  
Aurora, IL  
630-301-5008

# Table of contents

Section	Page
Welcome	01
Important Contacts	02
About Hope Wall	03
Entering the Building & Volunteering	04
Arrival & Dismissal	05
Celebrations	08
General Health & Wellness (Sick)	09
Absence Reporting	14
Meals	15
Communication	16
School Safety	17
After School Activities	18
Community	20
Technology	21
Meetings	22
Departments	23



• • • •  
• • • •

Welcome to Hope D. Wall! We are so excited to welcome your student and family to our amazing school. At Hope Wall, we believe that all students should have the opportunity to learn in a high quality environment that meets their academic, therapeutic, and social needs. Our goal is to develop a strong partnership with each family and work together to support your student.

Dr. Kelly Person is the principal of Hope D. Wall and Melissa Yarbrough is the Assistant Principal. We look forward to getting to know all of you throughout the school year. Our goal is to foster a supportive, welcome environment for all families and students. Thank you for sharing your student with us and becoming part of the Rocket family!



# Welcome Message

# Important Contacts

Name	Position / Description	Contact
Dr. Kelly Person	Principal	630-301-5277
Melissa Yarbrough	Assistant Principal	630-301-5293
D129 Transportation	D129 Bussing	630-301-5620
Durham Transportation	D131 Bussing	630-892-3050
Hope Wall Attendance	Attendance Line	630-301-5290
Sam Cole & Shelby Simpson	School Nurses	630-301-5278



# About

## Hope D. Wall



### Vision

Hope D. Wall is a community where adaptability, perseverance, compassion, dignity, and teamwork are at the core of our values. Dignity is the foundation of our interactions. We recognize that all individuals are worthy of respect and honor the individuality of our students. Teamwork connects us together by encouraging open communication and shared responsibilities with all those who are important in our students' lives. Perseverance is our commitment that all students can and will learn, enabling us to overcome obstacles and setbacks we may encounter with determination and resilience. Compassion reminds us to treat one another with empathy and kindness, as every moment we have with one another matters. Adaptability allows us to stay flexible and responsive to change and needs throughout our environment. Together, these values form the foundation and commitments of our Hope D. Wall school community.

### Mission

Hope Wall is an advocate for all, emphasizing our compassion for individuality, by supporting students to be their best self.

Hope Wall has adopted the following core values to support our work with students, families and staff:

- Dignity
- Adaptability
- Teamwork
- Perseverance
- Compassion

### Values

# Entering the School<sup>04</sup>



Anyone entering Hope D. Wall school must check in with the office prior to entering the learning space. Anyone wishing to access the learning environment or attend a meeting, must present a photo ID at the front window. Once you are signed in, you will be welcomed into the building beyond the double doors. This is for the safety and security of all students and staff. Any individual who is unable to provide photo identification, will not be admitted into the learning space. Any adults without the proper visitor sticker will be escorted out of the building if unable to provide the main office with a valid photo ID.

If you are sending someone to pick up your student, they must present their photo ID at the front window. We will ensure the individual is able to pick up your student before releasing them. We will not release a student to an individual who does not have their photo ID present. We will need to contact the parent/guardian to arrange alternative pick up plans.

## Volunteering

We are excited to welcome families in to our building to help the teachers or support special events. If you are coming in for a single day or once a month, you can sign in with the front office. If you are looking to volunteer on a regular basis, please contact the building principal to learn about the process. Regular volunteers need to complete a background check and meet with Human Resources before being cleared to attend school regularly.



# Arrival & Dismissal

9:00 Arrival

2:00 Dismissal

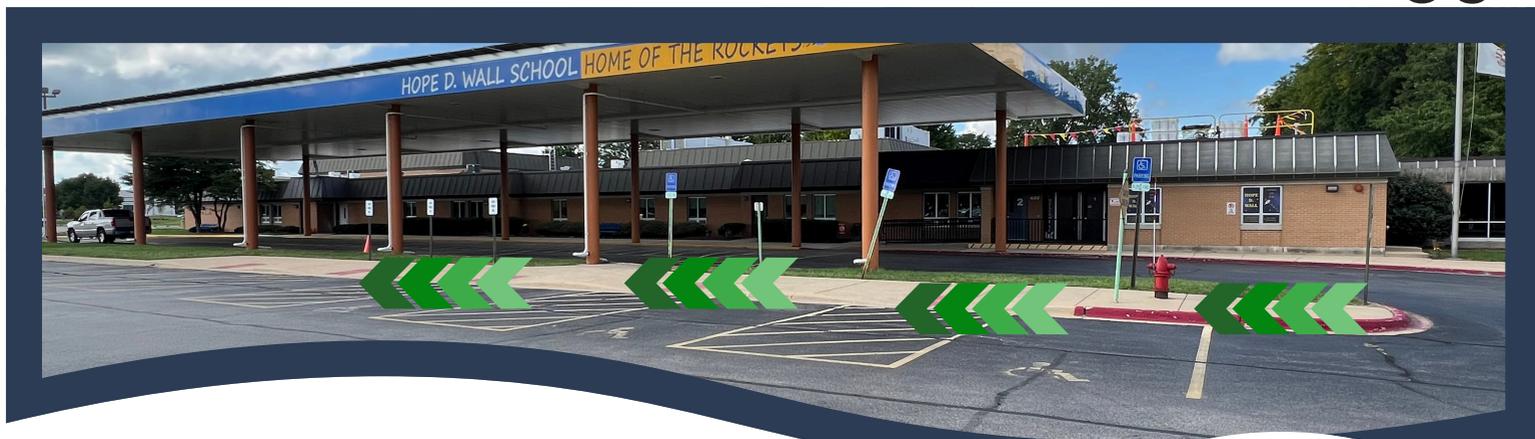


## Arrival

Students arrive to school by car or bus. School begins for students K-Transition at 9:00. All bus riders are brought into the school by a Hope D. Wall Staff member who greets them at the bus. Families who choose to drop their student off can do so at door 1 in the morning. Families should park and walk with their student across the cross walk. Once at Door 1, students will be supported to class by a staff member. Please note that we have several buses and the parking lot has a lot of traffic during arrival. We also have limited parking available at times.

## Dismissal

Our school day ends at 2:00. If you are picking your student up from school, you should walk to the door to the right side of Door 1 in between Hope D. Wall and the Keeler AID building. A staff member will be stationed at that door and radio the staff for your student. They will be escorted to the door to meet you. Please note the staff supporting your student may not be from their classroom as we are responsible for dismissing and supervising many students during this time. Car riders are dismissed starting at 1:55. If you are sending someone to pick up your student that we are not familiar with, they will be asked to present their ID in the main office. For those students who use bussing, we dismiss in three rounds. The process takes approximately 15-20 minutes. District 129 buses are the first to be loaded followed by Durham.



# STUDENT PICKUP



We wanted to provide some guidance on student pick up. The process will begin at 1:55. You are able to park in any spot in front of Hope Wall, including the striped spots to come get your student. We know these are marked off as accessible spots but will allow them to be used for families quickly parking to pick up. We ask that you do not park here for a long period of time.

Please do not park in Keeler spots for more than a few minutes. You may pull up along the sidewalk in front of the green dumpster near our pickup door. We will put some cones out to assist with marking the area. Please do not park behind the green dumpster. AID is also dismissing at 2:00 and need to have their families pull up to support their clients. We can not block the AID entrance or go beyond the green dumpster.

If you are unable to find a spot or to pull up in our area, please wait until something becomes available. We have staff at the door to support the process. We are all doing our best to share space and we appreciate your cooperation. We know parking in tight. If you are interested in bus transportation for your student, please let us know and we are happy to help set that up.



# Transportation Changes

If you are needing to make any changes to your child's transportation, please contact District 129 transportation or Durham. If you have a change of plans for a day or your student will not be going home as they normally do, please write a note or message the classroom teacher as soon as possible so we can make a note of this. If you did not leave a note and need to make a last minute change, we ask that all changes be made by 1:00 by calling the office.

# Equipment for Transportation

If your student utilizes any specialized equipment for transportation purposes, they must have this equipment each day to ride the bus. We are unable to transport students that do not have the proper equipment that is listed in their individualized education plan for safety purposes. If your student utilizes this equipment and you bring them to school for a day, please ensure they have what they need to ride the bus home.



# Birthdays/Celebrations

The West Aurora School District does not allow students (or students' families) to bring in any treats, gifts or party favors for any occasion. There are no exceptions to this rule to ensure the safety of all students. Celebrations will take place in the classroom as appropriate. Please refer to the next section for more detailed information.



# Student Teachers & Observers

As part of the school district, it is possible for high school or college students to spend time in our classrooms observing or interacting with children in order to complete observation or clinical hours for school. They will be monitored by classroom staff and may be present in the classroom throughout the year. Thank you for helping us support future educators.

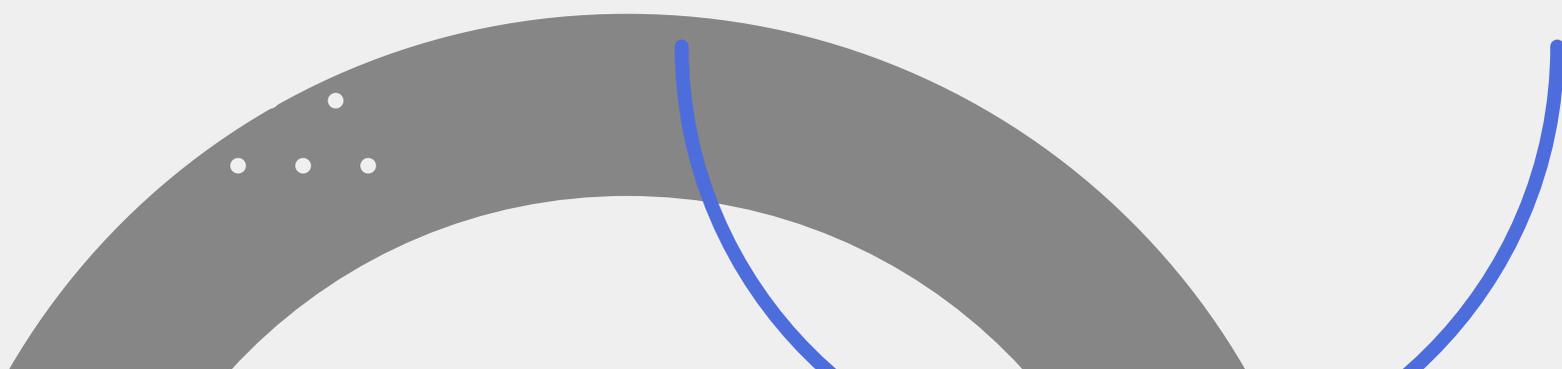
# Celebrations

## at Hope D. Wall

At Hope D. Wall, we value providing our students many celebrations and experiences. Our school events team works to plan school dances, spirit weeks, and many other student focused activities. Below please find some additional clarification on these celebration experiences:

- As part of our District 129 policy, we ask that parents refrain from sending in treats or goodie bags for classes when celebrations occur. We understand that these are important events in the lives of our students and we will be sure to honor these as a school building. For birthdays, all students are called to the office to get a certificate and a small birthday gift. For school wide holidays, all students experience the social offerings led by our events committee.
- In order to be mindful of health related needs and an equitable learning experiences for all, we ask that families refrain from sending in treats or gifts for all students. We appreciate all families and their dedication to our learning environment. If a family wishes to make a purchase to donate to the classroom, such as a book, toy, puzzle, game, etc., we will be happy to receive this donation your child's behalf. This can be used for the whole class.
- As a school, cooking experiences are part of our curriculum. The teachers are following set plans and purchase these items with the school budget. If there are times the teacher requests a snack for students, they will be sure to send a note home in advance of any special experience. For class parties, we will work with our food service department if snacks or pizza parties are earned.
- School staff will need to send home any treats or trinkets sent in. This is done to support District Board Policy and to ensure an equitable experience for all of our Rocket Students. We thank you in advance for helping us abide by these expectations. We will honor celebrations, birthdays, and many other amazing experiences here at Hope D. Wall.

If you have any questions about this policy, please contact the building administration prior to the celebration.



# General

## Health & Wellness

### General Information

Parent/Guardian should notify the health office and provide relevant documentation for any student's chronic health conditions, life-threatening conditions, medications and therapeutic regimens on an annual basis or when it changes. Students who become ill during the school day or those who require first aid may visit the health office during school hours. Parents/Guardians will be notified of more severe incidents. In the event of a medical emergency, school personnel may call 911 for additional assistance. District Guidelines for returning to school after an illness will be followed in conjunction with any related health provider documents. Under certain circumstances, the District may require parents/guardians to present medical documentation of physical or emotional conditions causing student absence.

### Anaphylaxis Prevention

Parents/Guardians of students with life-threatening allergies or those at risk for anaphylaxis should provide the school health office with written instructions from the student's health care provider for handling allergic reactions and all necessary medication for implementing the student-specific order on an annual basis. For information on District 129's Anaphylaxis Response Guidelines, please contact your student's health office.

### Communicable and Chronic Infectious Diseases

The district will observe recommendations of the Illinois Department of Public Health in correspondence with the Kane County Health Department regarding communicable diseases. Please visit our website at [SD129.org](http://SD129.org), for additional information on Influenza disease and Meningococcal disease.

### Concussion Safety

Students who exhibit signs, symptoms, or behaviors consistent with a concussion or head injury during school hours will be removed from participation or competition at that time. For the safety of the injured student, they will not be permitted to return to play unless cleared to do so by a licensed physician or a certified athletic trainer. Students who have experienced concussions will be supported by the District in accordance with the Return-to-Play and Return-to-Learn protocols. Parents/guardians should notify the building administration and health office if they are aware their student has suffered a concussion either during or after school hours.



# General

## Health & Wellness

### Diabetes

A diabetes care plan shall be submitted to the school at the beginning of the school year; upon enrollment, as soon as practical following a student's diagnosis, or when a student's care needs change during the school year. Parent/Guardian shall be responsible for informing the school in a timely manner of any changes to the diabetes care plan. Please visit our website at [SD129.org](http://SD129.org), for additional information on Type 1 Diabetes.

### Head Lice

When lice/nits are found on a student at school, the student's parent/guardian will be informed. Any household contacts that attend school in West Aurora School District will be called to the health office to be checked. Student's with lice are encouraged to begin treatment promptly. For additional resources regarding lice treatment, please contact your student's health office.

### Physical Education Excusal Requests

A student may be excused from physical education classes for up to two days with a note or request from the parent/guardian. However, for longer periods of non-participation, a doctor's note is required. The doctor's note should clearly state the duration of time for which the student is unable to participate in physical education activities.

### Self-Care

Toileting and self-care support is provided to students as needed based on their developmental needs. We kindly request that parents pack a change of clothes in their child's backpack to support self-care. Those students who are not yet able to use the toilet should come to school with the necessary self-care supplies. Students who require additional self-care supplies should also bring those to school to support their needs. It is the parent/guardian responsibility to provide these supplies and replenish them as needed or requested by the classroom teacher. We will help support laundering items as needed here at the school. If your child is not yet toilet trained or they are in the process, please communicate this with their teacher so you can begin to work together on how to best support them at school and at home. Students may require additional self-care supplies at school for grooming tasks and to support other self-care related needs within the instructional day.

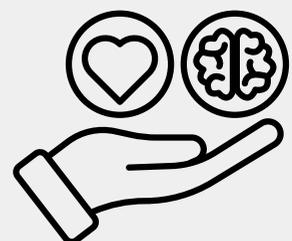


# General

## Health & Wellness

### Health Examinations & Immunizations

- Physical Examination and Immunizations
  - A complete physical examination and immunization record within one year prior to the following is required: entering kindergarten or the first grade, entering the sixth and ninth grades and enrolling in an Illinois school for the first time.
  - Immunization requirements for children enrolling or entering a school in Illinois are available on the Illinois Department of Public Health's website.
  - Unless the student is homeless or some other exemption or extension applies, failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations.
- Vision Examination
  - Before October 15th of each school year, all students enrolling in Kindergarten or enrolling for the first time in an Illinois school shall show proof of having been examined by a physician who performs eye examinations or an optometrist within the previous year.
- Dental Examination
  - Before May 15th of each school year, all students in Kindergarten, Second, Sixth and Ninth grades shall present to the school proof of having been examined by a licensed dentist. The examination must have taken place within 18 months prior to May 15th of that school year.
- Vision and Hearing Screening
  - Vision and Hearing Screenings will be conducted on those students specified under the guidelines set forth by the Illinois Department of Public Health. Students whose test results meet referral criteria will be referred to an eye doctor, audiologist or family physician for further evaluation.
- Exemptions
  - In accordance with rules adopted by the Illinois Department of Public Health, a student will be exempted from the policy's health requirements on medical grounds if a physician provides written verification or on religious grounds if the student's parents/guardians presents a statement for each immunization/examination requested along with the completed Illinois Certificate of Religious Exemption, signed by the student's healthcare provider (MD/OD, APN, PA), submitted on the same schedule as the requirement referenced above.



# General

## Health & Wellness

### Jeff Craig Family Resource Center

The school-linked health center is powered by VNA Health Care and is accessible to any District 129 student. The VNA provides a range of services, such as medical care, mental health services, and dietician services. The goal is to improve students' health and well-being, enhance their academic performance, and reduce absenteeism by ensuring easy access to necessary healthcare services. For more information about the VNA's services and the necessary consent forms, please visit our website at SD129.org.

The Marie Wilkinson Micro-Pantry provides essential food assistance to District 129 students and families to help address food insecurities and ensure students have the necessary resources to succeed academically and personally. Located at the Jeff Craig Family Resource Center, the micro-pantry will provide a variety of non-perishable food items, school supplies, and other basic necessities. For more information about how to access the micro-pantry, please speak to the administration at your child's school.

### Medication Authorization

- **Procedure for Medication Administration**
  - The administration of medication to students during regular school hours and during school-related activities is strongly discouraged unless absolutely necessary for the critical well being and health of the student. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the student and otherwise complete the District's Medication Authorization Form and follow the District's Medication Policy & Procedures on dispensing medication.
- **Self-Administration of Medication**
  - A student may possess epinephrine, glucagon, or emergency seizure medication for immediate use at the student's discretion, provided the student's parent/guardian and physician has completed and signed the Medication Authorization Form, indicating the student's permission to self-carry. A student may possess medication prescribed for asthma for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed the Self-Administration of Asthma Medication Authorization Form.

### Undesignated Medication

The District may secure and maintain a supply of undesignated asthma medication, epinephrine, glucagon and/or opioid antagonist when available, in the name of the District and provide or administer them as necessary according to State law. Registered Nurses or trained personnel may administer undesignated asthma medication, epinephrine, glucagon and/or opioid antagonist to a person who they, in good faith, believe is having a health crisis. The provision for undesignated medications will be VOID when the District is unable to secure a prescription for, or the supply of the medication. Undesignated medications are not intended to replace individual student medications. By enrolling your child at West Aurora School District and reviewing this handbook, you acknowledge that you have been informed of such standing protocols.

# When your child is sick

13

Children will get sick throughout the school year and we thank you in advance for your support in following the guidelines below to keep everyone safe and healthy:

- Call your students in to the attendance line if they will miss school.
- Students who have a fever of 100 degrees or higher should stay home until they are fever free for 24 hours without fever reducing medication.
- Students who vomit or have diarrhea should stay home for 24 hours until these symptoms have resolved.

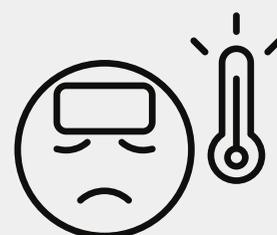
You are always encouraged to contact our School Nurse to discuss your child's illness. Certain illnesses will require a doctors note to return to school. Working with your school nurse will help you in these situations. Please note, when children have a bad cold or are coughing frequently it can be hard for them to participate in school. We encourage parents/guardians to keep their sick children home until symptoms improve to help prevent and reduce the spread of infection.

A registered nurse or health assistant will be in the building during school hours. Please contact the health office staff for any medical concerns regarding your child so they can provide you with any required paperwork that may be needed.

Students may become ill at school. Once they are assessed by the school nurse, it may be necessary for the parent/guardian or emergency contacts to pick them up from school. If your student uses a mobility device that you are unable to transport, we will work with transportation to get this to your home when we are able.

At times, students may experience medical emergencies. We will call 911 and contact the parent/guardian immediately. Staff will be with the student and a school administrator will stay with the child in the ambulance to the hospital if this is necessary. We will be in constant communication with the family throughout these emergencies. Parents do have the right to deny transportation via ambulance only when they are able to arrive at Hope D. Wall in a quick time frame. This can not be done over the phone and the emergency services are not able to wait for a long period of time. We will otherwise act in the best interest of the student and go to the nearest available hospital.

At Hope D. Wall, our goal is to keep all of our students safe and healthy and we appreciate your partnership.



# Reporting

## an absence from school

14

As soon as you know that your child will be absent for any reason, please call the Safe Phone/Absence Line (630-301-5290). If you receive an automated call from the absence line regarding your child's absence from school that day, please call the absence line and leave a message. We ask that you use the absence line to ensure the message is received by the office staff. If you do not call your student in after attendance is submitted to the office, an automated call will come from the absence reporting system.

When calling your student in, carefully listen and follow directions:

- child's name
- teacher
- your name
- call back phone number
- date of absence and reason

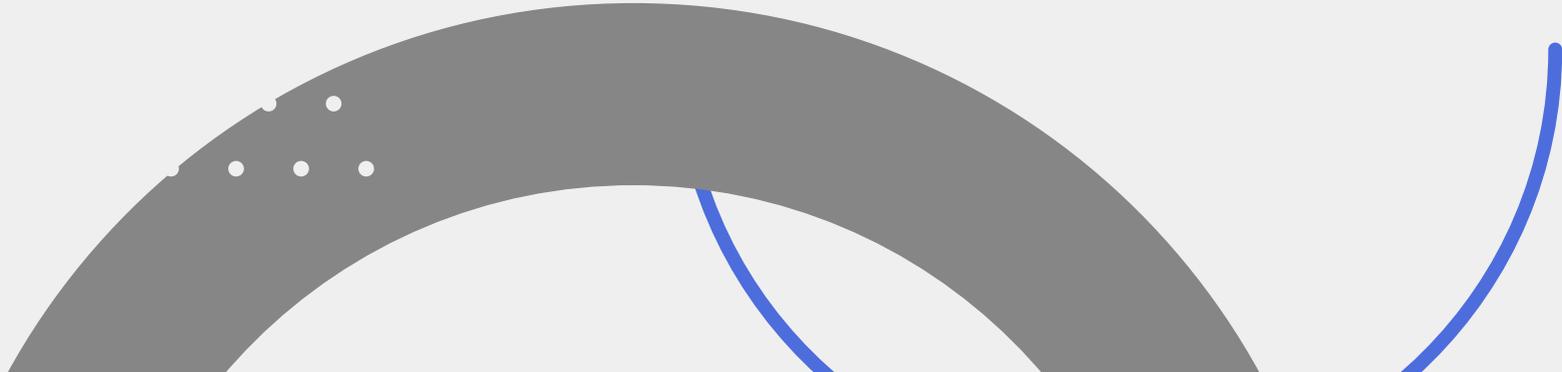
The message will ask for an ID number. If you do not have this information, just simply say you do not know and move on to the next step. This message also plays in Spanish.

If your student will have an extended absence, please report that in one message to save time from calling daily. We will keep track of those absences in the school office.

Students who are absent should also call the Durham Bus Company (1-630-892-3050) or D129 (630-301-5620) for that day to let the bus company know that your student will not be riding the bus.

# Absence Line

## 630-301-5290



# Meals at School

15



All students will be offered breakfast and lunch as part of their day at Hope D. Wall. Families are welcome to send in meals from home if their student has dietary restrictions or preferences that are not available in the school. Here are some important things to consider regarding meals:

- Families who have a student that requires meal modifications will be asked to complete a form from the nurse to detail the modifications. This will be updated annually. The school speech/language pathologist will work alongside your doctor with your permission to obtain the proper feeding protocols. All staff will be trained to ensure your student has the proper meal preparation.
- Some meal modifications may be available from the food services at Hope D. Wall. Families will be in communication with the school nurse or speech/language pathologist based on the information provided by your doctor.
- Families whose students require the use of medical feeding equipment, such as a G-Tube, will be required to supply the proper feeding equipment and feeding formula. Teachers are able to store this for the students.
- If your student brings a lunch and tends to eat quickly or requires food modifications, we ask that families prepare those in advance (cut up in small pieces, break up the sandwich, etc.) to allow for students to get the most benefit out of their meal time.

All of our staff eat alongside the students and are with them the entire lunch period. Meal times are designed for socialization and the use of many functional skills. We appreciate your partnership in supporting your student.

If your child is not eating the school meals or requires specialized foods due to dietary restrictions, it will be the parents responsibility to supply these food items. If you have any reason that you are unable to supply these food items, please call the building principal to discuss. We are unable to supply preferred food items outside of the school meals. If your student will not eat during the day, we will need to meet to discuss ways to support the student in getting the proper nutrition needed for learning. Families will be provided with a copy of the meal menus each month and they will also be posted on our school Facebook page.

# School to Home Communication



16

## Checking the Backpack

We ask that you check your child's backpack each day. There are important papers and information in the backpack that should be checked daily. Newsletters, notes, and other important information will also come home in their backpack. We will rely on information in the backpack to go back and forth from school to home throughout the school year. Classrooms may use Seesaw as an electronic communication tool, sending individual communication, newsletters and information of upcoming events. Please check with your child's teacher if you need assistance in signing up for Seesaw. Our school website and Facebook page are also updated regularly.

## Progress Reports

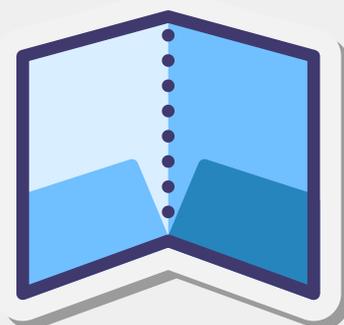
Families will receive progress reports related to their students goals every quarter. These are important documents that provide you with information on how your student is growing and developing. If you have any specific communication requests that would best help you support your student, please have a conversation with the teacher to determine a communication plan. We are willing to work alongside families so that you get the information you need about your student's day.

## Communication with the Team

Families are always encouraged to communicate directly with their child's teacher. We encourage families to communicate with the team of people serving their child. This helps ensure that all team members, including the family, are receiving the information. You are always encouraged to start with your child's classroom teacher. If you have any challenges accessing a way to communicate with a staff member, please contact the building principal or student services lead for support.

## Release of Information

We appreciate the opportunity to partner with outside providers to support our students. In order to do this, the parent/guardian will need to sign a formal Release of Information. This is for the protection of student confidentiality. We are unable to release information, documents, or communicate without this documentation.



# School Safety & Drills

17

All buildings practice and perform several safety drills each year. During our fire drills, students exit the building with their teachers safely and walk to our evacuation location. Students are supervised at all times under the direction of teachers, paraprofessionals, and administration. We take attendance and ensure the safety of all students before returning to the building. We use the fire alarm to help children learn to respond to this bell.



During our tornado drills, all students make their way to an assigned location. We take attendance and make sure all students are safe before returning to our classrooms.

For our evacuation or ALICE drills, we are working as a district to make choices in the event of an emergency that will keep us safe. Students will follow the lead of their teacher to remain safe in the classroom or evacuate the building. We are going to be reviewing the procedures with the students to help students learn the routines. We will have a drill with the Aurora Police Department. More information will be provided prior to any evacuation or ALICE Drill.

We will also practice drills to maintain safety in our classrooms many times this year. During these drills we will continue our day, but ensure that we have a safe and secure environment. Our number one goal is student safety and teaching our students that all teachers and adults are here to keep them safe. This practice allows us to be prepared in the event of an emergency. Should you have any questions, please let us know.

Families will receive an email prior to the drills taking place from Melissa Yarbrough. These emails are to inform you of the drills.



# After School Activities

18

Hope D. Wall offers a variety of after school clubs and sports that will be offered throughout the school year. Families will be informed of these offerings when they are appropriate for their students grade level. We are working to provide offerings at all levels and want to be mindful of the various needs of our students.



To sign your student up for an afterschool activity, you will need to complete and return the sign up sheets to the club/sport organizer. You will be notified if they are able to enroll in the activity. Bus transportation is provided for all students who request it.

There are a few important things to consider when signing your student up for a club or sport:

- Any student who has been absent from school for the day will not be able to return for an after school club
- Families who choose to pick their student up from an after school activity will need to ensure they arrive on time. If your student is taking the bus, please be sure that someone is home to receive the student from the bus.
- Students who are experiencing behavioral difficulties that make a longer day more challenging, may have to be excused from an after school club after discussion with the family.



Please consider your child's individual needs and their ability to stay at school for a longer day when signing them up for after school activities. Many of our offerings will include games or activities that families can attend. Please look for communication from your child's activity sponsor.

# ROCKETS

# After School Activities

19

These are the types of clubs and sports that we have available for our students. After school programs may not be appropriate for all ages depending on the type of experience we are offering. Each club or sport will be reviewed and students will be invited to sign up if the offering is appropriate for their age group or individual need.



## Sports

- Baseball
- Basketball
- Track
- Young Athletes
- Cheerleading

## Clubs

- Cooking
- Games
- Craft
- Girls Club (similar to Girl Scouts)
- Art
- Recycling
- Pep Band

This list is just a sample of what can be offered. Each year staff are able to submit new ideas or come up with unique offerings for our students.

There are circumstances where after school clubs/sports may be a challenge for some students. In the event that a student is not able to participate in the after school club/sport for any reason, a staff member will reach out to collaborate with the family. It is our goal to provide a variety of offerings that are able to meet the needs of all our learners.

Bussing is provided home from these activities. Families who choose to transport their students, should plan to arrive on time at the end of the club/sport.



# Community Instruction

20



Community-based instruction is part of our curriculum and learning at Hope D. Wall. Starting in September, students will participate in community instruction outings throughout the school year. During the school day, teachers can take students on walks to local community stores to purchase various supplies for educational activities. Additionally, our teachers schedule regular community trips that take place off campus. Your child's teacher will send home a list of these community outings each month. Make sure you know the community trip days and times for your student. It is important that you arrive at school on time these days as classes cannot turn around to pick up students. In case of absence from class, the student will be with another teacher until they return.

When leaving school grounds, it is important that we share some guidelines to help families:

- In the event of an emergency, teachers will call 911 for student-related medical needs when in the community. A school administrator will be contacted and the family will be contacted.
- If a student is not feeling well or is having difficulty acclimating to the community environment, the teacher will contact the building administrator. The parent/guardian may be contacted and may need to pick up the student from the community trip.
- Staff will be trained to administer modified diets and foods in the community. Medication authorizations will be obtained and teachers will have adequate supplies needed while in the community.
- Students taking medications or requiring specialized feeding in the community will receive a nurse authorization form to indicate specific needs during community instruction.

All families will receive a community authorization form to complete at the beginning of the school year. If you do not want your student to attend community trips or if you are late with your student on a community day, they may be in another classroom with a different teacher during the class's community instruction outing. If you have any questions, please contact the building principal for assistance. The school will be supporting the costs associated with many of the community trips. It is reasonable to expect some trips to local restaurants or fast food locations to work on the use of skills within those environments. Families are able to send in money for these outings, or may choose to have their student take a school lunch.



# Technology Usage

21



Students will utilize technology for a variety of purposes at school. We have iPads and Chromebooks available for students for instructional usage. Many students communicate through the use of assistive technology devices which are used in collaboration with our speech/language department.

Each classroom also has an interactive smart board designed to support a variety of instructional activities. Some students may have goals for using technology to support their overall development.

There are a few important things to consider regarding technology that we appreciate your partnership with as we help support our students in being responsible with technology at home, school, and in the community:

- Students in transition may utilize a cell phone for instructional purposes during their school day. Older students tend to have cell phones for their personal use. We ask that students keep their cell phones in their backpacks unless instructed by a teacher to use their phone for something school related. Phone use should not impact teaching and learning times.
- Students should not be using their personal or school technology to take pictures or videos of others without their consent. We work hard to teach our students to ask or request permission before taking a video or picture. We appreciate your support in helping them learn this at home. Students should not be taking pictures or videoing other students during the instructional day.
- School issued technology, such as an iPad, is designed for instructional use. Students should be accessing age appropriate content on their device. This should be coming back and forth to school daily if it is sent home. This device is not designed for personal use.
- Students who are having difficulty being safe with technology will be provided with opportunities to demonstrate appropriate behaviors. Should the technology tool continue to become a distraction or difficulty for the student, it is possible it may be removed and a supplemental tool will be provided.
- Smart Watches should not interfere with classroom instruction. We understand these are utilized for many health related needs. Students should not be taking calls or texting from their smart watch during instructional hours.

All students engage with technology and it is part of our every day life. We work hard to provide a balance of technology and other instructional techniques. Apps such as Tik Tok and Snap Chat should not be utilized during the school day. We strongly encourage parents and guardians to supervise students when using these apps. There are many opportunities for students to share their personal information or location without the full understanding of where this information goes. We give this suggestion out of care and concern for each students personal safety and well being. We appreciate your support in helping your student balance their use of technology apps or tools at home. If you need any support in helping your student learn how to use less technology at home, we are happy to help! We understand how important technology is to our future and want to be sure we are teaching our students to be safe and responsible with their devices.

# Understanding Hope Wall Meetings

22

Throughout the year, families will participate in a variety of important meetings to support their child's learning. Below please find a list of those meetings and a definition of what those meetings entail. We look forward to partnering with you this year to work as a team to support your student.

**Domain Review (DRM):** This is a meeting that takes place to discuss your child's need for new evaluations or updates in many developmental areas. The areas include: academics, cognitive development, motor skills, health, hearing and vision, social-emotional, functional performance, and speech/language development. This meeting is held at least every three years or more often depending on the individual needs of your student. This meeting will typically not take place in person. You will receive a phone call from a team member to review this document. You will be asked to provide a signature to give the team consent to complete the evaluations that may be necessary. At times, we will have the meeting in person and ask the family to come in.

**Eligibility Determination Conference (EDC):** This meeting will follow a DRM. The purpose of the meeting is to review the existing information or new evaluations and discuss the student's eligibility for special education services. During the meeting you will also explore their individual needs and the results of any evaluations. Once the student is determined to be eligible for special education, the team will move into the next phase of the meeting.

**Individual Education Plan (IEP) and Annual Review (AR):** Once a student is eligible for special education, they receive an Individual Education Plan. This plan explores the student's individual needs and has goals and services associated with those needs. The plan also contains any additional supports or accommodations a student may need to successfully access their education or educational environment. The IEP will need to be reviewed and updated at least annually during an Annual Review. This is an important meeting to participate in. At the AR, new goals will be suggested and progress will be shared by all the team members. We want all families to attend these meetings to be a part of the team and share their thoughts about their student's needs.



# Hope D. Wall

## Program Departments

Hope Wall has five unique departments that serve students in our building. We have a variety of class sizes and students support throughout the building to best meet the individual needs of all students. The following section will provide a brief, generalized overview of the programming for all students at Hope Wall.

**Multi-Needs (MN):** These are classes designed for up to 8 students who have a wide variety of needs and abilities. These students are able to engage in a variety of small and whole group activities and transition between classrooms with the support of school staff. These students are working on a variety of goals in many areas.

**SPIRIT:** We have classrooms that serve some of our students who have Autism or specific individual needs that require them to receive a high level of structured support in a small classroom setting. These classrooms have up to 5-6 students with increased levels of adult support. The instruction in the classrooms is highly individualized and provided in small group or individual sessions.

**Exceptional Needs (ENC):** We have classrooms that serve students that require increased levels of support for their general care and developmental needs. These classrooms have up to 8 students. These rooms use a wide variety of instructional strategies, including a wide variety of assistive technology, to support student's learning. These teams work very closely with the related service providers to provide multi-sensory learning experiences for their students. These classrooms have a high level of individual student support.

**Life Skills:** We have classrooms that serve our older students, grades 6-12, in a larger class size of 13. These students are demonstrating a variety of independent functioning skills and continue to work on their goals. Students in these classrooms are fairly independent at navigating the building and may even obtain job opportunities or have work tasks within the building that they complete. These classrooms have less individual support for students as they are learning to use their skills within the school setting and with one another.

**Transition:** When students graduate in 12th grade, they are able to continue special education programming in a transition classroom until the age of 22 and complete the full school year. This program is designed to support transition related goals and help our students learn to use their skills in a functional way to access their community and demonstrate their functional skills to the best of their ability. Transition students engage in a variety of learning experiences that are designed to support independence and learning how to make decisions as an adult.

Each year we will adjust our programming to meet the needs of our student population. We make decisions based upon students needs and supports. The programming name provides some guidance for the types of supports that students will benefit from. At times, we need to design learning spaces that are a blend of these programs. Our goal is provide each student with the best learning environment to address their individual needs in our comprehensive building.