



## Laura Ingalls Wilder Elementary

Wilder Elementary  
22130 NE 133rd Street  
Woodinville, WA 98077  
425-936-2740  
<https://wilder.lwsd.org>

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The Lake Washington School District does not discriminate on the basis of race, color, national origin, sex, disability, age, gender, marital status, creed, religion, honorably discharged veteran, military status, sexual orientation, gender identity or gender expression, the presence of any sensory, mental or physical disability, or the use of a trained guide dog or service animal by a person with a disability, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. [Complete policy statement.](#)

# Welcome

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Welcome to the 2025-2026 school year!

Laura Ingalls Wilder Elementary School has it all – a wonderful, well-qualified staff, terrific students, and supportive PTSA. Teachers, support staff and parents team together to provide the best educational experience possible for our students.

I encourage all parents to take an active role in their child's education. Classroom teachers and the PTSA have ample opportunities for you to be involved in a variety of ways. Parent involvement and strong academic achievement go hand-in-hand.

If you have questions during the school year regarding your child's experiences at Wilder, please feel free to contact our office staff. We'll do our best to answer your questions. Together, 2025 - 2026 is going to be a great year!

Steve Goldberg  
**Principal**

Azure Grossi  
**Associate Principal**

**Superintendent**  
Dr. Jon Holman

**Board of Directors**  
Siri Bliesner, President  
Leah Choi, Vice President  
Mark Stuart, Legislative Representative  
Chris Carlson, Director  
Eric Laliberte, Director

# Mission and Beliefs

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## Mission Statement

*Every learner a powerful mathematician, effective writer, responsible citizen, and confident reader*

## Wilder Staff Beliefs

*We believe...*

- all students can learn and each child is special.
- when students set goals and are responsible for their own learning and behavior they will feel successful.
- students come to school wanting to learn.
- Wilder is a safe place for students and staff.

*We Believe....*

- teaching is the most important profession.
- teachers need to be enthusiastic about learning and positive toward students.
- high expectations increase student success.
- thinking, interpersonal and communication skills need to be integrated into all curriculum areas.

*We Believe....*

- families can help by holding students accountable and responsible for their own learning.
- the skills and attitudes learned in school will make the community a better place.
- communication between home and school should be open, honest, and frequent.
- staff, students and parents working together will give all students the best chance to succeed.
- parents should feel welcome and involved in our school.
- input from parents and community should be part of a continuous school improvement process.
- the school and the community should work together to identify and achieve student goals.

# School Contacts

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Principal	Steve Goldberg	sgoldberg@lwsd.org
Associate Principal	Azure Grossi	agrossi@lwsd.org
Office Manager	Meredith Cain	mcain@lwsd.org
Attendance/Registrar	Kendra Bohm	kbohm@lwsd.org
Guidance Counselor	Lexi Kimball	akimball@lwsd.org
Psychologist	Denise Radecke	dradecke@lwsd.org
Speech Therapist	Ausaf Anam	aausaf@lwsd.org
Occupational Therapist	Amy Coverston Savannah Roberts	acoverston@lwsd.org sroberts@lwsd.org
Physical Therapist	Hunter Hendrickson	hhendrickson@lwsd.org
Special Education	Rachel Coffin Angela Flynn Megan Thomas	rcoffin@lwsd.org aflynn@lwsd.org methomas@lwsd.org
Special Ed Preschool	Erica Basile Shelley Spencer	ebasile@lwsd.org sspencer@lwsd.org
MTSS	Rachel Coffin	rcoffin@lwsd.org
Safety Net and ML	Hana Roberts	hroberts@lwsd.org
Nurse	Rifat Hossain	rhossain@lwsd.org
Librarian	Elizabeth Cronin	ecronin@lwsd.org
Music	David Sloan	dasloan@lwsd.org
Physical Education	Gary Larson	glarson@lwsd.org
IA/Para	Shannon Jacobs Ryoko Kaneko - PS Kerri Lucchese - PS Demetris Manolopoulos Barbara O'Kelly Babli Senapati Lana Stein Kiley Whitney Leslie Wolfe	sjacobs@lwsd.org rkaneko@lwsd.org klucchese@lwsd.org dmanolopoulos@lwsd.org bokelly@lwsd.org bsenapati@lwsd.org lanstein@lwsd.org kwhitney@lwsd.org lwolfe@lwsd.org
Health Room	Peg Jatekar	mjatekar@lwsd.org
Custodian	Hau Lam	haulam1@lwsd.org
Night Custodian	Ernest Loukou	kloukou@lwsd.org

# Classroom Teachers

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Kindergarten	Erin Johnson Amy Schneider	ejohnson@lwsd.org aschneider@lwsd.org
First Grade	Heidi Jensen Theresa Congdon	ejensen@lwsd.org tcongdon@lwsd.org
Second Grade	Liz Acres Julie Doherty	eacres@lwsd.org jdoherty@lwsd.org
Third Grade	Melora Rouse Kristin Sigel	mrouse@lwsd.org ksigel@lwsd.org
Fourth Grade	Roxie Harewood Aundy Newell	rharewood@lwsd.org anewell@lwsd.org
Fifth Grade	Joseph Neibauer Hailey Hartwell	joneibauer@lwsd.org hhartwell@lwsd.org
Preschool	Melissa Bloor Katie Wilt	mbloor@lwsd.org kwilt@lwsd.org
Preschool SPED	Erica Basile Shelley Spencer	ebasile@lwsd.org sspencer@lwsd.org

District Administration 425-936-1200		Other Important Numbers	
Communications	425-936-1300	24-hour Crisis Clinic	206-461-3222
Nutrition Services	425-936-1393	24 Hour Alcohol & Drug	206-722-3700
Health Services	425-936-1407	CPS	206-721-4115
Quest	425-936-1238	Poison Control	206-526-2121
Transportation	425-936-1120	24 Hour Nurse	206-246-8773

For more school district contacts, go to [www.lwsd.org](http://www.lwsd.org) > About Us > Contact Us.

# School Day Schedule

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Wilder Elementary K – 5<sup>th</sup> School Hours:

M, T, T, F	8:40am – 3:15pm
W	8:40pm – 1:45pm

Wilder K-5 Bell Schedule:

School Starts	8:40am <i>Students should arrive at school <b>no earlier than 8:30 a.m.</b> and enter the commons through the gymnasium doors.</i>	
AM Recess MTWTF	10:05am – 10:20am 10:50am – 11:05am	K, 1, 2 3, 4, 5
Lunch MTWTF	12:08pm – 12:33pm 1:03pm – 1:28pm	K, 1, 2 3, 4, 5
Lunch Recess	12:33pm – 1:03pm	K, 1, 2, 3, 4, 5
PM Recess MTWTF	2:10pm – 2:25pm 2:25pm – 2:40pm	K, 1, 2 3, 4, 5
Dismissal - MTTF	3:15pm	
Dismissal - W	1:45pm	

Wilder Preschool Schedule:

AM Preschool - M, T, T, F	8:30am – 11:00am
PM Preschool - M, T, T, F	12:00pm – 2:30pm
W	No Preschool on Wednesdays

Wilder Elementary Office Hours: M,T,W,T,F 8:00am – 3:30pm

# Bus Information

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## **Bus Riders**

The bus drivers will give each child a handbook explaining the expected behavior on the bus. Questions regarding bus routes should be directed to Student Transportation at 425-936-1120.

Bus drivers are not allowed to carry children on different routes or allow them to change bus stops without a pass.

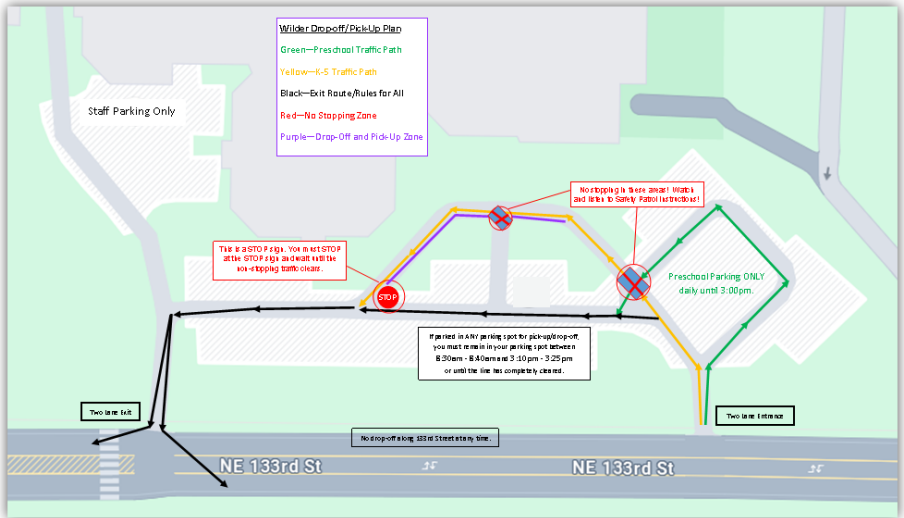
Use the LWSD Stop Finder app to track bus status and location. [StopFinder App - Lake Washington School District](#)

**\*No Bus Passes are allowed for the 2025/2026 school year.**

## **Notification of Student Behavior on the Bus**

Behavior issues on the bus will result in a write-up that will be delivered to the principal who will determine the consequences. Severe infractions will lead to immediate loss of riding privileges.

# Wilder Elementary Drop Off/Pick Up Procedures



**IMPORTANT NOTE:** Because our preschool students need additional parental and staff help to exit vehicles and walk to their classrooms, we have reserved the east parking lot specifically for preschool use only. Therefore, there is some cross-traffic as preschool families are exiting the preschool lot while K-5 parents are entering the drop-off loop.

Please look closely at the map to understand where that cross-traffic is occurring and be sure to NOT BLOCK that area. There are several signs throughout our parking lot to assist you in understanding the process. While we all learn the new system together, please BE PATIENT and mindful that there are very young students in the area and our goal is, together, to keep them safe.

Also, in addition to this change, we ask that you remember our standard parking lot rules:

1. Stop at all STOP signs
2. If parked, do not leave your parking spot until 8:40am or all traffic has cleared
3. Do not drop off students before 8:30am
4. Do not drop off students before the "Student Drop Off Begins HERE" sign
5. Pull forward if there is space before allowing your student to exit your vehicle.

# Attendance and Early Dismissal

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## Attendance

Regular attendance is very important for our students' continued progress. Research indicates there is a positive relationship between achievement and the amount of time spent in school. Tardiness and early dismissals cause disruptions for your child as well as their teachers and classmates.

Admit slips will be written beginning at 8:40am per the school wall clocks. The principal will review a monthly report for absenteeism and tardiness issues.

At five absences/tardies in a 30-day time period or if a teacher has significant concerns, classroom teachers will make contact with the family to discuss the educational impact on the student. When contact has been made, classroom teachers will also notify the school counselor. After 10 tardies or absences, a letter will be sent from the principal to the family indicating the continuing problem and mentioning the BECCA requirements for attendance.

A state law in Washington, called the "Becca Bill," requires all children *between ages 8 and 18* to attend school regularly. The law requires parents or legal guardians to make sure their children are in school regularly.

<http://www.k12.wa.us/Attendance/Laws.aspx>

If any elementary student has five or more excused absences in a single month during the current school year or 10 or more excused absences in the current school year, the school shall schedule a conference with the student and their parent(s) at a reasonably convenient time. The conference is intended to identify barriers to the student's regular attendance and to identify supports and resources so the student may regularly attend school. If there is no improvement and tardies or absences remain at 10 or greater, there will be another letter requiring parents to make an appointment with the principal.

If tardiness or absenteeism continues to be an issue, a letter will be sent requesting a meeting with the LWSD BECCA representative, parent, student and principal. There may be some exceptions to this based on individual student situations and circumstances.

**Reporting Absences - Wilder Elementary Absence Hotline      425-936-2741**

If your child is going to be absent from school, please notify the school:

1. Call the attendance line and leave a message at (425) 936-2741
2. Email the attendance line at [WilderESAttend@lwsd.org](mailto:WilderESAttend@lwsd.org) and cc your teacher

Students arriving at school after 8:40am must report to the office for a pass.

## Early Dismissal

Please make every effort to make medical and dental appointments outside of

school hours and align vacations, excursions, etc. with school holidays. On occasion, it may be necessary to have your child dismissed from the classroom before the end of the school day. If so, please follow these steps to ensure the safety of our students.

- Parents must come to the office and sign out their child.
- The child will be called to the office. Children may not wait outside for parents.
- An authorization must be signed by the parents for anyone else to withdraw students from school.
- Send a note to the teacher and office stating the dismissal time. Please do not expect a child to be sent to the office to await your arrival. Dismissal during lunch and recess hours is discouraged.

### **Extended Trips**

Extended trips should be planned for school vacation times. If you are planning an extended trip during school, it is important to contact your child's teacher at least 3 days in advance. Please also contact the office so we don't include your student on the safe arrival calls. Make certain that teacher expectations regarding time/missed assignments are clear to your child. In some situations, sending practice activities home without class instruction is detrimental to student learning. This is often the case when students go on extended trips. Sometimes it is more beneficial for children to catch up after the trip than attempt to keep up while on the trip. This does not mean that learning should cease while the family travels. Guided learning and the subsequent organization and communication of acquired knowledge are valuable exercises.

Any student missing three or more consecutive days will need to submit an Extended Absence Form and return it to the school no less than one week prior to the absence. Extended absence forms can be found on the attendance page of the Widler website.

### **Vacation Homework Policy**

Family vacations are special times, and we ask that you please consult the school calendar when making your vacation plans. Classroom attendance is positively related to student achievement. We cannot duplicate what is learned in the classroom by only providing written make-up work. Often written work is practice or an extension of what is taught and discussed during the lesson in class. Those assignments that can be completed outside the classroom environment will be accumulated and saved by the teacher for your student. Upon return, the student will be asked to complete them at home with parental assistance. Although every effort will be made to see that your child gains the needed learning, teachers are not required to assemble packets for such absences. Additionally, assessments, including unit tests and district assessments, will not be made up due to extended absences. This may impact a student's grade.

# Specialist Classes

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All students in grades K-5 receive classes in library, music, and physical education each week.

## School and Classroom Volunteer Information

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We have wonderful volunteers who come to help at Wilder. Please remember when you come to school that you must first sign in at the office.

All volunteers are required to fill out a district application to volunteer at school. This application will be good for two years and must be approved prior to volunteering at Wilder.

Please make sure you have filled out the appropriate paperwork which is available online on the LWS District website. [Volunteering in LWS District - Lake Washington School District](#)

## Lunch Program

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Students have the option to buy a school lunch or bring one from home. We have an electronic meal purchasing system called My School Bucks where funds can be added electronically. Lunch money may also be sent into the front office in any amount.

<https://www.myschoolbucks.com/ver2/getmain?requestAction=home>

### Pricing

- Student lunch (Includes juice or milk) \$4.50
- Approximate monthly price \$90.00
- Milk or juice \$0.75
- Free and Reduced Lunch (available if eligible)

### Lunch Menu

A monthly menu is available on the district website, Wilder website or here:

<https://lakewashingtonsd.nutrislice.com/>

Free and reduced-price lunches are available to children from families whose income falls within eligibility guidelines. Information is sent home on the first day of school. If you have questions, please contact the school office.

# Emergency and Safety Information

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## School Closures and Delays

The quickest way to get up-to-date information regarding changes in the school schedule that might be caused by snow, power outage, or another type of emergency is to go to [www.lwsd.org](http://www.lwsd.org).

## Procedures to Follow in Case of Emergency

First and foremost, do not call the school! There are district procedures for informing the public via radio and television. An overabundance of calls can totally shut down the phone system. Remember that the staff and children have practiced their drills and know what to do.

Secondly, if you go directly to the school to find your child(ren), remember that there will be other parents doing the same thing. There is a strict procedure for signing out your child(ren) and it is for their safety that this procedure is in place.

## Getting to School After an Emergency

The parking lot will be closed off to allow access for emergency vehicles. If you live close, please walk. Traffic will be congested. If you drive, please be courteous, park where there is space. Please try and stay calm. If it's a city-wide emergency, it may be safest for you to remain where you are. Roads and bridges may be damaged. Power lines may be down. Please use your judgment.

## Pick-up Procedures

- If you are already at school or arrive before things are set up, please find your children and stay with them until we are set up – VERY important you do not leave without signing out your children.
- If you are driving to the school, you must walk into the front office and officially sign out your student.
- The school representative will verify you are authorized to pick up those children.

## Accidents or Illness at School

When children become ill or are injured at school, parents are contacted. Wilder has a health room in the office where a sick child can wait until parents arrive. When a child is sick or injured it is important that they are picked up as soon as possible. Please be sure the school has the telephone number of a nearby friend or relative that could come for your child quickly if you cannot be reached. Please update your work numbers and emergency numbers when they change.

## **Medication**

According to state law (RCW 28a.31 CH. 195) passed in 1982, any medication, including non-prescription medication, to be administered to a student by an employee must be requested and authorized in writing by: a) a parent or legal guardian AND b) a physician or dentist. Form 4023 is used for this purpose and is available in the school office. For students' safety, it is important that all medication be kept in the school office and administered by an employee and not by the student in the classroom.

## **Bicycles, Skateboards, Scooters, Roller Blades**

Students in 4<sup>th</sup> and 5<sup>th</sup> grade may ride their bicycles to school. We require that each bicycle owner file an application for permission to ride a bike to school. Bicycle riders are required to obey a list of rules printed in the application. Please work with your child to ensure that these rules are obeyed. Bicycle helmets are required. We reserve the right to withdraw the privilege of riding a bike to school if the rules are disobeyed. Because of safety and liability concerns, Lake Washington School District does not allow skateboards, scooters, or roller blades on school grounds.

## **Safety Patrol**

Our safety advisor supervises a group of 4th and 5th grade students who serve as members of the Safety Patrol. Please respect the Safety Patrol and follow their directions on the school campus. To be a member of the Wilder Safety Patrol:

- You must have parent permission.
- You must be 10 years old.
- An official permission slip must be submitted to the safety advisor.
- You must attend ALL meetings.
- You must lead by example and show appropriate behavior at all times (in class, recess, specialist, bus, and all school grounds.)
- You must be on time.
- You must wear appropriate clothing for the weather.
- A total of three poor choices will relieve you of your patrol duties (unexcused absences, consequence slips, bus tickets or any combination of three.)

# Homework Policy

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In conjunction with the learning that takes place in the classroom, Homework can be the continuation of that process outside of school and is most effective for your child when:

- There is a designated time to complete work.
- There is a specific place where students may work.
- There are no distractions
- There is an established routine.

Homework is designed to accomplish one or more of the following:

- To extend learning that has taken place at school
- To complete unfinished work
- To practice concepts or processes already taught
- To prepare for a test
- To work on an ongoing project
- To work on an independent study which the student will share with others
- To share learning with a parent or family member
- To provide enrichment

There are many benefits to doing homework, but there are some things that it definitely is NOT: it is not a substitute for instruction; however, the completion of some home learning may be critical to school learning the following day.

- It is not busy work given to keep students occupied during the evening.
- It is not punishment.
- It is not excessive. Short, frequent practice sessions are most effective.

Among different grade levels and teachers there will be varied and individual approaches to homework. As a rule, ten minutes per grade year should be spent on homework. (Example: 2nd grade would do about 20 minutes, 4th grade about 40 minutes, 5th grade about 50 minutes per night.)

# Contacting Your Student

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Please do not message students with emergencies and urgent changes in plans and schedules. If there is a change in after school plans or schedule, please send a message to the teacher as well as the main office, or call the main office.

## Use of School Telephone

Students will be limited in use of the telephone to make calls of an emergency nature. To use the telephone, students must have an office pass from their teacher.

# Electronic Device Policy

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Electronic devices **are not allowed at school** because we cannot control what the students are listening to, loss or theft, and safety in general. Since we do not allow any electronic devices at school, this policy also applies to buses. Electronic readers may be used with teacher and parent permission. The school is not responsible for loss or damage to these reader devices. Students must fill out a “Hold Harmless Agreement for Electronic Devices” form before bringing the reader device to school. This form may be obtained from the front office. A new form must be submitted each year.

Cell phones and smart watches are an exception, as some parents feel this is a safety issue for their students. **Students are allowed to carry cell phones and smart watches in their backpacks only - the cell phones and smart watches must remain in the backpacks during school hours. Cell phones and smart watches must be off during the school day and only used after hours.**

Students are to use front office school phones during the school day and only with staff permission. We ask for your cooperation with this issue.

# Communicating with Staff

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Communication is an essential part of the partnership between home and school. We have established the following ways to help this process.

- Email
- Phone calls
- Open house
- Classroom newsletters
- Conferences
- ParentSquare
- School newsletter
- Curriculum night
- School website

Our goal is to keep parents informed and involved in their children’s education. If you have any questions or suggestions, please let us know.

# Lost and Found

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A Lost and Found is maintained in the hall in the Plum Creek pod. Any articles remaining unclaimed will be donated twice a year to charitable organizations. **Please be sure that all articles of clothing and other items are marked with your student's name.** The school district, by law, cannot pay for lost or stolen personal possessions of students.

## Special Education

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The special education teachers serve students who qualify for one of the Special Service Programs. The programs available at our school are: Special Education and District Remediation. Wilder Elementary is an inclusive school where all students receive services within the regular classroom. It is our belief that some students also benefit from individual or small group instruction.

Teachers and support staff collaborate to meet these individual needs.

### **What Is the Guidance Team?**

The Guidance Team meets once a week to discuss any concerns regarding a student. These concerns may be generated by teachers, counselors, parents, or administration. The team decides what interventions, if any, should be implemented. If interventions are not effective, further assessment will be recommended to determine if special education services are needed.

### **Who Is on the Guidance Team?**

The Guidance Team is comprised of a regular education teacher, special education teacher, administrator, a psychologist, a nurse, a counselor, a speech and language pathologist, an occupational therapist, and a physical therapist, as needed.

### **How does a parent refer their child to the Guidance Team?**

A referral can come directly from a parent or classroom teacher. Wilder's guidance team members are:

- Steve Goldberg, Principal
- Lexi Kimball, Counselor
- Denise Radecke, Psychologist
- Ausaf Anam, SLP
- Tyler Ege, Special Education
- Rachel Coffin, Special Education
- Rifat Hossain, Nurse
- Hana Roberts, Safety Net, ML
- Amy Coverston, OT
- Savannah Roberts, OT
- Student's classroom teacher

## **Child Find**

Child Find is a federal requirement for the purpose of locating, evaluating, and identifying students age birth to 21 years with a suspected disability who reside within the boundaries of Lake Washington School District and are currently not receiving special education services. Child Find services are conducted throughout the year in Lake Washington School District through the guidance team process.

If you have a child, (age birth to 21) and are concerned about his/her language/communication skills, motor skills, intellectual, social, emotional, and/or physical skills, please contact the school and ask for the special education teacher, school psychologist or other guidance team member. You may also call the Special Services main office at 425-936-1201 or Willows Special Services 425-936-1170 (birth through preschool) and request Child Find information.

## **LWSD Psychologist's Role and Services**

The Lake Washington School District psychologist is an Education Staff Associate (ESA) and state certified psychologist. The role of the school psychologist is a specialty within the profession of psychology which focuses on the psycho-educational development of individuals, their abilities and potentials and the social-emotional, cultural and environmental factors which influence the learning and adjustment process. The school psychologist applies the knowledge base accumulated about psychology to serve the mental health and educational needs of all children with special needs. The school psychologist generally provides the following services:

1. Consultation
2. Psychological and psycho-educational assessment
3. Counseling, behavior management and other interventions
4. Research

# Elementary School Counseling Program

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The LWSD counselor is an Education Staff Associate (ESA) and state certified school counselor. The role of an elementary school counselor involves working with students, staff and parents. The counseling program is a part of the total school program and complements students' learning in the classroom. It is child-centered, preventative and developmental. The school counselor generally provides the following services:

- Classroom guidance lessons
- Consultation
- Conducting small groups dealing with a variety of topics such as conflict resolution, problem solving, refusal skills, friendship issues, etc.

## Building Expectations

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### **Students are expected to:**

#### **1. Show respect for self and others:**

- Follow adult directions promptly without verbal or physical exchange.
- Follow all classroom rules.
- Try to solve their own peer conflicts.
- Use appropriate language (no verbal abuse or negative language/gestures).
- Keep hands/feet to self (no spitting & using objects to harm others).
- Respect school property and property of others.

#### **2. Be safe:**

- Walk in the classrooms, breezeways, and courtyards.
- Follow the directions of the Safety Patrol.
- Arrive at school after 8:30am (no supervisor on grounds until then)
- Use all equipment appropriately.

#### **3. Be courteous:**

- Arrive at school on time.
- Treat others the way you would like to be treated.
- Dress appropriately for school.
- Use quiet voices in classrooms, hallways, lunchroom and courtyards.

#### **4. The following items are not allowed at school:**

- |                          |                  |
|--------------------------|------------------|
| • roller blades/scooters | • laser pointers |
| • whistles               | • baseball bats  |
| • electronics            | • toy weapons    |
|                          | • toys from home |

Personal items including toys and play equipment need to be left at home and enjoyed there. The school is not responsible for lost or stolen items.

# Dress Code

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The Wilder staff would like all our students to be in a safe environment that encourages learning. Appropriate clothing is part of that environment. We believe the way students look reflects their attitude towards school and themselves. We do expect all students to dress and groom themselves neatly and appropriately. They should be proud of the way they look when they come to school.

A clean, neat appearance is primary. We do insist on the following dress rules:

1. Any clothing that is identified with gangs or gang type of behaviors is forbidden.
2. Clothing needs to adequately cover students.
3. Swimwear or clothing that replicates swimwear is considered inappropriate.
4. Students may not wear flip flops due to safety reasons.
5. Students may not wear shirts with suggestive slogans, four-letter language, pictures related to drugs, alcohol, weapons, or gangs.
6. Students may not wear hats in the building.

# Playground Rules and Expectations

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The playground is for fun and exercise. Each student at Wilder has a right to have fun and be safe on the playground. That is why each student needs to know and obey the rules.

## Students can play:

- tetherball, basketball, four-square, hopscotch, and jump rope on the blacktop. Wall ball games are played in the covered areas only.
- football, soccer, kickball, whiffle ball, and tag on the fields only.
- safely on all equipment.

## Students must:

- have a pass to enter the building from recess.
- stop playing when the recess bell rings, return all recess equipment to the carts, and lineup.
- WALK to and from recess.

## Students may not:

- go outside designated playground boundaries.
- bring sporting equipment or toys from home.
- bring toys with batteries or electronic equipment. If your child must carry a cell phone or smart watch, it must remain in the student's backpack. Cell phones and smart watches are not to be used during school hours.
- use inappropriate language.
- fight or play fight.
- pick up or throw anything from the ground, bushes, or trees.
- create weapons or pretend-play with weapons
- play tag in the Green Toy or Red Toy areas, or on the blacktop.
- sit on top of the monkey bars or climbing wall.
- pick up other students.
- take food or gum out of the building.
- bring more than (10) trading cards. Cards are not to be sold or traded.
- participate in games or activities that are unsafe i.e. dodge ball, red rover and rolling or sliding down the hills.

If students have questions on guidelines, they can ask a recess teacher.

Park It Program: Students who are unable to follow the rules will be asked to "park it." This will give the student a brief time to calm down and reflect on appropriate playground behavior.

Equipment "Time Out": Balls not returned to bins are put in "time out" for the rest of the week

# Behavior Policy

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## Beliefs

*We believe that:*

- people who are honored, valued and respected will learn to honor, value and respect others.
- when students are responsible for their own learning and behavior, they will feel successful.
- staff, teachers, and parents need to help children be accountable and responsible for their behavior at home and school.

## Expectations

To uphold these beliefs, four basic expectations will be taught, modeled, and reinforced:

1. Be on time. Arrive at school on time and be punctual throughout the day.
2. Be Prepared. Be responsible by bringing necessary materials to school and having homework completed. Be ready to actively participate in your learning.
3. Do your best. Strive for your personal best. Pay attention and ask for help when needed.
4. Respect self and others. Respect diversity and differences. Be polite. Be safe. Be respectful of adults and peers. Respect the rights, well-being, and property of self and others.

## Consequences:

For every expectation, achieved or not achieved, there is a consequence.

Natural Consequences: Natural Consequences are the logical result of behavior. They may be the result of appropriate or inappropriate behavior.

# Discipline Policy

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Staff and students address discipline in two places: within the classroom and outside the classroom in common areas. While the classroom teacher is the primary supervisor of a student's behavior and will most often initiate the discipline process, all staff members serve in that capacity. In extreme cases, the building administrators, their designee, and/or the Guidance Team will be involved. If inappropriate behaviors occur, the discipline process follows these steps:

## **Classroom**

1. *Behavior Reflection Form*: Should a student have difficulty meeting expectations in the classroom, the Behavior Reflection Form will be completed by the student at school. This must occur before the student's next recess. It will state the inappropriate behavior, the child's understanding of the appropriate behavior, and wiser choices that can be made. Parents will be notified by phone, and natural consequences may be included. Behavior Reflection Forms may also become the basis for a School Behavior Contract. Step 1 in this process may be replaced with a teacher designed management system for behavior improvement. The teacher's plan will be documented and communicated to the student's parent(s).

2. *School Behavior Contracts*: Should a student continue inappropriate behavior, a teacher management system will be followed by a School Behavior Contract. A School Behavior Contract formally clarifies a child's expected behavior and states consequences for inappropriate behavior. The School Behavior Contract requires the approval of the Building Administrator. When a School Behavior contract is adopted, parents will:

- A. be notified and given the opportunity for input.
- B. be requested to acknowledge the contract.

3. *Behavior Plan*: Should the student be unable to fulfill the School Behavior Contract, a Behavior Plan will be written based on the recommendation of the Guidance Team. It will follow the Lake Washington School District's guidelines for a Behavior Plan. When a Behavior Plan is to be considered by the Guidance Team, parents will be notified in advance.

## **Common Areas**

### *Wilder Consequence Slips*

Consequence slips will be issued in common areas by recess teachers and staff for inappropriate behavior. Copies will be sent to the classroom teacher and parents. Natural consequences, loss of privileges, detention, or suspension may accompany consequence slips.

*Note: Students will be given a fresh start at the beginning of each grading period.*

### **First Consequence Slip:**

- Staff member fills out Consequence Slip
- Classroom teacher and principal informed by issuing staff person.
- Classroom teacher will re-teach appropriate behavior to the student.
- Student/principal or designee notifies parent by phone after receiving consequence slip.
- Parent discusses consequence slip with child, signs and returns it to teacher the next day.
- Appropriate consequence assigned.

### **Second Consequence Slip:**

- Same as steps 1-5 above - plus
- Increase of consequences.

### **Third Consequence Slip:**

- Same as steps 1-5 above - plus
- Half-day in-house suspension the following day.
- The principal will contact the parents to discuss the student's behavior.

### **Fourth Consequence Slip**

- Same as steps 1-5 above - plus
- Behavior plan for student.
- In-house or out-of-school suspension.

### **Bus Conduct Tickets**

If a student receives three bus conduct tickets, the student may lose riding privileges.

*Note: Further slips will result in a consequence to be determined by the Building Administrators or their designee.*

### **Extreme Behavior**

In the case of extreme behavior when a student seriously endangers others physically and emotionally, blatantly disregards another's diversity, willfully endangers or steals property, or seriously challenges the authority of the staff, or the principal, suspension will seriously be considered. Parents will be notified, and a suspension will be followed by a principal/teacher/student conference and the immediate implementation of a Behavior Plan. Examples: pantsing, pulling the fire alarm, defacing school property, etc.

Wilder Elementary is a special place for students, families and the community. By following the guidelines and rules in the previous pages, we can make sure that it stays safe for everyone.

May we all have a happy and healthy 2025-2026 school year.