



Student + Parent Handbook

2026 - 2027

We Are Better Together



We Are Naper



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We Are Naper

Dear Naper Families,

Welcome to the Naper Community and the 2026-2027 school year. It is going to be an amazing year full of Naper Spirit and student growth! At Naper, strong relationships and open communication are at the heart of all we do. We look forward to working collaboratively with you to ensure all students' academic and social-emotional needs are met.

Naper School is a warm and welcoming community and we are so glad you are here! Our community blends the enthusiasm, efforts, and talents of parents, staff and children working together to create a safe, happy, and productive learning environment. With your help, we can foster a nurturing community that supports our students to live our District 203 mission to be ***self-directed learners, collaborative workers, complex thinkers, quality producers and community contributors.***

We value the vital part you play in your child's education. Your interest, ideas, and participation are crucial ingredients in your child's learning. We appreciate this contribution to making our school a positive and productive learning environment. Please take time to connect with our Home & School and your child's teacher to see how you can get involved.

We hope this handbook will be a convenient source of information about your school, our district, and our Home and School program. Please take time to review both the district and Naper School sections. However, whenever questions arise, we do hope you'll feel free to contact us.

We look forward to working with you this school year and are confident that together we can have a successful and rewarding year!

We Are Better Together!

Erin Rodriguez
Principal, Naper Elementary

NAPER SCHOOL STAFF 2026-2027

TENTATIVE STAFF LIST 2026-2027

Principal Erin Rodriguez	Main Office Liz Best Anne Falk	Custodian(s) Dan Albrecht Jack Edmunds	Health Office Radka Cabrera Kim Cain Shany May
Psychologist (.6) Joy Jeronimus	Social Worker Anna Gamez	Physical Therapist TBD	Occupational Therapist (.2) Melissa Chorney
Adaptive PE Lindsay Grier	Speech Pathologist Lindsay Kiskowski (.6)	Student Services Dianna Duddy	Learning Support Coach Stephanie Buerger
Kindergarten Courtney Rudolph Nina Wood	First Grade Weronika Hankin Olivia Frye	Second Grade Grace Schrage Kelly Kinsella	Third Grade Delaney White Alyssa Estvander
Fourth Grade Ryan Carrizales FMLA: Courtney Kaski Maggie Schrader	PI/HM Sharon Rosenzweig	LC Director Michael Madzinski	LC Assistant (.5) TBD
Reading Specialist Sharyl Grezlik	Math Interventionist Brittanie Shah	LBS Melana Rivera Remi Kairis	PE Christopher Talac
Music Emily Lewis	Art Cortney Sindelar	Band & Orchestra Sara Ferguson & TBD	Permanent Building Substitute Maggie Calder
Tech Support Jenny Umbright	Multi Language Teacher Nancy Martinez	Instructional Paraprofessionals Michelle Saylor Kathy Kaufman	Special Education Paraprofessionals Julie Zeffiro Elizabeth Sheridan Jessie Harynuk



We Are Safe

Traffic & Safety

Traffic Procedures

Please use the **Drop-Off/Pick-Up Zone ONLY** that is marked on Eagle Street.

This area is a designated zone for pick-up and drop-off only from **7:45 to 8:15 AM** and **2:15 to 2:45 PM**.

There is **no parking** in this zone during these times.



If you need to park and leave your car, please park in the parking areas on the side streets.

Car Pool Lane

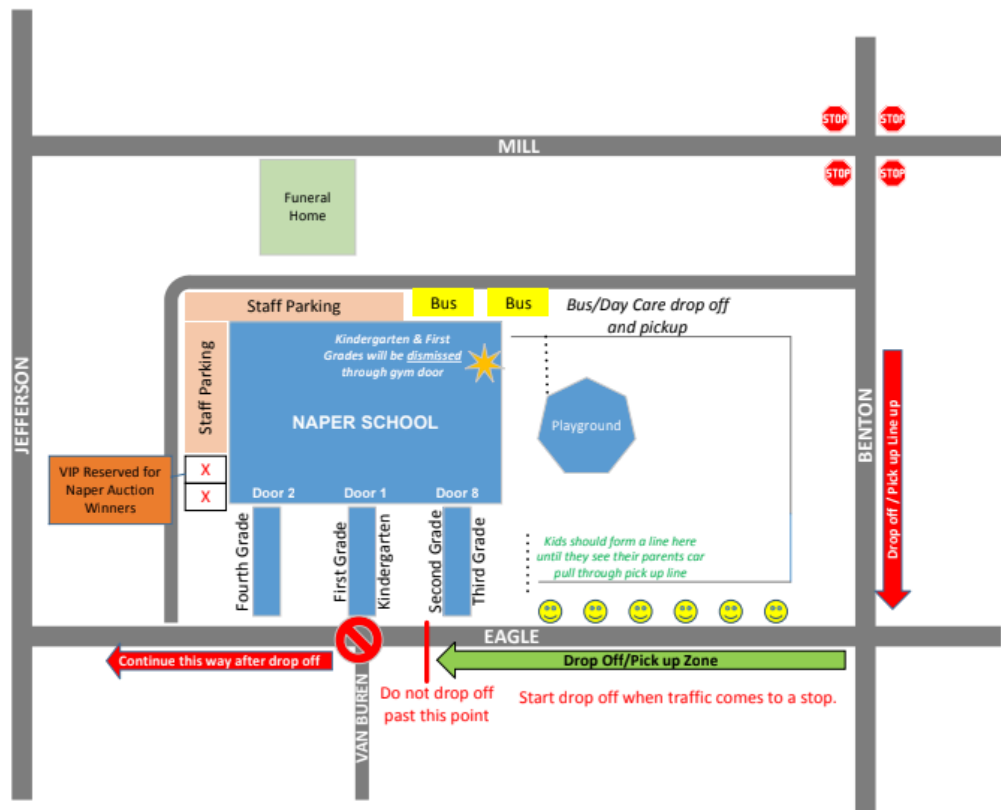
1. There is **NO drop off or pick up directly in front of the school.**
2. Please **use the Drop-Off/Pick-Up Zone** located on Eagle Street along the playground fence, marked with white street lines. Posted parking and stopping restrictions are in effect from **7:45 am - 8:15 am and 2:15 pm - 2:45 pm.**
3. **Pull ahead** as far as you can whenever possible in the parent drop off zone. Make only one stop for all of the children in the car. Stay in the drop off zone until all children have exited the car. Once children have safely entered/exited the vehicle, please exit the carpool lane while yielding to traffic on your left.
4. **Children must exit the car using the curbside doors only.**
5. The Drop-Off/Pick-Up Zone is for **"drop and go" only**. If your children cannot exit the car independently, please wait for Naper staff assistance.
DRIVERS SHOULD REMAIN IN VEHICLES AT ALL TIMES.
6. Instruct your children to find your car immediately after school and to not go to the playground or loiter in front of the school.
7. **K and 1st grade children** are instructed to wait in the supervised pick-up area behind the fence of the playground while they wait for their vehicle.
8. At times your student may have to walk through a bit of snow as they enter/exit their vehicle. Thus, it is a good idea to have them wear boots to and from school.

Pedestrian Safety

1. Instruct children to **cross streets at corners with designated crosswalks.** 
Eagle & Benton, or Eagle & Jefferson ONLY.
2. Note that the only **crossing guard** is located at the intersection of Benton & Mill Street.
3. Adult supervision begins at 8:00 a.m.
4. **Animals + Pets are NOT permitted on school property.**  

Parking

1. **The school parking lot is for staff use only.** Please do not pull into the parking lot to drop off your child as this blocks the drive from other cars entering and exiting. 
2. Parking is limited, please use designated street parking if you plan to escort your child to school.



Dismissal and Arrival

As students **arrive**, they should line up outside their grade level doors. **Kindergarten** and **First grade** line up at the main entrance. **Second and Third grades** line up at the North front door, close to the playground. **Fourth grade** lines up at the South front door, close to the LC. Supervisors will be on duty at **8:00 AM** to welcome students inside.

Students will be **dismissed** from the building at **2:30 PM**. They are asked to check in at home before returning to the playground to play. **Supervision of students does not extend beyond 2:40**. In cases where parents have arranged for outside agencies to pick up students from school at dismissal times, supervision and timely pickup is the responsibility of the parent and outside agency.

Consistency and routine are important to children. In the rare occasion when a child will have a change in his or her after school dismissal plan, that change should be communicated to the teacher and office staff. Should circumstances beyond your control necessitate a change during the school day, that note should be sent via email or phone call to the school office.

Animals + Pets on School Property

In order to ensure the safety of students and staff, **pets are not permitted** on school grounds during school hours and during school events **including arrival and dismissal**.



1. Coming from the North, please stop on the north side of Benton + Eagle Streets.
2. Coming from the South, please stop on the south side of the bus drive on Eagle Street.

We Are Safe

Absences + Late Arrivals

Regular attendance and punctuality are necessary to establish positive attendance patterns and to aid in academic success. School personnel will be monitoring attendance and contacting parents when absences/tardies become too frequent as outlined in the District 203 Attendance Policy.

Parents are requested to **report all absences and late arrivals** if your student will not be in attendance at **8:15 a.m.**, whether ill or attending an appointment. Absences must be reported each consecutive day. If the Health Technician does not receive notification from a parent/guardian, she will call you.

Absence Reporting | Health Office



630-420-6347



630-536-6208 *text only*



Parent Portal

INCLUDING: Date of absence / Student's name / Teacher's name / Reason for absence

Absences of three or more consecutive days due to illness may require a physician's note.

Extended Absence and Assignments

We hope that by publishing the yearly calendar, families will be able to plan vacations during non-attendance days to avoid further interruptions. However, some interruptions are unavoidable. At times, planned absences may occur to accommodate major family events, including illnesses, weddings, and funerals.

When your child has an extended absence, please send a note or phone the Health Office with the dates. The Health Office will then pass the information on to the classroom teacher. Requests for homework should go directly to the classroom teachers per the homework procedures outlined in District 203 handbook.

Due to the highly interactive nature of learning, it is often difficult to simply assign a week's worth of "work" for a planned absence. Often it would mean providing assignments on topics and skills that have not yet been taught. Therefore, for planned absences, students may receive assignments to maintain skills. They may still have to make-up for lost learning when they return.

Please refer to Naperville 203 policy + procedures handbook for additional information.

Visitors

Whenever you visit Naper, **please check in at the office (Door I)**, which has a security "buzz-in" system. The front office staff will not immediately buzz you in. **They will ask that you state your name and your reason for needing to enter the school.** Once admitted, please go directly to the office window to check in and receive a visitor sticker. You may be asked to show identification by office staff. This is for the safety and security of our students. Following this procedure will help ensure the safety of Naper students.

Lunch + Recess

The student lunch period is 40 minutes, which includes recess. Student lunch hours are as follows:

Grade	Lunch	Daily Physical Activity
Kindergarten	11:20 - 11:40	11:00 - 11:20
1st	11:40 - 12:00	11:20 - 11:40
2nd	11:40 - 12:00	12:00 - 12:20
3rd	12:00 - 12:20	11:40 - 12:00
4th	12:00 - 12:20	12:20 - 12:40

Winter Weather Gear

Students will go outdoors for recess unless the wind-chill index is below 0 F or there is precipitation at recess time. They should be dressed for the outdoors which includes boots, hats, gloves, and a coat. Boots and snow clothes are required to play in the snow. Otherwise, students will be asked to remain on the cleared area of the blacktop

Smartphone + Personal Electronic Devices

Student use of personal cell phones and smart watches is not permitted while on school property including transportation to/from school. Per our school guidelines, both cell phones and smartwatches must be turned off and stored in the student's backpack throughout the school day. Students may not use smartwatches to communicate with parents or others during the school day, as it can disrupt learning. **If a student needs to make a call home during the school day, phones are available in the front office.** For more details, please refer to the 'Student Cell Phone/Electronic Devices' section of the student handbook. Thank you for your partnership in supporting a focused and respectful learning environment

Bicycles

Students riding bikes to school should be able to control their bicycle safely in a variety of situations. They must understand traffic rules and how to cross streets safely. District 203 recommends that students be in 3rd grade and older in order to ride bikes to school. In certain cases, a younger student may ride a bike to school as long as a parent accompanies them to and from school.

Students may not ride their bikes through cars in the parking lot or on the playground. Students should dismount their bikes on school property and walk them to the bike racks. Bike locks and helmets are strongly recommended.

Food + Allergies

Absolutely **NO food may be shared** at lunch and/or for birthday parties/other celebrations for consumption either at school or to be sent home.

Emergency Evacuation

In the event Naper School must be evacuated, the students would be transported to Washington Junior High School. If it is necessary to send the students home, school personnel will call parents to pick up their children. Parents would be asked to come to Washington Junior High and sign out their children.

Thank you for your cooperation and understanding as we help make sure your student is safe at Naper. If you have any questions, please feel free to reach out to Mr. Madzinski at (630) 579-7132 or mmadzinski@naperville203.org.



We Are Respectful

Birthdays

Absolutely NO food may be brought in for birthday parties or other celebrations for consumption either at school or to be sent home.

Please **mail invitations to private parties** (birthdays, etc.) to the childrens' homes instead of handing them out at school. (It helps prevent hurt feelings and embarrassing situations.) Our Home and School uses *Directory Spot* that contains families' addresses and phone numbers. In the case that a family is not listed, please contact the school office. We will contact the family for their permission to supply an address or phone number for invitation purposes.

Through the generosity of our Naper Home & School volunteers, each student receives a gift of a paperback book to honor their birthday. They also will have the option to join the principal to assist with the daily announcements on their birthday. Weekend birthdays will be honored on a day the proceeding school day or immediate day after. Summer birthdays will be honored throughout the month of May.

Forgotten Items

Although we all work together to help our students develop responsibility, at times some important items can be forgotten at home. If you need to drop off a forgotten item at school, please leave items at the front office and we will receive the item.

Animals

Due to many allergies, animals are generally not allowed at school. In special circumstances, with permission from both the classroom teacher and the principal, a pet might visit the classroom for a short time. A parent would need to stay with the pet during the visit. Dogs and other pets should not be on the front sidewalk during arrival and dismissal. **Please see Arrival and Dismissal procedures for designated pet zones.**

Food + Allergies

Absolutely **NO food may be shared** at lunch and/or for birthday parties/other celebrations for consumption either at school or to be sent home



We Are Kind

Naper Home & School Association

We are a group of parents who are passionate about supporting the education of our children through volunteering, fundraising, and community building. The funds we raise provide field trips, assemblies, class holiday parties, year-end activities, birthday books, classroom enhancements, and so much more!

Of course, there is no way we could do so many great things without many parents and guardians taking an active role in H&S. In addition to making Naper an amazing place for students, volunteering provides opportunities to meet staff and other parents. Whether you have 30 minutes from home or a few hours to serve within the school walls, your ideas, your time, your talents, and your voice are needed and welcomed.

There are endless ways to contribute, so please be on the lookout for 2026- 2027 Volunteer Information or don't hesitate to contact us with any questions.

naperhands@gmail.com | www.naperville203.org

We look forward to seeing you around!



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Ashley Crawford, Vice-President	847.721.9570	naperhandsvp@gmail.com ashleycookcrawford@gmail.com
Jennifer Maul, Secretary	708.370.3218	naperhandssec@gmail.com jennifermolsrn@yahoo.com
Lainey Baron, Treasurer	309.369.3442	naperhandstreas@gmail.com laineyhawkins@gmail.com

[Home and School 2026-2027 Committee Heads](#)

[Important Dates](#)

All dates are tentative. Please consult the Naper News which is emailed weekly.

FAST FACTS

Address	39 South Eagle Street, Naperville IL 60540
Main Office Phone	(630) 420.6345
Health Office Phone	(630) 420.6347
Health Office Text <u>ONLY</u>	(630) 536.6208
School Arrival Time	Not before 8:00 AM
Classes Begin	8:15 AM
School Dismissal	2: 30 PM
Early Dismissal Days	8:15 - 11:35 AM
Follow Us On Social Media	@naperelementary  

