

WELCOME

Dear Parents and Students:

Welcome to Jackson Park Elementary School. This pamphlet will hopefully answer some of your questions and help you become acquainted with important policies, procedures and dates. We know you will find Jackson Park a caring and exciting place for a child to learn and grow.

We are committed to instructional excellence and will support the work of teachers at Jackson Park to provide each student a quality education. Our purpose is to see that all students reach their full academic potential.

The partnership between school and home is a critical one in making each child's educational experience successful. We look forward to getting to know you and your child during the upcoming school year.

Please take the time to read the pamphlet carefully and keep it in a convenient place to reference throughout the year. Contact us if we can be of further assistance to you or your child.

Sincerely,

Christine Powers,

Associate Principal
(314) 290-4451

Elliott Shostak,

Administrative Mentor
(314) 290-4201

NEW ENROLLMENT GUIDELINES

Students who are new to the school or going from 2nd to 3rd grade are required to provide the following enrollment materials:

- ◆ Birth certificate (original, if not on file)
- ◆ Immunization record (current, if not on file)
- ◆ Photo ID (parent/guardian) *along with proof of guardianship if other than custodial parent.*
- ◆ Occupancy permit (*must list name of parent/guardian and student*)

Two of the following are also required for enrollment:

- ◇ Current unpaid utility bill (electric, gas, water, trash, sewer, phone, no cell phone)
- ◇ Voter registration card (current address)
- ◇ Current lease
- ◇ Property deed
- ◇ Real estate tax receipt (previous year)
- ◇ Personal property tax receipt (previous year)
- ◇ Receipt or payment stub from rent check (previous month)
- ◇ Current paycheck stub identifying employee name and address (less than one month old)

Children entering kindergarten need to be five years old before August 1.

DAILY SCHEDULE

Office Hours..... 8:00 a.m. - 4:30 p.m.

Students' Day 8:40 a.m. - 3:30 p.m.

The school does not provide supervision before 8:25 a.m. It is important for the students' safety that they do not arrive before this time. For more information about the YWCA's before and after school program, call 725-7203.

JACKSON PARK MISSION STATEMENT

The mission of Jackson Park School is to provide academic excellence through data-driven instruction and assessment while promoting equity for students in a safe and professional learning environment that engages all students and community.

VOLUNTEERS ARE ALWAYS WELCOME

Whatever your talent, whatever your time, there is a place for your volunteer efforts at Jackson Park. Volunteers are involved helping in the classroom, working with the library staff, sharing computer skills, supervising in the cafeteria or playground and much more. There are also evening and at-home projects which need volunteer support. Let your child's classroom teacher know of your special skills and interests.

JACKSON PARK PTO

The Jackson Park PTO *shines with pride* when parents decide to become involved in partnership with the school to provide the best for all of our children. Meetings are held on the second Tuesday of each month at 7:00 p.m. and childcare is provided.

Parents can receive up-to-date information by joining the PTO's online user group. To subscribe, go to: <http://groups.yahoo.com/group/jacksonparknews/> and click on the "Join This Group" button at the top of the page. News can also be found on the PTO's website at www.jackson-park.org.

IMPORTANT PHONE NUMBERS

School Office (314) 290-4451
Attendance 290-4452
Cafeteria..... 290-4454
Clinic..... 290-4453
Counselor 290-4455
YWCA KEYS..... 725-7203
University City School District..... 290-4000

GIVE ME FIVE!



STUDENT/PARENT HANDBOOK 2010-2011

7400 Balson Avenue
University City, MO 63130

(314) 290-4451

Christine Powers, Ed.D. - Associate Principal
Elliott Shostak - Administrative Mentor

RIGHTS & RESPONSIBILITIES

In order for Jackson Park School to have an orderly and positive atmosphere that is conducive to learning, all members of the school community must take an active and responsible role. Students, parents, and staff must work together so that learning can and will take place at Jackson Park School. Please refer to the *District Discipline Handbook* concerning interventions, disciplinary procedures and consequences.

Students have the right:

- to a quality education.
- to an environment conducive to learning.
- to be treated as individuals with special needs and aspirations.

Students have the responsibility:

- to come to school ready to learn with appropriate learning tools such as books, materials, homework when assigned, and the desire to learn and achieve.
- to abide by the laws of the United States of America, the State of Missouri, City of University City and the policies of the School District of University City.
- to abide by staff members' requests and procedures.
- to follow the rules the teacher establishes within the classroom.
- to conduct themselves in such a way as to benefit the class and school.
- to complete assignments to the best of their abilities.
- to be courteous and respectful of themselves and others.

Parents have the right:

- to expect a quality education for their children.
- to receive information regarding the progress of their children.
- to inspect their children's education records and to have these records kept confidential.
- to hear and appeal decisions made in regard to their children.

Parents have the responsibility:

- to send their children to school ready to learn with appropriate learning tools such as books, materials, homework when assigned, and the desire to learn and achieve.
- to abide by the policies of the School District of University City.
- to respect school rules and to help their children understand these rules.
- to assist in making the education experience as meaningful as possible for their children.
- to communicate with the school staff on an ongoing basis.

School staff has the right:

- to teach and conduct the educational process in an atmosphere conducive to learning.
- to give and expect cooperation from parents.
- to expect that the students will follow the rules of the school and classroom.
- to expect that students will arrive on time; ready to learn; with books, materials, and homework.

School staff has the responsibility:

- to abide by the laws of the United State of America, the State of Missouri, City of University City and the policies of the School District of University City.
- to encourage in each student the desire to achieve to his or her full potential.
- to open lines of communication and keep students and parents informed of expectations and students' progress.
- to model and foster appropriate behaviors and to maintain a positive learning environment for all students.
- to provide a quality education for students.
- to be fair, firm, and consistent with all students.
- to implement the curriculum as prescribed by the Board of Education.
- to be respectful of students' needs and individual differences.

STAFF

POSITION

ROOM

E-MAIL

District email addresses end with the suffix "@u-city.k12mo.us"

Ponchita Argieard	Social Worker		pargieard@u-city.k12.mo.us
Phuong Bang	Resource teacher	310	pbang@u-city.k12.mo.us
Chris Barrios	6th grade teacher	301	cbarrios@u-city.k12.mo.us
Kristina Benjamin	5th grade teacher	308	kbenjamin@u-city.k12.mo.us
Dorothy Brockel	Paraprofessional TA	Spec.Ed.	dbrockel@u-city.k12.mo.us
Key Carter	Day Custodian	113	
Patricia Chandler	School nurse	Clinic	pchandler@u-city.k12.mo.us
Kate Corrigan	Resource/OT		kcorrigan@u-city.k12.mo.us
Tyrus Dennis	Paraprofessional TA		tdennis@u-city.k12.mo.us
April Dodge	Kindergarten teacher	210	adodge@u-city.k12.mo.us
Susan Dunbar	School Secretary	Office	sdunbar@u-city.k12.mo.us
Kristina Erby-Carr	Title I Reading teacher	103	kcarr@u-city.k12.mo.us
Annie Erker	Title I Reading teacher	103	aerker@u-city.k12.mo.us
Heather Erwine	1st grade teacher	207	herwine@u-city.k12.mo.us
Cassandra Ford	ABA	217	cford@u-city.k12.mo.us
Alisha Fossett	Speech teacher	117	afossett@u-city.k12.mo.us
Jasmine Gates-Nichols	4th grade teacher	304	jnichols@u-city.k12.mo.us
Stanley Gill	2nd grade teacher	217	sgill@u-city.k12.mo.us
Karen Gonia	Paraprofessional TA		kgonia@u-city.k12.mo.us
Amanda Gordon	Cafeteria Manager	107	agordon@u-city.k12.mo.us
Lindsay Hendrix	Kindergarten teacher	216	lhendrix@u-city.k12.mo.us
Margie Holly	Resource teacher	100	mholly@u-city.k12.mo.us
Ellen Hoormann	5th grade teacher	307	ehoormann@u-city.k12.mo.us
Susan Jackson	Paraprofessional TA	310	sjackson@u-city.k12.mo.us
Lysha Johnson	Instructional Aide		johnson@u-city.k12.mo.us
Mary Ann Kerr	Art teacher	104	mkerr@u-city.k12.mo.us
Mary E. Krueger	Music Therapist		mkrueger@u-city.k12.mo.us
Lynn Kueker	Cook	107	lkueker@u-city.k12.mo.us
Lyndlee Mabry	GATE teacher	118	lmabry@u-city.k12.mo.us
Lynette A. McKinney	Counselor	314	lmckinney@u-city.k12.mo.us
Liz McMullen	4th grade teacher	306	lcmullen@u-city.k12.mo.us
Jennifer Minnis	ELL teacher	116	jminnis@u-city.k12.mo.us
Charles Mooneyham	ABA		cmooneyham@u-city.12.mo.us
Nancy Mozier	SSD Paraprofessional TA		nmozier@u-city.k12.mo.us
Latasha Nelson	2nd grade teacher	218	lnelson@u-city.k12.mo.us
Leannett Payne	3rd grade teacher	316	lpayne@u-city.k12.mo.us
Christine Powers	Associate Principal	Office	cpowers@u-city.k12.mo.us
Susan Renick	Librarian	Library	srenick@u-city.k12.mo.us
Brian Rogers	P.E. teacher	108	brogers@u-city.k12.mo.us
Kenneth Rutherford	Custodian	113	
Claudette D. Scaife	Instructional Aide	203	cscaife@u-city.k12.mo.us
Rose Schulte	Resource teacher	310	rschulte@u-city.k12.mo.us
Elliott Shostak	Administrative Mentor		eshostak@u-city.k12.mo.us
Peggy Stein	Paraprofessional TA		pstein@u-city.k12.mo.us
Victoria Stevens	3rd grade teacher	317	vstevens@u-city.k12.mo.us
Roberta Stolz	Psychologist		rstolz@u-city.k12.mo.us
Heidi Stuart	1st grade teacher	208	hstuart@u-city.k12.mo.us
Janice Vaughn	4th grade teacher	307	jvaughn@u-city.k12.mo.us
Twyla Veasley	Paraprofessional TA		tveasley@u-city.k12.mo.us
Beverly Velloff	Title I Math teacher	103	bvelloff@u-city.k12.mo.us
Cathy Vierser	Physical therapist		cviere@u-city.k12.mo.us
Chris Whitehead	3rd grade teacher	318	cwhitehead@u-city.k12.mo.us
Clarence Williams	Instructional Aide		clarencwilliams@u-city.k12.mo.us
LaWonda Willis	Paraprofessional TA		llwillis@u-city.k12.mo.us

ATTENDANCE

When a child is going to be absent or tardy, please call the school office, 290-4451. Although the school office does not open until 8:00 a.m., voice mail records early morning messages. After 9:00 a.m., families of absent students whose parents have not called will be contacted by the school. This safe-keeping call is made in the event that any student would be missing or truant.

Regular attendance is essential for academic success. Being on time every day relates positively to school achievement. We ask that a parent send a note when a child is tardy or has been absent. A child arriving to class after 8:45 a.m. is considered tardy.

BUS TRANSPORTATION

Bus transportation is available to children who do not reside within walking distance of Jackson Park. The school buses pick children up and drop children off in close proximity to their homes. A bus schedule is available in the school office.

Proper behavior on the bus is required of all children in the interest of safety for all passengers. The cooperation of parents is required to assure every child a safe ride to and from school. Inappropriate behavior on the bus may result in the loss of bus riding privileges. Video cameras are used as part of the bus security program.

EARLY DISMISSAL

When it is necessary that a child be dismissed early, a parent must visit the office to sign the child out. We will not release a child to anyone other than parents or legal guardians without written permission from the parents. It is important that a child be released only through the office and not be picked up directly from the classroom. This procedure is followed to protect your child.

SCHOOL CLOSINGS

School closings due to inclement weather are announced on major television and radio stations. Unscheduled closings due to equipment failure or weather conditions may also occur. Each child should know where to go if an emergency arises and school is dismissed early.

YWCA KEYS PROGRAM

Before and after school care information is available from the YWCA at 725-7203. An informational brochure is available in the school office.

APPROPRIATE DRESS

Children need to be groomed and dressed appropriately for school. Safe footwear must be worn at all times. Brief clothing with undue exposure of the body is considered inappropriate. Insignia and slogans that are offensive, profane or age-inappropriate are not permitted. Unauthorized head coverings and sunglasses are not to be worn in the building. Any attire that is gang or drug-related is prohibited. Articles of clothing are to be worn the way they were designed to be worn.

BREAKFAST & LUNCH PROGRAM

	Student	Adult
Breakfast with milk - 8:25 - 8:40 a.m.	\$1.00	\$1.50
Lunch	\$1.55	\$2.55
Milk	50¢	50¢

A child may purchase breakfast or lunch in the cafeteria or bring his/her lunch from home. Extra milk may be purchased as the child walks through the food service line. Breakfast and lunch may be paid for on a daily, weekly or monthly basis. During the first week of school, students are given a free/reduced price meal application. Those who wish to apply need to complete and return this form to school. Call the cafeteria (290-4457) for additional information.

CLINIC/MEDICATION

Our school is equipped to render only minor first aid. Parents will be contacted to assume the responsibility for any health care that goes beyond "first aid."

Any prescribed medication you wish your child to take must be in the original bottle. Over-the-counter medications must be accompanied by a physician's note. When a child takes medication all year long (asthma or allergy medications), one note to be kept on file is acceptable. No medication, including aspirin and cough medicine, is to be kept in a child's desk, purse or backpack. It is important for us to have every child's emergency information on file so we may contact you quickly. Call our school clinic (290-4453) with any questions.

CONFERENCES & REPORT CARDS

Dates for parent/teacher conferences are listed in the calendar section of this pamphlet. Parent attendance at conferences is extremely important. We will make all efforts to accommodate your schedule. Last year, 97% of Jackson Park parents attended parent/teacher conferences. This year, we are looking forward to an even better turn out.

TELEPHONES/ELECTRONIC DEVICES

Telephones in the office are for business purposes and may be used by children only in an emergency or when it is essential for a child to receive information. Children are not usually called to the phone. Parents are encouraged to call teachers when they have questions. Teachers will return calls during their planning times.

Students may NOT have cell phones, or other electronic items, visible or turned on during school hours.

Please refer to the District's Student Discipline Handbook for further details regarding inappropriate possession or use of electronic devices.

TEACHER CONTACT

Teachers are always willing to meet with parents, but they are not available during scheduled class time. Arrangements can be made to meet before or after school or during the teacher's planning time. Teachers can also be contacted using the e-mail addresses listed under the staff roster portion of this pamphlet.

VISITORS

The welcome mat is always out at Jackson Park. Visitors are asked to check in at the office first to receive visitor identification. If you would like to meet with your child's teacher, please call in advance so your visit can be scheduled for a time when the teacher can meet with you. If you would like to have lunch with your child, please call the cafeteria (290-4457) so the food service staff can include you in the lunch count.

STUDENT DIRECTORY

The PTO publishes a student directory in the fall for all Jackson Park families. It lists the name, address, and phone number for all students. Class lists are included. Parents may choose not to have their child's name included.

SCHOOL YEARBOOK

The school yearbook is published in the spring. It contains pictures of students and staff and candid shots of activities during the year. Purchasing information is sent home.

2010-2011 CALENDAR

AUGUST

3-5New teacher orientation
7Back-to-School Rally – 9 a.m. to noon
9A.M. Opening Day Ceremony (all staff returns) P.M. building-level meetings
10Building professional development
11-12Teacher work days
12Board of Education meeting 7 p.m.
13School & offices open (non-contract day)
16First day of School District of University City
17Ice Cream Social 6 p.m. - playground
24Kdg Dial III Screening CAP

September

2Board of Education Meeting 7 p.m.
2Cub Scout registration night 7 p.m. - gym
6School and Offices closed – Labor Day
7DRA Testing window opens Tungsten Benchmark
8Curriculum night 6 p.m.
15Science Night
175 wk progress report sent home
21Early release at 1:15 p.m.
23Board of Education meeting 7 p.m.
29Science Fair Workshop

October

4Fire prevention Week
5Math Night
7Doughnuts with Dad – 8 a.m. Tungsten Window
11-16JP Book Fair - gym
11-16Homecoming week
13Conversations with the Superintendent
141st quarter ends – 43 days
14Board of Education meeting 7 p.m.
15School closed - faculty reports – A.M. Professional Development/P.M. Record Day
16Homecoming parade
182nd quarter begins
20Science Fair Workshop
21Cub Scout Pack Meeting 7 p.m. gym
28Early Release 1:15 p.m. Parent/Teacher Conferences 4-8 p.m.
29Board of Education meeting 7 p.m. School closed Parent/Teacher Conferences 8-11:30 a.m.

November

2Election Day
8Tungsten Window Opens
10Science Fair Workshop
11Board of Education meeting 7 p.m.
12Student Council Election
16Early release 1:15 p.m. – Instructional Core p.m.
16Cub Scout book fair & BBQ
1915 week progress reports sent home
21Cub Scout Pack meeting 7 p.m. - gym
24School closed Thanksgiving break
25-26School & offices closed Thanksgiving break
30Science Fair Set-up

December

1Science Fair Judging
2Board of Education meeting 7 p.m. Science Fair viewing
6Tungsten Window Opens
17Early Release / 2nd quarter ends – 41 days P.M. Records Day for teachers
20School closed – Winter break

January

3Classes resume / 3rd quarter begins
4DRA Testing Window
72nd Qtr Reports Cards sent home
13Board of Education meeting 7 p.m.
14School closed – Building Professional Development
16Communitywide MLK celebration
17School closed – Martin Luther King, Jr.'s Birthday
21Cub Scout Chili Cook Off 6 p.m. cafeteria
26100 Day of School
28Cub Scout Pinewood Derby 6:30 gym
31DRA's due

February

425 week Progress Reports sent home
7Tungsten window opens Board of Education meeting 7 p.m.
18School closed – District Professional Development
21School closed – Presidents' Day
24Black History Program – gym – 2 p.m. and 7 p.m.

March

1Tungsten window opens
3Board of Education meeting 7 p.m.
9Conversations with the Superintendent
103rd Quarter ends – 45 days
11Schools Closed - A.M. District Professional Develop/P.M. Record Day
13Daylight saving time begins
14 – 18School closed – Spring Break
21Classes resume / 4th quarter begins
24Early release 1:15 p.m. Parent/Teacher conferences 4 to 8 p.m.
24Board of Education meeting 7 p.m.
25School closed Parent/Teacher Conferences 8 to 11:30 a.m.
27Districtwide Celebration of Learning

April

7Board of Education meeting 7 p.m.
15Early release 1:15 p.m. – District Professional Dev.
18Tungsten window opens
21Board of Education meeting 7 p.m.
22Earth Day 35 week Progress Reports sent home

May

4Celebration of Learning
5Board of Education meeting 7 p.m.
6Randy Nadler – Peru, Ecuador, Galapagos – 9 and 10 a.m. gym
8Mother's Day
9Tungsten window opens
12Districtwide Honorees & Retirees reception
19Board of Education meeting 7 p.m.
23Early release 1:15 p.m. – Last day of School
24End of 4th quarter – 45 days Teacher's work day/ School make up day #1 if needed
30School & offices closed

GIFTED AND TALENTED EDUCATION (GATE)

The Gifted and Talented Education (GATE) program in the School District of University City is for students in kindergarten through grade twelve who require more challenging enrichment and accelerated learning opportunities to realize their full potential. GATE integrates critical and creative thinking, independent research, and problem-solving curricular activities.

The elementary site-based services will provide direct small group instruction, enrichment activities for students who demonstrate strengths and talents but do not meet the criteria for GATE, and begin piloting programs for students with special talents not typically supported by GATE.

At the middle school level, course expansion will provide more challenging and enriching activities in collaboration with other teachers to support acceleration and differentiated instruction in core and elective classes. They will also pilot a program for students with special talents.

At the high school, additional options such as a GATE seminar and an independent research elective will be implemented. In addition, there will be a GATE teacher on-site, part-time, to provide resources and support to staff and students.

For more information contact your school office for an updated brochure regarding the GATE, PEGS, honors and AP programs.

CARING SCHOOL COMMUNITIES

Children must feel safe, comfortable and confident in their surroundings in order to learn. They need to feel that they are valued and cared for. The staff and administration at Jackson Park School are dedicated to creating an environment which is most conducive to social and academic growth.

In addition to our *HIGH FIVE APPROACH*, which teaches to be *SAFE, RESPECTFUL, COOPERATIVE, PEACEFUL, and KIND*, the staff and administration has implemented the *CARING SCHOOLS COMMUNITY (CSC) APPROACH*.

CSC is used to develop *CLASSROOM MEETINGS, SCHOOL SIDE ACTIVITIES, and HOMESIDE ACTIVITIES*. *Classroom Meetings* are student led discussions facilitated by classroom teachers regarding the issues that students find important. *Daily Meetings* help give students a voice and sense of ownership and belonging in the school community. *School Side Activities* bring the school community together and promote our social and academic goals. *Activities* include Family Science Night, Family Math Night, and Make It & Take It Night. *Home Side Activities* promote academic and social endeavors beyond the school setting. While parents supervise homework, *Home Side Activities* require direct involvement and participation in the child's life outside of Jackson Park School.

We are confident that our efforts to build upon the goals outlined in our *HIGH FIVE APPROACH* and CSC will continue to help students. As we commit ourselves to the best possible outcomes for our students, we urge parents to take an active role in this ever-expanding learning community.