

**Bloomington Public Schools
District 87**

Stevenson Elementary School



2106 Arrowhead Dr.

Bloomington, IL 61704

Phone: 309-663-2351 Fax: 309-827-3613

www.district87.org/stevenson

Student Handbook 2016-17

Dear Stevenson Students and Parents,

Welcome to the 2016-17 school year! We are looking forward to meeting and working with you and your child.

This handbook was designed to help families learn more about Stevenson School. Please keep it where you can refer to it throughout the year. If you have questions, please call me at 663-2351. I also encourage you to review the District 87 Handbook. You will find a great deal of information to help you know more about our school district.

*Sincerely,
Ms. Katy Hansen, Principal*

STEVENSON SCHOOL MISSION STATEMENT
Building a Community of Lifelong Learners

BELIEF STATEMENTS

1. Valuing diversity and nurturing each student to reach his/her full potential
2. Expecting higher levels for performance in communication, problem solving, creativity, and healthy living
3. Applying and assessing learning standards appropriately
4. Incorporating technology to support learning in an ever-changing world
5. Learning from experiences and celebrating successes
6. Strengthening partnerships among the school, the parents, and the community
7. Promoting good character

HELPING YOUR CHILD SUCCEED IN SCHOOL

Parents are lifelong teachers. Children learn from their parents and they continue to learn from you long after they are grown. By promoting the desire for learning, by encouraging your family's beliefs, and by developing important social skills, parents guide children to become flexible and responsible adults. Setting up routines and establishing good habits create the groundwork for a child's adulthood. Effective parents consistently model the following behaviors:

- Encourage their child by recognizing their child's strengths and support without pressure.
- Communicate their love affectionately, verbally, and respectfully.
- Create a positive atmosphere with gentle humor, hope, and adventure.
- Demonstrate balanced discipline by clarifying expectations, providing consequences, and sharing reasons. They trust their child and expect positive results.
- Make their child proud of them by demonstrating competence, sharing successes, and celebrating accomplishments.
- Create community with family, friends, and neighborhoods.
- Make their child feel safe through physical protection and emotional care.
- Model good relationships through teamwork, showing how to disagree, and how to love.
- Spend time with their child by focusing on fun and putting family time on the schedule.

STEVENSON FACULTY & STAFF

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|--------------------------------|---|
| Principal | Ms. Katy Hanson |
| Kindergarten..... | Mrs. Baldwin Mrs. Corley Mrs. Blumenshine |
| First Grade | Mrs. Harden Mrs. Dennis Mrs. Gilbert |
| Second Grade | Mrs. Stanley Ms. Stalter Mrs. Scott |
| Third Grade | Ms. Sandage Ms. White Mrs. York |
| Fourth Grade..... | Ms. Svob Mrs. Scott Mrs. Tucker |
| Fifth Grade | Mrs. Lim Mrs. Mullenix Mrs. Brenwall |
| ID Program (K-2)..... | Mrs. Hensley |
| Program Assistant | Mrs. Brown |
| Program Assistant | Mrs. VanSpankeren |
| Program Assistant | Ms. Silvia Aguilar Huerta |
| ID Program (3-5)..... | Mrs. Rich |
| Program Assistant | Mrs. Staten |
| Program Assistant | Mrs. Turner |
| Program Assistant | Ms. Thoennes |
| ED Program (K-2) | Ms. Garrity |
| Program Assistant | Mr. Germain |
| ED Program (3-5)..... | Mr. Bower |
| Program Assistant | Mrs. Beatty Mrs. Lyons |
| Resource..... | Mrs. Hunt |
| Program Assistant..... | Mrs. Rindt |
| Program Assistant | Mrs. Koppenhaver |
| Resource..... | Mrs. Turner |
| Program Assistant..... | Mrs. Outlaw |
| Reading Improvement..... | Mr. Allen |
| EL (K-1)..... | Mrs. O'Brian |
| EL (2-5)..... | Mrs. Thomas |
| Music..... | Mrs. Halt |
| Art | Mrs. Baker |
| Physical Education..... | Mrs. Hahn Ms. Picone |
| Library Media Specialist..... | Mrs. Cottrell |
| Library Media Assistant..... | Mrs. Hodina |
| Administrative Secretary | Mrs. Jumper |
| Office Assistant | Mrs. Pruett |
| Head Custodian | Mr. Reilly |
| Night Custodian..... | Mr. Reiner |
| School Nurse..... | Mrs. Mustard |
| Speech Therapist..... | Mrs. McWilliams |
| Speech Therapist | Ms. Zimmerman |
| Counselor/Social Worker | Mrs. Watson |
| Psychologist..... | Mrs. Hamm |
| Occupational Therapist..... | Mrs. Ellis |
| Physical Therapist..... | Mrs. Clover |
| Head Kitchen Supervisor | Mrs. Formella |
| Lead Lunchroom Supervisor..... | Mrs. Roeske |

ARRIVAL AND DISMISSAL

Student safety is a primary consideration for parents, teachers, and students alike. Everyone must follow the prescribed procedures during arrival and dismissal times to ensure that students arrive to and from school safely.

Students should not arrive at school prior to 8:45 a.m. unless they will be eating breakfast, as no supervision is provided before this time. Classes start at 9:00am. Students are expected to arrive at school ready to learn by 9:00am and are expected to stay until 3:15 p.m. It is important for your child and his or her classmates that the disruption caused by late arrivals and early dismissals be avoided. Being tardy four or more times per semester will result parent notification and conferencing with the Principal.

Students should be picked up promptly at 3:15 p.m. Changes in how a child goes home must be communicated in writing to the teacher. If no parent contact is made, students will be sent home in the usual manner.

The circle drive in the front of the building is for parent drop-off and pick up. When dropping off or picking up your child, stay in the right lane. You may use the left lane to pass another vehicle. Please do not leave your vehicles. Students will be waiting and ready in the gym. Supervisors will assist at 8:45 a.m. and 3:15 p.m.

The parking lot at the back of the building is for bus and daycare drop off and pick up only. Please refrain from parking in this lot.

BREAKFAST AND LUNCH PROGRAM

Breakfast is served in the cafeteria from 8:30-8:55 a.m.

- Students who walk to school or arrive in any way other than on a school bus may have breakfast between 8:30 and 8:45. Breakfast will not be available for these students past this time. These students must be finished and ready to join the class by 9:00.
- Students who arrive by school bus will be allowed to enter breakfast when the bus arrives. Students must go directly to the breakfast line from the bus.

Lunch is served in the cafeteria

- Parents are welcome to eat lunch at school with their child. You are welcome to bring lunch for you and your child from an outside vendor or purchase a Stevenson lunch.
- See page 19 for additional information regarding school meals.

ATTENDANCE

Students need to be in school for academic learning to occur. Regular attendance is required of all students. Please contact the school office at 309-663-2351 by 9:30 a.m. if your child will be absent.

Please review pages 30-32 in the District 87 Handbook for more information regarding absences.

BUILDING SECURITY AND VISITORS

All visitors entering the building must stop at the office, sign in, and get a pass. Doors are locked at all times. All students and parents must enter through the front doors.

Adult crossing guards are stationed on Hershey at Arrowhead and on Hershey at Clearwater. Students should cross at the corner where crossing guards are located.

PARKING

To help us make sure emergency vehicles have access to our school, please park only spots that are located past the main entrance and are marked for parking. Additional parking is available on the street.

BIRTHDAY CELEBRATIONS

Invitations to parties cannot be distributed at school. Special deliveries for students (such as flowers, balloons, candy bouquets) should not be made to school. Deliveries that arrive at school will be held in the office for pick-up by a parent/guardian.

Birthday Treats

Due to health concerns and scheduling, treats for all occasions **MUST BE ARRANGED** with the teacher in advance. **Cakes, cupcakes and donuts that are not individually wrapped are not permitted at school.**

- Only individually wrapped items are permitted.
 - Such as: Goldfish, chips, crackers, Twinkies, Teddy Grahams, fruit snacks or drink pouches.
- Non- edible items are encouraged.
 - Such as: pencils, erasers, stickers or bookmarks

PETS AT SCHOOL

Please do not bring dogs or other pets into the school. This includes drop off and pick-up times.

BICYCLES AND SCOOTERS

Students may ride a bike or scooter to school. Students are encouraged to lock their bikes and scooters up in the bike rack. Stevenson School is not responsible for lost or stolen bicycles or scooters. Bike and scooter riders must walk their bikes and scooters across the crosswalks, sidewalks, and school grounds.

DISRUPTIVE MATERIALS

Includes, but is not limited to: toys, electronics, candy, compact discs, sport equipment, trading cards, etc. Please refer to the Disciplinary Guidelines section of the District 87 Elementary Student Handbook for more information. The severity of disruption may determine range of consequences.

Students who bring cell phones to school will need to keep in their backpacks and turned off during the instructional day.

STEVENSON SCHOOL PARENT-TEACHER ORGANIZATION

All parents and guardians of Stevenson students, as well as Stevenson faculty, are members of the Stevenson School Parent-Teacher Organization. The objectives of the PTO are to promote better understanding between the parents and staff, to coordinate special activities, and to promote enrichment programs through personal and/or financial assistance.

There are many ways in which the PTO is involved at Stevenson. The PTO distributes a questionnaire to all parents seeking volunteers to assist in the programs at Stevenson. Many enrichment activities are provided to students through the participation of parents. PTO meetings are held the first Tuesday of each month, August to May. Parents are encouraged to attend.