



2017-18

FAMILY HANDBOOK

Vernon L. Barkstall Elementary School

PETER FOERTSCH, Principal

LIZA THOMAS, Asst. Principal

(Revised 05-30-17)

Phone: (217) 373-5580 - Fax: (217) 373-5587

**UNIT
SCHOOL
DISTRICT**



July 2017

Dear Barkstall Families:

This handbook has been prepared to familiarize you with the procedures of Barkstall Elementary School. Please review the information with your family. We have found that throughout the year, it serves as a good reference when questions arise.

The cover of this handbook serves as a reminder that notices from the office will be printed on SALMON colored paper.

The staff and I are excited about working with you. We know that when we work together, we will have a successful year. We invite you to get involved in your child's education. Please come at your convenience to visit your child's classroom, occasionally eat lunch with your child, and attend the many programs that are offered throughout the year.

Our PTA is an important part of our school, offering many programs and activities for our children, families, and staff. They support Barkstall by helping in classrooms, contributing food, organizing the newsletter, or volunteering during special events. It is another way for you to become involved in our school. Please consider joining and supporting our PTA organization.

When questions occur throughout the year, feel free to call the school at 373-5580.

Sincerely,

Peter Foertsch

Peter Foertsch
Principal

**If you have questions about any of the information in this handbook,
please call the school office at 217-373-5580.**

**Following Barkstall School rules and procedures will ensure a
successful year for all students.**

To ensure that you know the expectations for Barkstall students,
please read and review the rules and procedures
in this handbook with your child(ren).

After reviewing and discussing this handbook with your student, please sign
and return this page to your student's teacher by September 5, 2017.

Parent Signature: _____

Student Signature: _____

Classroom Teacher: _____

MISSION STATEMENT

OF BARKSTALL ELEMENTARY SCHOOL

Barkstall is a vibrant place where students, teachers, families, and community come together to nurture student success through integrated Arts Education. Our goal is to prepare each student to become a responsible contributor to our diverse and changing society.

To this end we are committed to:

- **Promote** student learning and academic achievement
- **Enhance** social skills, physical development, and emotional well-being
- **Encourage** critical thinking and problem solving
- **Stimulate** creativity

ABSENCES

- We cannot overly stress **THE IMPORTANCE OF REGULAR SCHOOL ATTENDANCE.**
- A student who is absent without a valid cause for a school day or a portion of a day is defined by Illinois as **truant.**
- **Children are expected to be in school except in cases of illness or family emergency.**

Excused absences include:

- Illness of a student
- Medical and dental appointments
- Death of a relative
- Religious holidays

Children with good attendance usually perform better in school.

- Have your child attend every day unless they have measurable signs of illness in the past 24 hours, such as:
 - Temperature over 100 degrees
 - Vomiting
 - Diarrhea
- Headaches and stomach aches are usually NOT reasons to stay home, unless accompanied by a fever.
- Be cautious about giving permission for your child to leave school during the day.
- Try to plan family trips and necessary medical appointments around days when school is not in session.

If your child is going to be late or absent from school, please do the following:

- **Call the school office prior to 8:30 a.m.** We do have an “Answering Machine” so you can leave a message anytime.
- Please leave your child’s name, teacher’s name and the reason for absence or tardiness. If you notify the teacher, please also let the office know as well—sometimes teachers do not pass along the information about student’s absences.
- If you would like to have your child’s work sent home, please contact the office by 9:00 a.m. and make arrangements to pick it up after school.
- **If the school has not been notified**, Illinois State law requires that Barkstall personnel contact parents by 9:55 a.m. Without verification, your child’s absence will be **unexcused**.
- **Extended absences** (3 days or more)--approval form must be completed by office personnel, **a week in advance**. Failure to secure approval for an extended absence may result in the child being marked **unexcused** and possibly losing their seat at Barkstall School.

Kindergarten and First Grade students:

- If you have a Kindergarten-First Grade student and they arrive by 11:10 a.m. they are considered **tardy**. If they arrive after 11:10 a.m., they are considered a **half-day absent**.
- If you have a Kindergarten or First Grade student who arrives to school on time and they leave school before 1:25 p.m., they are considered a **half-day absent**.
 - 240+ minutes are considered full day present
 - 120-239 minutes are considered half day
 - Less than 120 minutes are considered full day absent

Second through Fifth Grade students:

- If you have a Second-Fifth Grade student and they arrive by 9:40 a.m., they are considered **tardy**. If they arrive after 9:40 a.m., they are considered a **half-day absent**.
- If you have a Second-Fifth Grade student who arrives to school on time and they leave before 2:25 p.m., they are considered a **half-day absent**.
 - 300+ minutes are considered full day present
 - 150-299 minutes are considered half day
 - Less than 150 minutes are considered full day absent

Excessive Excused and Unexcused Absences

- When a student reaches **10 days excused** absences, a doctor’s note must be provided to excuse each additional absence. Failure to provide a doctor’s note will result in the student being marked **unexcused**.
- When a student reaches **2 days unexcused** absences, the parent will be expected to improve their child’s attendance. Failure to improve your child’s attendance will result in legal truancy action being taken against the parent by the school’s Truant Interventionist Student Advocate (TISA).

Tardy to School

Arriving to school on time is essential to the school running efficiently and being able to educate their students effectively. If your child is going to be late, please call us prior to 8:30 a.m. **A parent/guardian must bring and sign in the student into the school if they are late.**

- If you do not accompany your child into school, he/she will be considered an **unexcused tardy**.
- If you have a Kindergarten-First Grade student and they arrive **before** 11:10 a.m. they are considered tardy. If they arrive **after** 11:10 a.m., they are considered a **half-day absent**. If you have a Second-Fifth Grade student and they arrive **before** 9:40 a.m. they are considered tardy. If they arrive **after** 9:40 a.m., they are considered a **half-day absent**.
- When a student receives their 5th and all subsequent **unexcused** tardies, the child will be assigned to our TISA and will be required to complete attendance homework, will begin an attendance incentive plan and may serve a lunch recess detention.
- When your child is tardy due to an appointment, please ask the dental/doctor office for a written excuse and submit the note from the appointment to excuse the tardy.
- Examples of unexcused tardies are: oversleeping, running late, non-medical/dental appointments, caught by a train or traffic jam.

ARRIVALS AND DISMISSALS

Barkstall students should arrive between 8:35-8:45am and should **NOT** be dropped off **BEFORE 8:35am** unless they are enrolled in childcare or ride the bus. **They will be unsupervised.**

- **Students arriving at 8:55 a.m. or later must enter the office and sign in with a parent/guardian.**
- Upon arrival, students are expected to go to their classroom hallway and wait quietly until 8:45 a.m. (when students enter the classrooms).
- **Students not in the classroom by 8:55 a.m. will be considered tardy.** Please plan your arrival time accordingly so that students will be in their classroom by 8:45 a.m.

School dismisses at 3:10 p.m

- If you are picking up your child, please pick them up promptly.
- **Please wait outside for your child at dismissal time.** Hallways become congested at the end of the day, and it is less confusing if only students and staff are in the building. If you need to speak with someone at the end of the day, please wait until all have exited and you are united with your child to enter the building.
- Students must be picked up by 3:25 p.m., when supervision ends in the circle drive.
- Parents will be required to come to the office to sign out students after 3:25 p.m.

If there is a change in your student's after-school arrangements, please send a note to your child's teacher for that day. Please try to advise your child ahead of time of after school plans **or notify the Office by 2:30pm.**

Late Arrival or Early Dismissal

If your child will be arriving late or leaving early, please do the following:

- If arriving late, please call us prior to 8:30 a.m.
- A parent must first report to the office before entering the classroom or exiting the building with a student.
- **A parent must sign in the student in the office for a late arrival.** If arriving late due to Dr/Dentist appt., **please make arrangements to get an "excuse" slip or "script" from the doctor/dentist's office.**
- If your child needs to leave early for an appointment, please inform the classroom teacher **in advance when possible.**
- **If a student is leaving early, a parent must first sign out the student in the office.**

Car Rider's Drop-Off and Pick-Up Procedures – REMEMBER – "No Cell Phone" Zone in front of any School

- Enter at the West entrance of the school drive, and exit going East on Hallbeck Drive. Do not block the sidewalk at the entrance, and please alternate which lane of traffic enters the drive.
- When arriving for drop-off or pick-up, drive forward starting at the East end of the circle drive until the circle drive is full. Pull up to the second set of orange cones by the gym doors or to the closest car by the cones. Follow this orange cone rule for all morning drop-offs and afternoon pick-ups. **Do not leave a large space between the cars.** Remaining cars should wait on Hallbeck Drive with their turn signals on. Please do not pass the cars waiting to turn into the circle drive.
- When Dropping-Off and Picking-Up your children, they may only exit and enter the passenger-side of the car. *Children need to be able to open their own passenger-side car door without assistance. Drivers are not to exit their car.*
- Morning Drop-Off: 8:35 – 8:55 a.m. Please have your children's backpacks and belongings collected and with them, so they are able to quickly exit the car.
- Afternoon Pick-Up: Parents need to display "Barkstall Car Sign" on front dash with your children's last (see last page). Discuss with your children that they need to be looking for their car so they are able to quickly load into the car.

- Do not park your car in the main circle drive area between 8:25-8:55 a.m. and 2:30-3:20 p.m. During these time slots, you may only park after the second set of orange cones. ***NO Parking in School Lot to pick up students at Dismissal.***
- To park after the second set of orange cones in the circle drive, please pull forward as far as possible to the drive's exit and park. Pulling forward to the exit will allow for possibly 10 parking spaces. Since there are limited spaces, please carefully choose when you must park and walk your child into school.
- **Your child is TARDY after 8:55 a.m.** An orange cone or sign will be placed by the flag pole indicating that you will need to walk them into the office. Lunch recess detentions are given to students on their 5th and subsequent unexcused tardies.
- Afternoon Pick-Up is at 3:10 p.m. After 3:25 p.m. your child will be brought into the office to wait for you. You will need to sign them out. If you are late more than 5 times, we will require that you look into alternative pick-up or after school arrangements for them. **REMINDER: No cell phones in School Zone.**

BIRTHDAY PARTIES

A child may furnish birthday treats for his/her classmates according to the following:

- **Please give the teacher a three-(3)-day notice.** The teacher will advise the parent as to the best time for the room party and alert the parent to any type of diet variance a student may have.
- One treat is furnished for each child in the classroom.
- Cupcakes or cookies work best. However, if juice, ice cream, or sheet cakes are involved, the parent is to furnish the utensils needed to serve them. Ice cream must be brought at the designated time.

NOTE: Invitations for home birthday parties leads to hurt feelings for students who are not invited. **ALL students need to be invited if having birthday parties with classmates and we would prefer that invitations NOT be handed out at school.**

BREAKFAST

Breakfast is offered daily and is served from 8:35-8:55am. The cost is \$1.00 per day, payable weekly (\$5.00); reduced price is 40 cents per day, payable weekly (\$2.00). Students who qualify for free lunches also qualify for free breakfast.

BUS

Students are expected to be prompt in reporting to their bus stop and should arrive ten minutes prior to the scheduled bus arrival time. It helps to leave home at the same time every day. Students should line up in an orderly manner and wait for the bus to come to a complete stop. We ask that they stay away from people's property and off the lawns. Parents are responsible for their children until the scheduled bus pick-up time and may want to arrange for supervision when possible.

Student Behavior Bus Expectations:

- **Follow the directions of the driver, do not distract the driver, wait until the bus is stopped** to get the driver's attention.
- **Maintain a safe, seated position at all times** by keeping feet and arms out of the aisle. Remember to keep your hands and objects inside the bus.
- **Keep voices at a low level.** Speaking with indoor voices allows the driver to concentrate on the road.
- **No eating or drinking** on the bus. This will reduce the risk of choking or attracting bugs.
- **Respect each person's individual space.** No throwing objects or intentionally trying to touch another student, no running or horseplay.
- **Keep track of personal belongings.** The school district is not responsible for items lost on the bus.

Parents are asked to discuss these expectations with your children. Bus conduct rules are also listed in the Student Conduct Code Handbook. These rules of conduct are to be followed both at the bus stop and on the bus. Students who fail to follow the rules may lose their bus riding privileges, thus making parents responsible for transportation. Parents will receive notice and a call from the office whenever bus privileges are suspended.

Students may ride only their assigned bus. If a student wishes to ride a bus other than the one he/she is assigned, a specific form needs to be filled out. It requires the signature of both the parent/guardian and a school representative. This form is to be given to the bus driver. A student will not be allowed to ride a bus without this authorization. Only students who are in the bus computer system, as a registered bus rider, may ride home on a different bus than they are assigned, and only as long as there is room on the bus.

CAFETERIA GUIDELINES

During breakfast and lunch periods, students are expected to:

- Observe appropriate dining manners at the table.
- Leave the table and surrounding area clean.
- Place trash in the proper receptacles.

- Never “cut” in lunch lines.
- Talk in reasonable tones.
- Follow the Barkstall Expectations, which have been established for appropriate behavior.

CANDY/GUM

Students may bring candy to school to celebrate a birthday, a class party, or as a lunch dessert. **Gum is not allowed.**

CHANGE OF CLOTHES - KINDERGARTEN

Each Kindergarten student at Barkstall School should have a complete change of clothes kept in the classroom (underwear-2 pair, socks-2 pair, slacks, shirt, shoes). They are to be sent in a plastic bag clearly labeled with your child’s name. When your child’s school clothes become soiled due to illness, mud puddles, spilled milk, etc., your daily schedule will not have to be interrupted to bring us a change of clothes. The soiled clothes will be sent home in the plastic bag.

CHECKING OUT OF SCHOOL

A parent **must** first report to the office before entering the classroom or exiting the building with a student.

- If your child needs to leave early for an appointment, please inform the classroom teacher **in advance when possible.**
- Please allow a few minutes for students to gather materials prior to exiting the classroom.
- A dismissal slip will be given to the parent, which will release your child from the classroom. Barkstall teachers **will not** release a student to anyone who does not have a dismissal slip. This procedure is in place to provide for your child’s safety.

CHILD CARE

Families may apply for students to participate in our Kids Plus Child Care Program. You may choose before-school care, after-school care, or both programs. There is a fee structure for the program. Contact the Program Coordinator at 351-3719 for more enrollment information.

7:00 a.m. - 8:35 a.m.	Before-School Child Care Program
3:10 p.m. - 6:00 p.m.	After-School Child Care Program

CONCERNS

We realize “you can’t please all the people all of the time” but we would like to try. If you should ever have a concern with regard to Barkstall Elementary School, you are invited to express yourself by following these procedures.

1. Talk to the staff member(s) who are involved. Many times children misinterpret or misquote what they hear or what they see. When your child tells you something about school that you feel needs to be addressed, react to your child calmly and contact the appropriate person to find out the other side of the story. Children need to know that their parents love and support them, but they also need to know that their parents support the school. No staff member will conduct a conference with a parent who is abusive or belligerent. It is a rare situation that cannot be solved through a conference.
2. If the staff member is unavailable, or a satisfactory solution was not achieved in the conference, the parent has the right and the responsibility to talk to the building principal. The building principal will investigate the complaint and handle it within the guidelines of Unit #4.

CONFERENCES

Parent-Teacher conferences will be held on a scheduled basis. Information will be sent home with exact dates and time schedules. However, if you have questions or concerns, please contact the classroom teacher in a timely manner.

DIGITAL CITIZENSHIP PLEDGE

Barkstall is adding a “Digital Citizenship Pledge” that describes our technology expectations that follows our Barkstall Pledge. As more technology is being used at school and at home, it is important to teach our students about how to be safe online. This pledge sign-up will be sent home with students at the beginning of the year for Students and Parents to read over and understand and sign off on and return to the School Office where it will remain on file for the school year.

Dress Code Guidelines

RULE OF THUMB: PLAIN, SIMPLE, AND SOLID

1. All items are to be **plain, simple, and solid.**
2. No designer logos, labels, decorations, or insignias except the Barkstall logo.
3. All blouses and shirts must be tucked in at all times.
4. Cardinal Red, White, and Navy Blue shirts with a collar: no details on shirts.
5. Khaki or Navy Blue pants, skirt, jumper, or capris: no details on pants.

6. Plain Belt (Brown, Black, or Navy) – Required for Grades 3-5 if belt loops are on pants.
7. Hair accessories – solid, non-decorated, Red, White, Navy, Black, or Brown colors.
8. Socks or Tights required – White, Navy, Black, Brown, Khaki Tan.
9. Shoes – Plain tennis shoes or street shoes in White, Grey, Black, Brown, Navy or Red – **includes PE shoes.**
10. Students wearing boots to school are expected to change into shoes; **winter boots are NOT to be worn during the school day.**
11. If a sweater, sweatshirt, or sweat jacket is worn, it must be solid Red, White, or Navy.
12. Students are encouraged to leave a dress-code sweater or sweatshirt at school, especially during winter months.

Students are expected to follow the standardized dress code. If the dress code requirements are not followed, your student will be sent to the office before the start of classroom instruction, recess or lunch to change into appropriate uniform apparel. **If dress code requirements are not followed:**

- **First offense:** A note will (see “Dress Code Violation” below) be sent home, to be signed and returned by a parent/guardian the next day. (If the note is not returned to the office, signed by a parent/guardian, an administrator or designee will call the parent or guardian.)
- **Second offense:** Phone call home.
- **Third offense:** A conference between a parent/guardian, student, and principal will be held.
- **Persistent offenses:** Could result in detention. (To be determined by principal.)

Children should wear shoes and clothing that they can manage themselves (buttoning, zipping, and tying). Please **label** all hats, coats, mittens, scarves, etc., with your child’s name so that these articles can be readily identifiable and not end up on our lost and found table.

**Barkstall Elementary School has a standardized dress code for students in Grades K-5.
All students are expected to observe the designated dress code guidelines.**

In 1998, Barkstall Elementary School and PTA adopted a standardized dress code. Studies have shown many positive effects in schools that have uniform dress codes.

School uniforms have a positive effect on students AND teachers.

School uniforms promote a single standard of dress. Therefore, school environments become less competitive and more focused on learning. Similarly, research has shown there is a link between a student’s appearance and teachers’ expectations. High expectations mean high achievement.

School uniforms boost school spirit!

Helping to build a sense of community within the school, uniforms create an atmosphere of belonging. This essence of unity can positively affect a child’s attitude toward school and can lead to better learning and improved attendance. A child excited about school is a child ready to learn! **Barkstall “Vern the Bear” t-shirts or Reading t-shirts can only be worn on Fridays.**

School Uniforms promote a safe, healthy learning environment!

No doubt about it! Education professionals agree that a safe school environment is essential for learning to take place. The safer the environment, the more likely children will attend. Uniforms make it easier for school officials to identify non-students while promoting a safe and comfortable atmosphere.

School uniforms make mornings easier!

Uniforms eliminate the need to argue over what to wear to school every day. Through simplicity, uniforms promote time efficiency, organization, and neatness. Parents and students agree that getting the morning off right is the key to a productive and happy day.

School uniforms encourage individual self-expression.

With a standardized dress code, students are more likely to find ways to express their creativity through the arts, music, sports, personality and academic achievement, rather than through their clothes.

DRESS CODE COMPONENTS

TOPS

Acceptable Colors: White, Navy, or Cardinal Red

SHIRTS/BLOUSES

All blouses and shirts must have complete short or long sleeves (no slits or skimpy cap sleeves). All shirts/blouses must have a collar.

Acceptable: Polo shirts; turtlenecks; dress shirts with buttons; blouses with simple straight or Peter Pan collars.

- No design insignias/decorations/words except Barkstall logo
- No contrasting trim
- No flounces, lace, sailor collars, contrast in trim, etc.
- Must be tucked in

SWEATERS

- Pullover, v-neck, cardigan, zip-up, or button-up sweater.
- No contrasting trim or stripes
- No design insignias/decorations/words except Barkstall logo
- Must be worn over a turtleneck or collared shirt.
- Length- must fall between the waist and hip.
- Students are encouraged to leave a dress-code sweater or sweatshirt at school, especially during winter months.

SWEATSHIRTS

Solid, pullover or zip-up type sweatshirts **are allowed but must be:**

- Solid navy blue, cardinal red, or white (no contrasting trim or stripes).
- No design insignias/decorations/words except Barkstall logo
- Worn over a turtleneck or collared shirt.
- Length- must fall between the waist and hip.

JACKETS/COATS

- Any jacket can be worn to school but must be taken off inside the school building.

BOTTOMS/JUMPERS

Acceptable Colors: Navy or Khaki Tan

PANTS

Acceptable: Solid twill, cotton/poly blend, or corduroy

- plain or pleated front
- elastic waistband
- No design insignias, words, decoration

Not Acceptable: jeans, sweatpants, nylon windsuit pants, cargo pants, rolling-up the pant leg or skinny form-fitting pants

BELTS

Belts should be worn with all pants that have belt loops, be PLAIN and in dress code colors, brown, black or navy.

SHORTS/SKIRTS/SKORTS*

Acceptable: Solid twill or cotton/poly blend

- plain, pleated front or elastic waistband
- box pleat, two kick pleat, or straight
- No design insignias, words, decoration

Not Acceptable: knit jersey fabric, leather, suede

JUMPERS*

Acceptable: Solid twill, cotton/poly blend, or corduroy

- plain, pleated front or elastic waistband
- box pleat, drop waist, or straight A-line
- No design insignias, words, decoration

Not Acceptable: knit jersey fabric, leather, suede

**Shorts/Skirts/Skorts and Jumpers should fall within 2 inches above or below the knee.*

ACCESSORIES

BELTS

- Leather (flat or braided), or flat woven fabric: Black, Brown or Navy. Must be worn when pants have belt loops for grades 3-5.
- Scarves may not be used as a belt.

SHOES

- Plain footwear: The **major color must be White, Grey, Black, Navy, Brown or Red**. **No flashing, glittery** or rolling type shoes.
- Street shoes (Loafers, Mary Janes): The colors must be black, brown or navy.
- **Not Acceptable**: Cowboy/Girl Boots, Crocs, Hightops, sandals, open-backed shoes, platform shoes, and roller skate shoes.
- Snow boots can be worn to school **but must be removed** once inside the building and tennis/street shoes must be put on for wear during the school day.
- **All students should have a pair of athletic shoes specifically for indoor P.E. class**. These shoes must be left at school. They should be clean with non-marking soles and follow dress code guidelines: plain white, grey, black, brown or navy.

SOCKS or TIGHTS are required

Acceptable colors: White, Navy, Black, Brown, Khaki Tan, or Red.

Solid colors only – no patterns or stripes

JEWELRY

- Only stud earrings are allowed.
- Students may **NOT** wear necklaces or bracelets.

HAIR ACCESSORIES – Only hair bands and hair beads may be worn

- One hair band may be worn: Colors: Red, White, Navy, Brown, Black. They are to be solid, non-decorated.
- Hair beads are to remain simple. Colors: Red, White, Navy, Brown, Black.

RECYCLING DRESS CODE CLOTHING

Once your student has outgrown their “Barkstall” clothes, please consider donating back to the school for our “Used Clothing Resale”.

PLEASE REMEMBER: PLAIN, SIMPLE, AND SOLID

Dress code components in the approved colors and styles may be purchased at any store. They are available at the following retailers:

STORE/WEBSITE	Comments
J.C. Penny www.jcpenny.com	Uniform catalog, home delivery, and in-store shopping.
Land's End www.landsend.com	Uniform catalog, home delivery. *Land's End Code: <u>9000-3239-2</u>
Frenchtoast.com 800-frenchtoast	Uniform catalog, home delivery. *Code for ordering: <u>QS45M8J</u>
Kids-R-Us	At Toys-R-Us store.
Target www.target.com	
Wal-Mart www.walmart.com	Low prices Some available in stores
Kohl's www.kohls.com	
Meijer	
Old Navy www.oldnavy.com	Home delivery, some items only available online – can order online at the store and pay no shipping
GAP www.gap.com	Home delivery, some items only available online – can order online at the store and pay no shipping
The Children's Place www.childrensplace.com	

ELECTRONIC DEVICES/TOYS

Please discourage your child from bringing electronic devices (cell phones) or toys to school. Invariably, an item is lost, and the school is not able to replace lost possessions. Please help us avoid such occurrences.

EMERGENCY INFORMATION

Probably one of the most important forms you will fill out each year is the enrollment paperwork, which includes emergency information. Please be sure to provide correct, current, and complete information. **If any of the information changes throughout the year, it is very important that you notify the school.**

FIELD TRIPS

There are times when your child's class will take a field trip away from school. **A signed parent permission slip will be required for all children to leave school property any time.** A phone call will not be accepted. Field trips are planned to augment the curriculum and full class participation is desired.

FOOD ALLERGIES

Due to students with food allergies, an allergen awareness table is available in the lunchroom for students with food allergies. Please notify the office if your child needs to sit at this table.

FREE/REDUCED LUNCH APPLICATION

A new application for free or reduced lunch is necessary at the beginning of each school year and must be approved. Each child must be listed on the application completed by the family attending Barkstall. Food Service prefers parents to use the online application link: www.cusd.heartlandapps.com and will be available to apply after July 19, 2017. The parent/guardian will be notified of the approval of the application from the Unit #4 Food Service Department. Paper copies will be available in the school office sometime after the August 1st.

HATS

Hats and sweatbands are not to be worn in the building. We require this of students and adults alike.

INSTRUCTIONAL FEES

All Unit # 4 students are charged a nominal fee for instructional materials. The rate for elementary students is \$80.00 for the year. Fee waiver applications will be available to all families at the time of enrollment. Additional information regarding fee waivers is available in your District Handbook/Calendar.

LOST AND FOUND

Please clearly label your children's clothing, gym shoes, boots, caps, etc. An area for lost and found articles is located outside of the main office on "Lost-Found Table". When an article is lost, immediately check the lost and found area. At the end of each quarter, clothing left in the "Lost and Found" will be taken to Goodwill. Items of sentimental or monetary value should be left at home for safe keeping.

Students who wear jewelry and watches (all jewelry worn must comply with dress code) are assumed to be old enough to wear them **at all times**. These items are not to be traded, loaned, or taken off. Pupils are asked to leave such items at home if they cannot keep said items on at all times.

Money is to be carried on the person at all times. Money should never be left in the lunch box or sack, in the desk, or in clothing left in the lockers.

LUNCH

The prices of hot lunches are:

Student Lunch	\$2.30 per day (includes milk)	\$11.50 per week
Reduced lunch	.40 per day (includes milk)	\$2.00 per week
Reduced breakfast	.30 per day	\$1.50 per week
Milk only	.40 per day	\$2.00 per week
Breakfast	1.00 per day	
Adult breakfast	1.40 per day	
Adult lunch	3.30 per day	
Adult milk	.50	

If your child prefers to bring his/her own beverage, please note that **SODA POP AND OTHER CARBONATED BEVERAGES ARE DISCOURAGED.** ALSO, **FAST FOOD IS DISCOURAGED.**

With the new computerized lunch system, when student accounts have a negative balance parents will be informed via letter or automated phone call of their lunch balance.

Juggling lunch money every week can be a challenge for parents and the office staff. Here are a few helpful hints to help make it a little bit easier for all of us.

- **Please remember that payment for lunch or milk must be made in advance.** Food Service has a policy in place which freezes students' lunch accounts when the student's account goes over a \$20 negative balance.
- **Please send lunch money on the first school day of the week (if you pay weekly) or the first day of the month (if you pay monthly).**
- **Rule of thumb** – If you pay weekly, send lunch money every Monday. For those who pay monthly, when you receive a new monthly menu, that can serve as a reminder to send money for the next month's lunches.
- **Checks are encouraged** and should be made out to Barkstall Elementary School.
- **Please send separate envelopes and checks for each child,** even if they are in the same grade level or classroom. Write your child's full name (first and last) on the lunch money envelope. The child's teacher's name and the dollar amount in the envelope should also be included. If you don't have the "correct" envelope, any plain business envelope will do.
- **Please seal the envelope securely,** *especially* if you send cash. Coins have a tendency to get lost.
- **Specific lunch choices do not need to be indicated when money is turned in.** Your child's teacher collects this information every morning.
- **Keep a little "cushion" in your child's account.** Lunch money can be sent in any increment.
- **Please try to maintain a positive account balance.** The District prefers that you plan ahead and **not** allow negative balances to accrue.

MEDICATION POLICY

Based on District Policy (School Board Policy 720.14) the Barkstall staff "cannot dispense short- term medication such as antibiotics, cough syrups and aspirin." Please talk to your child's doctor to request that the long-term antibiotics be prescribed to reduce the medication to one or two dosages a day. You can administer it to your child before he/she leaves for school and after he/she arrives in the afternoon.

If your child is asthmatic and he/she requires an inhaler, review with him/her that he/she cannot allow any child to use it, play with it, etc. The inhaler must be turned into the teacher for safe keeping.

Students on permanent medication who require medication during the school day must follow these guidelines:

1. Parents are required to bring medication to the school office along with proper documentation before student will be administered medication during the school day. Under no circumstances should students have any medication, prescription or non-prescription. Do not send medication to school with student or in student's backpack.
2. The original prescription container or a written statement from the student's doctor, indicating the necessity for the medication and proper dosage, name of medication, time, and duration will be required. The name and telephone number of the doctor and pharmacy will be indicated.
3. A written request and permission from the parent to administer the drug will be required.
4. All permission for long-term medication will be renewed annually. Changes in medication will require a new written authorization form.
5. At the close of the school year or at the end of the treatment regimen the parent/guardian will be responsible for removing any unused medication that was prescribed for their child(ren). Any medication unclaimed by June 15 will be destroyed by the principal or his/her certificated designee in the presence of a witness.

(School Board Policy 720.14, December 9, 2002: pgs. 1-2)

Illness and Communicable Disease

Your child must remain at home if he or she displays symptoms of illness including but not limited to: fever of 100° F., sore throat, diarrhea, vomiting, lethargy, skin rash, eye infection, runny nose. If a student becomes ill during the school day, a parent or guardian will be contacted. Parents or guardians are responsible for picking up their child.

The school follows the guidelines set forth by the Illinois Department of Public Health regarding exclusion from school due to communicable diseases. Below is a listing of some of the most common diseases and their exclusion policy. For other disease information or questions, please contact your school administrator, school nurse or the Champaign-Urbana Department of Public Health.

Communicable Disease	Exclusion Policy
Strep Throat	May return to school 24 hours after treatment begins, provided fever is absent
Pink Eye	May return to school 24 hours after treatment begins or is examined by a physician and approved for readmission
Ring Worm	May return to school 24 hours after treatment begins and the lesion begins to shrink, unless the lesion can be covered; no exclusion needed if lesion can be covered
Chicken Pox	Exclude from school for not less than five days after the eruption of the last vesicles or until the vesicles become dry
Mononucleosis	No restrictions unless student has a fever of 100° F or greater or is not well enough to participate
Scabies	May return to school the day after the first scabicide treatment
Impetigo	May return to school 24 hours after treatment begins

NON-CUSTODIAL PARENTS

Barkstall Staff will be happy to provide newsletters, report cards, progress reports, etc., to non-custodial parents. It is the responsibility of the parent to request such information from the classroom teacher. Non-custodial parents may visit the classroom and have parent-teacher conferences about their child. However, Barkstall School will not allow a non-custodial parent to remove the child from the school premises unless we have written authorization from the custodial parent. (By listing the non-custodial parent on the emergency form, you give us the authorization to release the child to that parent in case of an emergency when we cannot reach the custodial parent.)

Parents who are separated, but not legally divorced, are advised that the school finds itself in a difficult position when determining who should be allowed to remove the child from the school premises. **Unless there is assigned custody or other court papers indicating that one parent cannot have access to their child, the school can release the child to either parent.**

NOTES/PHONE CALLS REQUIRED

The school requires notes/phone calls (answering machine available to leave messages) from parents or guardians for:

1. Each day child will be absent
2. Late arrival

PARENT VOLUNTEERS

All parent volunteers who will spend more than three hours in the school as a volunteer **MUST** complete the volunteer application process. The safety of our kids and our buildings is of the utmost importance to all of us and this process is one simple step in helping to insure that safety. Application and background check information can be obtained in the school office

PARKING

When parking for events, please park in the staff parking lot, street, circle drive or blacktop. **Please *DO NOT* park on grass or on the left side of the circle drive.**

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

PBIS is a proactive system approaches practiced in our school environment. They are designed for all students and are based on sound research utilizing effective teaching practices. Both foster positive teaching and learning environments in all classrooms and enables school staff to focus on academics because we realize the power of the social environment intertwines with the success of academic curriculum. Our three expectations are: Be Safe, Be Respectful, and Be Ready. Social skills are reinforced daily with recognition and relationship building. Student successes are enthusiastically recognized and celebrated.

Barkstall Elementary School Expectations

	Be Safe	Be Respectful	Be Ready
Classrooms and Specials	<ul style="list-style-type: none"> ▪ Push in chairs ▪ Keep hands, feet, and objects to yourself ▪ Walk 	<ul style="list-style-type: none"> ▪ Listen while others speak ▪ Follow directions ▪ Use kind words and polite actions ▪ Raise your hand to speak or get up ▪ Use quiet voices 	<ul style="list-style-type: none"> ▪ Think before you act – use self-control ▪ Always do your best ▪ Arrive quietly on time and ready to learn
Hallways	<ul style="list-style-type: none"> ▪ Walk ▪ Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> ▪ Keep hallways clean ▪ Turn voices off 	<ul style="list-style-type: none"> ▪ Face forward ▪ Stay with your class
Playground	<ul style="list-style-type: none"> ▪ Use equipment properly ▪ Play by the rules ▪ Keep hands and feet to yourself 	<ul style="list-style-type: none"> ▪ Cooperate (include others, share equipment and take turns) ▪ Use kind words ▪ Show good sportsmanship ▪ Protect the environment 	<ul style="list-style-type: none"> ▪ Line up when the whistle blows ▪ Listen to adults ▪ Follow directions ▪ Return equipment to assigned area ▪ Solve small problems peacefully ▪ Report big problems to an adult
Restroom	<ul style="list-style-type: none"> ▪ Open the door slowly ▪ Walk ▪ Keep hands and feet to yourself 	<ul style="list-style-type: none"> ▪ Wash your hands with soap and water ▪ Keep the bathrooms clean ▪ Use quiet voices ▪ Be considerate of others' privacy 	<ul style="list-style-type: none"> ▪ Use time effectively ▪ Report problems to an adult
Cafeteria	<ul style="list-style-type: none"> ▪ Stay seated ▪ Raise your hand for assistance ▪ Walk ▪ Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> ▪ Use good table manners ▪ Use quiet voices ▪ Keep your eating area clean ▪ Throw away all trash 	<ul style="list-style-type: none"> ▪ Sit quietly to be dismissed ▪ All food stays in the cafeteria ▪ Wait in line patiently ▪ Take all needed items
Assembly	<ul style="list-style-type: none"> ▪ Walk to your assigned area ▪ Keep walkways clear ▪ Keep hands and feet to yourself 	<ul style="list-style-type: none"> ▪ Sit on your bottom on the risers ▪ Be a good neighbor ▪ Be silent while others speak ▪ Sit with legs crossed and hands in lap on the floor ▪ Clap politely 	<ul style="list-style-type: none"> ▪ Stay with your class ▪ Wait patiently ▪ Follow your teacher's directions
Buses	<ul style="list-style-type: none"> ▪ Stay in your seat ▪ Walk to the bus ▪ Sit facing front of bus with feet on the floor ▪ Get on and off the bus carefully ▪ Never go with or talk to strangers ▪ Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> ▪ Walk directly to your seat ▪ Use quiet voices ▪ Use kind words and polite actions ▪ Follow directions ▪ Keep the bus clean 	<ul style="list-style-type: none"> ▪ Listen for your bus to be called ▪ Look for your bus stop ▪ Take all your belongings with you when you exit
Before/ After School	<ul style="list-style-type: none"> ▪ Keep hands, feet, and objects to yourself ▪ Stay in your assigned area until invited into your classroom 	<ul style="list-style-type: none"> ▪ Use kind words and polite actions ▪ Follow directions ▪ Use quiet voices 	<ul style="list-style-type: none"> ▪ Line up with your classmates ▪ Wait in line patiently ▪ Arrive on time ▪ Solve small problems peacefully ▪ Report big problems to an adult ▪ Sit in your assigned area

RECESS

Recess is scheduled daily for all students. There is a short recess after the children finish eating lunch. We do not go outside if it is raining, heavy snow is falling, or if the wind chill temperature is below 20 degrees. Children who have been ill must have a note from their parents requesting they not go outside. **If children are to stay inside more than 3 days, a doctor's note is required.**

RECORDS

Unit #4 will not share a student's records with an outside agency or school district without signed permission from the parent or legal guardian. Permanent and temporary records are maintained for each child and are kept in the school office. Parents may make an appointment with the building principal to inspect the records of their child.

RtI

Parent's Guide to Response to Intervention (RtI)

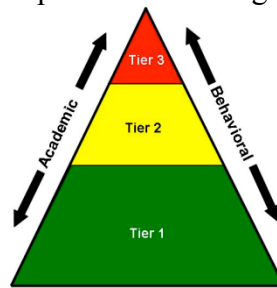


Overview of RtI

RtI, or Response to Intervention, is a process used to determine if students are responding to classroom instruction and progressing as expected. When students struggle, they receive additional instructional support by matching instruction to individual needs. Each level of support, also known as a tier, provides instruction with increased intensity. Supports are matched to student needs. RtI focuses on the early prevention of academic difficulty and/or behavior by screening all students and then using data to determine which students need additional support. As students receive targeted support they are monitored to see if they are responding to the intervention. This is how RtI got its name!

RtI Tiers of Support

The RtI process typically has 3 Tiers. Each tier provides differing levels of support.



Tier 1: All students receive high quality curriculum and instruction in the general education classroom.

Teachers differentiate the curriculum to meet student needs.

Tier 2: Provided to students needing more support than they are receiving in Tier 1. In Tier 2 students are provided additional instruction, usually in small groups, using research-based interventions focused on targeted skills. Progress is monitored weekly or twice monthly.

Tier 3: Students who do not adequately respond to interventions in Tier 2 are provided additional intensive supports. Progress is monitored weekly.

Essential Components of RtI

- High quality, research based instruction and behavioral support in the classroom.
- Universal screening of academics and behavior to determine which students need targeted support.
- Students identified through screening receive additional instruction designed to meet their needs.
- Multiple tiers of increasingly intensive support which can mean more time, smaller groups and/or more instruction focused on the specific areas in which the student is having difficulty.
- Use of a problem-solving model, using data to inform decision making.
- Continuous monitoring of student progress during interventions.

What If My Child Doesn't Respond to Intervention?

Individual students who continue to struggle even after multiple interventions have been put in place, may be brought to the RtI Team. This team typically includes the Principal or Assistant Principal, psychologist, social worker, classroom teacher, reading teacher and special education teacher.

If your child is brought to this team, you will be notified and invited to attend. Parent involvement is valued and highly encouraged!

The purpose of this meeting is to partner with a student's family to:

- Identify strengths
- Review supports provided
- Discuss how student has responded to intervention
- Develop a plan of action
- Determine next meeting

Ways Families can Support the RtI Process

- ✓ Make reading an everyday habit at home
- ✓ Communicate with your child's teacher
- ✓ Monitor and assist with homework assignments
- ✓ Help your child study for tests
- ✓ Review screening data with your child's teacher during parent/teacher conferences
- ✓ Celebrate your child's success

RULES

The Champaign Unit #4 Student Code of Conduct Handbook will be sent to the home of each child. Parents are asked to read and discuss this information with their child(ren) so that everyone is familiar with the rights and responsibilities of students and the consequences of violations.

SAFETY PATROLS

Fifth grade students serve as School Safety Patrols and are supervised by the Assistant Principal. They are stationed at designated doors and buses for your child's protection. The Student Safety Patrols will be on duty during student arrival and dismissal hours.

SNOW DAYS OR EMERGENCY DISMISSALS

In case of severe winter weather or other emergencies, the superintendent may cancel school. Please listen to a local radio station to determine the status of school. **DO NOT CALL THE SCHOOL.**

Every effort is made to notify the radio stations prior to 6:30 a.m.

In the event of an **emergency dismissal**, please make your child and teacher aware of any change in normal dismissal schedule. **Always listen to your radio, as the school is unable to call each parent.**

Some days the Superintendent may "reduce yellow bus service" but school will still be in session. Buses still run in town for REDUCED Bus Service. If you bring your child to school on days that bus service has been reduced, the bus will **NOT** take the child home if their stop did not have bus service in the morning.

TELEPHONE/CELL PHONES:

Student Code of Conduct, Section Electronic Devices Guidelines (pg. 19):

ELEMENTARY LEVEL

1. Cell phones may be brought to school, **but must be OFF and left in the student's backpack during the entire school day.** This includes recess, lunch, field trips, the bus and in front circle drive.
2. OFF means "powered off" and not in "vibrate" or "silent" mode. Forgetting to turn off the cell phone is not an excuse.
3. No Cell Phones in School Zone (Hallbeck Drive and front circle drive).

Any offense: Phone confiscated and parent contact.

Severe violations or continued violations of policy may result in additional consequences for other conduct, i.e. disobedience, tardiness, cheating, bullying, harassment, etc.

TOBACCO USE

Barkstall Elementary, like all other public schools, is a **NO SMOKING** facility. This includes our parking lot and playground 24 hours a day.

VISITS

We welcome your visits to our school and hope you will be an active participant at Barkstall. However, we do ask that you observe the following courtesies:

1. **ALL** visitors **MUST** enter through the front door. An **entry system** is in place for security purposes. A button placed at the circle drive main entrance must be pressed to be admitted to the building. When office personnel answer, please identify yourself and the purpose of your visit. The door will be unlocked electronically for your admittance. **You must come to the office and check in.**
2. **ALL** parents must **FIRST** report to the office to obtain a **VISITOR'S PASS** before going to your child's classroom, even if you are just quickly dropping off an item for your child. This is a State law and is required of **ALL** visitors.
3. Please call or email the teacher to arrange a good time to visit. If possible, give a 24 hour notice.
4. The classroom visit should not be used as a conference time. If you wish to discuss something with the teacher, **make an appointment to meet with the teacher.**
5. **Parents are asked not to walk their children to the classrooms** at the beginning of the day as this causes extra distractions for teachers. Exceptions may be the first few days of kindergarten. We expect even kindergarten students to be as independent as possible.
6. **Please wait outside for your child at dismissal time.** Hallways become congested at the end of the day, and it is less confusing if only students and staff are in the building. If you need to speak with someone at the end of the day, please wait until all have exited and you are united with your child, and then you may stop by the office to meet with Barkstall staff.

VISION / HEARING

ATTENTION: PARENTS OR GUARDIANS OF CHILDREN OF INCOMING KINDERGATEN STUDENTS !

A Law in Illinois Requires that Your Child Receive a Complete Eye Examination by an Optometrist.

Proof of Required Eye Exam (completed vision exam form) must be submitted to the school and/or date of appointment given to the school your child will be attending by October 15, 2011. Failure to comply with the law may result in you not receiving your child's report card.

***You may contact Faith Shelby-White, Hearing-Vision Screener, for more information at 373-7312 ext. 237.**

VISION-HEARING SCREENING NOTIFICATION

Vision screenings will be done as mandated in the Illinois School Code for the following students: **preschool, kindergarten, 2nd, 8th, all special education students K-12**, new students entering the district for the first time. The teacher and/or parent may also request a screening for students they have concerns about who are not in the vision mandated grades. Vision screening is not a substitute for a complete eye examination by an optometrist. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the previous 12 months and that evaluation is on file at the school. Vision screening is not an option. If a vision exam form is not on file at the school for your child, your child (in the mandated age/grade/group) will be screened.

***Kindergartner's entering school for the first time and any student regardless of grade entering the district from another state or country must now have a complete vision examination done by an optometrist according to Illinois Law. Proof of the exam must be given to the school office no later than October 15th. If an appointment has been scheduled for later than that date, you must call the office informing them of the appointment date and time. Schools can hold student report cards for failure to comply.

Hearing Screenings will be performed on all **preschool, kindergarten, 1st, 2nd, 3rd grade students, special education students K-12** and new students to the district. The teacher and/or parent may also request a screening for students who are not in the hearing mandated grades if there have been prior concerns.

**Any questions or concerns may be directed to
Faith Shelby-White, Certified Hearing-Vision Technician at 373-7312 ext. 237.**

DAILY SCHEDULE*		
8:35 a.m.	Students may enter the building. There is no adult supervision prior to this time.	
8:45 a.m.	First Bell	Students may enter classrooms
8:55 a.m.	Tardy Bell	Students must be in seats; classes begin
11:20 a.m.	Lunch	Kindergarten

11:35 a.m.	Lunch	1 st Grade
11:50 a.m	Lunch	2 nd Grade
12:05p.m.	Lunch	3 rd Grade
12:20 p.m.	Lunch	5 th Grade
12:35 p.m.	Lunch	4 th Grade
3:10 p.m.	Dismissal	
3:25 p.m.	Building cleared of all students except those involved in extra-curricular activities	

***SUBJECT TO CHANGE**

BARKSTALL ELEMENTARY SCHOOL STAFF*

2017-18

Kindergarten	Carly Sakowski, Susan Thompson, Heather Winters
Grade 1	Hillary O'Connell, Gwen Toren, Renee Waibel
Grade 2	Tiffany Blackmon, Ashley Retz, Kim Zahn
Grade 3	Paige Annolino, Michael Burrus, Teri Ellis
Grade 4	Debra Costello, Jennifer Haile, Jacqueline Palmer, Lauren Thomas
Grade 5	Dawn Beyler, Mary Cecava, Jeffrey Hayes, Valerie Prescott,
Visual Art Specialist	Grant Thomas
Music Specialist	Ann Marie Morrissette
ESL	Esther Kim, Jenna Ko, Jacquelyn Merchant
Enrichment Specialist	Elizabeth Hedge
Instructional Coach	Jill Trentz
Instructional Interventionist	Kerrylynne Humphrey
Instructional Interventionist	Nicole Miller
Physical Development (PE)	Marcia Grothe/TBA
Speech Pathologist	Kip Hopper
Learning Behavior Specialists	Carrie Hopkins, Jacquelyn Teague, John Anderson, Brian Alexander-Ward
Psychologist	Bonita Bowers
Social Worker	Katina Wilcher
Occupational Therapy	Sally Peters
Mentoring Coordinator (BA/KW)	Amy Lamb
Attendance Program Specialist	Rickey Parks
Media Specialist	Katherine Krusell Skibar
Library Clerk	Teresa Jones
Teacher Assistant-ED	Iyana Jones, Tamara Fisher
Teacher Assistant	Christina Bell, Yolanda Harrington, Matthew Payton, Julie Riehle, Vicki Rogers, Taylor Stenzel
Head Custodian	Tracy Stickels
Custodians	Miguel Ibarra, Jimmie "Bob" McDonald
Secretary	Paige Cross
Office Manager	Mary Logsdon
Assistant Principal	Liza Thomas
Principal	Peter Foertsch

***Subject to change.**

BARKSTALL ELEMENTARY SCHOOL

2201 Hallbeck Dr. – Champaign, IL 61822

SCHOOL SUPPLIES for 2017-2018

SUPPLIES	KDGN	FIRST	SECOND	THIRD	FOURTH	FIFTH
PE/Tennis Shoes (<i>Recommended</i> that shoes be left at school for all grades)	1	1	1	1	1	1
Book Bag or Backpack (No wheel-type for K-1)	1	1	1	1	1	1
Large Box of Tissues	1	1		2	3	3
School Box-not cardboard		1		1	1	
Fiskars (rounded/plain color scissors)	1	1				
Sharp Scissors -Fiskars or good quality			1	1	1	1
4 oz./8 oz Elmer's glue (white only)	1-4 oz		1-8 oz			
Glue Stick	12	12	4 (lg)	1	2	3
**New Item: Headphone/Earbuds		Hd Phones	Hd Phones	1	1	1
Pencils #2 – (<i>Make sure pencils are #2 lead</i>) Recommended: <i>Ticonderoga or USA Gold</i>		2 dz (24)	2 dz (24) (sharpened)	5 dz (60)	5 dz (60)	6 dz (72) No Mech
Erasers (pink)			1 (lg)		1	1
Crayola Washable Markers, 8 count	1	1	2	2	1	1
Crayons	4-Boxes of 24	4 Boxes of 24	3 box of 24	2 Boxes of 24	1 Box of 24	
2-Pocket Folders-Plain		4		5	5	
Set of Colored Pencils-Crayola				1	1	1
Centimeter/Inch Ruler			1 – for Blackmon	1	1	1
70-Page Wide-Line Spiral Notebooks					3	5
Wide-Line Loose Leaf Notebook Paper (3-hole) 4 th grades - REINFORCED loose leaf notebook paper, wide-line					2 (reinforced)	2
Composition Notebooks, wide ruled		2	2 - for Blackmon	3	2	2
Plastic Pocket Folders with Prongs	2	2	4		1orange/1 blue/1yellow	1red/1org 1blue/yel
Plastic Pocket Folders w/NO Prongs	2					1green
Package of Lined 3 x 5 Index Cards					1	
Fine Point Black Felt Tip Marker – Sharpie					1	1(Hayes Only)
Clip Board					1	
Student Webster's Dictionary (paperback)					1	1
ZIPLOC Freezer bags (1 gal. or qt. size) <i>Hayes requests:</i> 2 of each qt and gal size	1 Qt from ALL	Girls-Qt Boys-Gal	Girls-Qt Boys-Gal	Girls-Qt Boys-Gal	1 - gal and 2 - quart	1 quart
3-ring Binder (1'')		1 hard cover			1 (Blue)	1 Hayes-3
Hand Sanitizer Bottle w/Pump	1 - Girls					1 btl
Clorox or Lysol brands Disinfecting Wipes (bleach free)	1	2	1 – Only Blackmon	1	2	1
Hand/Face Wipes	1 - Boys					1

- **Kindergarten and First Grade Parents:** Students should have extra set of clothing in cubbies including underwear and socks. *Put names on shoes, extra clothes, backpack, lunch box, and scissors.*
- **2nd and 3rd Grade Parents:** DO NOT label folders, notebooks or markers.
- **SCHOOL STARTS FOR BARKSTALL:** *Grades 1-5 on July 19th* - First day of school will be a **FULL** day.
- **KINDERGARTEN** – ½ class begins on July 20 , ½ class begins on July 21, entire Kdgn comes on July 24th.

(Rev 5/4/17)

BARKSTALL CAR SIGN

I am picking up

Student(s) First and Last Name



In

Grade
