

**ERSKINE EAGLES  
HANDBOOK  
AND CALENDAR  
2018-2019  
SCHOOL YEAR**



600 36th Street SE • Cedar Rapids, Iowa 52403 • (319) 558-2364 • Attendance (319) 558-2083 • FAX (319) 398-2050

**WELCOME TO ERSKINE SCHOOL**  
**2018-2019**

This handbook/calendar was designed to provide families with necessary information in becoming better acquainted with our school. Please feel free to get involved with your child's educational programming. We would be happy to answer any questions and look forward to working together in making this year a successful one. Thank you for sharing your greatest treasure with us—your children!



**ERSKINE SCHOOL**  
**MISSION STATEMENT**

The Erskine School community will provide quality education and work to continuously improve our practices to help all students reach their learning potential.

**SCHOOL YEAR**  
**CALENDAR**

August 23.....	First Day of School- Early Dismissal/ Lunch and Breakfast Served
September 3.....	No School-Holiday
October 8 & 9 .....	No School for Students-Staff Learning
October 19 & 24 .....	Conferences
November 21.....	No School for Students- Staff Progress Reporting
November 22-23.....	No School-Holiday Break
December 24-January 1 .....	No School-Winter Vacation
January 2 .....	Classes Resume
January 14 & 21.....	No School for Students-Staff Learning Day
February 25.....	No School for Students-Staff Progress Reporting
March 18-22 .....	Spring Vacation
April 19 .....	No School for Students- Staff Progress Reporting
May 27 .....	No School-Holiday
May 31 .....	Last Day of School/*Early Dismissal
June 3-7.....	Potential Inclement Weather Make-up days

*\*Early Dismissal-2:20 P.M., with both breakfast and lunch served*

## EMERGENCY DRILLS

Emergency drills for fire, tornado, intruder, and student relocation are held routinely during the school year. Staff and students receive special instructions for emergency drill procedures. Students are expected to remain quiet, calm, and orderly during drills so that they can hear emergency directions given. Safety procedures are taught in each classroom.

## EMERGENCY INFORMATION

We ask families to complete online registration for each student. In case of an emergency involving their child, we need to know whom to contact.\* **AS CHANGES OCCUR IN EITHER PLACE OF EMPLOYMENT OR EMERGENCY CONTACT WE REQUEST PARENTS UPDATE POWERSCHOOL REGISTRATION.**

- \* Please alert those people that you have used their names as an emergency contact.
- \* We will only send students home with those people listed on file or with a note from home.

## SCHOOL BOARD

Regular meetings of the board of education are held on the second and fourth Mondays of each month in the board of education room at the Educational Services Center. The public is welcome to attend. The meetings are also televised or may be viewed online.

## EMERGENCY ACTION PLAN

DUANE ARNOLD ENERGY CENTER

If there is an emergency requiring school evacuation, PARENTS WILL HAVE ONE HOUR AFTER THE EVACUATION IS ANNOUNCED ON THE RADIO AND TELEVISION TO PICK UP THEIR CHILDREN AT SCHOOL. Remaining students will be transported by bus to Lakeview Elementary School, Solon, Iowa.

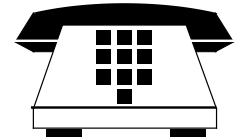
## VISITORS

Parents are welcome and encouraged to visit school as long as they do not interrupt normal classroom activities and school routines. Arrangements should be made ahead of time with your child's teacher. **ALL VISITORS AND PARENTS ARE REQUIRED TO STOP IN AT THE OFFICE PRIOR TO A VISIT IN THE BUILDING.**

Children wishing to visit our classrooms should be accompanied by an adult. Arrangements can be made through the principal's office.

## COMMUNICATIONS

Parents are encouraged to call the school whenever there is a question or problem. To help make these communications more productive and positive, parents should:



1. Contact the person closest to the situation of concern. If it involves the classroom, call the teacher.
2. Contact the principal if the question or concern involves any other area or the management of the school.
3. Calls for teachers need to be made between 8:05 - 8:40 a.m. or immediately after school. Another good time would be the individual teacher's prep time. Please do not call during teaching time.
4. All teachers additionally have phones in rooms with voicemail and have access to e-mail and can be reached in either of these ways.

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## CLASSROOM PLACEMENT

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The basic responsibility for classroom assignments rests with principal upon recommendation of the professional staff.

- The principal is an advocate for all children and will assure equal opportunity for all during their elementary years. She will not make special assignments based on socio-economic level or community status.
- The principal has the responsibility to make classroom assignments and prefers parents not make specific teacher requests.
- Every effort is made to form heterogeneous groups which will be able to work well together with teachers in academic, as well as social pursuits. Since education is our main concern, keeping friends together is not a priority. We hope to provide opportunities to work, play, and form new friendships.
- We give consideration to students with learning, physical, and social needs. The staff, counselor and principal may already be aware of these specific needs.
- Please let us know of any special circumstances, which may help us to work best with your child. This information should be shared in written form and given or sent to the principal May 1<sup>st</sup> of the 2018-2019 school year.
- A team consisting of the parents, building principal, teacher, and support staff will make decisions to retain or accelerate students.

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## HOMEWORK

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Teachers will give homework assignments, which are extensions of the school program. In order to provide additional practice, more specific information will be given at curriculum night.

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## FEES AND SUPPLIES

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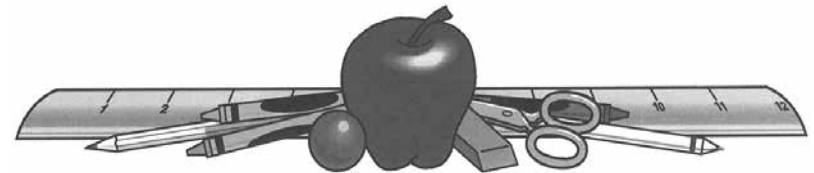


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Parents are responsible for such supplies as notebooks, paper, pencils, eraser, etc. A list of supplies by grade level has been sent in July in the e-registration and is on our website.

A \$30.00 fee is assessed to cover the cost of certain curriculum materials. If you qualify for reduced lunches your material fee will be \$18.00. Payment of fees may be made at registration or on our website at [schoolcashionline.com](http://schoolcashionline.com). To qualify for fee forgiveness or reduction you must have been approved for a free/reduced benefit AND complete Parent Permissions to share that status.

In the event your check is returned it will be represented electronically along with the state fee.



# 2018

# August

# 2018

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
			1	2	3	4
5	6	7	8	9 <i>New Teacher Pre-Service</i>	10 <i>New Teacher Pre-Service</i>	11
12	13 <i>New Teacher Pre-Service</i>	14 <i>New Teacher Pre-Service</i>	15	16	17 <i>Teacher Pre-Service</i>	18
19	20 <i>Teacher Pre-Service Id al-Adha</i>	21 <i>Teacher Pre-Service Id al-Adha 5:30 – 7:00 Back to School Open House</i>	22 <i>Teacher Pre-Service</i>	23 <i>Day 1 First Day of Classes- Early Dismissal 2:20</i>	24 <i>Day 2 Staff Learning Day – Early Dismissal 2:20</i>	25
26	27 <i>Day 3</i>	28 <i>Day 1</i>	29 <i>Day 2</i>	30 <i>Day 3</i>	31 <i>Day 1 Staff Learning Day – Early Dismissal 2:20</i>	

**DAILY SCHEDULE**

8:25 ..... Breakfast/Students may arrive on blacktop  
 8:40 ..... Students enter classrooms  
 8:50 ..... Classes Begin  
 3:50 ..... Dismissal  
 2:20 ..... Friday Dismissal

**PTA**

The Erskine PTA is an active and supportive group of parents and staff. We welcome all new members. Our officers for the 2018-2019 school year are:



Marcy Pease .....President  
 Trisha Kalb ..... Vice-President  
 Karl Hoffman ..... Treasurer  
 Angel West ..... Secretary

The Erskine PTA invites all parents and staff to join the PTA and to become involved in PTA sponsored programs and activities. Our meetings are on the first Thursday of the month from 6:30-7:30pm in the Erskine IMC and daycare is provided. PTA offers a great opportunity to support Erskine and to become involved in and informed about our children’s education. (Minutes from each monthly meeting are available on the PTA section of the Erskine website.) Contact ErskinePTA@gmail.com if you have any questions or want to become involved.

**SCHOOL STORE**

The Erskine School Store is open Friday mornings from 8:35-8:50am. General school supplies are available at a non-profit rate for the convenience of students and families. Erskine Apparel will be sold at various times through the PTA. Contact PTA board members with apparel questions

**VOLUNTEER OPPORTUNITIES**

Erskine has many volunteer opportunities. Please contact your child's teacher if you are interested and would like more information. Erskine students and staff would greatly appreciate your support and participation!

**ABSENCES AND TARDIES**

We request that adult family members call the school office before 8:50 A.M. giving the reason for the absence. Call **558-2083** to let us know your child will be absence or late for school anytime the night before or the morning of the absence. The district will call you if an absence is not reported. Students who arrive after the 8:50 A.M. bell, need to report to the health office before going to their classroom. If your child is to leave for an appointment during the school day, they must sign out before leaving the building. Upon their return, they should once again sign in at the main office. These procedures will be enforced to ensure your child’s safety. When possible, please give us advance notice of extended absences.

If you call after 10:00 A.M. to let us know your child needs to leave early, please call the main line at 558-2364.

# 2018

# September

# 2018

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
						1
2	3 <i>Labor Day- NO SCHOOL</i>	Day 2 4	Day 3 5 <i>5:30 – 7:30 Woo-Hoo BBQ (Welcome Back)</i>	Day 1 6 <i>6:30 PTA Meeting</i>	Day 2 7 <i>Staff Learning Day – Early Dismissal 2:20</i>	8
9 <i>Rosh Hashanah 9-11</i>	Day 3 10	Day 1 11	Day 2 12	Day 3 13	Day 1 14 <i>Staff Learning Day – Early Dismissal 2:20 12:30 – 1:45 Walk-n-Rock</i>	15
16	Day 2 17	Day 3 18 <i>Yom Kippur</i>	Day 1 19	Day 2 20	Day 3 21 <i>Staff Learning Day – Early Dismissal 2:20</i>	22
23	Day 1 24	Day 2 25	Day 3 26	Day 1 27	Day 2 28 <i>Staff Learning Day – Early Dismissal 2:20</i>	29
30						

## SCHOOL NEWSLETTER

The Erskine Express is our school newsletter. It is published 5 times per year and will be online at our website <http://erskine.cr.k12.us>. Please read the newsletter thoroughly because it contains important information regarding school, and upcoming activities and events. Also on the website will be flyers with information on various activities happening in our community for children. You can also request a hard copy to go home with your child.

## EARLY DISMISSAL PROCEDURES FOR SEVERE WEATHER

On rare occasions, it is necessary to dismiss the students before the usual 3:50 dismissal time. Early dismissal will be broadcast on radio and T.V. To be sure children are safe and parents know where their children will be, we ask you to have a plan in place.

## DRESS-RECESS

During the cold weather, all students need to wear boots, warm coats, mittens, and hats. Students that wish to play in the snow will also need to wear snow pants. We will have outside recess if the temperature is at least 10 degrees F, including wind chill. In the spring and fall children are expected to wear a jacket or coat if the temperature is below 50 degrees.



## LOST AND FOUND



Check our lost and found area across from the office. We encourage you to mark your child's name on clothing. Unclaimed clothing will be donated to a local charity at the end of each semester.

## SCHOOL CELEBRATIONS

We have three yearly classroom celebrations: a Fall Celebration, Winter Celebration and Valentines' Celebration. The teacher and volunteers will coordinate the celebrations. Invitations to non-school sponsored activities are to be handled by the families. A staff member's birthday should not be considered an occasion for a party or a group gift.

## BEFORE AND AFTER SCHOOL DAY CARE

Before and after school day care is available at Erskine School. KidsPoint operates the program to our families. Hours are 6:30 – 8:40 a.m. and 3:50 – 6:00 p.m. For more information call Kids Point Services at 365-1636 ext 6133.



# 2018

# October

# 2018

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
	Day 3 1	Day 1 Picture Day 2	Day 2 3	Day 3 6:30 PTA Meeting 4	Day 1 Staff Learning Day – Early Dismissal 2:20 5	6
7	8 Staff Learning Day – NO SCHOOL FOR STUDENTS Columbus Day	9 Staff Learning Day – NO SCHOOL FOR STUDENTS	Day 2 10	Day 3 11	Day 1 Staff Learning Day – Early Dismissal 2:20 12	13
14	Day 2 15	Day 3 Parent Teacher Conferences 4:00 – 8:00 16	Day 1 17	Day 2 Parent Teacher Conferences 4:00 – 8:00 18	Day 3 Staff Learning Day – Early Dismissal 2:20 19	20
21	Day 1 22	Day 2 23	Day 3 24	Day 1 25	Day 2 Staff Learning Day – Early Dismissal 2:20 America Reads Day 26	27
28	Day 3 Drop off pumpkins for contest after 3:00 29	Day 1 Drop off pumpkins for contest before 9:00 Pumpkin Contest 30	Day 2 Halloween Fall Celebrations 31			

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**ERSKINE UTILIZES A MULTI-TIERED SYSTEM TO SUPPORT STUDENTS (MTSS).  
WE USE A SET OF PROACTIVE STRATEGIES THAT HELP ERSKINE STAFF:**

1. Create a school wide culture of positive behaviors for our students and staff
2. Provide positive feedback to students helping shape their behaviors in a pro-social manner
3. Be proactive in identifying and teaching expected student behaviors
4. Recognize and celebrate expected student behaviors consistently throughout the year
5. Offer additional supports for students who struggle to demonstrate the expected behaviors
6. Collect and reflect on data helping us determine what supports are needed for what students

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**ERSKINE STUDENT - SCHOOL WIDE COMMON EXPECTATIONS (#theErskineWay):**

Respectful..... Follow Adult Directions, Use Kind Words, Encourage Others

Responsible ..... Do Your Work/Job, Don't Give Up

Safe ..... Stay in Your Assigned Area, Keep Your Hands/Feet to Yourself

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**MTSS AT A GLANCE**

Erskine's multi-tiered system of supports has three layers of support, Tier I, II & III. Tier I support is offered to ALL students and includes our core curricula for academic and social-emotional learning (Mind-up and Zones of Regulation). Every student at Erskine receives Tier I support. Tier II supports are offered to students who need more than the core. Those supports come in the form of Check-in/Check-out with a mentor, small group skill building, explicit math instructional and word recognition groups. These interventions typically last 4-6 weeks, meet 3-5x/week for 15-20 minutes per day.

Erskine staff collect data to evaluate the effectiveness of the intervention. If the data indicates an intervention has been ineffective then the intervention is adjusted, or the student may be referred for Tier III supports. Tier III supports are individualized for the student and typically last 6-8 weeks, occur 5x/week for 20-30 minutes each day. As with Tier II supports our Erskine staff collect data to evaluate the effectiveness of the Tier III interventions, adjusting instruction as needed. If a student continues to struggle either academically or behaviorally with Tier III supports, they may be referred for a Full and Individual Evaluation (FIE) by our Grantwood Area Education consultants to determine if the student is eligible for special education services.

If your student is struggling academically, emotionally or behaviorally you can request additional tiered supports. Please communicate your concerns with your child's teacher or contact our School Counselor, Mrs. Hall at 558-2821 or shall@cr.k12.ia.us or our Instructional Design Strategist, Ms. Stulken at 558-1334 or sstulken@cr.k12.ia.us.

# 2018

# November

# 2018

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
				Day 3 6:30 PTA Meeting 1	Day 1 Staff Learning Day – Early Dismissal 2:20 2	3
4	Day 2 5	Day 3 Super Skate Night 6:00 – 8:00 PM 6	Day 1 Picture Retake Day 7	Day 2 8	Day 3 Staff Learning Day – Early Dismissal 2:20 9	10
Veterans Day 11	Day 1 12	Day 2 13	Day 3 14	Day 1 15	Day 2 Staff Learning Day – Early Dismissal 2:20 16	17
18	Day 3 19	Day 1 20	Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS 21	Thanksgiving Day 22	23	24
25	Day 2 26	Day 3 27	Day 1 28	Day 2 29	Day 3 Staff Learning Day – Early Dismissal 2:20 30	

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## ERSKINE SCHOOL COUNSELING PROGRAM

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The Erskine school-counseling program offers a comprehensive developmental program for all students. The school counselor, Mrs. Hall, teams with teachers, staff and parents to best support Erskine students so they can achieve high levels of success academically, socially and emotionally. Mrs. Hall offers large group classroom lessons that include topics such as goal setting, mindset, careers, relationships, emotion regulation, conflict resolution and teamwork. Mrs. Hall also provides skill-building instruction in small groups for students on an as needed basis determined by behavioral data collected and permission from parents. Parents may also refer their child to the school counselor for short-term counseling.

In addition to counseling and skill-building supports offered by the school counselor, Erskine collaborates with various community agencies to help support our students and families. Should families need assistance with basic needs they can contact Mrs. Hall who will put them in contact with the appropriate community agency for support and help.

Mrs. Hall also facilitates positive leadership opportunities for our fifth graders in the form of Erskine Eagle Ambassadors. Ambassadors are hardworking students who consistently follow #theErskineWay and encourage others to do the same. They meet after school (4-5 pm) monthly with Mrs. Hall on the first Thursday of every month. Ambassadors manage the Erskine school store, help with morning announcements and help plan school wide celebrations and assemblies. Applications for the 5<sup>th</sup> grade Ambassador positions are offered to 4<sup>th</sup> graders in May and Ambassadors will be contacted in August by letter.

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## RESTORATIVE ROOM

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Erskine uses a Restorative Room to process with students receiving an office referral for major unexpected behaviors such as defiance of rules, elopement from the classroom for more than 5 minutes, physical aggression, property damage, etc. The Restorative Room is a spot that students can get themselves regulated and ready to process the following restorative questions:

1. What happened?
2. What were you thinking about at the time it happened?
3. What have you been thinking about since it happened?
4. Who do you think was harmed by your actions?
5. What do you need to do not to make things right?

After processing with our office or Restorative Room staff, the student will make restitution with whomever was harmed by their actions. Parents will be notified by phone or e-mail when their child has received an Office Referral to the Restorative Room.

The Restorative Room may also be used as a calming area for students to regulate themselves after they have become dysregulated in the classroom or common areas of the school. They can use various tools to regulate themselves including, but not limited to: glitter jars, fidgets, coloring pages, yoga poses, physical movement, deep breathing exercises, inner coach self-talk, reading books, drawing, mindful reflection, etc. These regulation sessions will typically take 5-15 minutes and the students will be expected to make-up the work missed in the classroom during this regulation time in the Restorative Room.

# 2018

# December

# 2018

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
						1 <i>Erskine Extravaganza</i>
2 <i>December 2- December 10 Hanukkah</i>	Day 1 3	Day 2 4	Day 3 5	Day 1 6 <i>6:30 PTA Meeting</i>	Day 2 7 <b>Staff Learning Day – Early Dismissal 2:20</b> <i>6:30 PTA Meeting</i>	8
9	Day 3 10	Day 1 11	Day 2 12	Day 3 13	Day 1 14 <b>Staff Learning Day – Early Dismissal 2:20</b>	15
16	Day 2 17	Day 3 18	Day 1 19	Day 2 20	Day 3 21 <b>Staff Learning Day – Early Dismissal 2:20</b> <i>Classroom Celebrations</i>	22
23	24	<i>Christmas</i> 25	26	27	28	29
	<b>HOLIDAY BREAK</b>					
30	31 <b>HOLIDAY BREAK</b>					

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**#theErskineWay**


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<b>P</b> ersonal Best	We strive for high quality products and outcomes.
<b>A</b> ctive Listening	We use whole body listening using our eyes, ears, mouths, arms, hands, legs and feet.
<b>R</b> espect	We show tolerance and regard for people, property and ideas.
<b>R</b> esponsibility	We follow directions and procedures. We are dependable.
<b>T</b> rustworthy	We are truthful, reliable and choose to do the right thing even when no one is watching.

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**PROGRAM FOR ACADEMIC AND  
CREATIVE TALENT (PACT)**


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The elementary school PACT department provides advanced learning experiences for high ability students. PACT Resource Specialists serve the schools on a rotating schedule, offering students the opportunity to participate in challenging activities in such areas as science, humanities, mathematics, and language arts. ACE, Prime Time and PACT are the three programs offered in our elementary buildings.

**ACE (KINDERGARTEN & 1<sup>st</sup> GRADES)**

ACE (Academic Challenge Experiences) is a kindergarten and first grade program. The ACE program manager will visit all kindergarten and first grade classrooms a minimum of four times throughout the school year. Lessons will focus on and develop the student's ability to think creatively, critically, logically and to problem solve. Data collected will be used by the classroom teacher and PACT department to aid in determining the need for extensions and future programming.

**PRIME TIME (2<sup>nd</sup> & 3<sup>rd</sup> GRADES)**

Prime Time is a demanding academic program that serves second and third grade students. Students selected for Prime Time have demonstrated potential in a specific intellectual area. There will be opportunities for enrichment in the fall for 2<sup>nd</sup> grade students. All students in 2<sup>nd</sup> grade are screened in January. All students in 3<sup>rd</sup> grade are screened in September and January. Students are selected for this program based on the results of the screening activity, district assessments and teacher observations. Those students selected will meet with the PACT Resource Specialist weekly.

**PACT (4<sup>th</sup> & 5<sup>th</sup> GRADES)**

PACT provides challenging curriculum experiences for high ability students in fourth and fifth grade. Multiple criteria will be used to select students for PACT classes. Criteria include: PACT unit screening scores, achievement tests, ability tests and teacher observations. Students selected will meet with the PACT Resource Specialist weekly.

# 2019

# January

# 2019

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
		1 <b>HOLIDAY BREAK</b> New Year's Day	Day 1 Classes Resume 2	Day 2 6:30 PTA Meeting 3	Day 3 Staff Learning Day – Early Dismissal 2:20 6:30 PTA Meeting 4	5
6	Day 1 7	Day 2 8	Day 3 9	Day 1 10	Day 2 Staff Learning Day – Early Dismissal 2:20 11	12
13	14 Staff Learning Day – NO SCHOOL FOR STUDENTS	Day 3 Begin 2nd Semester 15	Day 1 16	Day 2 17	Day 3 Staff Learning Day – Early Dismissal 2:20 18	19
20	21 Staff Progress Reporting Day– NO SCHOOL FOR STUDENTS Martin Luther King's Birthday	Day 1 22	Day 2 23	Day 3 24	Day 1 Staff Learning Day – Early Dismissal 2:20 5:30 – 7:30 PTA Family Winter Party 25	26
27	Day 2 28	Day 3 29	Day 1 30	Day 2 31		

## ===== LUNCH AND BREAKFAST PROCEDURES =====

We offer a nutritious, hot lunch and alternate to all children. Children may also bring sack lunches. Your children may purchase milk at nominal cost, and it is better for growing bodies. We serve breakfast daily between 8:25 and 8:40 a.m. Students are expected to use good manners during breakfast and lunch times. It is our feeling that eating should be done in a pleasant, friendly, and orderly atmosphere. Applications are available in the school office for free or reduced breakfasts and lunches. Bringing food from outside restaurants to the school cafeteria is discouraged. Students are not allowed to have soda with any lunch eaten at school.

## ===== SAFE ROUTE TO AND FROM SCHOOL =====

Each student needs a safe and direct route to and from school to minimize the use of roadways and complicated intersections. We suggest the following points when planning this route:

- Decide and discuss with your child the route to and from school.
- The route should include crossing at marked crosswalks, if possible.
- An adult crossing guard will assist students on Mt. Vernon Rd. and 38th Street S.E. and Dalewood Avenue and 34th Street S.E.

<p>An adult crossing guard will be on duty between 8:25 - 8:55 and 3:40 - 4:10 Mon. - Fri.</p>
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We expect children to leave the school grounds promptly following dismissal. Students being picked up will wait on the porch. Students will not be able to wait on the playground for their ride. If students wish to play at Erskine playground after school they must always go home and check in first.

## ===== DRESS CODE =====

In order to be active participants in the learning process, students should come to school dressed comfortably, yet appropriately. Our mission is to provide a safe and orderly environment that is conducive to learning. Appropriate clothing should not interfere with classroom activities, safety, or the school mission in any way. The following guidelines shall apply:

- Clothing should be clean and in good repair.
- Shoes must be worn and should fit appropriately, allowing students to travel through the building and negotiate stairways safely. **Flip Flops are not recommended.**
- Clothing that should **not** be worn includes, but is not limited to: short shorts, halters, strapless or backless garments, spaghetti strap shirts, or ribbed undershirts without an over-shirt, exposed sport bras, see-through clothing, and clothes that expose the midriff, chest, or undergarments.
- Jewelry or other accessories that may cause injury or distraction to the educational process should not be worn, especially during PE.
- Pants and shorts must be appropriately sized and worn at the natural waistline. Students **must** wear a belt if pants are too big to stay up at the natural waistline.
- Clothes, jewelry and other accessories that contain suggestive, vulgar, or violent slogans or pictures or advertise illegal products such as alcohol or tobacco, are not allowed.
- Hats, caps, scarves, sweatbands, hoodies with hoods up cannot be worn in the building.
- Clothing, hairstyles, and body markings, which in the judgment of the administration may disrupt the education process, are not allowed.



# 2019

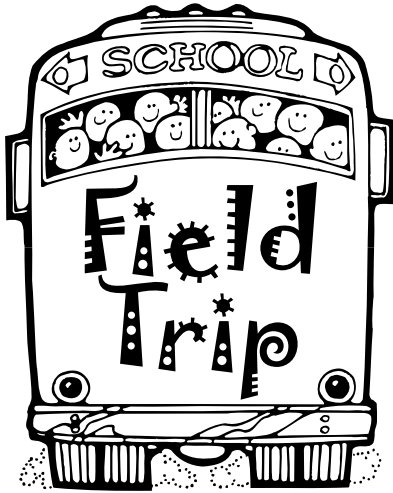
# February

# 2019

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
					Day 3 1 <b>Staff Learning Day – Early Dismissal 2:20</b>	2
3	Day 1 4	Day 2 5	Day 3 6	Day 1 7 6:30 PTA Meeting	Day 2 8 <b>Staff Learning Day – Early Dismissal 2:20</b>	9
10	Day 3 11	Day 1 12 <i>Lincoln's Birthday</i>	Day 2 13	Day 3 14 <i>Classroom Friendship Celebrations</i>	Day 1 15 <b>Staff Learning Day – Early Dismissal 2:20</b>	16
17	Day 2 18 <i>President's Day</i>	Day 3 19 <i>Parent Teacher Conferences 4:00 – 8:00</i>	Day 1 20	Day 2 21 <i>Parent Teacher Conferences 4:00 – 8:00</i>	Day 3 22 <b>Staff Learning Day – Early Dismissal 2:20</b> <i>Washington's Birthday</i>	23
24	25 <b>Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS</b>	Day 1 26	Day 2 27	Day 3 28		

## FIELD TRIPS-PERMISSION

Field trips enhance learning experiences of children. We will ask you to e-register a general permission slip at the beginning of the year. Based on school board policy, we will not seek written parent permission for each field trip. An additional note may be sent home as a reminder or, a request for a sack lunch. Parent volunteers are very helpful for many of our field trips. A completed form for volunteers will need to be on file in the Erskine Office. These forms will be available at registration, and include permission for a background check.

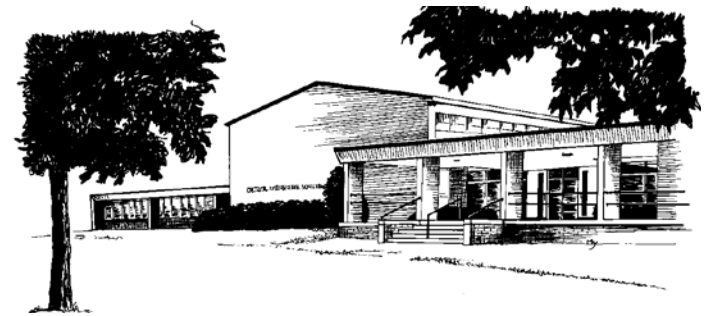


## MEDIA CENTER

The Media Center provides regular opportunities for children to become better readers by providing resources for enrichment. Additionally, the Media Center's Computer Lab offers opportunities in technology instruction. Each student is given the opportunity to visit at least once a week. Families are invited to visit during school hours and are encouraged to check out materials to share with their children. Students select their materials with the guidance of the media specialist and their teachers. We encourage families to read to their children and have their children read to them.

Concerns with any materials, or any specific book must be made in writing. There is a form available from the media specialist to be filled out by the parent. A District committee will then reconsider the questioned material.

**Books are checked out for two weeks and may be renewed. There are no fines for overdue books, but the child is expected to assume the responsibility for returning these materials on time. When an item has been damaged beyond use, or is lost, an adult member will be responsible for the replacement cost.**



# 2019

# March

# 2019

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
					Day 1 <b>Staff Learning Day – Early Dismissal 2:20</b> 1	2
3	Day 2 4	Day 3 5	Day 1 6	Day 2 6:30 PTA Meeting 7	Day 3 <b>Staff Learning Day – Early Dismissal 2:20</b> 8	9
10	Day 1 11	Day 2 12	Day 3 13	Day 1 14	Day 2 <b>Staff Learning Day – Early Dismissal 2:20</b> 15	16
17	18	19	20	21	22	23
<b>SPRING BREAK/HOLIDAY</b>						
24	Day 3 25	Day 1 26	Day 2 27	Day 3 28	Day 1 <b>Staff Learning Day – Early Dismissal 2:20</b> 29	30
31						

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## HEALTH INFORMATION

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### HEALTH OFFICE

The school nurses have multiple building assignments and may be in a building one day a week. In her absence, the clinic is managed by a health secretary or other office personnel, who have certification in First Aid, CPR, and medication administration. Please inform us of significant health conditions when you e-register online at <https://pscr.gwaea.org/public> on our PowerSchool website. We will share the information with school staff that needs to know. If the condition requires special adjustments at school, please contact the school nurse. Please communicate any changes in student health status during the school year with the school nurse or health secretary.

### HEAD LICE (PEDICULOSIS)

The Cedar Rapids Community School District head lice procedures follow recommendations from the Iowa Department of Public Health, Iowa Department of Education and Centers for Disease Control. The District's role is to support parents by emphasizing prevention, early detection and education.

Students with signs and symptoms of head lice will be referred to the health office for assessment. Parents/guardians of students found to have live lice or nits (eggs) within ½ inch of the scalp, will be notified and provided with information regarding treatment and management. In the elementary schools, families with a child in the classroom will receive a note from the health office along with information regarding identification and management of head lice. Students are not excluded from school for live head lice or nits.

It is important that families check their child's head for lice on a routine basis. Regular home screening is the most effective measure in preventing, identifying, and controlling head lice.

### STUDENT ILLNESS OR INJURY DURING THE SCHOOL DAY

Students are sent to the clinic if they are injured or appear ill. Health office staff will attend to the student's complaint. This may include providing first aid, asking the student questions about how he/she feels, taking a temperature, making observations, talking to the teacher, and contacting the school nurse. If a student has a temperature of 100° F. or higher and/or illness related vomiting or diarrhea, the parent/guardian will be called and the student will be sent home. Other symptoms that influences the decision to send the student home include general appearance and functioning in the classroom. After a period of observation a decision will be made to do one of the following: (1) Attempt to notify the parent/guardian; (2) Allow the student to rest in the health office for a brief period. The student is to be fever-free without fever reducing medication before returning to school. Parents will also be notified of injuries that appear to be serious in nature or require medical attention.



# 2019

# April

# 2019

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
	Day 2 1	Day 3 2	Day 1 3	Day 2 6:30 PTA Meeting 4	Day 3 Staff Learning Day – Early Dismissal 2:20 5	6
7	Day 1 8	Day 2 9	Day 3 10	Day 1 11	Day 2 Staff Learning Day – Early Dismissal 2:20 12	13
14	Day 3 15	Day 1 16	Day 2 17	Day 3 18	19 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS	20 Jewish Passover
Easter 21	Day 1 22	Day 2 23	Day 3 24	Day 1 25	Day 2 Staff Learning Day – Early Dismissal 2:20 26	27
Orthodox Easter 28	Day 3 29	Day 1 30				

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## STUDENT HEALTH AND WELL-BEING

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### Health Screenings – Hearing, Dental, BMI, SEB, and Vision

If you do not want your child to participate in school health screenings, please notify the health office in writing at the beginning of the year.

**Hearing Screening:** Grant Wood Area Education Agency (GWAEA) screens all students in Alternative Kindergarten (AK), kindergarten, and grades 1, 2, and 5. Students in the Early Learning Program with IEP's will be screened. Students in grades 3, 4, middle, and high school, who are new to the school that don't have a documented normal hearing test, and some students with a history of known hearing loss will also be tested. Follow up testing may occur periodically if previous hearing test results were not within normal limits. Parents/guardians with concerns about their child's hearing should contact the school nurse.

**Dental Screening:** St. Luke's Dental Health Center and HACAP partner to offer dental screenings to all Early Learning Programs, AK, kindergarten, grades 2 and 5, all students in elementary special education and elementary ELL programs, as well as others in selected grades. In addition to dental screenings, fluoride varnish application and dental sealants are offered to children enrolled in qualifying schools. Children will be bringing home a consent form to be completed by the parent/guardian to approve these dental services.

Iowa law requires that any student entering kindergarten and ninth grade provide a valid Iowa Department of Public Health Certificate of Dental. *(This form is available from your school nurse, dentist, or on the CRCSD Web site in the Student Services/Health Services section.)* The goal of this legislation is for each student to receive the benefit of early and regular dental care including prevention, and to establish a dental home for children who may not have one. It is also an opportunity to provide outreach to those families who have trouble accessing care.

**BMI Screening:** District health and/or PE staff members will screen height and weight of kindergarten and 5th grade students. If your child had a physical for this school year, we may use that height and weight data to calculate your child's BMI.

**Social, Emotional, Behavioral Screening:** Social, Emotional, Behavioral (SEB) Screening: Students in grades Kindergarten, 3, 5, 7, and High School will be screened to assess social, emotional, and behavioral well-being. The purpose of the screening is to identify areas where students may need some additional support. Follow up screening and parent communication may occur if the results indicate the need for further attention. Parents/guardians with concerns about their child's social, emotional or behavioral well-being should contact the counseling or health office.

**Vision Screening:** Iowa law requires that any student entering kindergarten and third grade have a vision screening. To be valid, the vision screening shall be performed no earlier than one year prior to the date of enrollment and no later than six months after the date of the child's enrollment into both kindergarten and third grade. The vision screening may be conducted by a physician, optometrist, advanced nurse practitioner, physician assistant, local public health department, public or accredited nonpublic school, community based organization, free clinic, or child care center. An online screening may be conducted by a child's parent or guardian. A Certificate of Vision Screening Form is available on the district website in the student services/health services section. If the school does not receive a completed screening form kindergarten students will receive a consent form with the option to have your child screened at school and results sent to Iowa Department of Public Health. Third grade students will be screened at school and results sent to Iowa Department of Public Health. Parents/guardians with concerns about their child's vision should contact the school nurse/health office.

# 2019

# May

# 2019

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
			Day 2 1	Day 3 6:30 PTA Meeting 2	Day 1 <b>Staff Learning Day – Early Dismissal 2:20</b> 3	4
5	Day 2 6	Day 3 7	Day 1 8	Day 2 9	Day 3 <b>Staff Learning Day – Early Dismissal 2:20</b> 10	11
<b>STAFF APPRECIATION WEEK</b>						
12	Day 1 13	Day 2 14	Day 3 15	Day 1 16	Day 2 <b>Staff Learning Day – Early Dismissal 2:20</b> 17	18
19	Day 3 20	Day 1 21	Day 2 22	Day 3 5 <sup>th</sup> grade to Camp Wapsie 23	Day 1 <b>Staff Learning Day – Early Dismissal 2:20</b> 24	25
26	<i>Memorial Day- NO SCHOOL</i> 27	Day 2 28	Day 3 29	Day 1 <i>Field Day Last Day for Preschool</i> 30	Day 2 <b>LAST DAY OF CLASSES - Early Dismissal 2:20</b> 5 <sup>th</sup> grade Celebration and Clap Out 31	

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## BUS TRANSPORTATION

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Many students are transported by school bus. The District Transportation number is **558-2318**. Families will receive a postcard about routes, pick up times and places. Please read this information carefully. The principal works with the bus drivers to promote good behavior.

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## ARRIVAL/DISMISSAL-STUDENTS

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Students may enter the classrooms at 8:40. Students eating breakfast may enter the cafeteria at 8:25 a.m. Supervision will begin at 8:25. If we have inclement weather, students can wait in the foyer. Students will be counted tardy after 8:50 a.m. We will dismiss all students at 3:50. We respectfully request that parents wait outside until the 3:50 bell rings. This allows student learning to continue without distraction until the end of the day. No pets on campus.

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## ELECTRONIC DEVICES/CELL PHONES/TOYS

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\*Electronic devices such as cell phones, tablets, ipods/ipads can be disruptive to classroom learning. Therefore, students are asked to leave such devices at home unless a predetermined technology day has been established.

\*Any devices brought to school must be turned off and left in the school secretary's office during the school day.

Under no circumstances will the school be responsible for lost, stolen, or damaged electronic devices.

We supply games and equipment for children to use during recess. We request that students **ONLY** bring toys to school to show if given permission by the teacher. The school will not be responsible for items brought to school that are lost, stolen, or damaged.

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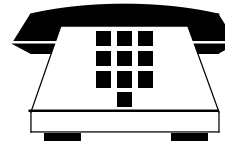
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## TELEPHONE

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Telephones are available for students in the office, health office, and classroom with school staff permission. Student cell phone use during the school day is not permitted. Student cell phones should be turned into the office each morning. Students need to make after school plans with their families prior to leaving for school in the morning.

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## BICYCLES, SKATEBOARDS/ROLLERBLADES/HEELIES

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**BICYCLES:** Students may ride their bicycles to and from school each day. They should park and **lock** bicycles immediately upon arrival. Traffic regulations and safety rules must be followed to maintain this privilege.

**SKATEBOARDS:** May not be used as a way to get to or from school. Students, with parent permission may, after school hours, use skateboards on the level blacktop surfaces. The steps, patio and lower level access areas are "off limits". For everyone's safety we strongly recommend helmets, and other safety gear. Courtesy and caution should be used by students at all times. If large groups become disruptive or discourteous at any time the offenders will be asked to leave school premises. Parents and/or police may be called.





# 2019

# June

# 2019

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
						1
2	3 <b>Staff Learning Day – NO SCHOOL FOR STUDENTS</b> <i>Potential Inclement Weather Makeup Days Id-al-Fitr</i>	4 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	5 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	6 <i>Potential Student/Staff Learning Inclement Weather Makeup Days Orthodox Ascension</i>	7 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

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## SCHOOL DROPOFF & DISMISSAL

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Keeping our students safe is a priority. At certain times of the day, the number of vehicles and pedestrian traffic around Erskine can create congestion. For the safety of our children, please park along 36<sup>th</sup> Street and Dalewood Avenue. Students/parents passing between buses is a safety concern. Please have a conversation with your children about ways to safely enter the school grounds.

### School Dropoff

Students eating breakfast may enter the cafeteria through the lower cafeteria doors at 8:25. Students may enter the classrooms at 8:40. Students not eating breakfast, but arriving before 8:40 may go to their class number line on the blacktop where supervision will begin at 8:25. In the case of inclement weather, students will wait on the front porch or in the lobby until 8:40. Students arriving after 8:50 will need to check into the health office and will be counted tardy.

### School Dismissal

Changes to student's end of day dismissal routines, should be communicated to the office by 3:00. Dismissal will be staggered to allow buses to enter the bus lane and leave campus. Walkers and car riders will be dismissed at designated times which will be communicated by your student's teachers. The final dismissal bell will ring at 3:50.

NO PETS ARE ALLOWED ON CAMPUS.

Once the buses have departed the horseshoe lane, traffic will be allowed to move through the horseshoe to pick up students. Students will be held on the porch (or inside during inclement weather) until their ride has pulled up front. Traffic will move through the horseshoe in single file. Students will not be sent to their ride until the ride is in front of the building.

**Parents wishing to park their car and meet their student, will be asked to meet on the blacktop.** The horseshoe will be reserved for pull-through pick up. Only students and Erskine staff will be on the front porch and sidewalk. Specialized student dismissal procedures may be determined on an individual basis with the principal.

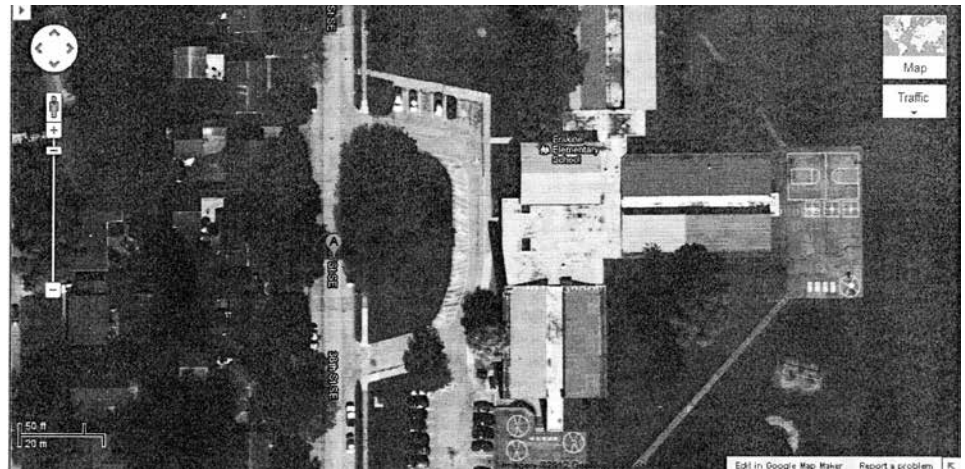
### Horseshoe Guidelines

Remember that while in the horseshoe, it is SINGLE FILE only.

Do not park along yellow painted area in front of school.

Unless authorized, do not park in reserved handicapped parking areas.

NO PARKING IN CIRCLE DRIVE WHILE STUDENTS ARE PRESENT.



**2019****July****2019**

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
	1	2	3	4 <i>Independence Day</i>	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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## PETS

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Pets are not allowed on campus.

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## SCHOOL PICTURES

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Each fall students have their pictures taken for the cumulative record. Families may purchase individual pictures at a reasonable cost. We also have Spring Pictures later in the year. Watch for emails from the office for additional information.

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## MONEY AND VALUABLES

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We discourage students from bringing money to school except for authorized or school-sponsored activities. In all cases, when you send money to school, please enclose it in an envelope with the following information:

1. Child's name and room number
2. Amount of money enclosed
3. Purpose for which it is being sent.

Your child can leave money in the office during the day for safekeeping. School staff members are not responsible for student's lost money or other valuables brought to school. The principal needs to approve each special monetary collection.

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## BIRTHDAY CELEBRATIONS

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As a part of our District Wellness Policy and efforts to be a Blue Zone School, Erskine students will celebrate their birthdays with a class celebration. The students with birthdays in the month will join together to select a birthday activity for the entire class to enjoy. **Students will no longer bring individual birthday snacks.** Choosing a classroom activity is a fun way for all students to enjoy birthdays!

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## E-REGISTRATION/FAMILY CHANGES

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Please inform the school office if there is a change in the adult's or child's name, address, or phone number during the school year. Every year you will need to e-register your child through PowerSchool. The online registration is managed through the Powerschool system and may be accessed by clicking the Powerschool link on the Erskine Web site. E-registration should be completed by the first day of school and updated throughout the school year as needed. If you have moved and have a new address, please update this information right away. Our school mail will not forward on so the correct address needs to be in PowerSchool. If you have specific questions about your access ID or password, please contact the main office at Erskine 558-2364. Also, please call if you will be out of town for an extended period of time and your child will be supervised by another adult. We cannot release or allow a student to go with anyone unless we have on the emergency card or have been given a note stating such.



## Better Health = Better Learners Commitment to Student Wellness



All school districts are required to have a wellness policy. Find ours on the CRCSD website.

### CRCSD commitment to wellness:

- Provide health literacy education in the curriculum
- Meet or exceed the Healthy Kids Act requirements for physical activity
- Serve school meals that reflect the Dietary Guidelines for Americans, model appropriate portion sizes and provide a well-balanced meal
- Discontinue using unhealthy foods for fundraisers
- Ensure all food and beverages made available during the school day (including snacks) meet District Nutritional Guidelines
- Celebrate events involving food not more than one time each month
- Discontinue using food/food coupons as rewards or incentives
- Ensure physical activity is not used for or withheld as a punishment



### We need your help! Here's how to support your children's education:



- Follow the Smart Snack Guidelines when providing meals/snacks (unhealthy treats will not be distributed)
- Send food items only when requested by school staff (must be Smart Snack approved)
- Help plan and support fundraising events that do not involve food
- Join the school or district wellness council

For more information, visit [www.cr.k12.ia.us/our-district/wellness/](http://www.cr.k12.ia.us/our-district/wellness/).

The District Wellness Policy is in the District Notifications section of the handbook.

Questions? Contact Stephanie Neff, Health and Wellness Supervisor, at 319.558.4786 or [sneff@cr.k12.ia.us](mailto:sneff@cr.k12.ia.us)

# *Erskine Elementary School*

Clark Road & 36th Street SE • Cedar Rapids, IA 52403 • (319) 558-2364



## Physical Education Activity Level Policy

Erskine Elementary School believes that all students are capable of learning at high levels. Because of this belief, students are encouraged to pursue a healthy lifestyle and cultivate values of nutrition and physical activity throughout the school day, as health is a core value to succeeding in life both academically and personally.


Physical Education classes are fundamental in teaching students the importance of making healthy choices and creating students who incorporate fitness into the rest of their lives.

Physical Education classes at Erskine must be structured so students are physically active at least 50% of the time. Intramurals are offered for students in 4<sup>th</sup> and 5<sup>th</sup> grades, held before school. Some of the activities include flag football soccer, kickball, basketball, volleyball, softball, gymnastics and track events. The emphasis is placed on developing new skills through physical fitness, as well as developing peer relationships.

Physical Education classes are essential to instilling values of fitness in students, so high levels of activity must be incorporated into the curriculum, with an expectation that students should always try their best, walking instead of sitting and participating 100% of the time in activities.

  
Building Principal

Annette Zimmerman

  
Physical Education Teacher

John Pelechek,




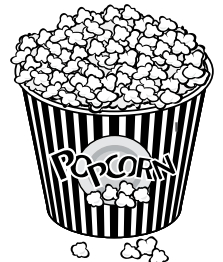

# HEALTHY SCHOOL SNACKS

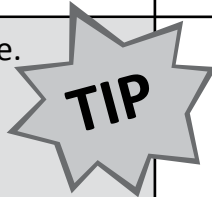
Cedar Rapids Community School District



Cedar Rapids  
Community School District

Snacks play a major role in a child's diet and provide a valuable opportunity for nutrition education. Healthy snacks are important to providing good nutrition and supporting lifelong healthy eating habits

<p><b>Fruits:</b></p> <ul style="list-style-type: none"> <li>• Fresh fruit-whole or sliced</li> <li>• Assorted fruit salads</li> <li>• Dried Fruits</li> <li>• Applesauce</li> <li>• Individual fruit cups (packaged in juice)</li> <li>• 100% Fruit Juice</li> <li>• 100% Frozen Fruit Bars</li> </ul> 	<p><b>Low Fat Dairy/Protein:</b></p> <ul style="list-style-type: none"> <li>• String Cheese or Cheese Cubes</li> <li>• Yogurt</li> <li>• Cottage Cheese</li> <li>• Deli Meat</li> <li>• Sunflower Seeds</li> <li>• Pepita/Pumpkin seeds</li> </ul> 
<p><b>Vegetables:</b></p> <ul style="list-style-type: none"> <li>• Raw Vegetables Simple kid-friendly examples: Baby Carrots, Broccoli, Cauliflower, Snap Peas, Sliced Peppers, Celery</li> <li>• Dehydrated Vegetables <ul style="list-style-type: none"> <li>• Vegetable Chips, Chickpeas</li> </ul> </li> <li>• Edamame (Soybeans)</li> </ul> 	<p><b>Whole Grains:</b></p> <ul style="list-style-type: none"> <li>• Crackers</li> <li>• Low Sodium Pretzels</li> <li>• Pita Chips</li> <li>• Popcorn</li> <li>• Low Fat Granola Bars</li> <li>• Baked Corn Tortilla Chips</li> <li>• Animal Crackers</li> <li>• Graham Crackers</li> </ul> 
<p><b>Snack tips</b></p> <ul style="list-style-type: none"> <li>• Snack on fruit and vegetables whenever possible.</li> <li>• Select appropriate portion sizes.</li> <li>• For food safety select sealed and prepackaged snack items.</li> <li>• Combine protein and fiber for a satisfying snack.</li> </ul>	<p><b>Drinks:</b></p> <ul style="list-style-type: none"> <li>• Water</li> <li>• Low Fat or Fat Free Milk</li> <li>• 100% Fruit/Vegetable Juice</li> </ul> 
<p><b>Dip Ideas:</b> Hummus, Salsa, Bean dip, Honey Mustard, Yogurt based dips</p>	



The provided list is not all inclusive. Reference CRCSD Nutritional Standards for specific guidance.

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## CHAPTER 102 - REPORTING CHILD ABUSE

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Chapter 102 of the Iowa Administrative Code establishes procedures for investigating incidents of abuse of students by school employees. The procedures include the designation of investigators for the 2018-2019 School Year. The following are the designated Level I investigators for the CRCSD. Any of the following persons may serve as an investigator.

Any person may file a Level I complaint against a Cedar Rapids Community School District employee by completing a Level I complaint form and turning it in to his/her building principal. The complaint may be turned in to any of the individuals on the list below. These forms may be obtained in any school's main office or at the Educational Leadership and Support Center, 2500 Edgewood Road NW, Cedar Rapids, Iowa, in the Human Resources Office.

### **LEVEL I INVESTIGATORS**

#### PRIMARY:

Val Dolezal, Executive Director, Elementary Education – 319/558-2247

#### ALTERNATES:

Greg O'Connell, Principal, Coolidge Elementary School - 319/558-2167 Chuck McDonnell, Principal, Jefferson High School - 319/558-2435 Wendy Parker, Executive Director, Student Services - 319/558-2575

### **LEVEL II INVESTIGATORS**

If a case is designated as “founded”, it is turned over to a designated Level II Investigator Agency:

Cedar Rapids Police Department

Kathy Collins J.D., School Investigations

Distributed by: Human Resources: 6/2018



## 2018-19 Calendar

August 23, 2018 (Early Dismissal)  
May 31, 2019 (Early Dismissal)

### Calendar Legend

<span style="background-color: #f4a460; border: 1px solid black; padding: 2px;"> </span>	New Teacher Pre-Service
<span style="background-color: #f4a460; border: 1px solid black; padding: 2px;"> </span>	Teacher Pre-Service
<span style="background-color: #add8e6; border: 1px solid black; padding: 2px;"> </span>	First Day of Classes/Early Dis. Last Day of Classes/Early Dis.
<span style="background-color: #90ee90; border: 1px solid black; padding: 2px;"> </span>	Regularly Scheduled Early Release for Professional Learning – All Students
<span style="background-color: #90ee90; border: 1px solid black; padding: 2px;"> </span>	S End of Semester
<span style="background-color: #90ee90; border: 1px solid black; padding: 2px;"> </span>	F Final – High School Only
<span style="background-color: #ff00ff; border: 1px solid black; padding: 2px;"> </span>	Holiday Break (No School – All District Offices Closed)
<span style="background-color: #cccccc; border: 1px solid black; padding: 2px;"> </span>	Break (No School)
<span style="background-color: #ffcc00; border: 1px solid black; padding: 2px;"> </span>	Staff Learning (No School for Students)
<span style="background-color: #ffff00; border: 1px solid black; padding: 2px;"> </span>	Staff Progress Reporting (No School for Students)
<span style="background-color: #add8e6; border: 1px solid black; padding: 2px;"> </span>	Incident Weather Make-Up

### School Hours:

Elementary School: 8:50am - 3:50pm  
Middle School: 7:50am - 2:50pm  
High School: 7:50am – 3:00pm

### Early Dismissal Hours:

Elementary School: 8:50am – 2:20pm  
Middle School: 7:50am – 1:20pm  
High School: 7:50am – 1:30pm

### Late Start Hours:

Elementary School: 10:50am – 3:50pm  
Middle School: 9:50am – 2:50pm  
High School: 9:50am – 3:00pm

### Conference Dates:

October 15 – 26 (ES/MS/HS)  
February 11 – 22 (ES/MS Only)

*Additional time may be added to the school day beginning March 25, 2019 and/or at the end of the year.*

		August 2018						
		1	2	3	4	5	6	7
		6	7	8	9	10	13	14
		13	14	15	16	17	20	21
		20	21	22	23	24	27	28
		27	28	29	30	31		
		September 2018						
		3	4	5	6	7	10	11
		10	11	12	13	14	17	18
		17	18	19	20	21	24	25
		24	25	26	27	28		
		October 2018						
		1	2	3	4	5	8	9
		8	9	10	11	12	15	16
		15	16	17	18	19	22	23
		22	23	24	25	26	29	30
		29	30	31				
		November 2018						
				1	2	5	6	7
		3	4	5	6	7	10	11
		10	11	12	13	14	17	18
		17	18	19	20	21	24	25
		24	25	26	27	28	31	
		31						
		December 2018						
		3	4	5	6	7	10	11
		10	11	12	13	14	17	18
		17	18	19	20	21	24	25
		24	25	26	27	28	31	
		31						
		January 2019						
			1	2	3	4	7	8
		7	8	9	10	11	14	15
		14	15	16	17	18	21	22
		21	22	23	24	25	28	29
		28	29	30	31			
		February 2019						
		4	5	6	7	8	11	12
		11	12	13	14	15	18	19
		18	19	20	21	22	25	26
		25	26	27	28	29		
		March 2019						
		4	5	6	7	8	11	12
		11	12	13	14	15	18	19
		18	19	20	21	22	25	26
		25	26	27	28	29		
		April 2019						
		1	2	3	4	5	8	9
		8	9	10	11	12	15	16
		15	16	17	18	19	22	23
		22	23	24	25	26	29	30
		29	30					
		May 2019						
			1	2	3	4	7	8
		6	7	8	9	10	13	14
		13	14	15	16	17	20	21
		20	21	22	23	24	27	28
		27	28	29	30	31		
		31						
		June 2019						
		3	4	5	6	7	10	11
		10	11	12	13	14	17	18
		17	18	19	22	23	24	25
		24	25	26	29	30	31	
		31						

<b>July 2018</b>	
4	Holiday – All Offices Closed
<b>August 2018</b>	
9-14	New Teacher Pre-Service
17-22	Teacher Pre-Service
23	First Day of Classes / Early Dismissal
<b>September 2018</b>	
3	Holiday
<b>October 2018</b>	
8-9	Staff Learning – No Students
<b>November 2018</b>	
21	Staff Progress Reporting – No Students
22-23	Holiday – All Offices Closed
<b>December 2018</b>	
24-25	Holiday – All Offices Closed
26-28	Break – No School
31	Holiday - All Offices Closed
<b>January 2019</b>	
1	Holiday – All Offices Closed
10-11	HS Finals / End of Semester
14	Staff Learning – No Students
21	Staff Progress Reporting – No Students
<b>February 2019</b>	
25	Staff Progress Reporting – No Students
<b>March 2019</b>	
18-21	Break – No School
22	Holiday – All Offices Closed
<b>April 2019</b>	
19	Staff Progress Reporting – No Students
<b>May 2019</b>	
23	JHS Graduation – 7:00pm
24	KHS Graduation – 7:00pm
25	Metro Graduation – 7:00pm
25	WHS Graduation – 7:00pm
27	Holiday – All Offices Closed
30	HS Finals
31	HS Finals / Last Day of School / Early Dismissal OR Potential Incident Weather
	Make-up
<b>June 2019</b>	
3	Staff Learning – No Students OR Potential Incident Weather Make-up
4-7	Potential Incident Weather Make-Up







**Non-Discrimination Policy**

It is the policy of the Cedar Rapids Community School District not to discriminate in educational programs on the basis of race, creed, color, gender, sexual orientation, marital status, gender identity, socioeconomic status, national origin, religion, disability, age (except for permitting/prohibiting students to engage in certain activities) or genetic information and in employment opportunities on the basis of age, race, creed, color, gender, sexual orientation, gender identity, national origin, religion, disability or genetic information. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact Rod Dooley, Executive Director of Equity, (RDooley@cr.k12.ia.us), and/or Linda Noggle, Executive Director of Talent Management, (LNoggle@cr.k12.ia.us), Educational Leadership and Support Center, 2500 Edgewood Rd NW, Cedar Rapids, IA, (319) 558-2000.

Nov. 7, 2017