



Kenwood Leadership Academy Families,

We hope this letter finds you enjoying a relaxing summer, yet getting excited for the upcoming school year. We look forward to our second year as Kenwood Leadership Academy and watching our students develop their skills as leaders. This year we are eager to have more new families join us on this amazing journey. In addition to welcoming new families, we are also welcoming a few new staff members. We are excited to share their names below:

- **Evan Evan-Schwartz** will be joining us as a Kindergarten teacher. She most recently was at Taylor Elementary where she was a Kindergarten teacher.
- **Rachel Jarr** will be joining us at a 3rd grade teacher. She most recently was at Starry Elementary in Marion where she was a 2nd grade teacher.
- **Kendria Peterson** will be joining us as a 4th grade teacher. She is a recent graduate from Iowa State University. She joins us with high regards and a strong background in STEM integration.
- **Peter Skow** will be joining us as a 5th grade teacher. Peter most recently was at Wright Elementary where he was a 3rd grade teacher.
- **Danielle Smith** will be joining us as a new ELL teacher. She is joining us from Beaverton, Oregon where she was most recently an ESL Instructor.
- **Courtney Tanaskovic** will be joins us as the new PE teacher. She is joining us from Louisville, Kentucky where she was most recently a PE teacher at Roosevelt-Perry Elementary.
- **Gennifer Lashley** will be joining us as a new multi-categorical teacher. She comes to us after recently being a para-professional at Tanager Place and a substitute teacher.
- **Lydia Quaid** will be our new school nurse. She is joining us after being the school nurse at Harrison Elementary.

In addition to the excitement of welcoming our new staff we also want to share with you a few upcoming important dates so you can start planning ahead. We hope that you are able to accommodate these times in your schedule:

Important Dates

- **E-Registration-** Starting August 1st, all families need to complete this process. Please e-register your student and update their records. Go to <https://pscr.gwaea.org/public/> and log into power school. If you do not have your access ID and password call Jana at 319-558-2273 and she can help you. Please pay special attention to the permission form, as this is how consumable fees will be free/reduced.
- **Popsicles on the Playground-** On August 1st from 4:30-6:00 all families are invited to our playground to gather together to mingle and enjoy a popsicles. Our staff will also be on the playground so we

invite you to mingle among them and start getting to know each other as we build our partnership in your child's education.

- **Open House-** On August 22nd from 3:30-6:00 all students are invited to bring their supplies and meet their teachers. This is an excellent time for our teachers, families and student to start building a relationship to kick off the start of a great school year. It is also nice for students to have their supplies at school so it is one less thing to bring with them on their first day.
- **First Day of School-** August 23rd is the first day of school. This year we have an adjusted start and end time. All students must be in their classrooms by 8:50 and dismissal is at 3:50. If students are eating breakfast they may enter the building at 8:20. All other students may enter the building at 8:40. School starts at 8:50 this year and ends at 3:50.
- **Early Dismissals-** Every Friday is an early dismissal. Students will be dismissed at 2:20. Please make arrangements to ensure that your students are picked up on time. Our teachers use this time to engage in professional learning.
- **PTA Meetings-** We will have PTA meetings at 6:00 on the first Tuesday of the month. We are excited to have a family learning component this year where we will engage participants in their own learning of the 7 Habits at each meeting.

Below you will find a few important policies that will assist you in preparing for the upcoming school year and helping to support your student. We will be giving all families a copy of our school calendar that includes the more extensive handbook but we wanted you to pay close attention to these policies as they primarily deal with student safety.

Important Policies

- **Elementary Start and Dismissal Times:**
All students should be in their classrooms at 8:50 AM. Students who enter after 8:50 will be counted as tardy. The final dismissal bell will ring at 3:50 PM.
- **Tardy Students:**
If your student arrives to school after 8:50 they must be walked in by a parent and signed in in the main office. This is to make sure all student are accounted for in the building as there is no front door supervision after 8:50.
- **Parent Participation:**
At Kenwood Leadership Academy we believe that parents are a vital part of the educational team. We encourage parents to be involved in their child's education and take a proactive approach to assisting their child. We have an open door policy but do ask that parents set up a time with teachers to visit the classroom if they feel necessary. The classroom teacher and building administrator do have the right to deny access to the classroom during the day if they feel necessary. Even though we do encourage parent participation, we also want to maintain an orderly learning environment for all students. In addition to maintaining an orderly learning environment safety is our top priority at Kenwood and if we feel a parent visit could jeopardize student safety we also won't allow parents to go to the classroom. Please feel free to visit our classrooms and see the great things happening at Kenwood Elementary after getting permission from the classroom teacher or building administration. Another great way to get involved in your child's education is by volunteering. If you are interested in volunteering, call the Kenwood Volunteer Coordinator at 558-2273.

- **Parent Parking- Before and After School:**

Parking on the school side of E Avenue is reserved before school as a student unloading zone. Parked cars should not be left attended. After school parents should walk up to the main entrance and wait for their students to be dismissed. Families picking up their students should only park along the curb. Parents who are double parked will be asked to move their car or find a parking spot along the curb. Students who will be walking should use the crossing guard at the main entrance to cross E Avenue. The south side of the school, 37th Street along the loading zone is reserved for loading and unloading buses and daycare vans.

We ask that parents and people picking up students follow these procedures to ensure safety for all students. Safety is our number one priority and we ask that everyone helps us in ensuring this for all students and people picking up their children at Kenwood Elementary.

- **Inside Dismissal:**

Occasionally we have an inside dismissal. This procedure is used to ensure safety for all students and families when picking students. If it is inside dismissal there will be a sign posted at the front of the school. Families are to enter the school at 3:40 or later and enter to the gym. Students will enter the gym with their class and will stand in a group. You may pick up your student once their whole class has entered the gym. Students should not leave with their parents before they enter the gym. This will assist us in making sure we can account for each student and can ensure they are leaving with the appropriate person each day.

- **Electronics/Toys:**

Students should leave personal electronics and toys at home unless they receive permission from school staff to bring the objects. If a student brings one of these items to school and it is out of their bag they will be asked to put it away. If they have to be asked again or bring items on another occasion the item will be brought to the office and their family will be asked to pick up the item in the office. This policy is in place to limit distractions and to prevent missing property.

- **Cell Phones:**

Students may have cell phones at school if they are turned off and in their bag. If a student has a cell phone out without staff's permission the staff member will either ask the student to return the phone to their bag or give it to the staff member. The student can then retrieve their phone at the end of the day. If the cell phone becomes a problem for the student it will be taken to the office and the student's family will be asked to pick up the phone from the office. This policy is in place to help eliminate missing property but to also protect student's privacy throughout the school day.

- **Walking Students To Class:**

Parents are discouraged from walking their students to class each day. We understand that it may be helpful to walk your student to class the first day of school which is fine. After the first day we ask that parents release their students at the front door/main office and allow them to walk to class independently. If you are concerned that your student may need help finding their class please let the office staff know and we will put supports in place to help your student get to class safely. This policy will assist with creating independence for your child and assisting with the transition to class.

- **Dogs On School Property:**

In order to ensure that all students are safe we ask that dogs are either kept in your vehicle or at home when coming to pick up and drop off students. We understand that some people may have service dogs and if this is the case please let the office staff know. We have this policy in place to ensure that we can maintain a safe environment for all students.

- **Visitor Management System:**

We will be piloting an electronic visitor management system this year. This system is being put in place to help with management of guest and as an additional safety measure for our students and staff. All visitors in the building will need to bring a scan able form of identification (ie. licenses or state id) when they visit. This system will be responsible for checking in and out guest, keeping track of volunteer hours, organizing who can pick up students and check guest against the sex offender registry.

We hope you find all of this information helpful as you prepare for the start of school year. We have also included other important attachments to this letter for your review. With that being said, enjoy what is left of this summer and if you have any unanswered question please do not hesitate to contact us here at school at (319) 558-2273.

Sincerely,



David Brandon
Principal
Kenwood Leadership Academy



2017-2018 Suggested School Supply List

Some supplies will be shared by all students in classroom

<p>Kindergarten</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Back pack no wheels ✚ Crayola Crayons 24 count 4 packs ✚ Crayola Markers 1 thin/1 wide ✚ Dry erase markers 4 pack in black ✚ Elmer's glue 1 bottle ✚ Eraser 1 pink ✚ Folders 4 vinyl 2 pocket plain with 3 prongs ✚ Glue sticks 2/4packs ✚ Kleenex 2 boxes ✚ Pencils 2/24 pack of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair (rounded tip) ✚ Spiral notebooks 2 wide line 	<p>First Grade</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Back pack no wheels ✚ Crayola Crayons 24 count 4 packs ✚ Crayola Markers 1 thin/1 wide ✚ Dry erase markers 4 pack in black ✚ Eraser 1 pink ✚ Folders 4 vinyl 2 pocket plain with 3 prongs ✚ Glue sticks 2/4 packs ✚ Kleenex 2 boxes ✚ Pencil box (6x9) ✚ Pencils 2/24 pack of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair (rounded tip) ✚ Spiral notebooks 2 wide line
<p>Second Grade</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Backpack no wheels ✚ Crayola Crayons 2/24 pack ✚ Crayola markers 1 thin/1 thick ✚ Dry erase markers 4 pack in black ✚ Eraser 1 pink ✚ Folders 4 vinyl 3 prong 2 pocket plain ✚ Glue sticks 4 pack ✚ Kleenex 2 boxes ✚ Pencil box (6x9) ✚ Pencils 2/24 packs of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair ✚ Spiral notebooks 3 wide line 	<p>Third Grade</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Backpack no wheels ✚ Crayola Crayons 1/24 pack ✚ Crayola markers 1 thick ✚ Dry erase markers 4 pack in black ✚ Folders 6 vinyl 3 prong 2 pocket plain ✚ Glue sticks 4 pack ✚ Kleenex 2 boxes ✚ Pencil box (6x9) ✚ Pencils 2/24 packs of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair ✚ Spiral notebooks 4 wide line
<p>Fourth Grade</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Backpack no wheels ✚ Colored pencils 1 pack ✚ Composition books 2 ✚ Dry erase marker 4pack in black ✚ Eraser 1 pink ✚ Folders 6 vinyl 3 prong 2 pocket plain ✚ Glue sticks 4 pack ✚ Highlighters 2 yellow; 1 pink; 1 green ✚ Kleenex 2 boxes ✚ Pencil box or zippered pouch ✚ Pencils 2/24 packs of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair ✚ Spiral notebooks 4 	<p>Fifth Grade</p> <ul style="list-style-type: none"> ✚ 1" 3 ring binder (white) clear view front ✚ Backpack no wheels ✚ Ball point pens 1 blue; 1 red ✚ Colored pencils 1 pack ✚ Composition books 2 ✚ Dry erase markers 4 pack in black ✚ Folders 6 vinyl 3 prong 2 pocket plain ✚ Glue sticks 4 pack ✚ Highlighters 2 yellow; 1 pink; 1 green ✚ Kleenex 2 boxes ✚ Pencil pouch zippered ✚ Pencils 2/24 packs of Ticonderoga brand ✚ Scissors Fiskars brand 1 pair ✚ Spiral notebooks 4

Non-Discrimination Policy: It is the policy of the Cedar Rapids Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (employment only), marital status, sexual orientation, gender identity, and socioeconomic status (students/program only) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. District employees with questions or a grievance related to this policy should contact the Executive Director of Human Resources, 319-558-2000. Students and others should contact Ken Morris, Jr., Manager of Student Equity, 319-558-1504; kmorris@cr.k12.ia.us. The District mailing address is 2500 Edgewood Rd NW, Cedar Rapids, IA 52405-1015.

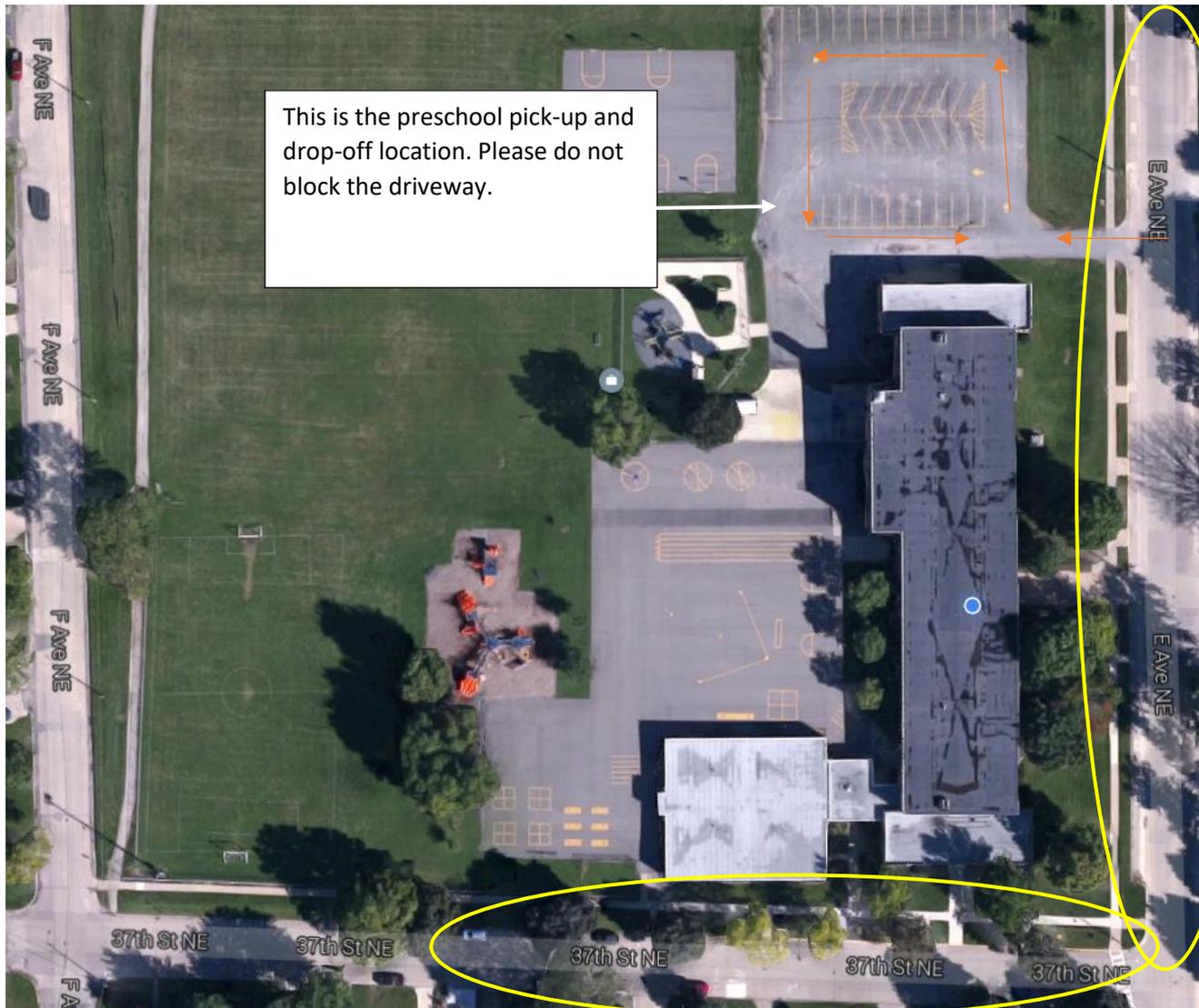


Kenwood Leadership Academy Magnet School



Pick-up & Drop-off Procedures

Alternative Kindergarten-5th Grade



This is the preschool pick-up and drop-off location. Please do not block the driveway.

Drop-off:

Students in AK-5th grade may be dropped off at:

- 8:20 if eating breakfast
- 8:40-8:50 if not eating breakfast

**Parents should not leave their cars during drop-off times 8:20-8:50*

Pick-up:

All students in AK-5th grade will be dismissed at 3:50. Students who are picked up will exit the main entrance.

Parents may park along the curbs and walk to the school to pick-up their student(s)

This area is a bus and cab loading zone. Cars should not park on the side closest to the school between 8:00-8:50 and 3:00-3:50