




Kenwood

Leadership Academy

2016-2017 School Year Parent - Student Handbook & Calendar

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Web site: <http://kenwood.cr.k12.ia.us> Follow us @KLAMagnet 
Facebook - www.Facebook.com/KenwoodCR



1992-93 Iowa
First in the Nation in Education

KENWOOD SCHOOL SONG

*Kenwood Bulldogs, Kenwood Bulldogs,
best school in the land.
We will sing and cheer so loud
that we don't need a band (rah, rah, rah)
Kenwood Bulldogs, Kenwood Bulldogs
fight for your fame.
We will learn respect for others
proud of Kenwood's name.*

*Ya gotta shout, shout, shout.
Ya gotta cheer, cheer, cheer.
Kenwood Bulldog spirit is here.*





A Magnet School Where Leaders are Growing and Learning

OUR VISION

Diversity, uniqueness, and passion for learning and leading is honored. The Leader in Me Students and Educators have ownership and responsibility for the learning community. The whole school transformation process teaches 21st Century leadership and life skills to students. Confident students collaborate with and contribute to the greater community. Innovation is embraced, studied, and replicated. Mutually beneficial partnerships among students, staff, parents, and the community exist to support education for all.

OUR MISSION

Kenwood Leadership Academy fosters leadership and stewardship in all students through our student centered learning environment. Academic excellence is present. Incorporating the Leader in Me principles, students demonstrate academic growth, collaboration, empathy, and a passion for learning through a relevant and rigorous standards based curriculum.

OUR STUDENTS

Students learn from and mentor one another. They are confident, respectful, responsible, and accountable learners who share their leadership with the entire community. Our student set their own goals, build upon their strengths and work to improve their weaknesses. Their desire to learn and contribute as individuals and as a team leads them to be curious, well-rounded lifelong learners who are self-motivate and enjoy collaboration. Students leave Kenwood Leadership Academy ready to accomplish all their Wildly Important Goals (WIGs).

OUR STAFF

Educators support a student centered learning environment that is safe, engaging and leadership focused. The established routines and expectations are shared and understood across the school community. Educators are solution seekers and problem solvers with a laser focus on student growth and nurturing leadership and stewardship. Collaboration and teaming across grade levels and disciplines is a foundation for the school's overall achievement. All educators recognize and support that learning and leadership go hand-in-hand in the entire school environment.

OUR LEARNING ENVIRONMENT

Leadership comes to life from the front office to the classroom, the cafeteria, the gym and the playground. Students and educators respect and contribute to the inviting, positive atmosphere. Choice and a strengths based approach to personalized learning supports all students' leadership development. At Kenwood Leadership Academy the paradigm is shifted to an experiential teaching and learning experience. Students have opportunities to work across grade levels to grow, learn, and achieve. The learning community develops a positive school climate through the Leader in Me foundation. All spaces in the school are learning spaces. Educators offer highly engaging standards based instruction that allows students to acquire knowledge and skill through project based learning. There is a focus on collaboration and team work while developing students' leadership, self control, independent thinking, positive behaviors and appropriate social interactions. Educators, students and families are all involved in the learning community. Everyone recognizes that this foundation of leadership sets students on a positive path for middle school, high school and life.nity in decisions related to education.

SUPPORTIVE: accepting each student as a human being, worthy in one's own right; prizing one's own feelings, opinions, and person; and building on mutual trust and respect.

EXPANSIVE: offering effective access to community resources and providing a sufficient variety of learning alternatives to accommodate individual needs, interests, learning styles, and rates of progress.

TABLE OF CONTENTS

School Hours..... 1	Homework 16
Kenwood Elementary Staff..... 2	Temporary Guardianship..... 16
Email Addresses..... 2	Emergency Information 16
Change Of Address/Phone Numbers 2	Communications 16
Kenwood Noon & Recess Schedule 4	Cedar Rapids School Board 16
PTA..... 4	Health Information 18
Better Schools 4	Health Services, CRCSD..... 18
Parent Participation 4	Drills – Fire, Tornado, and
Better Tomorrows..... 6	Civil Defense 18
School Expenses 6	Phones at School 18
Flowers & Balloons Delivered	Media Center..... 20
to School..... 6	Counseling Program 20
Classroom Celebrations..... 6	Electronic Devises, Games &
Kenwood School Discipline	Toys at School..... 20
Information..... 8	Lost and Found..... 20
Classroom Management &	Lockers/Storage..... 20
Expectations 10	Boundary Map..... 22
Specific School Rules 10	Kenwood School Boundaries 22
Field Trip Permission 10	Class Lists for Next Year 22
Bicycle and Pedestrian Safety 10	ELL Program 22
Crossing Guard..... 10	GWAEA Special Services 23
School Lunch Procedures 12	Special Events..... 23
Clothing 12	Program for Academic and
Recess – Dress..... 12	Creative Talent (PACT) 23
Recess..... 12	Inside Dismissal..... 25
Absence and Tardiness..... 14	Walking Students to Class..... 25
Students leaving Early/Coming Late. 14	Dogs on School Property..... 25
Security Policy..... 14	District Wellness Goals..... 25
Excessive Absences 14	Canvas 25
Early Dismissal Procedures For	Pick-up and Drop Procedures 26
Severe Weather Conditions 14	Kenwood School
Student Visitors 16	Supply List.....Inside Back Cover

Dear Families,

What an exciting time for the Kenwood community. This year we are making history as we open as the Kenwood Leadership Academy Magnet School! We are excited to start our journey, welcome many new families, staff and students. Our school community has been long anticipating this school year as we have been preparing to open up at KLA. I will be starting my fourth year as the principal at Kenwood and I know this is going to be even better than the last three years. I look forward to continuing to serve the school community and coming together as a community to support our students.

Please remember that if you ever need anything please don't hesitate to contact me. My main goal is to serve the students, staff and families of Kenwood. We have something really special here at Kenwood and I look forward to building upon it this school year.

Sincerely,
David Brandon

SCHOOL HOURS

The school day runs from 8:45 A.M. to 3:45 P.M.

Students in grades K-5 should observe the following schedule:

8:20.....	Breakfast is served.
8:35.....	All students may enter the building.
8:45.....	School begins.
3:35.....	Daycare/Bus students are dismissed.
3:45.....	All other students dismissed.

Students may not play on the school playground before or after school since staff supervision is not provided. In the morning, students should wait quietly at the front entrance until a teacher admits them into the building. Upon dismissal students should leave the playground promptly.

Kenwood School students should not arrive at school before 8:30 a.m. unless they are coming for breakfast. If students arrive prior to this time they will be required to wait outside or, in the case of inclement weather, in the entry way. Parents may also be asked to pick up their students if dropped off before 8:20.

2016

August

2016

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

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.

\$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

KENWOOD ELEMENTARY STAFF 2016 - 2017

David BrandonPrincipal	Lauren Gesing4 th Grade	Mindy BedelAssociate 1:1 early learning para
Jana Kotaska Secretary	Elizabeth Callahan.....4 th Grade	Deb Broxey-Bramow.....Associate Multi-cat 1:1
Lisa IhringerCounselor	Bridget Castelluccio4 th Grade	Barbara Hart Associate (AK)
Deb Covell-DalzielClinic/Attendance Secretary	Jessica Mooberry.....5 th Grade	Karen Shore..... Associate (AK)
Kathy Albrecht..... IMC Secretary	Gretchen Lawler5 th Grade	Kristi Hutchison.....Associate (Title 1)/Crossing Guard
Sarah SpoonerPreschool	Melek Kucuk.....ELL	Ann Persick.....Associate (Title 1)/ Crossing Guard
Brittany BallardPreschool	Ann DiGiacomoELL	Shelley McDowellAssociate (Title 1)
Lesa AckmanAlternative Kindergarten	Havlik, Keri..... Title I	Pamela Baseler.....Associate K
Nancy RaueAlternative Kindergarten	Lacock, Toby Title I	Karen Easton Speech Pathologist
Diane Werkman Kindergarten	Ann Buckley Instructional Strategist	Joni Salazar.....Enrichment Coordinator
Karyn Karr Kindergarten	Jillian Schulte..... Magnet Coordinator/Century 21	Karen UhdePACT
Linsey Thomas Kindergarten	Learning Specialist	Stephanie Johnson Food Service Manager
Lindsey Cliburn 1 st Grade	Deb Machacek..... Multi Cat	Nicky Gott..... Assistant Manager/Baker
Haley Aarhus 1 st Grade	Becky Rasmussen Multi Cat	Nate JacksonEngineer
Abbey Neve (currently Spanish teacher) 1 st Grade	Seth Rehn PE	Sandra Pauley Custodian
Esther Griffin2 nd Grade	Sarah Jones..... Music	Emily Bogard Custodian
Taryn Kromminga2 nd Grade	Emily Barnes Music	Sarah Miller Occupational Therapist
Liz Altemeier (from Grant Wood)2 nd Grade	Lanette HauserArt	
Ben Feight (from Mason City)3 rd Grade	Amy Reisen Associate (Ballard)	
Stace James.....3 rd Grade	Amy Newell Associate (Spooners)	
	Lori Turner Associate (PS Multi-cat)	

E-MAIL ADDRESSES

Emails for Kenwood staff are available in the following format:
 First name initial, then last name, @cr.k12.ia.us –
 all lower case letters.
 Example: dbrandon@cr.k12.ia.us is the e-mail address of
 Mr. Brandon, Principal.

CHANGE OF ADDRESS OR PHONE NUMBERS

Please go to e-registration online at <https://pscr.gwaea.org/public/> if there is a change in address, phone number, emergency contact or any health concern. This website link can also be found on the Kenwood School website. The school office also should be notified if parents or guardians will be out of town for an extended period of time and the student will be under the supervision of an adult other than the parent or guardian.

2016

September

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 2 1	Day 3 2 <i>Staff Learning Day – Early Dismissal 2:15</i>	3
4	5 <i>Labor Day- NO SCHOOL</i>	6 Day 1 <i>Preschool Starts</i>	7 Day 2 <i>PTA Meeting 6:00</i>	8 Day 3	9 Day 1 <i>Staff Learning Day – Early Dismissal 2:15</i>	10
11	12 Day 2 <i>Id al-Adha</i>	13 Day 3	14 Day 1 <i>Fire Drill 10:00</i>	15 Day 2	16 Day 3 <i>Staff Learning Day – Early Dismissal 2:15</i>	17
18	19 Day 1	20 Day 2	21 Day 3	22 Day 1 <i>Fall Pictures Taken</i>	23 Day 2 <i>Staff Learning Day – Early Dismissal 2:15</i>	24
25	26 Day 3	27 Day 1 <i>Fall Fundraiser</i>	28 Day 2 <i>Fire Dept Visit #1 3rd Grade 2:00-2:45</i>	29 Day 3 <i>Tornado Drill 3:00</i>	30 Day 1 <i>Staff Learning Day – Early Dismissal 2:15</i>	

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 Milk 50¢ – No reduced price

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\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

2016-2017 KENWOOD LUNCH SCHEDULE

10:50-11:15.....AK
 11:10-11:35Kindergarten Lunch
 11:05-11:25 1st Grade Lunch
 11:40-12:053rd Grade Lunch
 11:10-11:502nd Grade Lunch
 12:15-12:404th Grade Lunch
 12:30-12:555th Grade Lunch



PTA



PTA is an organization of parents and teachers which promotes the welfare of students in the home, school, and community. Parents and teachers may become members of PTA anytime during the school year. PTA meetings are the 1st Tuesday of the month at 6:00 PM in the Kenwood IMC.

2016-2017 PTA Board Members

President..... Julie Lindsey lindz40@imonmail.com
 Vice President Dawn Fields..... kenwoodptafunds@gmail.com
 Secretary..... Sarah Coleman..... sfletch77@yahoo.com
 Treasurer..... Amber Hanson akhanson2009@gmail.com

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. At Kenwood Elementary 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.

BETTER SCHOOLS

What does my child learn at Kenwood Leadership Academy? What immunizations are required? What special programs do you offer? When should my child be at school?

Those are among the most often asked questions we hear from folks like you - parents who care about their youngsters and their schools. The answers to those questions and many more are right here in your handbook. We hope you'll find everything you need to make this year especially rewarding.

There are many actions you can share with your youngster - things we cover at school that you can reinforce at home for a safe happy school year.

We've tried to put together a handy reference book and calendar you'll want to use all year long. If we've forgotten anything, just give us a call. We're always glad to hear from you.

2016

October

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 <i>Rosh Hashanah Oct 2-4</i>	3 Staff Learning Day – NO SCHOOL FOR STUDENTS <i>On-line Conference Sign-up opens</i>	Day 2 4	Day 3 5 <i>PTA Meeting 6:00</i>	Day 1 6	Day 2 7 Staff Learning Day – Early Dismissal 2:15	8
9	Day 3 10 <i>Columbus Day</i>	Day 1 11 <i>Yom Kippur</i>	Day 2 12 <i>Yom Kippur</i>	Day 3 13 <i>On-line Conference Sign-up closes</i> <i>Wickiup Hill Field Trip</i> <i>Moobery/Lawler</i>	Day 1 14 Staff Learning Day – Early Dismissal 2:15	15
16	Day 2 17 <i>Conference Window Opens</i>	Day 3 18	Day 1 19	Day 2 20 <i>Fire Drill 1:30</i>	Day 3 21 Staff Learning Day – Early Dismissal 2:15 <i>America Reads: Reading is Contagious</i>	22
23	Day 1 24	Day 2 25 <i>Family Conferences 4:00-8:00</i>	Day 3 26	Day 1 27 <i>Family Conferences 4:00-8:00</i> <i>Fire Dept Visit #2 3rd Grade 2:00-2:45</i> <i>Fire Dept Visit #2 Kindergarten</i>	28	29
30	Day 2 31 <i>Halloween</i>				Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS <i>Conference Window Closes</i> <i>Fall Dance</i>	

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 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
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 Reduced Weekly \$2.00

\$52.00 Monthly
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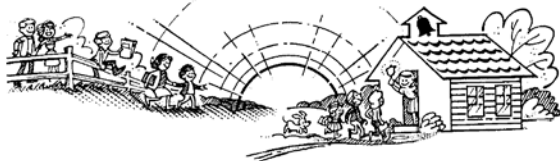
8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

SCHOOL OVERVIEW

KENWOOD Leadership Academy

GradesPreschool thru 5 (20 classrooms)
Total Students..... 465
Address3700 E Avenue N.E.
Cedar Rapids, Iowa 52402
Office Phone:.....558-2273
Principal:.....David Brandon
Secretary:.....Jana Kotaska



SCHOOL EXPENSES

Parents are asked to pay part of the expenses for the supplies used by their children during the year. These expenses should be paid in advance, by cash or by check. Please make checks payable to CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT. Please enclose and seal payment in the designated envelope for proper credit. In the event your check is returned it will be represented electronically along with the state fee.

BOOK FEES PER YEAR

Grades K-5 \$28.00
Preschool \$28.00

In the event your student has free/reduced lunch, please go to e-registration online@<https://pscr.gwaea.org/public/> under "permission" to allow Food & Nutrition permission to share your financial status to determine fee adjustment

AT HOME PARTIES

Home party invitations will not be distributed at school unless the whole class is being invited. This will help avoid hurt feelings of students not receiving invitations.

CLASSROOM CELEBRATIONS

The Cedar Rapids Wellness Council has adopted new policies to guide schools in planning their classroom celebrations. Teachers at Kenwood Elementary will be sending home guidelines with healthy snacks or alternatives that can be offered for classroom celebrations such as birthdays, holidays and classroom celebrations. Treats that do not meet the shared guidelines will not be served to students and will returned home with the family who brought them to school. A schedule for classrooms celebrations will also be shared with families to inform them of appropriate times to bring treats to school.

FLOWERS OR BALLOONS DELIVERED TO SCHOOL

On occasion, a parent wants to honor a child with flowers or balloons and sends those to school. Our procedure in handling this is designed to limit the number of students that observe a student with the flowers or balloons. We have found that other students feel left out or unappreciated when a student gets acknowledged in this manner. Since actions such as this can easily disrupt the sense of community that is vital to each classroom's learning environment, the flowers or balloons are kept in the office and students are sent to the office at the end of the day to take possession of them. Students do not take the flowers or balloons back to the classroom but instead take these with them as they leave the building.

2016

November

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 3 1	Day 1 2 <i>PTA Meeting 6:00</i>	Day 2 3	Day 3 4 Staff Learning Day – Early Dismissal 2:15	5
6 <i>Daylight Savings Time Ends</i>	Day 1 7	Day 2 8	Day 3 9 <i>Czeck Museum field trip Kromminga/Altemeier 9:30-11:30</i>	Day 1 10 <i>Czeck Museum field trip Mossman 9:30-11:30</i>	Day 2 11 Staff Learning Day – Early Dismissal 2:15 <i>Veteran's Day Movie Night</i>	12
13	Day 3 14	Day 1 15	Day 2 16	Day 3 17	Day 1 18 Staff Learning Day – Early Dismissal 2:15 <i>Fall Picture Retakes</i>	19
20	Day 2 21	Day 3 22	23	24 <i>Thanksgiving Day</i>	25	26
			HOLIDAY BREAK			
27	Day 1 28	Day 2 29 <i>Lockdown Drill 3:00</i>	Day 3 30			

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 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

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 Reduced Lunch: 40¢ Daily
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\$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed



Minor (Classroom Managed)	Major- an act that substantially impacts the learning or safety of others
Disruption	
Repeated Blurting- after teaching and warnings	Throwing desks, chairs, books, etc.
Whistling, singing, humming- after warnings	Swear words yelled at someone
Put downs-name calling	Running out of the room or off the playground
Not following directions	Threatening physical/verbal attacks
Hiding in classroom or under desks	Physical-pushing, kicking, hitting in anger
Breaking pencils	
Repeated poor sportsmanship at recess or P.E.	
Repeated attention seeking behavior	
Disrespect / Defiance	
Rolling eyes/rude gestures	Repeated verbal attacks
Talking back, muttering, mimicking	Deliberated, ongoing noncompliance
Passive refusal to follow directions	Threatening someone with a weapon
Walking away when spoken to	Acts of sexual harassment
Interrupting	Repeated refusal to follow directions in the same day
Lying, cheating	
Not taking responsibility for actions	
Fighting / Physical Aggression	
Pinching/Hitting/Slapping/Pushing	Extreme violence with another student or adult
Kicking	Actions with intent to harm/Physical violence
Throwing things	Contact of a sexual nature
Pulling hair	Spitting/Biting
Inappropriate Language / Profanity	
Words meant to hurt someone's feelings	Racial slurs
Swear words	Threatening language
Property Damage	
Graffiti on classroom projects	Graffiti that requires professional removal
Tearing or breaking classroom supplies	Purposeful damage to property- includes engraving, throwing, smashing, etc.
Forgery / Theft	
Taking pencils, erasers, crayons, trinkets, etc.	Taking valuable items or searching through adult or peers personal belongings
Harassment / Bullying	
	Jokes/comments of sexual nature
	Repeated name calling
	Intentional/repeated physical aggression or intimidation
	Intentional repeated sabotage of one's reputation

2016

December

2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 1 1	Day 2 2 <i>Staff Learning Day – Early Dismissal 2:15</i>	3
4	Day 3 5	Day 1 6	Day 2 7 <i>PTA Meeting 6:00</i>	Day 3 8	Day 1 9 <i>Staff Learning Day – Early Dismissal 2:15</i>	10
11	Day 2 12	Day 3 13	Day 1 14	Day 2 15	Day 3 16 <i>Staff Learning Day – Early Dismissal 2:15</i>	17
18	Day 1 19	Day 2 20	Day 3 21	22 <i>Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS</i>	23 HOLIDAY BREAK	24 <i>December 24-January 1 Hanukkah</i>
Christmas 25	26	27	28	29	30	31
HOLIDAY BREAK						

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
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8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

CLASSROOM MANAGEMENT AND EXPECTATIONS

Classroom discipline is the major responsibility of the teacher. The teacher will determine classroom rules with positive and negative consequences. However, when an offense is repeated a number of times or the behavior is of a more serious nature, the discipline may be assumed by the building administrator. At times, other staff personnel such as the counselor, nurse, psychologist, or social worker may become involved to aid in the development of strategies to help change the child's behavior. Parents will be notified under such circumstances.

Kenwood Leadership Academy encourages open communication between home and school on matters of discipline and feels cooperation and combined support are essential.

SPECIFIC SCHOOL EXPECTATIONS

School rules are intended to promote a safe and positive school environment. Parents should review these rules with their children.

1. Use the designated entrances.
2. No candy, gum, and toys unless you have Teacher/Principal permission.
3. Use school crosswalks and obey the crossing guard.
4. Check with the office when arriving or leaving & sign-out between 8:45 AM and 3:45 PM
5. Lock bicycles in the bike racks.

CROSSING GUARD

An Adult Crossing Guard will be on duty between 8:15 - 9:00 & 3:30 - 4:00 on C Avenue and 38th Street NE.

FIELD TRIP PERMISSION



Field trips will be arranged to supplement and enhance the learning experiences of children. Generally speaking, when field trips are arranged, the students in that activity will be required to have a permission slip that all parents need to sign at the beginning of each school year. Based on the school board policy, the school will not seek written parent permission for each field trip. This slip delegates authority to the teacher to take your child or travel with your child away from school premises on regular scheduled field trips that are part of the on-going school curriculum. Please note many of those trips on this calendar. An additional note may be sent home as a reminder of the trip, or as a request for a sack lunch for the trip.

BICYCLE AND PEDESTRIAN SAFETY

The approved crossing for pedestrians and bicycles coming from east of C Avenue is at the C Ave. and 38th St. NE corner and crosswalk. The school crossing guard schedule is stated on this page.

We discourage kindergarten through second grade children from riding bicycles to school because of heavy traffic flow.

Students who ride bicycles to school should:

1. Use appropriate hand signals and follow traffic regulations.
2. Get a license from the city license department.
3. Walk their bicycles across intersections.
4. Lock their bicycles to the metal bicycle racks.
5. Report anyone tampering with bicycles to the school office.
6. Students are not allowed to ride bicycles on school grounds.



2017

January

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <i>New Year's Day</i>	2 HOLIDAY BREAK <i>Movie Night</i>	3 Day 1 <i>Classes Resume</i>	4 Day 2 <i>PTA Meeting</i>	5 Day 3	6 Day 1 Staff Learning Day – Early Dismissal 2:15	7
8	9 Day 2	10 Day 3	11 Day 1	12 Day 2	13 Day 3 Staff Learning Day – Early Dismissal 2:15	14
15	16 Staff Learning Day – NO SCHOOL FOR STUDENTS <i>Martin Luther King's Birthday</i>	17 Staff Learning Day – NO SCHOOL FOR STUDENTS	18 Day 1 Begin 2nd Semester	19 Day 2 <i>Tornado Drill 3:00</i>	20 Day 3 Staff Learning Day – Early Dismissal 2:15	21
22	23 Day 1	24 Day 2	25 Day 3	26 Day 1	27 Day 2 Staff Learning Day – Early Dismissal 2:15	28
29	30 Day 3 <i>Parent on-Line Conference Sign up opens</i>	31 Day 1				

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 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.

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 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

SCHOOL LUNCH PROCEDURES

The time established for K-5 students to eat lunch is listed in this handbook. Students may go home for lunch if they live within a short distance and have written permission from parents and the school principal. Students who wish to eat lunch at places other than home or school must have written permission from their parents and the school principal.

There is no charge for all students for both breakfast and lunch.

RECESS

All students are expected to participate in recess. If a physician specifies that a child is to remain inside for recess, please send a note clearly stating the dates from the doctor.

CLOTHING

The selection of appropriate wearing apparel is a parent/student responsibility. The school will become involved only when a student's attire creates a disruption in the educational process. Should this happen, parents will be contacted.

It is helpful to mark those items of clothing (i.e. mittens, hats, coats, boots) which are stored for part of the day. Be sure to include the student's first and last name.

RECESS - DRESS

Generally speaking, during the months of December, January, February and the first half of March, all students need to wear boots, a warm winter coat, mittens and something to cover their head as recess will be outside if the temperature is acceptable for outside recess. At times we'll have either:

- Shortened blacktop outside recess or,
- Inside recess

If at all possible, regular outside recess will be held. If a student is dressed inappropriately they may be asked to stay inside.



2017

February

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 2 PTA Meeting 6:00 1	Day 3 2	Day 1 Staff Learning Day – Early Dismissal 2:15 3	4
5	Day 2 6	Day 3 7	Day 1 Parent On-line Confer- ence Sign up closes 8	Day 2 9	Day 3 Staff Learning Day – Early Dismissal 2:15 10	11
12 <i>Lincoln's Birthday</i>	Day 1 Conference Window opens 13	Day 2 14	Day 3 15	Day 1 16	Day 2 Staff Learning Day – Early Dismissal 2:15 Bingo 17	18
19	Day 3 President's Day Washington's Birthday 20	Day 1 Family Conferences 4:00-8:00 21	Day 2 22	Day 3 AK Informational Meet- ing 6:00-7:00 ELSC Family Conferences 4:00-8:00 23	24 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS Conference Window closes	25
26	Day 1 27	Day 2 28				

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.
 \$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

ABSENCE AND TARDINESS

Parents should call the school absence line, 558-2261 by 8:45 A.M. giving the reason for the student's absence. Parents can call this number at any time to leave a message for office personnel. Please leave student first and last name, homeroom teacher, reason for absence, and special requests for homework assignments. Messages will be retrieved at 8:45 A.M. and 3:00 P.M. When no call is received, the school will attempt to reach the parents at home or work by 10:30 A.M. to inquire about the absence.

Any student who arrives after the 8:45 bell must report to the office and be signed in by a parent before going to their classroom. Students will be given a tardy slip. Students will be asked if they are eating hot lunch and office personnel will call their lunch in to the cafeteria. Any student who reports tardy will receive the "main" lunch unless a parent has informed the office earlier that their student will be tardy and wants an alternate lunch.

For planned absences, teachers must be notified in writing. If the absence will be longer than a week, the principal must approve the absence. When possible, give the school one week's advance notice.

Repeated unexcused absences will be referred to Student Services for further action.

STUDENTS LEAVING EARLY – COMING LATE

An adult needs to sign a student "out" of school if they are picking the student up before 3:45 dismissal. Having this info will help us with answering bus drivers and/or parents who call later asking who picked their student up and when. Sign out and in sheets will be in the main office.

SECURITY POLICY

ALL VISITORS MUST REPORT TO THE MAIN OFFICE.

Kenwood has a security system at the front door that includes a buzzer and camera. Visitors will need to be buzzed in and then must report to the Main Office to sign in. NO EXCEPTIONS! All other school doors will be locked from outside entrance. Preschool children/parents must use the doors near the Preschool room, which will not be locked, upon normal arriving/dismissal hours. Other times they must use the main entrance.

EXCESSIVE ABSENCES

Regular attendance is a key to student success in elementary, middle, and high school. We, at Kenwood, expect regular school attendance from all of our students. Unless there has been a serious illness, accident, or an unfortunate emergency situation, regular attendance is expected by all of our students. The following procedure will be used to encourage regular attendance for those who have excessive absences:

Missing 5 days in a trimester	School will call student's home
Missing 8 days in a trimester	U.S. letter to parents from school-copy in student folder
Missing 10 days in a trimester	U.S. letter to parent and district truant officer from school-copy in student folder Meeting will be held by the truant officer with parent/student and school to discuss excessive absences

EARLY DISMISSAL PROCEDURES FOR SEVERE WEATHER CONDITIONS

On rare occasions it is necessary to dismiss the students before the usual 3:45 P.M. dismissal time. Early dismissal will be broadcast on radio and TV. To be sure children are safe and that parents will know where their children will be, the school recommends the following:



1. Tell your child where to go if school is dismissed early. Plans must be made ahead of time and clearly outlined for the child since it is impossible to contact each parent.
2. Make alternate plans in case the first plan does not work (no one at home).
3. If both parents work and the child is to go home, the child should phone a parent from home.

2017

March

2017

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
			Day 3 PTA Meeting 1	Day 1 Kindergarten Registration 7:00-7:00 ELSC 2	Day 2 Staff Learning Day – Early Dismissal 2:15 3	4
5	Day 3 6	Day 1 7	Day 2 8	Day 3 9	Day 1 Staff Learning Day – Early Dismissal 2:15 10	11
12 Daylight Savings Time Begins	13	14	15	16	17	18
SPRING BREAK/HOLIDAY						
19	Day 2 20	Day 3 21	Day 1 22	Day 2 23	Day 3 Staff Learning Day – Early Dismissal 2:15 24	25
26	Day 1 27	Day 2 28	Day 3 29	Day 1 30	Day 2 Staff Learning Day – Early Dismissal 2:15 31	

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.
 \$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

STUDENT VISITORS

No school age child may visit an elementary classroom unless this visit is approved by the Principal and the child is accompanied by an adult. We discourage visitations of school age students such as cousins, friends, etc. from other schools during their “vacation times”, as our priority is to teach and monitor Kenwood students. We also discourage pre-school visitors with parents as this tends to distract our student learning activities.

HOMEWORK

At the discretion of the teacher, certain activities are used as extensions of the school program in grades K-5. These activities would have information gathering, public service, skill building, or general and practical experience benefits.

Examples of activities that might be used are:

- make-up work after absences
- creative writing work to be done at home
- participating in home or community safety programs
- using individual mathematics or sight word flash cards
- extra work in reinforcing basic skills in mathematics, language arts, or reading
- collecting or reading material and/or writing reports for any class
- attending community events or viewing special TV programs related to any classroom subject
- grades 4 & 5 may use an action planner (assignment book) that should be seen and signed by a parent on a weekly basis.

TEMPORARY GUARDIANSHIP

When parents cannot be contacted, for reasons such as an out-of-town trip, the school must be notified in writing of the temporary guardianship. Any additional pertinent information, if different from the emergency card, should be included.

EMERGENCY INFORMATION

All parents are required to complete Powerschool e-registration online before school starts so that they or their designee may be contacted in case of an emergency. This online e-registration information must be kept current. Please provide contact information of a non-parent party in case parent is unreachable.

COMMUNICATIONS

Teachers will sometimes telephone parents at home or at work during the school day if there is a need to discuss a problem involving their student. Other times, teachers will communicate in writing. Parental calls to teachers should be made between 8:00-8:30 A.M. or immediately after school. Except for emergencies, calls which are received during class time will require a call-back since teachers are not called from their classroom teaching assignments.

CEDAR RAPIDS SCHOOL BOARD

Regular meetings of the Board of Education are held on the second and fourth Mondays of each month. The meetings are also televised on Mediacom Channel 17 and McLeod Channel 13.

2017

April

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	Day 3 3	Day 1 4 <i>Spring Pictures Taken</i>	Day 2 5 <i>PTA Meeting 6:00</i>	Day 3 6	Day 1 7 Staff Learning Day – Early Dismissal 2:15	8
9	Day 2 10 <i>Jewish Passover April 10-18th</i>	Day 3 11	Day 1 12	Day 2 13 <i>Movie Night</i>	14 Staff Progress Reporting Day – NO SCHOOL FOR STUDENTS	15
16 <i>Easter Orthodox Easter</i>	Day 3 17	Day 1 18	Day 2 19	Day 3 20	Day 1 21 Staff Learning Day – Early Dismissal 2:15	22
23	Day 2 24	Day 3 25	Day 1 26	Day 2 27	Day 3 28 Staff Learning Day – Early Dismissal 2:15	29
30						

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.

\$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

HEALTH INFORMATION

The school should be informed of students' significant health conditions. This information should be included in the e-registration information that parents complete each year online. It can be updated when changes occur in health conditions or emergency contact information. These changes should also be communicated thru the school nurse or health secretary. The information will be shared with school staff that needs to know about your child's condition. If the condition requires special adjustments in the school environment, the school nurse should be contacted.

HEALTH SERVICES CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT

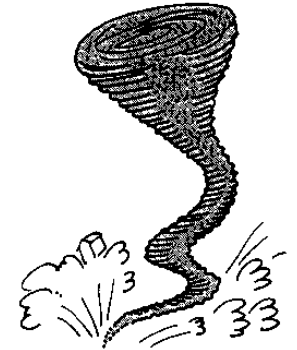
The primary objective of the District's school health services program is to enhance the educational process of the student. The health services department includes: a health services manager, school nurses, and health secretaries. Working as a team, they assist students to reach optimum health enabling them to achieve their fullest potential.

Health care of the school-aged student is the responsibility of the parent/guardian, and the school nurse advises that each child have a primary healthcare provider. The school nurse is able to make observations about students during the school day and act as a valuable resource to the student's healthcare provider. The nurse also interprets the student's health care needs to school staff. Typical activities of the school nurse include: monitoring communicable diseases, managing medication administration, helping in the assessment of physical, psycho-social factors affecting a child's learning in school, acting as a health education resource for teachers, identifying health and safety hazards in the buildings and on the grounds, and offering health guidance to students and their families.

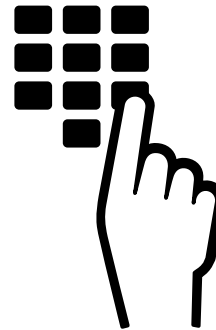
The school nurses have multiple building assignments and may be in a building a day a week. A health secretary who has certification in First Aid, CPR, and medication administration is present in the health office daily.

DRILLS - FIRE, TORNADO, AND CIVIL DEFENSE

Each homeroom and special subject room will receive special instructions for the drill, including routing procedures. Because of the need to receive emergency directions in a large group, the students are expected NOT to visit during drills, but to maintain a quiet, calm, and orderly discipline. The fire drill is a continuous buzzing of the fire alarm, while a tornado, storm warning, or civil defense drill is announced over the intercom. See calendar for specific drill dates.



PHONES AT SCHOOL



On rare occasions it may be necessary for a student to use a cell phone before or after school. However, throughout the school day cell phones must be turned off. If a student is found using their cell phone during the day without permission from a teacher, it will be taken away until the end of the school day. A second incident will result in the phone being given to the Principal. Parents will be contacted to pick up the phone at school. The school is not responsible for any lost, stolen or damaged cell phone.

School telephones are available to students to use during the day with permission from a teacher or staff member. Permission will be given to students to make phone calls for class assignments or emergencies. Students should make their after school plans with their parents prior to leaving for school in the morning.

2017

May

2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Day 1 1	Day 2 2 <i>Fire Drill 3:00</i>	Day 3 3 <i>PTA Meeting 6:00</i>	Day 1 4 <i>Ushers Ferry Field Trip Callahan/Gesing</i>	Day 2 5 Staff Learning Day – Early Dismissal 2:15	6
7	Day 3 8	Day 1 9	Day 2 10	Day 3 11 <i>Ushers Ferry Field Trip Castelluccio</i>	Day 1 12 Staff Learning Day – Early Dismissal 2:15 <i>Lockdown Drill 9:20</i>	13
14	Day 2 15	Day 3 16	Day 1 17	Day 2 18	Day 3 19 Staff Learning Day – Early Dismissal 2:15 <i>Carnival</i>	20
21	Day 1 22	Day 2 23	Day 3 24 <i>Brucemore field trip Colbeck 9:45-11:30</i>	Day 1 25 <i>Orthodox Ascension Brucemore field trip Feight 9:45-11:30</i>	Day 2 26 Staff Learning Day – Early Dismissal 2:15	27
28	29 <i>Memorial Day- NO SCHOOL</i>	Day 3 30	Day 1 31			

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.

\$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

MEDIA CENTER

The Instructional Materials Center (IMC) supports the curriculum and enriches children's learning experiences. It is a learning laboratory where students develop an appreciation of books, learn research skills, and participate in activities which support and extend classroom objectives.

The IMC contains a large collection of books, audio-visual materials, computers, and computer software. IMC materials are available to students, staff, and parents. Books and other materials may be checked out or renewed. Specific rules are posted in the IMC. There are no fines for overdue materials; however, each child is expected to assume responsibility for returning materials on time. When an item is damaged or lost, it is necessary to ask for payment so that a replacement can be purchased.

The media specialist and media secretary assist students and teachers in locating and using the resources of the IMC. Parent volunteers also provide clerical and instructional support.

COUNSELING PROGRAM

The counselor is available to work with both children and parents. The counselor may have contact with your child through:

1. Individual Counseling
2. Group Counseling
3. Classroom Guidance

Children are referred to the counselor by parents, school personnel, or self referrals. When a child will be seen on a regular basis, parents will be contacted.

The counselor is also involved in determining appropriate classroom placements for students as well as developing strategies to meet the needs of individual children.

The counselor frequently works with parents to help develop problem solving and child management techniques, to refer families to appropriate community service agencies, and to work with families when special programming is recommended for their children. Parent groups are also held to cover such areas as management techniques and child growth/development. Such groups are voluntary and notification is given to all Kenwood parents.

Any parent who has a question or concern about his/her child's social, emotional, or academic adjustment is urged to contact school personnel. It is only through such communication that the child's needs can best be met.

ELECTRONIC DEVICES, GAMES & TOYS AT SCHOOL

Games and equipment are supplied by the school system for children to use during recess. We request that students not bring toys, dolls, radios, cameras, electronic games, any collectible cards, etc., to school to show or share unless directed to, as an activity sponsored by your teachers. This includes MP3 player electronic devices. The school will not be responsible for items that are lost, stolen, or damaged which were brought to school without the consent of school personnel. Students will be given one reminder then parents will be asked to come to school to pick up the item.

LOST AND FOUND

"Lost and Found" articles are kept in the foyer and in the annex. If your child has misplaced an item, please check the "Lost and Found" box. All items in "Lost and Found" are displayed for parents at the conference times and also at the end of the year. Those items which are not claimed at the end of the year will be given to charity.

LOCKERS/STORAGE

For storage of clothing, school supplies, book bags, etc., Kenwood School offers LOCKERS. Although theft is seldom a problem, students are discouraged from leaving any valuable or personal items in these lockers. (Especially, do not leave these kind of items in lockers overnight.) Several organizations use the building each night and morning. The lockers cannot be monitored constantly and if items are missing, the school district will not be responsible for their replacement. The principal or classroom teacher will make every attempt to have missing items returned to their owner.

2017

June

2017

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
				1 <i>LAST DAY OF CLASSES - Early Dismissal 2:15 Field Day 9:30-11:30 All School Sack Lunch All School Assembly 12:15-12:45</i>	2 <i>Staff Learning Day – NO SCHOOL FOR STUDENTS</i>	3
4	5 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	6 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	7 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	8 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	9 <i>Potential Student/Staff Learning Inclement Weather Makeup Days</i>	10
11	12	13	14 <i>Flag Day</i>	15	16	17
18 <i>Father's Day</i>	19	20	21	22	23	24
25	26	27	28	29	30	

Breakfast - \$1.65
 Reduced Breakfast- 30¢
 Milk 50¢ – No reduced price

Lunch: \$2.60 Daily
 Reduced Lunch: 40¢ Daily
 No free milk unless it comes with hot lunch.

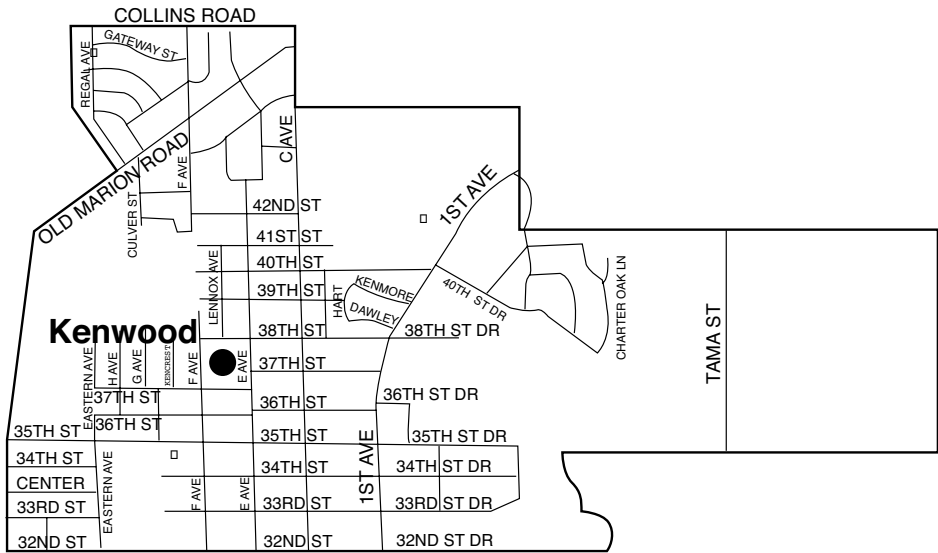
\$13.00 Weekly
 Reduced Weekly \$2.00

\$52.00 Monthly
 Reduced Monthly \$8.00

8:20 Breakfast served
 8:35 All students may enter

8:45 School Begins
 3:45 School Dismissed

BOUNDARY MAP



KENWOOD SCHOOL BOUNDARIES

Shown to the right is a map of the Kenwood School Boundaries with the following descriptions:

- WEST SIDE..... PRAIRIE DRIVE OLD MARION RD & REGAL AVE
- SOUTH SIDE NORTH SIDE OF 32ND ST NE
- EAST SIDE.....EAST OF TAMA ST
- NORTH SIDE..... SOUTH SIDE OF COLLINS RD

CLASS LISTS FOR NEXT YEAR

Several factors are taken into consideration when assigning students to classrooms for the upcoming year: academic achievement level, gender, and social skill development are a few of the variables that are considered. Every effort is made to form heterogeneous groups that will enable students to experience optimal success with academic, as well as social pursuits. Since academic and social growth is our main concerns, keeping friends together is not a priority. In fact, it is hoped that changes can be made each year, providing students with the opportunity to work and play with a variety of students and to form new friendships.

Parental input regarding specific student needs is appropriate. This input needs to be in writing and submitted to the principal by May 1st.

Parents are encouraged not to select a particular teacher, but instead to give input as to how we can best support their student’s needs. No promises are made. Assignments for each school year will be available in August.

Please contact the principal at dbrandon@cr.k12.ia.us or drop of written input to the office.

ELL PROGRAM

Kenwood has the English Language Learner Program (formerly ESL Program). The ELL Program serves children, whose primary language is not English, the opportunity to learn English. ELL students spend most of their day in a regular homeroom and go to the ELL room for a period of time daily to work on English skills of reading, writing, speaking and listening.

GWAEA SPECIAL SERVICES

Grant Wood Area Education Agency (GWAEA) provides a number of support services to the Cedar Rapids Community School District. Listed below are descriptions of several of these services.

PSYCHOLOGIST

A psychologist is assigned to Kenwood School on a part time basis and has the responsibility for administering individual intelligence tests, achievement tests, and such other tests as are required. Whenever a child is involved in testing, there is an opportunity for parents to discuss results with the psychologist and other team members. The psychologist may also be involved in the development of individual educational programs for students and consultation with school staff and parents.

SPEECH CLINICIAN

A speech clinician is assigned to Kenwood School on a part time basis and has the responsibility for identifying students with speech and language deficits and for involving these students in speech and language programs to remediate deficits. The speech clinician also works with teachers to plan speech programs and progress.

SOCIAL WORKER

A social worker is assigned to Kenwood School on a part time basis and has the responsibility of working with families who may be in need of counseling or other types of assistance. The social worker may also act as a liaison between home and school.

Parent permission must be secured before any GWAEA personnel can work directly with children or families. Parents also have the right to request such services for their children or their families and can do so by contacting the principal or counselor.

PROGRAM FOR ACADEMIC AND CREATIVE TALENT (PACT)

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 & 1st GRADES)

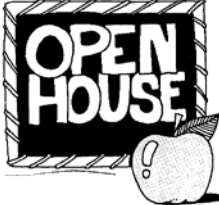
ACE (Academic Challenge Experiences) is a kindergarten and first grade program. The ACE program manager will visit all kindergarten and first grade classrooms a minimum of four times throughout the school year. Lessons will focus on and develop the student's ability to think creatively, critically, logically 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 (2nd & 3rd 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 2nd grade students in the fall. All students in 2nd grade are screened in January. All students in 3rd 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 (4th & 5th 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.



SPECIAL EVENTS

Open House is held in August before school starts, giving parents and students the opportunity to visit the classrooms and to get acquainted with the staff.

AFTER SCHOOL RESPONSIBILITIES

Students are occasionally requested to remain beyond the regular school day for such reasons as misconduct, make-up work, helping a teacher, etc. If kept more than 15 minutes, a phone call will be made to inform the parent. In some cases, a note may be sent home the previous day to clarify the after-school requirement.

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. Vehicles that are double parked will be asked to move 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 along 37th Street 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.

STUDENT EVALUATION AND REPORTING

All students will receive progress reports. Parent-teacher conferences will be scheduled during the first and second reporting periods. Additional private conferences may be arranged during the year with individual teachers. Conferences are student led, and are a time of celebration focused on Student Leadership Binders.

SCHOOL BUSES

Students are expected to ride the bus each day unless the office is notified by the parent or guardian.

There are definite conduct standards for those riding buses and such standards contribute to the safe transportation of students.

The following outline represents the district regulations relative to student conduct while riding a school bus.

WAITING AT DESIGNATED BUS STOPS

1. Children must stand a safe distance from the roadway unless specifically directed otherwise.
2. Children shall follow the published schedule.
3. Children shall practice safety precautions at all times.

BOARDING THE BUS

1. Children shall not move toward the bus at the school loading zone until the bus has been brought to a complete stop.
2. Children shall not push when boarding the bus.
3. Children must board the bus in single file.
4. Children must follow the driver's instructions regarding seating arrangements.
5. Children shall go directly to their seats and not block the aisle.

RECEIVING AND DISCHARGING PUPILS

Children shall enter and exit from the right front entrance of the school bus and if a roadway must be crossed, the children shall pass in front of the bus, look in both directions, and proceed to cross the roadway only on a signal from the bus driver.

CONDUCT WHILE RIDING THE BUS

1. Children may converse quietly with persons seated near them.
2. Children shall not sing, whistle, yell, or make other loud noises when on the school bus.
3. Children must face forward while riding the school bus.
4. Children shall not change seats or annoy other riders.
5. Children shall not eat, smoke, or strike matches while on the school bus.
6. Children must not put any part of their body out of the bus windows.
7. Children carrying large parcels may be asked to leave them with the driver during the bus ride.
8. Children shall not damage bus equipment.
9. Children shall not throw anything out of the bus windows.
10. Children must be quiet when the bus is approaching a railroad crossing.
11. Children are to remain on the school bus in cases of a road emergency.

MIS-CONDUCT CONSEQUENCES

If a violation of the above mentioned rules is noted by the driver on a written "School Bus Conduct Form", a copy will be sent to the parent. A written warning or a bus suspension will be the consequence depending on the infraction. The principal and student will notify the parent of the consequence.

INSIDE DISMISSAL

Occasionally we have an inside dismissal. This procedure is used to ensure safety for all students and families when picking students up at Kenwood Elementary. If it is inside dismissal there will be a sign posted at the front of the school. Families are to enter the school at 3:35 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.

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 to help with the transition. 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.



Get connected with Canvas

What is Canvas?

Canvas is the Cedar Rapids Community School District learning management system. It is a classroom tool used to communicate with students and parents and has the ability to add online interactive elements to the classroom with discussions, assessments and assignments.

Family Accounts

As parents and family members you can create your own Canvas account to observe and interact with your students courses. Canvas allows you to select multiple communication methods, emails, text, and twitter, all within the same account and determine how often each of those methods is contacted. Canvas also has an app in the iOS and Android app stores that you can receive push notifications directly to your phone or tablet.

For details, documentation and videos on creating and using your Canvas account visit

<http://www.cr.k12.ia.us/departments-services/canvas-parent-login/>

or

www.cr.k12.ia.us

Canvas

Parent Login



<http://snap.vu/1g9e>

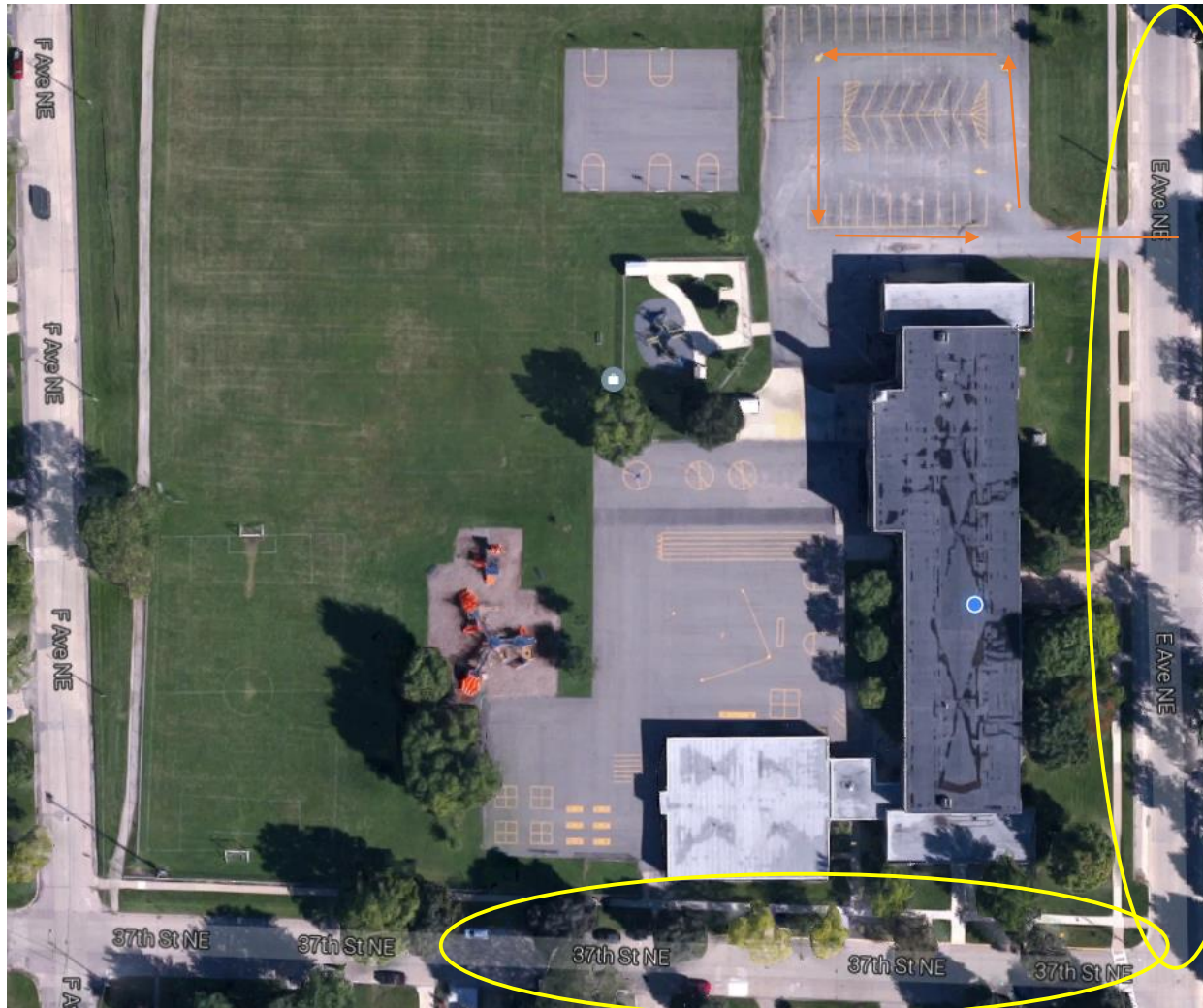


Kenwood Leadership Academy Magnet School



Pick-up & Drop-off Procedures

Alternative Kindergarten-5th Grade



Drop-off:

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

- 8:20 if eating breakfast
- 8:30-8:45 if not eating breakfast

**Parents should not leave their cars during drop-off times 8:20-8:45*

Pick-up:

All students in AK-5th grade will be dismissed at 3:45. 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 8:00-8:45 and 3:00-3:45

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 📌 Backpack 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 📌 Backpack 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 Statement

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 Jill Cirivello, Director of Human Resources, 319-558-2421; jcirivello@cr.k12.ia.us. Students and others should contact Ken Morris, 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.



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Excellence for All

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