

# **HOMESTEAD ELEMENTARY**

## **STUDENT AND PARENT HANDBOOK 2021-2022**



## **HOME OF THE HUSKIES!**

**2830 HILLSBORO BLVD  
AURORA, IL 60503  
PH. 630.636.3100**

**ATTENDANCE LINE: 630.636.3101  
SCHOOL HOURS – 9:00AM – 3:50PM**

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Greetings Homestead Families,

I hope everyone had a relaxing, fun summer. It is hard to believe that the beginning of the school year is upon us! I am very excited for my fifth year as Principal at Homestead. I am amazed by this supportive community, dedicated teachers and academic successes from our Husky students. This year is going to be a great one!

We are coming off a year and a half in education that we have never seen before. Since March of 2020, some of our students were remote and in-person, while other students have been remote the entire time. Our staff is prepared to support all of our students' academic and social/emotional needs coming back to school in August. Although we are coming back full days, five days a week, there will be still safety measures in place as we follow the joint guidance of the CDC and the IDPH. At present time, the safety measures are being revisited with the new guidelines being reviewed by our district administration. I would strongly encourage your family to review the safety measures, when you receive them, so you are all well-informed of our day-to-day operations. If there are pieces of it that are unclear to you or you need to know how this impacts your child(ren) at Homestead, please reach out to me. As we saw from last year, guidelines will change based off of new data that has emerged. As guidelines change, the district will update the community. Thank you in advance for your patience as we continue to navigate through these changing times.

Our theme for the 2021-2022 school year is **"Better Together"**. We are better together when we respect each other, support one another, learn from one another, apologize and forgive each other, work as a team, encourage one another, embrace challenges together, and, finally, celebrate each other's successes. Throughout the year, we will focus on the previous mentioned themes using picture books and classroom activities. This year will be an amazing year, because we will have each other, and we are better together!

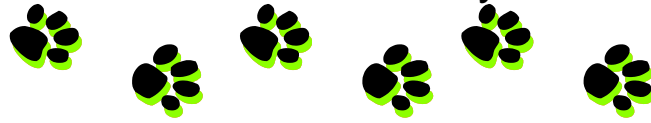
We are also going to provide more time in each school day to social/emotional learning. Each day, students may participate in morning/afternoon meetings that build community in the classroom, take part in mindfulness activities and be emerged in Second Step lessons, our social/emotional curriculum. We believe that when our students are emotionally and socially regulated, they are more focused and ready to learn! We will also continue our school initiative of embedding the AVID philosophy in our day-to-day routines and instruction. AVID stands for Advancement Via Individual Determination, a global nonprofit organization dedicated to closing the achievement gap by preparing all students for college and other postsecondary opportunities. AVID is a philosophy, not a program, which develops a sense of hope for personal achievement gained through hard work and determination.

We have a lot of new staff at Homestead this year! We welcome Mrs. Parveen Chowdhury (Special Education Substitute), Ms. Sarah Fisher (Special Education Program Administrator), Ms. Sheri Hartman-Coffey (STARS Teacher), Ms. Jackie Leeseberg (Occupational Therapist), Mrs. Debra Long (Recess/Lunch Supervisor), Mrs. Melissa Peterson (Dedicated Building Substitute Teacher), Mrs. Lyndsey Ramey (School Social Worker), Ms. Gagan Preet Sandhu (Special Education Teacher Assistant), Mrs. Abarna Thirumani (Special Education Teacher Assistant), Dr. Tracy Zalud (Gifted Education Math Teacher). We welcome back Mrs. Julie Cumblad, in her new role as a Interventionist. Mrs. Cumblad will be working to support our K-2 students. I am proud to call of them Homestead Huskies!

Look forward to The Husky Herald, our parent newsletter that will come to you weekly via email starting on Friday, August 20. I am looking forward to a successful year!

***Mr. Casey O'Connell, Homestead Principal***

# Homestead Elementary School



Our Mission:

## ***Our Core Purpose***

In partnership with our families and communities,  
District 308 will educate all students  
to reach their highest potential

*World Class Schools in a Caring Community*

Our Vision:

## ***What we commit to create***

**HOMESTEAD**  
**students are INDEPENDENT**  
**problem solvers**  
**who THINK critically and creatively to**  
**continually GROW their**  
**academic,**  
**social,**  
**and emotional skills**

Our Beliefs:

We believe.....

In providing a safe, positive environment,  
In embracing diverse needs,  
In promoting effective social/emotional skills,  
In helping everyone achieve their personal best,  
And in building a supportive community for a successful future.

# School District 308 Administration, Board of Education, & Schools

## Administration

Dr. John Sparlin	Superintendent of Schools
Mrs. Faith Dahlquist	Associate Superintendent of Educational Services
Mr. John Petzke	Chief Financial Officer

## Board of Education

Donna Marino, President	LaTonya Simelton, Vice President
Ruth Kroner, Secretary	Alison Swanson
Jennifer Johnson	Eugene Gatewood
Lauri Doyle	

## Schools

Boulder Hill Elementary	636-2900
Brokaw Early Learning Center	551-9600
Churchill Elementary	636-3800
East View Academy	608-5000
Fox Chase Elementary	636-3000
Grande Park Elementary	551-9700
Homestead Elementary	636-3100
Hunt Club Elementary	636-2800
Lakewood Creek Elementary	636-3200
Long Beach Elementary	636-3300
Murphy Jr. High	608-5100
Old Post Elementary	636-3400
Prairie Point Elementary	636-3600
Southbury Elementary	551-9800
The Wheatlands Elementary	636-3500
Wolf's Crossing Elementary	636-3700
Bednarcik Jr. High	636-2500
Plank Jr. High	551-9400
Thompson Jr. High	636-2600
Traughber Jr. High	636-2700
Oswego High School	636-2000
Oswego East High School	636-2200

**Administration Office** 636-3080

**Transportation** 636-2999



**School District 308  
2021-2022**

ROE/ISBE Approved 01.21.21

BOE Approved 02.08.21

**2021**

M	Aug 9	New Teachers		
T	Aug 10	New Teachers		
W	Aug 11	New Teachers		
TH	Aug 12	New Teachers		
M	Aug 16	Teacher Institute Day (Students are not in attendance)		
T	Aug 17	Teacher Workday (Students are not in attendance)		
W	Aug 18	Full-Day Student Attendance K-12 Grade		
M	Aug 23	First Day Attendance Early Childhood		
M	Sept 6	No School - Labor Day (District Closed)		
T	Sept 7	Teacher Institute Day (Students are not in attendance)		
F	Oct 8	3.5 Hour Student Attendance - School Improvement Day No Early Childhood		
M	Oct 11	No School - Columbus Day (District Closed)		
F	Nov 5	End of 1st Trimester (K-5)	Trimester 1	55
TH	Nov 11	5 Hour Student Attendance - P/T Conferences K-8 4:00-8:00pm / HS 4:00-6:00pm No Early Childhood		
F	Nov 12	No School EC-8 P/T Conferences - 5 hour student attendance HS		
W	Nov 24	No School (District Closed)		
TH	Nov 25	No School - Thanksgiving (District Closed)		
F	Nov 26	No School (District Closed)		
W	Dec 22	End of 1st Semester (6-12)	Semester 1	85
TH	Dec 23 - F Jan 7	Winter Break - No School		

**2022**

M	Jan 10	Students return from Winter Break - First Day of 2nd Semester (6-12)		
M	Jan 17	No School - Martin L. King Day (District Closed)		
F	Feb 18	3.5 Hour Student Attendance-School Improvement Day-End of 2nd Trimester (K-5) No Early Childhood	Trimester 2	59
M	Feb 21	No School - Presidents' Day (District Closed)		
F	Mar 4	County Wide Institute Day - Students are not in attendance		
TU	Mar 15	Teacher Institute Day - Students are not in attendance	Election Day	
W	Mar 23	Full-Day Student Attendance - P/T Conferences (Flex Hours)		
TH	Mar 24	Full-Day Student Attendance - P/T Conferences (Flex Hours)		
M	Mar 28 - F Apr 1	Spring Break - No School		
M	Apr 4	Students return from Spring Break		
TH	Apr 14	3.5 Hour Student Attendance - School Improvement Day No Early Childhood		
F	Apr 15	No School (District Closed)		
M	Apr 18	No School (District Closed)		
S	May 21	Graduation - NIU		
F	May 27	Last Day of School - Early Release - 3.5 Hour Student Attendance End of 3rd Trimester (K-5) - No Early Childhood	Trimester 3	60
		End of Second Semester (6-12)	Semester 2	89

**Calendar of Special Events  
Homestead Elementary  
2021-2022**

**August**

- 10 Blacktop Committee Meeting
- 10 Ice Cream Social, 6:00 – 7:00 pm
- 10 Classroom Notification posted - 4:00 pm (online only)
- 16 Preview/Supply Drop-Off, 5:30 – 7:00 pm
- 18 Full day student attendance Grades K – 5, 9:00am-3:50pm, Kdg AM 9:00–11:35
- 18 Culver’s Night
- 30 Yogurt Beach Night

**September - Character Counts Kickoff – All Pillars**

- 1 CC! Wear any color
- 1 Picture Day
- 1 Buona Beef Night
- 2 Curriculum Night - 6:00 – 7:30 pm (Virtual)
- 6 Labor Day – No School
- 7 Teacher Institute Day – No School
- 10 Oberweis Night – 95<sup>th</sup> & 59 St
- 14 PTA Meeting - 7:00 pm
- 15 Culver’s Night
- 20 No School - Teacher Institute Day  
**Start With Hello Week**-TBD

**October – Character Counts Pillar: Respect**

- 4 Boosterthon Fun Run – Pep Rally - 9:15 am (K-2), 10:00 am (3 – 5)
- 4 Yogurt Beach Night
- 6 CC! Wear **YELLOW**
- 6 Buona Beef Night
- 8 School Improvement Day – Dismissal 12:30 pm
- 11 No School - Columbus Day
- 14 Boosterthon Fun Run 9:45 – 11:00 (K – 2<sup>nd</sup>), 2:00 – 3:15 (3<sup>rd</sup> – 5<sup>th</sup>)
- 15 Trunk or Treat
- 18 Picture Retakes
- 20 Culver’s Night
- 25 Portillo’s – Rt 34
- 29 Halloween - TBD

**November – Character Counts Pillar: Caring**

- 1 MOD Pizza Night
- 3 CC! Wear **Red**
- 3 Buona Beef Night
- 5 End of 1<sup>st</sup> Trimester (55 days)
- 5 PTA Movie Night – 7:00 pm



- 9 PTA Meeting - 7:00 pm
- 11 Veterans Day Assembly - TBD

**November - Continued**

- 11 P/T Conferences - 4:00 – 8:00 pm – Dismissal 2:00 pm
- 12 P/T Conferences – No School
- 15 Chipotle Night 4 – 8 pm
- 17 Culver's Night
- 22 Career Day - TBD
- 24 No School
- 25 No School - Thanksgiving
- 26 No School

**December – Character Counts Pillar: Caring**

- 1 CC! Wear **RED**
- 2 Buona Beef Night
- 3 Oberweis Night – 95<sup>th</sup> & Rt 59
- 4 Holiday Shoppe, 10:00 am – 12:00 pm
- 14 Portillo's – Rt 34
- 15 Culver's Night
- 22 Winter Parties - TBD
- 23-1/7/21 Winter Break

**January – Character Counts Pillar: Fairness**

- 10 Classes Resume
- 11 PTA Meeting - 7:00pm
- 12 CC! Wear **ORANGE**
- 12 Buona Beef Night
- 17 No School - Martin Luther King's Birthday
- 19 Culver's Night

**February – Character Counts Pillar: Trustworthiness**

- 2 CC! Wear **BLUE**
- 2 Buona Beef Night
- 11 PTA Movie Night – 7:00 pm
- 14 Valentine Parties – TBD
- 15 Portillo's - RT 34
- 16 Culver's Night
- 18 Early Dismissal 12:30 – School Improvement – End 2<sup>nd</sup> Trimester (59 days)
- 21 No School, President's Day

**March – Character Counts Pillar: Citizenship**

- 2 CC! Wear **PURPLE**
- 2 Buona Beef Night
- 4 No School, Teacher Institute Day
- 4 Oberweis Night – 95<sup>th</sup> & Rt 59
- 11 Mother Son Night
- 8 PTA Meeting - 7:00 pm
- 15 No School, Teacher Institute Day (Election Day)
- 16 Culver's Night
- 19 Fun Fair 11:00 – 3:00
- 23 Parent/Teacher Conferences (Flex Hours)
- 24 Parent/Teacher Conferences (Flex Hours)

28-4/1/22 Spring Break

**April – Character Counts Pillar: Responsibility**

- 4 Classes Resume
- 4 MOD Pizza
- 6 CC! Wear **GREEN**
- 6 Spring Pictures
- 6 Buona Beef Night
- 8 Daddy Daughter Dance – 6:30 – 8:30
- 12 Portillo’s – Rt 34
- 14 Early Dismissal 12:30 – School Improvement Day
- 15-18 No School
- 20 Culver’s Night

**May – Character Counts: All Pillars**

- 2-6 Teacher Appreciation Week
- 4 CC! Wear any color
- 4 Buona Beef Night
- 10 PTA Meeting - 7:00 pm
- 14 Husky Hustle
- 18 Culver’s Night
- 20 Alumni Walk – 2:15 pm
- 25 Field Day - TBD
- 27 Awards Assembly - TBD
- 27 Last Day of School – Dismissal 12:30 pm – School Improvement Day  
End of 3<sup>rd</sup> Trimester (60 days) - (Provided no emergency days are used)

**\*\*\*Please check Homestead’s Website and the PTA Virtual Backpack for any date changes!!**

**Dates TBD**

- Book Fairs
- Honor Choir Fest
- 5<sup>th</sup> Gr Panoramic
- Athena Dental Visits
- 5<sup>th</sup> Grad Bash

## **HOMESTEAD STAFF 2021-2022**

<u><b>Name, Title or Grade</b></u>	<u><b>Extension</b></u>	<u><b>E-Mail</b></u>
Mr. Casey O'Connell, Principal	3110	<a href="mailto:coconnell@sd308.org">coconnell@sd308.org</a>
Mrs. Andrea Bobosky, Assistant Principal	3111	<a href="mailto:abobosky@sd308.org">abobosky@sd308.org</a>
Ms. Sarah Fisher, Coordinator	3154	<a href="mailto:sfisher01@sd308.org">sfisher01@sd308.org</a>
Mrs. Donna Mason, Principal's Secretary	3109	<a href="mailto:dmason@sd308.org">dmason@sd308.org</a>
Mrs. Tracy Moch, Secretary	3108	<a href="mailto:tmoch@sd308.org">tmoch@sd308.org</a>
Mrs. Debi Rabick, CSN	3100	<a href="mailto:drabick@sd308.org">drabick@sd308.org</a>
Mrs. Susan Becker, Nurse	3102	<a href="mailto:sbecker@sd308.org">sbecker@sd308.org</a>
Mrs. Terri Adame, STARS 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup>	3135	<a href="mailto:tadame@sd308.org">tadame@sd308.org</a>
Mrs. Malia Anderson, STARS 2 <sup>nd</sup> Gr	3162	<a href="mailto:manderson03@sd308.org">manderson03@sd308.org</a>
Ms. Sheri Hartman-Coffey, STARS Kdg	3147	
Mrs. Sarah Walendzik, STARS Kdg, 1 <sup>st</sup>	3129	<a href="mailto:swalendzik@sd308.org">swalendzik@sd308.org</a>
Mrs. Patricia Demerath, Kindergarten	3130	<a href="mailto:pdemerath@sd308.org">pdemerath@sd308.org</a>
Mrs. Amy Manuel, Kindergarten	3126	<a href="mailto:amanuel@sd308.org">amanuel@sd308.org</a>
Mrs. Julie Rainaldi, Kindergarten	3127	<a href="mailto:jrainaldi@sd308.org">jrainaldi@sd308.org</a>
Mrs. Lindsey Lowe, First Grade	3120	<a href="mailto:lloew@sd308.org">lloew@sd308.org</a>
Ms. Tasha Rudnick, First Grade	3139	<a href="mailto:nrudnick@sd308.org">nrudnick@sd308.org</a>
Mrs. Valerie Sette, First Grade	3132	<a href="mailto:vsette@sd308.org">vsette@sd308.org</a>
Mrs. Allison Baughman, Second Grade	3163	<a href="mailto:abaughman@sd308.org">abaughman@sd308.org</a>
Ms. Cadi Pool, Second Grade	3140	<a href="mailto:cpool@sd308.org">cpool@sd308.org</a>
Mrs. Jen Rusin, Second Grade	3148	<a href="mailto:jrusin@sd308.org">jrusin@sd308.org</a>
Mrs. Gretchen Zuckerman, Second Grade	3124	<a href="mailto:gzuckerman@sd308.org">gzuckerman@sd308.org</a>
Mrs. Krista Egeland, Third Grade	3133	<a href="mailto:kegeland@sd308.org">kegeland@sd308.org</a>
Mrs. Karen Jordan, Third Grade	3161	<a href="mailto:kjordan@sd308.org">kjordan@sd308.org</a>
Mrs. Dana Moore, Third Grade	3137	<a href="mailto:dmoore@sd308.org">dmoore@sd308.org</a>
Mrs. Heather Navar, Third Grade	3142	<a href="mailto:hnavar@sd308.org">hnavar@sd308.org</a>
Mrs. Sara Curran, Fourth Grade	3143	<a href="mailto:scurran@sd308.org">scurran@sd308.org</a>
Mr. Ed Perry, Fourth Grade	3159	<a href="mailto:eperry@sd308.org">eperry@sd308.org</a>
Ms. Kim Wyss, Fourth Grade	3157	<a href="mailto:kwyss@sd308.org">kwyss@sd308.org</a>
Mrs. Tara Stortz, Fifth Grade	3155	<a href="mailto:tstortz@sd308.org">tstortz@sd308.org</a>
Mrs. Karen Vitanovec, Fifth Grade	3123	<a href="mailto:kvitanovec@sd308.org">kvitanovec@sd308.org</a>
Mrs. Sara Weber, Fifth Grade	3138	<a href="mailto:sweber@sd308.org">sweber@sd308.org</a>
Mrs. Lynn Amoni, ELL Resource	3128	<a href="mailto:lamoni@sd308.org">lamoni@sd308.org</a>
Mrs. Anne Archer, LRC	3103	<a href="mailto:aarcher@sd308.org">aarcher@sd308.org</a>
Mrs. Sue Carmody, Resource	3141	<a href="mailto:scarmody@sd308.org">scarmody@sd308.org</a>
Mrs. Parveen Chowdury, Dedicated Sped Sub	3100	
Mrs. Carol Confiliano, Reading	3156	<a href="mailto:cconfiliano@sd308.org">cconfiliano@sd308.org</a>
Mr. Bruce Conrad, P.E.	3160	<a href="mailto:bconrad@sd308.org">bconrad@sd308.org</a>
Mrs. Julie Cumblad, Interventionist	3165	<a href="mailto:jcumblad@sd308.org">jcumblad@sd308.org</a>
Ms. Kristianne Dierkes, Speech	3164	<a href="mailto:kdierkes@sd308.org">kdierkes@sd308.org</a>
Ms. Luann Gerth, Instructional Coach	3153	<a href="mailto:lgerth@sd308.org">lgerth@sd308.org</a>
Mr. Matt Hotuyec, PE	3121	<a href="mailto:mhotuyec@sd308.org">mhotuyec@sd308.org</a>
Mrs. Nicole Hunt, Social Worker	3105	<a href="mailto:nhunt@sd308.org">nhunt@sd308.org</a>
Mr. Nic Iovino, Custodian	3107	<a href="mailto:niovino@sdo308.org">niovino@sdo308.org</a>
Ms. Tia Johnson, Music	3150	<a href="mailto:tjohnson01@sd308.org">tjohnson01@sd308.org</a>

Ms. Margarita Landeros, Custodian	3107	<a href="mailto:mlanderossd308.org">mlanderossd308.org</a>
Ms. Jackie Leeseberg, OT	3145	<a href="mailto:jleeseberg@sd308.org">jleeseberg@sd308.org</a>
Mrs Emily Lenac, Café	3106	<a href="mailto:emilylenae@gmail.com">emilylenae@gmail.com</a>
Mrs. Erin Maso, Psychologist	3104	<a href="mailto:emaso@sd308.org">emaso@sd308.org</a>
Mr. Brian Mil, Art	3125	<a href="mailto:bmil@sd308.org">bmil@sd308.org</a>
Mrs. Jessica Mueller, Resource	3166	<a href="mailto:jmueller@sd308.org">jmueller@sd308.org</a>
Mrs. Melissa Peterson, Dedicated Bldg Sub New Resource	3100 3136	<a href="mailto:mpeterson03@sd308.org">mpeterson03@sd308.org</a>
Mrs. Donna Puntney, Café Manager	3106	<a href="mailto:donna-puntney@sd308.org">donna-puntney@sd308.org</a>
Miss Karrighan Quick, Speech	3114	<a href="mailto:kquick@sd308.org">kquick@sd308.org</a>
Mrs. Lyndsey Ramey, Social Worker	3167	<a href="mailto:lramey@sd308.org">lramey@sd308.org</a>
Mr. Ryin Snider, Custodian	3107	<a href="mailto:rsnider@sd308.org">rsnider@sd308.org</a>
Mr. Darrin Tackitt, Building Engineer	3107	<a href="mailto:dtackitt@sd308.org">dtackitt@sd308.org</a>
Ms. Shannon Thomas, MPT	3100	<a href="mailto:stthomas02@sd308.org">stthomas02@sd308.org</a>
Mrs. Nicole Walker, Behavioral Specialist	3146	<a href="mailto:nwalker@sd308.org">nwalker@sd308.org</a>
Ms. Amy Walters, Adaptive PE	3100	<a href="mailto:awalters@sd308.org">awalters@sd308.org</a>
Ms. Kimberly Wandless, OH Itinerant	3100	<a href="mailto:kwandless@sd308.org">kwandless@sd308.org</a>
Mrs. Stephanie Whitney, Café	3100	<a href="mailto:stephw77_19@yahoo.com">stephw77_19@yahoo.com</a>
Mrs. Joyce Williams, Resource	3134	<a href="mailto:jwilliams01@sd308.org">jwilliams01@sd308.org</a>
Mrs. Roxana Wober, ELL Resource	3144	<a href="mailto:rwober@sd308.org">rwober@sd308.org</a>
Mrs. Tracy Zalud, GE	3131	<a href="mailto:tzalud@sd308.org">tzalud@sd308.org</a>
Mrs. Danielle Zapfel, Speech	3112	<a href="mailto:dzapfel@sd308.org">dzapfel@sd308.org</a>
Mrs. Christine Adams, TA	3100	<a href="mailto:cadams@sd308.org">cadams@sd308.org</a>
Mrs. Margaret Filicicchia, Sped TA	3100	<a href="mailto:mfilicicchia@sd308.org">mfilicicchia@sd308.org</a>
Mrs. Kelly Halder, TA	3100	<a href="mailto:khalder@sd308.org">khalder@sd308.org</a>
Mrs. Annie Hartigan, Sped TA	3100	<a href="mailto:ahartigan@sd308.org">ahartigan@sd308.org</a>
Mrs. Julissa Hernandez, Sped TA	3100	<a href="mailto:jhernandez@sd308.org">jhernandez@sd308.org</a>
Mrs. Stephanie Jolley, TA	3100	<a href="mailto:sjolley@sd308.org">sjolley@sd308.org</a>
Ms. Kimberly Koeller, Sped TA	3100	<a href="mailto:kkoeller@sd308.org">kkoeller@sd308.org</a>
Mrs. Lariza Miravete, Sped TA	3100	<a href="mailto:lmiravete@sd308.org">lmiravete@sd308.org</a>
Mrs. Maria Navia, Sped TA	3100	<a href="mailto:mnavia@sd308.org">mnavia@sd308.org</a>
Mrs. Erica O'Driscoll, Sped TA	3100	<a href="mailto:eodriscoll@sd308.org">eodriscoll@sd308.org</a>
Mrs. Jen Paras, TA	3100	<a href="mailto:jparas@sd308.org">jparas@sd308.org</a>
Ms. Aparna Patil, Sped TA	3100	<a href="mailto:aparna-patil@sd308.org">aparna-patil@sd308.org</a>
Mrs. Savita Ranjan, Sped TA	3100	<a href="mailto:sranjan@sd308.org">sranjan@sd308.org</a>
Ms. Gagan Sandhu, Sped TA	3100	<a href="mailto:gsandhu@sd308.org">gsandhu@sd308.org</a>
Mrs. Kerry Sewruk, Sped TA	3100	<a href="mailto:ksewruk@sd308.org">ksewruk@sd308.org</a>
Mrs. Abarna Thirumeni, Sped TA	3100	<a href="mailto:abarna-thirumeni@sd308.org">abarna-thirumeni@sd308.org</a>
Mrs. Melissa Ubelhor, TA	3100	<a href="mailto:mubelhor@sd308.org">mubelhor@sd308.org</a>
Mrs. Katie Zink, Sped TA	3100	<a href="mailto:kzink@sd308.org">kzink@sd308.org</a>

**Student Teacher – 8/16 – 12/10**

Miss Stephanie Haaker (Sara Weber)

**Lunch/Recess Supervisor**

Mrs. Zelda Alexander

Mrs. Mae-Ning Baker

Mrs. Debbie Long

**Crossing Guard**

Mr. Ralph Arcuri

[rarcuri@sd308.org](mailto:rarcuri@sd308.org)

Mr. Gerald Wenzel

[gwenzel@sd308.org](mailto:gwenzel@sd308.org)

## ATTENDANCE

### **ATTENDANCE POLICY**

Daily attendance and punctuality are important to stress with students from the very first day of school. **Daily** attendance is extremely important to student's academic growth and development. The hands-on activities and interactions between teacher and student often cannot be duplicated.

If a student is going to be absent, Parents/Guardians are requested to call the school. **If no call has been received by 9:15 a.m. the school will call the Parents/Guardians at home or at work.**

Families are strongly encouraged to plan vacations/trips during school holidays and over the summer months. If your child is going to be absent, other than illness related, for more than two (2) consecutive school days, you need to complete the **REQUEST FOR SPECIAL ABSENCE** form. Any request for an absence of 3 or more consecutive days will result in a letter from the Principal stressing the importance of regular attendance.

The parent/guardian of any child with 5% or more absences of the last 180 school days will receive a letter from the Assistant Principal indicating the number of absences the child has accumulated. The letter will outline the actions taken if the student continues to accumulate absences.

When a student is going to be absent, Parents/Guardians should call the **Homestead attendance line** at **630-636-3101**. Please leave the name of your child or children, their teacher's name(s), and reason for the absence. The attendance line is accessible 24 hours a day for your convenience.

### ***EMERGENCY SCHOOL CLOSING***

If school will be closed due to inclement weather, parents will be notified through the district Blackboard Connect system. Parents may also access the information via the district web site, [www.SD308.org](http://www.SD308.org).

**PLEASE DO NOT CALL THE SCHOOL**

# Homestead Elementary Drop-off and Pick-up Procedures

(updated July 2021)

Our primary and most important goal is the safe arrival and dismissal of students from our school. To do this requires the combined effort of our school staff, our parent community, and our students.

Parents, you know your child and therefore can make the best decision as to the most appropriate way for your child to arrive and depart from school each day. Below are options. Once selected, complete the “transportation home” form that is kept on file in our main office. **There are some changes from last year, please read carefully!**

## 1. Parent Car Drop-Off (See map)

a. Begins at 8:45 am each school day.

b. Cars coming *south on Middlebury* should make a right turn into the double lane (drivers will either proceed on the right side of the lane or move to the left side) on the SIDE LOT on Middlebury. **No one will be permitted to turn left into the side lot from Middlebury.** Drivers, on both sides of the lane, will proceed until drivers on the left side will need to merge right to make a single car line before the crosswalk and proceed until the student drop-off zone begins (painted arrow and line on the driveway will indicate when to merge right). Your student must unload on the curb side only, where it is painted red. Students will enter the building through Door 3. After your child(ren) exit the car safely, cars must proceed towards the exit and make a RIGHT TURN only and exit onto Hillsboro.

**Drivers will not be allowed to merge onto the left side of the drive and turn left onto Hillsboro.**

## 2. Parent Car Pick-Up (See map)

a. Begins at 3:50 pm each school day.

b. Cars should have a sign indicating who is being picked up. This will be provided by the office. We understand car pools can change. These signs allow us to radio to the student waiting area who should be ready to load.

c. Parents should complete the “transportation home” form from school (available at Preview/Supply Drop-Off Night) indicating whether their student is a walker, parent car pick-up or busser. **Your student must be aware of how they are getting home.**

d. Cars coming *south on Middlebury* should make a right turn into the double lane (drivers will either proceed on the right side of the lane or move to the left side) on the SIDE LOT on Middlebury. **No one will be permitted to turn left into the side lot from Middlebury.** Drivers, on both sides of the lane, will proceed until drivers on the left side will need to merge right to make a single car line before the crosswalk and proceed until the student pick-up zone begins (painted arrow and line on the driveway will indicate when to merge right). Your student must load on the curb side only, where it is painted red. After students are in the car safely, drivers must make a RIGHT TURN only and exit onto Hillsboro. **Drivers will not be allowed to merge onto the left side of the drive and turn left onto Hillsboro.**

## 3. Walkers and Bike Riders (USE SIDEWALKS AND BIKE PATHS ONLY)

a. Walkers and bike riders may not arrive at school before 8:45 am.

b. Walkers and bike riders include all students who are not dropped off by a car.

c. Parents need to complete a “transportation home” form indicating that their student is a walker or bike rider, which is given out at Preview/Supply Drop-Off Night.

d. Walkers and bike riders may enter the building through Door 2 (at 8:45 am) or Door 3. **\*\*\*This is different from the 2020-2021 school year. Students will not be entering the back of the building.**

e. Walkers and bike riders must walk away from the curb to avoid car traffic in student drop-off lots.

f. For safety purposes, bike riders must walk their bikes once they reach school property. Bike racks are located on either side of the building. **Students are HIGHLY ENCOURAGED to lock their bikes up on the bike racks.**

g. **Walkers and bike riders are dismissed first at 3:50 pm** and will exit primarily through Doors 1, 2 and 3. If you plan to meet your child, please wait by Door 1 in the grassy area north west of the building. **\*\*\*This is different from the 2020-2021 school year. Students will not be leaving out the back of the building.**

#### ***4. Bus Riders-Before and After School***

- a. Buses will pick-up and drop-off students on the front drive in front of the school.
- b. Students will enter and exit the buses on the side walk and enter/exit Door 1 or 2.
- c. If buses are at the school before 8:45 am, students will remain on the bus until 8:45 am.
- d. At 3:50 pm, students will be released from the classrooms and load the bus after exiting Door 2.
- e. Daycare buses will also load/unload in the front of the school.
- f. At the end of the day, if buses are not at the school at dismissal, students will wait outside in the grassy area in front of the school until their bus arrives. Students will wait indoors in inclement weather.
- g. **It is mandated by the state for students, who are riding the bus, wear a mask.**

#### ***5. Alternate Parent Drop-Off and Pick-Up Locations***

- a. Some parents will choose side streets for drop-off and pick up locations and have their student walk the remainder of the way to school. This is a parental decision based on the maturity of their student. Alternate drop-off and pick-up locations are not monitored by the school.
- b. **No drop-off or pick-up on Hillsboro Blvd. or Middlebury Drive.** This presents an exceptional safety risk to your student, other students, and an accident risk due to car volume.
- c. If you choose to use an alternate drop-off and pick-up location, students are strongly advised to load and unload curb side only.
- d. Please complete the “transportation home” form as if your student is a walker.

***Note on transportation changes\**** In order to prevent confusion as to how your child(ren) will get home after school, please send a note with your child or call the Homestead office prior to 2:30 pm that day indicating that your student will be picked up and by whom or how dismissal will change that day. When we have your note/call prior to 2:30 pm, we are able to get the message to your student and his/her teacher. If we do not have a note/call, your student will be instructed to take their usual method home. Morning kindergarten Parents/Guardians should have a note in the office prior to 10:15 am.



MIDDLEBURY DR.

PARKING LOT

New Exit  
Constructed

STAFF EXIT:  
Left Turn Only

Parent Lane: Right Turn Only

DROP-OFF/PICK-UP

BUSES ONLY

HILLS

HO

PARENT DROP-





# HOMESTEAD SCHOOL PROCEDURES

## **BIRTHDAYS**

At Homestead we do like to recognize student birthdays. All birthdays (summer birthdays are announced on the ½ birthday). For many reasons, none of the elementary schools in the district allow birthday treats consisting of food products. Your child's birthday will still be acknowledged in the classroom, just not with food. However, you are welcome to send in non-food items such as pencils, stickers etc., or donate a book to the school library or your child's classroom in honor of your child's birthday.

- Increased class sizes mean more interruptions in learning to celebrate birthdays.
- Offering so many treats so often can contribute to unhealthy eating habits.
- Federal, state and district wellness initiatives are opposed to celebrating with food in the classroom due to a dramatic increase in childhood obesity.
- Food allergies are on the increase, and not having birthday treats in the classroom is one more way to provide a safe environment for students.

Balloons, flowers, and other gifts are not allowed. It is not our intent to prevent students from enjoying their birthdays. However, every child's instructional time is valuable and needs to be as free of disruption as possible.

## **INVITATIONS**

Only invitations going to every classmate (or, all boys/girls) may be distributed at school. **School staff cannot give out addresses or home phone numbers of our students—many are available through the PTA directory for PTA members.**

## **CONTACTING YOUR CHILD'S TEACHER**

As a matter of policy, school personnel will not give anyone the private telephone number of any teacher or other school staff member. Each staff member has a direct telephone number and email address. Your child's teacher will provide his or her number and email to you early on in the school year. Calls made during the school day will go directly into the staff member's voicemail.

## **ENROLLMENT AND REGISTRATION**

Parents are asked to complete a review of the registration enrollment information for each of their children every year. This is our only source of information when contacting parents of sick or injured children.

**Whenever there is a change in telephone numbers, place of employment, or person to contact in case the parents cannot be reached, the school must be notified.**

## **FIELD TRIPS**

In order for students to participate in field trips, each student must have parent/guardian permission to accompany the class. Only one permission slip is required at the beginning of the year and is kept on file in the school office. No field trips will be taken, however, without the parents being given advanced information about proposed activities.

Parent chaperones must be finger printed prior to going on the field trip. Parent chaperones who accompany classrooms may not bring siblings of students on field trips. Chaperones are essential to the safe supervision of students on field trips and siblings can distract their attention from the assigned group. Chaperones are also asked not to make cell phone calls during the field trip.

## **HOMEWORK REQUESTS**

If a student is absent for **two or more days**, the school suggests that parents call and make arrangements for homework. Please call before 10:00 am **on the second day** of absence so that the books can be gathered and assignments written down in time for pick-up at 3:00 pm. If another student is to bring the work home, please give this information to the secretary when making your request for homework. Please refer to the district homework policy in this handbook for further information.

## LOST AND FOUND

The lost and found box is kept in the multipurpose room. If something (clothing, book bag, lunch box, etc.) is lost, students and parents should check this area. Unclaimed items will be removed on a quarterly basis and donated.

## LUNCH AND CAFETERIA SERVICES

Homestead has breakfast and hot lunch available for children to purchase. Parents/Guardians may go to [www.pushcoin.com](http://www.pushcoin.com) or make checks payable to School District 308 in order to purchase student meals in advance.

Free or reduced price breakfast and lunches are available for families who qualify. Application forms will be distributed on the first day of school and are always available under the business services tab on the SD308.org website. These applications must be renewed yearly. Please call the school for further information.

Students who forget their lunch money may borrow from the cafeteria. The money should be repaid the next day. Students may only borrow for three (3) consecutive days.

**We prefer that parents do NOT bring in restaurant food for any reason, including birthdays or forgotten lunches.** Homestead does not have the staff available to deliver outside lunches to students on a daily basis, and the practice can be disruptive for other students.

Children may be signed out at lunchtime for the full forty minutes. Children will not be allowed to leave the school grounds at lunch with anyone other than their parents or guardians and must be signed out in the office. Students and parents are asked to adhere to this policy without exception. This will allow the school to fulfill its responsibility of supervising the children properly.

## OUTSIDE RECESS

We will have recess outside during the school year as weather permits. Since students do need fresh air and exercise, **please have your child dress appropriately for outside recess every day.** Students will be allowed to play in the snow at recess if they are wearing the proper clothing as indicated below:

- Kindergarten, First and Second grade students must have snow pants and snow boots to play in the snow off of the blacktop area.
- Third, Fourth, and Fifth grade students must have snow boots to play in the snow. They must have another pair of shoes to change into after recess. These students may also bring snow pants. If they do not and then choose to play in the snow, they must be aware they may have wet shoes and/or pants for the rest of the school day.

Recess will be held inside only on bad weather days and when the temperature or wind chill is below 10 degrees Fahrenheit, or when the playground is icy or has puddles of water.

If your child needs to stay inside for recess in the winter due to a chronic health condition, please have your doctor write a note to the nurse indicating a specific temperature limit. As always, parents are welcome to write a note to have their child stay in for recess, but not for longer than 3 days without a doctor's order.

## REQUEST TO REMAIN INDOORS

When children return to school from an illness, it will be assumed that they are in good health and capable of participating in full activities. On occasion it may be necessary for students to follow a restricted routine. In these cases Parents/Guardians are asked to send a note with their child requesting that the student be kept indoors for a limit of three (3) consecutive days.

Students who need to be excused from 1) physical education or 2) recess for more than three (3) days due to injury or illness will require a doctor's written excuse. This includes, but is not limited to, any injuries involving stitches, a fracture, or use of a cast, brace, splint, walker, or crutches.

A student with a doctor's note to excuse him or her from physical education will not be allowed to participate in outdoor lunch recess or other programs involving physical activities until released to return to physical education class by the doctor.

## **SNACKS**

A morning and/or afternoon snack break is provided for students in order that they may keep their brains functioning at an optimum level until throughout the day. Snacks brought from home should be healthy in nature and should not consist of "junk food" or "empty calories" (i.e. potato chips, candy, cookies). Snacks should be nutritious and consist of fruits, vegetables, dairy or whole grains. However, please keep in mind any food allergies that may be present in your child's classroom when sending a snack with your child. Examples of "healthy" snacks that are easy to eat in the classroom are: grapes, apples, applesauce, fruit cups, sliced and prepared melon, bananas, oranges, berries, raisins, carrots, celery, yogurt, yogurt drinks, cheese, whole grain crackers such as Triscuits or Wheat Thins.

## **HOLIDAY PARTIES-TBD**

## **REPORT CARD POLICY**

The progress of each student will be reported three times a year. At the end of the first trimester parent conferences will be scheduled. Third trimester conferences are optional, and may be requested by the teacher or parent. Online grades are made available through Mastery Connect. Mastery Connect will send out login information for new families. Parents are encouraged to request additional conferences whenever circumstances indicate the need. Non-custodial parents who wish to receive report cards must provide self-addressed, stamped envelopes for this process.

## **VISITOR'S POLICY**

In order to provide a secure environment for students these policies have been developed:

- All doors except the doors at the main entrance are locked throughout the school day.
- All visitors must go to the office to sign in upon arrival and sign out when leaving.
- Visitors must be cleared through our Raptor system and must wear a visitor badge during their visit. An ID is required the first time you check into this system.
- **All visitors must affirm that they are not experiencing any COVID symptoms before entering the building.**

All parents are encouraged to visit the school. However, visitations **must be prearranged** with the teacher(s) in order to minimize interruptions to learning time. Visitations are discouraged during the beginning and final weeks of the year and during testing sessions. It is suggested that visits be limited to a 30-45 minute period. Younger children may not accompany visitors. A visitation does not necessarily infer a conference. Parent conferences should be scheduled with the teacher before or after school. **Due to COVID, we are trying to minimize non-essential visitors in the building.**

Children from other schools or younger siblings are **not** permitted to visit school with your child during school hours and are not permitted to attend room parties, field trips, or Field Day with their parents.

## **VOLUNTEERS**

Volunteers are an essential component of Homestead School. Teachers actively seek adults to help in the classroom. Through the Homestead PTA there are many programs and activities for parents/guardians who wish to contribute to the school. Anyone volunteering at school on a regular basis must be fingerprinted. If you are not available during the school day there may be several opportunities for “at home” projects or evening activities needing parent involvement. **Due to COVID, we are trying to minimize non-essential visitors in the building.**

Volunteers can be used to assist in classroom activities. **Non-school age siblings or other students cannot be brought into the classroom while volunteering.**



# SCHOOL RULES

Classroom rules and consequences are developed collaboratively each fall by students and their teachers. The students of Homestead are expected to follow the rules posted in each classroom and to conduct themselves throughout our school in a manner consistent with our Six Pillars of Character. They hear often, “do the right thing, even if you don’t feel like it!”

## **BICYCLES**

Students’ bicycles must be locked up at the bike rack since supervision is not available. The bicycle racks are located on both sides of our school. These rules must be followed:

1. Students riding bicycles must dismount at the beginning of school property and walk their bicycles.
2. Bicycle riding is only allowed **off** of school property.
3. General safety rules must be obeyed.
4. Wearing a helmet is highly recommended.

## **DRESS CODE**

As defined in *SD308 Student Rights and Responsibilities Code* publication the following dress code applies to all SD308 students:

### Not To Be Worn During the School Day

- Hats
- Headwear
- Lined coats
- Headbands
- Bandanas
- Handkerchiefs
- Gloves
- Sunglasses
- Tight-fitting clothing
- Halter, midriff, spaghetti strap tops
- Shredded clothing
- Inappropriate footwear

### Clothing May Not Contain

- Pictures or slogans that are obscene, profane, lewd, or vulgar
- Advertisements for drugs, tobacco, or alcoholic products
- Symbols of gang or gang activity

### Elementary Consequences

- 1st Offense – Conference with administrator, change to proper attire, and parent contact.
- Repeated Offenses – Left to discretion of administrator and may include, but is not limited to, in-school intervention or suspension.

## **LEAVING THE SCHOOL GROUNDS**

Students are not permitted to leave the school grounds during the day **for any reason** without first receiving permission from the office.

## **PETS AT SCHOOL**

For the safety and health of the students, children **may not** bring their pets to school. Animals may become excited when in strange surroundings and with a large group of people. Generally speaking, they do not intend to be mean but react in the only way they know how which can result in a painful nip or bite. **Please do not bring pets on school grounds when walking your child to school or meeting them after school.** Allergies are also a consideration in this policy. **\*\*\*Students who have a therapy animal is an exception to the rule.**

## **PLAYGROUND GUIDELINES**

Safety of the children is the prime consideration when they are playing on the playground. The directions of the Playground/Recess supervisors must be followed. We ask parents to remind their children of the following playground guidelines:

1. Children are to play away from the front of the building, away from the windows, and are to stay on the playground side of the school. For safety reasons, children must stay off the school parking lot. Only the playground supervisor may retrieve balls.
2. Playground equipment is to be used in a safe and proper manner:
  - a. One person at a time may go down the slide, sitting position only.
  - b. Students may not walk up the slide from the bottom.
  - c. Students may not run between or under swings. Swing in forward/backward motion only; no winding or swinging sideways; stop swinging before getting off.
  - d. Pulling or pushing another student on any playground equipment is not allowed.
  - e. High and low bars-hanging by legs and dropping is not allowed.
  - f. Students may not sit on top of the monkey bars/cat walk.
3. Ball-type games should be played in the open field/grassy areas.
4. The following games are not allowed:
  - a. Tackle football.
  - b. Baseball, using hard balls and bats (except under the supervision of the teacher).
  - c. Tag.
5. Children should never play or be near any delivery truck or machinery.
6. Children must stay off the bike racks and out of the parking lot.
7. Children may not climb, hang on, or destroy trees and bushes.
8. Physical contact/fighting is not allowed and will be immediately brought to the attention of the principal.
9. No throwing of sand, snow, ice, stones, or mulch.
10. Recess ends when the whistle is blown; children are to line up immediately.
11. Students must follow the directions of the playground supervisors.

## **SALE OF ITEMS AT SCHOOL**

Students are asked not to bring candy, greeting cards or any other item to school to sell. We do not want to discourage you from private fundraising, but ask that you do not sell things at school.

## **SCHOOL BUS RULES**

Students who ride school buses have an additional set of rules they must obey for the safety of all boys and girls who also ride. Your bus driver will outline for you what you can and cannot do while a passenger on a school bus. All students will remain seated while riding and be considerate of others.

## **SNOWBALLS**

Students are not permitted to throw snow and ice while on school grounds, coming to or from school, and/or at school bus stops.

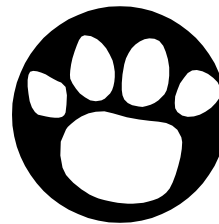
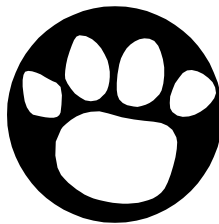
## **STUDENT DISCIPLINE/BEHAVIOR**

Please refer to *SD308 Student Rights and Responsibilities Code* publication for information regarding specific discipline problems.

## **STUDENT PROPERTY**

Students will show respect for other students' property, school property, and our neighbor's property. All students' property should be labeled with their names.

Students may not bring valuable items to school without explicit permission of the parent including, but not limited to, cell phones, radios, recorders, ipods, ipads, electronic devices, jewelry, hand-held video games, sports or other collector cards, skateboards, roller blades, scooters, sneakers with retractable roller skates and hard balls or bats, etc. Cell phones must remain in student's backpacks and in the silenced mode during the school day. Homestead **IS NOT** responsible for student valuables. Any items creating a distraction or interruption to the learning process will be confiscated. Student use of electronic devices at school will be aligned to District 308 Board Policy.



## SPECIAL PROGRAMS

### **GIFTED ED PROGRAM (GE)**

The School District recognizes that gifted ed students have academic needs that may require differentiated educational practices to challenge them to their full learning potential. Academically talented students in 3<sup>rd</sup> through 5<sup>th</sup> grades are provided with opportunities for differentiated extensions of the general classroom curriculum in their identified academic areas of reading and/or math through enrichment, acceleration, or differentiation of the curriculum. G.E. students are cluster grouped in their general classrooms, which are heterogeneous curriculum settings.

The Gifted Ed Program identification process screens and identifies students based on standardized achievement, cognitive ability testing, and teacher observation. A program identification matrix determines final participation. Parents/Guardians and students are notified of program participation. For further information regarding minimum requirements and identification time lines, please visit the SD308 program website.



### **ART**

Homestead's Art Program is offered to kindergarten through fifth graders for 60 minutes a week. Students are provided a chance to express themselves by using their creativity and imagination to produce two-dimensional and three-dimensional artwork in a variety of medium. The elementary art curriculum emphasizes formal art elements and principles in connection with art history, criticism, aesthetics, and production.

### **CHARACTER COUNTS**

Homestead is a *Character Counts!* school. Character education is an important part of our school and of every student's school experience. All District #308 schools promote character education through the *Character Counts!* program. See the calendar of special events in this handbook for the pillars assigned to each month.

### **LEARNING CENTER**

Our Learning Center functions as a library with a research area and as a classroom. Most of the books and magazines may be checked out of the Learning Center to be enjoyed at home and at reading times during school days. Books and magazines are checked out for 1 week but can be renewed for additional weeks. Lost or damaged books must be paid for. If lost books are found, the cost of the book is returned. Students with overdue books are not allowed to check out more books until the overdue books are returned. Parents/Guardians are allowed to check out books with the approval of the Learning Center Director. First through fifth grade teachers send their students as individuals and groups throughout the school year. Kindergarten students are brought to the Learning Center to check out books by their classroom teacher. Activities are planned by the teachers and Learning Center Director to follow the grade level curriculum. The Learning Center also helps with coordinating equipment and meeting the needs of the staff.



## **LEARNING BEHAVIOR PROGRAM**

The Learning Behavior Specialists at Homestead provide individualized instruction in reading, writing, and mathematics for students with specific learning needs. Students work in a small group setting, as well as receiving support from Special Education teachers during instruction within the regular classroom. Students also learn study skills, organizational skills and learning strategies, in order to develop independence in the regular classroom setting.



The District music teachers strive to help the students realize their musical potential by providing opportunities for creativity and expression of feelings and ideas through music. Students play, sing, move, compose, and listen to music through participation in the program. The students attend music class for 30 minutes, 2 times a week. They have active musical experiences of both an individual and a shared nature throughout the year.



## **PHYSICAL EDUCATION PROGRAM (P.E.)**

The primary goal of the physical education program is to provide a variety of lifetime activities and fitness related activities that will affect all students at Homestead. Our core curriculum of activities includes soccer, tumbling, volleyball, basketball, softball and hockey. Students in grades 3 – 5 will also perform the Fitness Gram. Students in grades 3 – 5 will be tested at least twice per year using Fitness gram assessments. SD308 physical education teachers have completed the required training for each of the four required P.E. assessments. (1) Aerobic capacity (4-5 only), (2) flexibility, (3) muscular endurance and (4) muscular strength.

The physical education staff requests that all students have an extra pair of shoes they can use for gym class only and are to be left at school. We ask that the shoes have laces or Velcro fasteners and that they have white non-marking soles. Students have a 30 minute P.E. class three (3) times a week.

## **SOCIAL WORK SERVICES**

We at Homestead are interested in all aspects of your student's development. All classes (K-5) participate in Second Step, a curriculum that directly teaches positive social-emotional skills. In that light, the Social Work program attempts to meet the needs of the students whose social or emotional problems impact their learning. Students are referred by their classroom teachers or building administrators and assessed for direct services as schedules permit. In addition, social workers meet student's needs through the Multi-tiered systems of support (MTSS) Team, classroom groups, Parent/Guardian and teacher consultation, and crisis intervention services. Please feel free to contact your child's teacher, the social worker, or the principal if you have concerns about your child's social or emotional adjustment to school.

## **SPEECH AND LANGUAGE SCREENING**

The speech/language staff of SD308 attempts to identify those students who are not developing communication skills adequately. Screenings will take place on a referral basis. Each school year, the SD308 speech-language pathologists will in-service all new K-5 teachers in the area of speech and language delays/disorders. Teachers, Parents/Guardians, and/or other outside agencies may refer a student to the school's speech-language pathologist for a speech/language screening.

During a speech-language screening, the speech-language pathologists pay particular attention to the following areas of communication:

1. Voice Quality
2. Fluency of Speech
3. Ability to Produce Speech Sounds
4. Ability to Understand and Use of Appropriate Language Skills
5. Ability to Use The Speech Mechanisms (tongue, teeth, lips, etc.)

Good speaking, listening, and thinking skills are important for academic success. A speech-language pathologist can help students who have problems with these skills.

### What a Speech /Language Pathologist Does

- IDENTIFIES and EVALUATES students with speech, language, and related problems such as voice quality and fluency of speech.
- PLANS and CONDUCTS activities to improve a student's speaking, listening, and other language and communication skills. This may be individual, small group, or within the regular classroom.
- COLLABORATES with Parents/Guardians, caregivers, teachers, and other professionals in understanding and meeting a student's speech, language, and academic needs.

# HEALTH INFORMATION

## **SCHOOL NURSE**

A full-time nurse is assigned to each school for the safety of the students. The nurse will administer first aid to all children as needed. This does not, however, include giving medication for symptoms which develop during the day.

The school will provide immediate care for children as they become ill or injured at school. Parents will be notified and asked to take students home if the nurse is unable to meet the needs of the student at school. Should this occur, we appreciate your cooperation by picking up your student within a reasonable time. We do not want sick children to stay at school or healthy children to be exposed to students who are contagious.

## **MEDICATIONS**

(Approved by the Board of Education)

A School District medication authorization form is to be filled out and signed by the prescribing physician and Parent/Guardian before medication can be given at school. *(If you need either a long term or short-term, please call the school nurse.)* An authorization form is necessary for both prescription and nonprescription (over-the-counter) medications. This includes Tylenol, Advil, cough medicine, cold medicine, cough drops, throat lozenges, etc. Forms can be downloaded from the district's website at [www.SD308.org](http://www.SD308.org).

Prescription medications are to be in the original container with the student's name, medication name, the dosage, physician name and pharmacy name.

Non-prescription medications must be in the original container with the student's name written on the container, as well as dosages and any other instructions.

All medications shall be stored in an appropriate locked cabinet.

**All medication is to be transported to or from school by a parent or adult. No student is to transport or have medication in his/her possession.**

Short-Term antibiotics are often prescribed to be given 3 times a day. Please check with your physician, as often, he/she wants these doses to be spread out over the longest time period possible while the student is awake. These medications can be given in the morning before school, after school, and at nighttime. Often giving an antibiotic at noon makes the doses too close together.

The school nurse is not allowed to diagnose conditions or to dispense medication-**except In Full Compliance With The Medication Policy Of SD308**. There will be no exceptions to this policy.

Parents/Guardians are responsible for picking up extra medications at the end of the treatment and/or the school year. Medicine left behind at the end of the school year will be discarded.

## **PHYSICAL EXAMINATION AND IMMUNIZATIONS**

Physical examinations as prescribed by the Department of Public Health and the Illinois State Board of Education shall be required of all pupils in the public schools prior to their entrance into kindergarten or the first grade, and upon entrance into the sixth and ninth grades and, irrespective of grade, immediately prior to or upon entrance into any public school if that pupil has not previously been examined in accordance with Section 27-8 of the School Code. Additional health examinations of pupils may be required when deemed necessary by school authorities.

In addition to the physical examination, every pupil shall be immunized in accordance with the rules and regulations promulgated by the Department of Public Health and the State Board of Education. Pupils failing to meet the required mandate shall be excluded from the attendance centers in the SD308 schools. Pupils transferring into the SD308 Schools will have 30 calendar days from their entrance date to comply with physical examination and immunization requirements.

Pupils whose parents object to physical examination or immunizations on religious grounds shall not be required to submit themselves thereto if they present to the local school authority a statement of such objection signed by the Parent/Guardian of that child. The objections must set forth the specific religious belief which conflicts with the examination, immunization or other medical intervention.

### **Dental Examination:**

The Illinois Department of Public Health and the Illinois State Board of Education require all incoming kindergarten and second grade students to submit a current dental examination.

### **Vision Examination:**

Public Act 95-671, effective January 1, 2008, requires that all children in kindergarten in a public, private or parochial school and any student enrolling for the first time in a public, private or parochial school shall have an eye examination. Each such child is to present proof of having been examined by a physician licensed to practice medicine in all its branches or a licensed optometrist within the previous year before October 15<sup>th</sup> of the school year.

## **PROCEDURE FOR INJURED STUDENT**

If a child has a cast, brace, crutches, walker, or stitches (even one stitch), he/she will be out of PE/recess until the school receives a physician's release for the child to resume normal activities. This student CANNOT be in the gym or on the playground. This is to protect the student from accidental re-injury while in the gym or on the playground. They are to go to the Office at these times. A doctor must write a note for a student to use crutches or a walker in school. The doctor must also state when the student can return to PE/recess or write "until further notice" on the excuse. A Parent/Guardian request for a student to be excused from PE for health reasons is valid for only 3 days. After that time limit the Parent/Guardian will need to bring in a signed, written request from a doctor.

## **SCREENINGS**

The school nurse will conduct various screening programs, including vision and hearing to detect any gross areas of difficulty students may be experiencing. The school is not equipped to go beyond the initial screening process. The screening information will be given to the parent/guardians for use in further evaluations if desired. Screening may be done at the request of teachers, and/or by Public Health requirements.

**Special Notice** to parents of students in kindergarten, second grade, special education and of new students: the district is required by Illinois law (Public Act 93-504) to inform parents that the vision screenings done in the school's setting are not a substitute for a complete eye and vision evaluation by a physician. Our screening does not evaluate the health of the eye nor the necessary visual skills essential for successful academic achievement. Your child(ren) is not required to undergo this vision screening if an optometrist or ophthalmologist has signed a report form indicating that an examination has been given within the previous twelve months. The report forms are in your nurse's office. Students wearing glasses or contact lenses are already under a doctor's care and are not screened. You will be notified **only if** your child fails the screening.

## Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339. Or you may contact us at the following address:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5920

## **COVID Safety Measures**

Guidelines and safety measures are continually being developed and changed based on new information received by CDC and IDPH. Please follow the guidelines presented by the school district. At present time, guidelines are still being developed by district administration. Once you have a chance to review the guidelines, and you have questions, please reach out to Casey O'Connell, principal, Andrea Bobosky, assistant principal, or Susan Becker, school nurse.

# **HOMEWORK POLICY**

<b>Purpose:</b>	At the elementary level the purpose of homework, when assigned, is to reinforce or extend classroom learning for individual student success.
<b>Grading:</b>	On a student's report card, homework will not be calculated in the grade representing a student's academic achievement. Homework completion can be communicated to parents by documenting as a learning behavior characteristic.
<b>Length:</b>	On Average: <ul style="list-style-type: none"><li>• K-2 Fifteen Minutes/Day</li><li>• 3-5 Thirty Minutes/Day</li><li>• No Homework Over Extended Breaks</li></ul>
<b>Examples:</b>	Included, but not limited to: <ul style="list-style-type: none"><li>• K-2: Daily reading, sight word practice, special projects, math practice, etc.</li><li>• 3-5: Anticipatory preparation, daily reading, math practice, special projects, study guides, etc.</li></ul>

## **MAKE-UP ASSIGNMENT (K-12)**

District students shall be given the opportunity to make up schoolwork missed due to absences that are considered unavoidable. They shall have the same number of days as their absence plus one to complete their work for credit.

Parents/Guardians shall notify the school prior to a family trip and may request homework assignments. Parents/Guardians may call the school and request homework assignments during a student illness – homework requests will be honored only after a student has missed two consecutive days of school. Requests may be left on the attendance line when the student is called in absent for the third day.

In all cases, if homework has not been requested and received, students in grades 6-12 are responsible for obtaining the assignments upon their return to school. In the elementary grades, teachers will provide students with the assignments upon their return to school.

Student absenteeism considered avoidable is classified as truancy. The student will be given the opportunity to make up work missed due to an unexcused absence.

*\*\*If your student will be absent for more than two days for a reason other than personal illness, serious illness in the home, death in the family, or legal quarantine, please complete the proper School District 308 form and return it to the classroom teacher (forms are in the school office).*

**Do you have additional questions? Please contact Mr. O'Connell (630-636-3110) or Mrs. Bobosky (630-636-3111). It is our privilege to help you and your student(s).**

**SCHOOL DISTRICT #308**  
**Special Absence Request Form – Elementary School**

Student Name: \_\_\_\_\_

Building: \_\_\_\_\_ Grade: \_\_\_\_\_

Reason of Absence: \_\_\_\_\_

Dates of Absence: \_\_\_\_\_

**The Rights and Responsibilities Handbook States:**

A preplanned absence is defined as a notification by the parent/guardian to the school prior to a student absence. Parents/guardians are discouraged from taking students out of school for vacation or for non-school sponsored events and such absences are unexcused. The school laws of the state of Illinois require regular school attendance and Illinois School Code defines excused absences. (See the 2018-2019 Rights & Responsibilities Handbook, Section V Attendance). There is no real substitute to actual classroom attendance.

The state of Illinois defines chronic truancy as absences from school without valid cause for 5% or more of the previous 180 regular attendance days. Family vacations are listed as unexcused in the Rights and Responsibilities Handbook.

**Be Advised:**

Your student will miss valuable instruction, classroom discussions and learning experiences cannot be replicated. It is the student's responsibility to make up assignments or complete assigned alternate work upon returning to school.

Parents' Acknowledgement:

I (we) acknowledge the above statements: \_\_\_\_\_  
Parent(s) Signature Date

Teacher's Acknowledgement: \_\_\_\_\_  
Teacher Signature Date

Administration's Acknowledgement: \_\_\_\_\_  
Administrator Signature Date