LEE'S SUMMIT ELEMENTARY

Dear Lee's Summit Elementary Cougar Families,

Welcome to the 2019 - 2020 school year!

We hope all of our families are as excited to return to school as all of the LSE staff are to have you back! We have been very busy preparing for your return! Mr. Danny and Mr. Gus have worked hard to make our building shine! We hope you will take some time to notice our newly renovated main hallway bathrooms! We are so thankful our district heard our request to update our restrooms! These were completed just in time for Meet Your Teacher Night!

We have had several staffing changes at LSE this year. Mrs. Dawson is moving to first grade where she will be teaching with Ms. Jenkins. We have a brand-new addition to second grade. We are excited to welcome Mr. Bass to our team! He will be joining us and teaching 2nd grade with Mrs. Ferguson. Mrs. Williamson moved up to third grade and will be teaching with Mrs. Daughtery. Mrs. Rokos moved up to fifth grade and will be teaching with Ms. Williams. We are super fortunate to have Mrs. Laura Finch join our specials team as our new music teacher. She comes to us with 18 years of experience from a variety of schools in Missouri, Kansas, and Florida. She is ready to meet our students and families! Our AIM/ASPIRE students will be thrilled to meet their new teacher, Ms. Angela McClain. She comes to us from Warrensburg. Last but not least, Mrs. Kubiak will be at LSE full time as our assistant principal! It's going to be an exciting year with so many new faces, full of energy and ideas!

Our theme for this year centers around respect and service to others. Our quote we will live by is "Be a HERO." HERO = Help Everyone, Respect Others. We believe we all have the need to work together to help our students learn how to be respectful in the face of adversity and to be of service those around them. This year, we will start our day in all classrooms in morning meeting time. We will be spending time each day teaching social skills, problem solving, conflict resolution, and servant leadership. You will learn about service days at school for each grade level where we will need volunteers to assist on our student half days. We have also made significant changes to our building wide expectations of all students and staff from the moment students arrive on campus. We will be teaching and practicing mindfulness, active problem solving, mediation, common area quiet zones, and practices to learning readiness skills. Be looking for these expectations to come home with your child at meet your teacher night to help support our learning readiness goals.

Our classroom teachers for 2019-2020 are as follows

KDG – Mrs. Michaelis	1st – Ms. Jenkins	2nd – Mr. Bass
KDG – Mrs. Gerke	1st – Mrs. Dawson	2nd – Mrs. Ferguson
3rd – Mrs. Daugherty	4th – Mrs. Brooks	5th – Mrs. Rokos
3rd – Mrs. Williamson	4th – Mrs. Liles	5th – Ms. Williams
6th – Ms. Beall	Art – Mrs. Pross	Music – Mrs. Finch
6th – Mrs. Eames	PE – Coach Berg	

Meet Your Teacher: You are invited August 12th from 4:00 p.m. – 6:00 p.m. to Meet Your Teacher. There will be no sessions, it will be come and go! Students in grades 1-6 may pick up their chromebooks on this night. Parents/Guardians may purchase school apparel, PTA memberships, put money in lunch accounts, etc. in the cafeteria during this entire time.

Should you desire one-on-one time to discuss matters with your child's teacher please contact him/her after this evening to schedule a time for a conference. *NOTE:* ***Parents and/or guardians who are unable to attend Meet Your Teacher during the allotted times are asked to also contact the classroom teacher to schedule an appointment. The school doors for this event will not open until 3:45 p.m.***

Class Lists: Class lists will be posted on PowerSchool after 12:00 PM on August 9th. This information will NOT be made available to families prior to this time. Before your child's name appears on a class list, you must provide proof of residency and immunizations for new students. ***Should teachers elect to contact their students/families by phone or mail, they can not initiate contact until after class lists have been posted on August 9th.***

PTA: You are invited to join this organization. Memberships will be on sale during All Student Enrollment and the night of Meet Your Teacher. Membership is $10. 100% participation is our goal! Won't you consider joining and becoming involved in your child's education? Funds assist in paying for your student's field trips, classroom parties, and events at school!

Health Information: Please bring changes of immunizations or health related information for your child's health record prior to the first day of school. No student will be allowed to enter class without documentation of appropriate immunization or "exemption" as required by Missouri Law. If your child has a medical condition that might require a school health plan or rapid emergency response, please contact our Health Clerk, Mr. Rylee Strong at 986 – 3342 or 986 – 3340. All medications must be brought to the health room by an adult with the prescription label and consent form before school personnel can dispense.

Celebrations and Deliveries (Snack/Treats) : School PTAs are responsible for the organization of Fall and Valentine's Day parties. These celebrations are designed for currently enrolled R-7 elementary students. If food is part of a specific school celebration structure, due to an increasing number of students with life threatening food and nut allergies, as well as students with special dietary or medical needs, it is required that any food for distribution and/or instruction will be nut free and be commercially labeled with ingredients. Recognition of student birthdays is designed uniquely by each elementary school. Birthday celebrations are intended to be a celebration of the child in a meaningful way absent of food. Outside food will NOT be accepted for all class distribution as part of the birthday recognition.

Visiting School: Safety is number one! We ask ALL visitors to stop by the front office, sign in using our electronic visitor system, and wear a visitor badge each and every time when visiting school. The first time you visit our school, you must present a driver's license which will be scanned into the electronic system. An office staff member will then acknowledge that visitors may enter the facility and access the rest of the building. Patrons may not access any part of the building without approval through the office. Also note that starting August 19th, students should be comfortable walking themselves to class. We ask that parents refrain from walking their children to the classroom after this date, unless extenuating circumstances exist and approval is granted from the office. Additionally, staff members are happy to meet with parents before, during, or after school ***when appointments and prior arrangements have been made***. As stated in the district's elementary handbook, **please remember that visits during the first two weeks of school are discouraged and that preschool children are not allowed in classrooms.**

Eating Lunch with Your Child

Visitors are allowed to eat lunch with their child. We do have guidelines we ask all visitors to follow while eating lunch with students. Students are allowed to bring **one** friend to the designated table to dine with the visitor if space allows. If the visitor brings food from outside the building for lunch, the visitor may only share that outside food with their child, not with the student guest. We ask that you be on time for your child's lunch shift as they only have 20 minutes to eat lunch. Students then go outside to the playground for a 20-minute recess if weather permits. A significant change to district policy this year is that parents and visitors MAY NOT go to recess with students. We thank you for cooperation in following these guidelines.

Attendance: Prompt and regular attendance leads to school success! In the case of absence, we ask that you call the front office (986 – 3340) by 8:45 a.m. to inform us your child will not be at school that day. Parents are required to sign in their students when students are tardy. A note or phone call directed to the front office by 2:30 p.m. is appreciated if your child

is going to be picked up early for an appointment, etc. A note MUST accompany your child to school if their mode of transportation home is to change in any way.

Office Hours: The office will be open from 7:45-3:45 daily. Phones will not be answered until after 7:45 am.

Bell Schedule: LSE is on a 8:20 a.m. – 3:20 p.m. schedule. ***Supervision begins for students at 8:00 a.m.*** *To ensure the safety of your children they should not arrive at school prior to this time. Grab and Go breakfast starts at 8:05 am. Students may enter the building at 8:05 am, get breakfast and head to their rooms.*

SCHOOL HOURS

8:05 a.m.	First Bell - Students are allowed in the building/Gran N Go Breakfast
8:20 a.m.	Second bell – Anyone entering after this time is considered tardy.
3:20 p.m.	End of day announcements and dismissal

*** Early Release Days**: On early release days, school will be dismissed at 12:50 p.m. LUNCH WILL BE SERVED. This year, early release days are scheduled as follows: Oct. 16 (not a late start), Dec. 20, Jan. 31 and the last day of school.

Late Start Wednesday: SummitRise -- will be available on Wednesday mornings at no cost to families with elementary-age children. Summit Rise services begin at 7:50 am each Wednesday. The R-7 calendar now includes weekly time for structured teacher collaboration with each Wednesday beginning one hour late.

On the late-start Wednesdays, buses will run one hour later than normal with all classes beginning one hour later. Teachers will report to work at their regular time and will work together to evaluate students' learning needs and develop strategies to meet these needs.

SCHOOL HOURS on Late Start Wednesday

7:50 a.m.	Students enrolled in Summit Rise may enter the building
9:05 a.m.	First bell – Students proceed to classrooms – Grab N Go Breakfast
9:20 a.m.	Second bell – Anyone entering after this time is considered tardy.
3:20 p.m.	End of day announcements and dismissal

***Special Note: Start at regular time on Wednesday, August 14, Wednesday, and October 16. All other Wednesdays throughout the school year will follow the late start schedule.

*****Dismissal Order for 2019-2020 – Change from Previous Years**

1. Bus riders will be dismissed first
2. Car riders dismissed second
3. Walkers/bike riders dismissed once **ALL** buses have **LEFT**
4. Kids country dismissed last

Bike Riders: Bike contracts must be signed by parents and on file for all 4th-6th grade students wishing to ride their bikes to school. Helmets must be worn. Bike contracts will not be available for students until AFTER August 30th.

Car Riders: If you transport your child to and from school please follow the established procedures. We will have car rider signs available at Meet Your Teacher. Make sure these car rider signs are hanging from your rearview mirror to speed up our dismissal. The bus lane will need to be kept clear for buses only. When dropping students off for morning arrival, please enter our car rider lane on Green Street. Please drive around the U-shaped driveway and drop students off when the passenger side is next to the building. At dismissal, the U-shaped driveway expands to our playground. Please follow the marked area. We will NOT allow cars to park in the middle of the street to load students in cars on Green Street. This is UNSAFE! This year car riders will be dismissed after buses. Walkers will be dismissed last.

Nutrition Services: Prepayment for lunches and/or breakfasts will be accepted during Meet Your Teacher night or online. Applications for free/reduced lunch will also be available. You may also apply for free/reduced lunch meal prices online. We recommend all families complete this application as it is very helpful and many more qualify for this benefit than what you may first believe. This information is also kept completely confidential. Please note the following: student breakfast $1.60, adult breakfast $2.00, student lunch $2.40, adult lunch $3.35. School meals may be paid by cash, check, or on-line at http://leessummitschoolnutrition.com.

Changes to Arrival/Dismissal and Hallway Procedures for 2019/2020 School Year: Our goal at LSE is to create a calm learning environment from the time students step through the door. This year bus riders will be entering through the 3rd grade doors. Walkers and car riders will enter at the front steps. Buses riders will be dismissed from their buses one at a time by Ms. Mack or Mrs. Sims. Procedure will be to have chromebooks and cell phones off and in their backpacks prior to entering the building. They will be asked to enter the building and be at zero voices at entry and while in hallways to begin preparing to enter classrooms. All students will be greeted by multiple staff members prior to entering their classrooms. Please do not ask your child to call or text you from the building. We have a building policy to call home if they are not present. District policy is for no cell phones to be on inside our elementary buildings. They must be OFF and in backpacks.

On the Calendar Already:

August 9	Class Lists Posted on Powerschool (12:00 p.m.)
August 12	Meet Your Teacher (4-6 pm)
August 14	First Day of School (No Late Start)
August 14	PTA Yahoo Boo Hoo Breakfast (Library) 8:30-9:30
August 22	Kindergarten Curriculum Night and Chromebook Check out
August 22	Title 1 Information Night 5:30 - Library
August 27	Back to School BBQ (5:30-7:00 – Playground) Wear LSE gear or school colors
August 28	National Bow Tie Day – Wear Bow Tie to School
August 30	Royals Day – Wear Royals Attire or Blue
September 2	No School – Labor Day
September 6	PTA Glow Dance 6:00-7:30
September 9	Greg Tang Family Math Night – LSNHS 6:00
September 11	Patriot Day – Wear Red/White/Blue
September 20	Chief's Home Opener is Sunday – Wear Chief's Gear
September 26	Literacy Night/PTA Bingo for Books
September 27	National Scarf Day – Wear a Scarf to School
October 1	Walk to School Day
October 3	Fall Picture Day
October 11	No School
October 15	1st Quarter Learning Celebration – 9:00
October 16	Early Release (12:50 Dismissal) (Normal start day – no late start)
October 16-17	Parent/Teacher Conferences
October 17-18	No School for Students
October 31	Fall Parties

Thank you for sharing your children with us! We know we are going to have a fabulous 2019-20 school year!

Educationally,

Ms. Sample, Principal Mrs. Kubiak, Assistant Principal

"Children are apt to live up to what you believe of them"
-Lady Bird Johnson