



LEE'S SUMMIT ELEMENTARY



Dear Lee's Summit Elementary Cougar Families,

Welcome to the 2018 - 2019 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! The building looks simply amazing, there have been some pretty exciting changes! We hope you will all take time to stop by our newly renovated library during Meet Your Teacher on August 13 from 4-6! We have truly created a collaborative space that is fun and full of energy! This year we will be working harder than ever to CONNECT with each of you, the heart of our school – our families! You will notice a concentrated effort to build a positive sense of community with multiple opportunities for you to provide feedback, interact with our staff, your students, and for us to work together to learn and grow as one!

We have a few staffing changes at LSE this year. All of our classroom teachers are staying in the same location with the same assignments! Ms. Brianna Williams began at semester last year and will continue in 5th grade. We are fortunate to have a new half-time assistant principal, Mrs. Julie Kubiak, joining our staff. Mrs. Kubiak has served as the Math Curriculum Specialist for our district for the past 14 years, taught 6th grade at Westview for 4 years and taught in Texas for 11 years before moving to Lee's Summit. Our new reading specialist, Mrs. Iyshia Sims, will be joining our family from the Springfield Public Schools. She comes to us with 3 years' experience as the reading specialist in the Springfield Public Schools as well as 3 years' experience teaching 1st and 2nd grade. We are excited about our LSE family additions!

Our theme for this year centers around KINDNESS. Our quote we will live by is "Kindness Begins with Me". We believe we all have the need to work together to help our students learn how to spread kindness and generosity in our world. 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 and we will need your help to make all of this work! Please continuously talk to your children about our kindness challenges!

Our classroom teachers for 2018-2019 are as follows

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

Meet Your Teacher: You are invited August 13th 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 who have paid their chromebook fees may pick up their chromebooks on this night. If you have not paid your fees, you may do so in the office or set up a payment plan. Parents/Guardians may purchase school apparel, PTA memberships, yearbooks, 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 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 10th. 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 10th.*

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 fieldtrips, 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 school nurse, Ms. Holly Clausing or 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 ways 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 20th, 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 25 minutes to eat lunch. Students then go outside to the playground for a 15 minute recess if weather permits. Visitors may go to the playground for recess but may not take children not enrolled in our school to the playground during recess time. We ask that visitors tell their student goodbye when the whistle is blown to line up from outdoor recess. We want our students in the routines of getting promptly back to their learning environment. If recess is held indoors due to weather, we ask visitors to check out immediately following lunch. 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 a.m.

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 a.m. Students may enter the building at 8:05 a.m., get breakfast and head to their rooms.*

SCHOOL HOURS

8:05 a.m.	First Bell - Students are allowed in the building/Grab 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. 17 (not a late start), Dec. 19 (not a late start) , Feb 15 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 a.m. 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 15, Wednesday, October 17, and Wednesday December, 19. All other Wednesdays throughout the school year will follow the late start schedule.

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 29th.

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 new 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!

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 \$2.30, student premier lunch \$2.60, adult lunch \$3.25. School meals may be paid by cash, check, or on-line at <http://leessummitschoolnutrition.com>.

On the Calendar Already:

August 10	Class Lists Posted on Powerschool (12:00 p.m.)
August 13	Meet Your Teacher (4-6 p.m.)
August 15	First Day of School (No Late Start)
August 15	PTA KG Yahoo Boo Hoo Breakfast (Library) 8:30-9:30
August 28	Back to School BBQ (playground) 6:00-7:30
September 3	No School – Labor Day
September 21	Health Kids Screening
September 27	Fall Picture Day
October 12	No School
October 17	Early Release (12:50 Dismissal) (Normal start day – no late start)
October 17-18	Parent/Teacher Conferences
October 18-19	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 2018-19 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