

AUGUST 2016

LITTLE CHUTE ELEMENTARY SCHOOL

Fostering a Community of Learners

WELCOME TO THE 2016-2017 SCHOOL YEAR

As principal at Little Chute Elementary School, I would like to welcome you to the 2016-2017 school year. In this newsletter you will find valuable information to help you prepare for the upcoming school year. You will receive the initial newsletter as a hard copy when you register your child (it will also be posted on the school's website). Subsequent newsletters will be published on our website. You will be notified via our automated e-mail system when the newsletter is ready for you to view. The newsletter is designed to provide you information related to building initiatives, student data and achievement, and family events. We maintain an updated calendar of instructional activities and family events on the LCES homepage. I encourage you to visit this site on a frequent basis: www.littlechute.k12.wi.us then click on Elementary Homepage. We are also on Facebook; check us out at <https://www.facebook.com/lceswi>

For those of you that are new to our school, I would like to share a little information about our school. This is my 9th year as principal at Little Chute Elementary School and my 24th year as an employee of the LCASD (prior to being Principal I was Pupil Services Director with the District). Our school has approximately 610 students and 75 staff members. We provide instruction for special education early childhood students through 4th grade students. Although we are a fairly large elementary school, I think you will find that our school is a welcoming building that meets the needs of each child and his or her family. You will find that we have a very active Parent Teacher Organization (PTO) that provides a great many activities for families. We encourage parent involvement and hope that you will share your time and talents with our students and staff. Our ultimate goal is to make the 2016-2017 school year a positive and memorable experience for you and your child!!

Sincerely,

Jim Neubert

Little Chute Elementary School Principal

TEN WAYS TO HELP YOUR CHILD SUCCESS @ LCES

VALUE AND BE POSITIVE ABOUT SCHOOL AND EDUCATION

Children are very perceptive!! Children observe parent reactions and listen closely to parent discussions. If you are positive about your child's school and their education, chances are they will be positive as well.

MAKE SCHOOL A PRIORITY

There are many things to distract a child's focus from learning (electronic games, internet, outside sport activities, etc.). Make sure you schedule time that is designated to completing school-related expectations. Make it an expectation that school comes first!!

COMMUNICATE WITH YOUR CHILD'S TEACHER

Attend open house and parent/teacher conferences. If you have questions about your child's performance, call or e-mail your child's teacher immediately. Believe that your child's teacher has your child's best interest at heart. Build a strong partnership with your child's teacher to promote a positive learning experience.

READ SCHOOL COMMUNICATIONS/STAY INFORMED

Check the school's website on a weekly basis to stay informed. Read the school handbook and newsletters. Check your child's backpack on a nightly basis for school communications and/or homework expectations.

GET INVOLVED IN THE SCHOOL COMMUNITY

The school offers numerous ways for parents and families to connect to the school. Please offer your times and talents to the PTO or in the classroom. Attend family events sponsored by the school.

SEND YOUR CHILD TO SCHOOL READY TO LEARN

Being prepared to learn is the first step in the learning process. Make sure your child gets proper rest, exercise and nutrition. Students who are ready to learn can focus in class and can be highly productive.

TAKE ATTENDANCE SERIOUSLY

This is related to making school a priority. Make sure your child attends school on scheduled days. Students who are absence or late for school miss the richness of classroom discussions and interactions. Make-up work completed at home does not fully make up for missing classroom instruction.

SUPPORT HOMEWORK EXPECTATIONS

Homework is an extension of what is learned in class. It is a time for students to practice and become more experienced in the concepts that they are learning. Schedule a specific time of day and place in your house free of distractions to complete homework. Take an interest in your child's homework. Review homework and ask your child questions about their homework. Above all, READ with your child. Research shows this has a great impact on student learning. It can also be a great time to interact with your child.

TEACH ORGANIZATIONAL SKILLS

Organizational skills are something that are taught. Help your child organize their backpack or homework so that they can easily find it the next day. Expecting children to organize their living space at home carries over to organizing their living space at school.

TEACH STUDY SKILLS

Similarly to organization skills, study skills are not innate; they need to be taught. Have your child identify a learning environment at home that is quiet and free of distractions. Sit down with your child and have them organize what they need to complete in a given time. Teach your child how to break down big tasks into smaller tasks to make the task seem less overwhelming.

LITTLE CHUTE ELEMENTARY SHOOOL

OPEN HOUSE FOR STUDENTS & PARENTS

WEDNESDAY, AUGUST 24TH FROM 3:30-5:00PM

- Visit your child's classroom, meet your child's teacher, and bring in your child's supplies (supply lists are available in the office or on the elementary school homepage)
- Visit the cafeteria to view tables by various community groups (PTO, Boys/Girls Scout, etc.)
- Stop by the cafeteria to get your child an ice cream treat donated by Culver's of Little Chute

Please do not come prior to 3:30 p.m. as teachers have meetings until that time; Doors 1, 2, 3, 8 and 9 will be open



WHO IS NEW TO LCES FOR 2016-2017

PERMANENT STAFF

MRS. ERIN BROWN	FIVE-YEAR-OLD KINDERGARTEN TEACHER
MRS. ABBY DALEY	4TH GRADE TEACHER
MR. RYAN KILLIAN	4TH GRADE TEACHER
MR. ADAM GLOUDEMANS	LCES DEAN OF STUDENT/LCASD ATHLETIC DIRECTOR
MS. LILLIANA GUEVARA	ENGLISH LANGUAGE LEARNER TEACHER ASSISTANT/INTERPRETER
MS. JEAN STERNIG	SCHOOL NURSE ASSISTANT

LONG-TERM SUBSTITUTE TEACHERS (Approximately 2-3 month placements beginning September 1st)

MRS. DEB GREUEL	3RD GRADE TEACHER FOR MRS. RIBARCHEK
MS. LINDSEY RIETVELD	2ND GRADE TEACHER FOR MRS. HOFFMAN
MS. CINDY RIECK	SPEECH/LANGUAGE THERAPIST FOR MRS. SANKEY
MS. CHRIS KRUEGER	VOCAL MUSIC TEACHER FOR MRS. LISA THYSSEN

SCHOOL ATTENDANCE

Please help us monitor attendance by calling the school office (788-7610) each day your child is absent. It is important that we know each and every child is safe and calling the office prior to 8:00 a.m. helps us achieve this goal. We do have voicemail so you can call anytime!! If your child is not in school and we do not receive a call from you in the morning, we will make a follow-up phone call to you and/or your emergency contact person.

EARLY RELEASE DAYS

Similar to the 2015-2016 school year, Little Chute Elementary School will have numerous early release days on Wednesday afternoons. Early release days will occur on Wednesdays when there is a five day school week. On these days, early release occurs at 1:45 p.m. For students who participate in the Boys and Girls Club, programming begins at 1:45 and concludes at 6:00. Boys and Girls Club participants will be required to sign up for early release Wednesday programming on a monthly basis to ensure that adequate staff is available. **Please note that all other students need to be picked up or have left the school premises to walk home between 1:45-2:00. Beginning at 2:00, all staff will be in meetings so there will be no one available to supervise students with the exception of students who attend the Boys and Girls Club. Students at school after 2:00 will be directed to the main office (parent will be contacted or Fox Valley Metro Police if a parent cannot be reached). If an emergency arises that will cause you to be late, please contact the Office at 920-788-7610.**

The purpose for early release days is to allow school staff time to collaborate and work on district initiatives aimed at improving student achievement. Please note that staff will be in meetings from 2:00 p.m. to 4:00 p.m. and will not be available to students or parents. During the 2015-2016 school year, staff focused on math standards, instruction, and assessment. The focus for the 2016-2017 is to implement our math essential standards and to start to focus on English Language Arts standards, instruction, and assessment.

Please understand that although many of our Wednesdays will be shortened days, these are still important instructional days and all students are expected to attend as if it was a full day of instruction.

To assist you in planning for early release days, you will receive an e-mail and/or telephone call via the automated alert system through Infinite Campus.

Early release days for the 2016-2017 school year are as follows:

September 14, 21, 28
October 5, 12, 19
November 2, 9, 16, 30
December 7, 14, 21
January 11, 18, 25
February 1, 15, 22
March 8, 15, 22
April 5, 19, 26
May 3, 10, 17, 24

SCHOOL DAY

The LCES school day starts at 8:10 a.m. This means that students should be in their classrooms and getting ready for instruction at 8:10. Supervision is provided on the playground beginning at 7:55 a.m. **STUDENTS SHOULD NOT BE ON THE PLAYGROUND PRIOR TO 7:55 A.M. AS SCHOOL STAFF IS UNAVAILABLE TO SUPERVISE STUDENTS.** Students are allowed to enter the building beginning at 8:00 a.m. Students will be allowed to enter through their grade level door until 8:10 a.m. at which time the doors automatically lock and door supervisors begin their instructional activities (please understand that just because a student enters through their assigned door that does not mean that he/she is not tardy—remember—classes begin at 8:10 a.m.). Any student arriving after 8:10 a.m. will need to enter through the main office doors on Grand Avenue (Door 1). The instructional day ends at 3:10 p.m. (refer to early release information on pg. 4 for end of day expectations). Playground supervision is provided until 3:25. **ALL STUDENTS MUST BE PICKED UP OR BE ON THEIR WAY HOME BY 3:25.** Students at school at after 3:25 will be directed to the main office (parent will be contacted). If parents cannot be contact the School will contact the Fox Valley Metro Police Department for assistance. If an emergency arises that will cause you to be late for a student pick up, please contact the office at 788-7610. Four-year-old kindergarten students attend school from 8:10-10:50(morning) and 12:25-3:05 (afternoon).

STUDENT ENTRY/EXIT DOORS

Door 1 (Grand Avenue):	Kindergarten (Mrs. Strelka, Mrs. Brown, Mrs. Boucher)
Door 2 (Grand Avenue):	Kindergarten (Mr. Jakl, Mrs. Klein/Mrs. Baier) and Four-Year-Old Kindergarten (4k)
Door 3 (Grand Avenue):	2nd Grade
Door 8 (Back of School):	4th Grade
Door 9 (Back of School):	1st and 3rd Grade

ATTENDANCE/TARDINESS

Student attendance and on-time behavior is directly related to academic achievement and overall school adjustment. Our goal is to teach students important lifelong skills such as being on time for appointments and work. You can assist us in improving our overall school attendance by making sure your child is at school on time, scheduling appointments around the school day, scheduling vacations during non-school days, and promoting healthy behaviors (good nutrition, proper rest, good hygiene, etc.) to limit absences due to illness.

In the Spring 2015, the LCASD School Board adopted a new attendance policy . This policy is printed in the Parent/Student Handbook which you will find in your child's school agenda (grades 2-4). For parents of students in 4K-grade 1, you will receive this Handbook at open house. Please read this policy and accompanying procedures.

Even though increasing attendance patterns has been a goal of LCES over the past several years, we continue to struggle with students missing more and more school. This is particularly distressing since the demands on students have increased during this time. Beginning with the 2016-2017 school year, LCES will have a part-time dean of students who will focus on student attendance and student behavior. This Dean of Students will have protected time to work with families and community organizations with the aim to improve school attendance. Our pupil service team (school counselor, school nurse, school psychologist, and police/school liaison) will work closely with the Dean of Students to provide proactive options to deter significant attendance issues. Attendance letters will be completed in a timely manner and the school will reach out to parents to offer a variety of supports.

Again, please make school a priority for you child. We want to see each and every student at LCES receive a quality education that will open up many doors in the future. Thank you in advance for your support wit this initiative.

BREAKFAST AND LUNCH

LCES provides a breakfast program in our cafeteria that is operated by Taher Food Service. In order to participate in the breakfast program, students need to enter through Door 6 (back of the school) between 7:30-7:40 a.m. (unless they are participating in the before school portion of the Boys and Girls Club Program—these students will be escorted to breakfast by Boys and Girls Club staff). Students arriving after 7:40 a.m. will not be allowed entry (the doors lock automatically at 7:40 a.m.). Students should not arrive prior to 7:30 a.m. as supervision is not provided until 7:30 a.m. Participation is voluntary and on a day-to-day basis (you may participate whenever you want). Students will be dismissed from the cafeteria at 7:55 a.m. at which time they will line up with their class. There is a cost for this program. Free and reduced lunch eligibility applies to this program. Four-year old kindergarten students are NOT eligible to participate in the breakfast program.



LCES provides a lunch program for all kindergarten through grade 4 students. Participation is voluntary and on a day-to-day basis (you may participate whenever you want). Students who do not participate in the lunch program should bring a lunch from home. There is a cost for this program. Free and reduced lunch eligibility applies to this program. Students have approximately 25 minutes to eat lunch preceded or followed by a 25 minute recess period.

Lunch/recess periods for 2016-2017

11:10-11:40	Kindergarten: LUNCH (approximately 100 students)	
	Grade 1: RECESS (approximately 100 students)	
11:40-12:10	Kindergarten: RECESS (approximately 100 students)	
	Grade 1: LUNCH (approximately 100 students)	
11:10-11:40	Grade 3 (Mrs. Maronek/Mrs. Hulvey) and Grade 4: RECESS (approximately 150 students)	
	Grade 2 and Grade 3 (Mrs. Ribarchek/Mrs. Zunker): LUNCH (approximately 150 students)	
11:40-12:10	Grade 3 (Mrs. Maronek/Mrs. Hulvey) and Grade 4: LUNCH (approximately 150 students)	
	Grade 2 and Grade 3 (Mrs. Ribarchek/Mrs. Zunker): RECESS (approximately 150 students)	

LUNCH POLICY FOR PARENTS/VISITORS

LCES is considered a closed campus which means parents and visitors will not be allowed to eat lunch in the cafeteria with their child. The reason for this is the safety of students and the orderliness of the cafeteria. Although we understand that parents may be disappointed that they cannot each lunch with their child, it is important for students to be able to eat lunch in a timely and orderly manner. Parents are welcome to have lunch with their child off of school premises. If parents are interested in this option, they need to come to the office and sign their child out for lunch. Students need to be back to school in time for afternoon instruction. As per past policy, parents and visitors are not allowed on the playground during recess. Thank you in advance for your understanding.

INFINITE CAMPUS COMMUNICATION

The Little Chute Area School District uses a mass electronic communication system through Infinite Campus as a way to communicate important events and emergencies to parents.

You can expect the following 3 types of communication notices from Little Chute Elementary School:

- ⇒ Automated telephone/e-mail messages related to school-wide events such as open house, parent/teacher conferences, early release days and family activities.
- ⇒ Automated telephone/e-mail messages related to the parent newsletter. A hard copy of the newsletter is available in the office.
- ⇒ Automated telephone/e-mail messages in the event of a school-wide emergency.

Since this is an important school/home communication tool, please inform the office if your telephone number or e-mail address changes.

LCES Parent/Student Handbook

For students in grades 2-4, you will find the LCES Parent/Student Handbook in the front of your child's agenda. Please review this handbook and discuss it with your child. Parents who have children in Be Four, kindergarten, or first grade will receive a paper copy of the handbooks.

PRESERVING INSTRUCTIONAL TIME—IT'S IMPORTANT

LCES has adopted procedures to preserve instructional time for teachers. What this means is that during the time teachers are scheduled to teach we want their undivided focus on students and on instructional approaches. Given increased standards and accountability, we need to use available time for instruction. What this means for parents is that during instructional times, you will not have access to talk to your child's teacher. Here is how this will impact you:

If you call school asking to speak to your child's teacher during instruction, you will be forwarded to the teacher's voicemail. Teachers are required to check their voicemail at the end of the day. Please leave a message and your child's teacher will contact you. If there is an emergency, please communicate this with office staff when you call.

When you visit school, you will also be asked by office staff as to your purpose for visiting school. In order to visit a classroom, you will need to have a scheduled appointment with the teacher or be at school as a volunteer. If you do not have an appointment and if the teacher is not teaching at the time of your visit, office staff will attempt to contact the teacher. If you do not have an appointment and the teacher is teaching, you will not be allowed to visit the class. The office staff will be happy to get a note to the teacher so that they can contact you when they are available. If you need to speak with your child, office staff will contact your child's classroom and ask your child to come to the office.

Please do not interpret this practice as an attempt to keep you from being involved in your child's education or to limit your access to our school. We welcome parent volunteers and parent involvement. What we are trying to do with this procedure is to value instructional time and provide your child with the best education. In addition to preserving instructional time, this new practice will allow us to provide a much safer environment for students and staff. Thank you in advance for your cooperation!!!

BOYS AND GIRLS CLUB

Boys and Girls Club at LCES is a safe and positive place for students guided by caring adults. Boys and Girls Club will be open each day before school starting at 7:00 am until 8:00 am and then after school until 6:00 pm. Priority for membership will be given to those who were members last year, but we will accept new members as space allows. Enrollment is limited; therefore, a waiting list will be developed if necessary. The Boys and Girls Club will require all school club members to attend at least twice weekly and strongly recommend that members stay until 5:00 pm. This allows for more consistency and opportunities to meet grant requirements by offering club activities that foster academic success, good character and citizenship, and healthy lifestyles.

Boys and Girls Club has been developed for our students and families who need additional assistance whether it is for academic support, emotional/behavioral support, or simply to have a safe place for kids before and after school. Before school, there are opportunities for students to receive help on their homework and some time to burn some energy through exercise. Each day after school session starts with a free snack for all members. An academic portion follows from 3:30-4:20, called Power Hour, where students receive homework help, tutoring, and some supplemental academic lessons to reinforce what was learned in the classroom. After Power Hour, there are various clubs that are interest-based including drama, cooking, sports, and technology clubs. The day ends with free time. The Club promises a safe place for students and adults who will take an active interest in the student's life and support their growth as a person.

A SAFE SCHOOL!!

A safe school environment is very important to everyone in our learning community. LCES has in place various measures to ensure student and staff safety. All staff will be wearing identification badges. All doors are locked during the school day with the exception of the main office doors. All visitors must enter through the main door, ring the bell to enter the office, state your reason for your visit to office staff, sign in at the office, and wear a visitor's pass. Anyone not wearing a visitor's pass will be escorted to the office. Thanks in advance for helping to maintain a safe environment for all at Little Chute Elementary School.

Student Values at LCES

Trustworthiness Respect

Responsibility

Citizenship Caring

Fairness

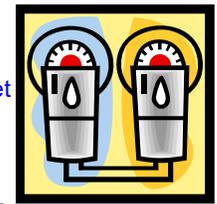
Parent Resource Center

LCES is very fortunate to have a Parent Resource Center. This area has parent education materials and two computers which have internet access to allow you to visit educational websites to assist with your child's learning. If you wish to browse through the materials or access a computer, please enter through the main doors, sign in at the office, and relax in the Center which is located in the main entrance area.

TRAFFIC AND PARKING

Our road construction is nearing an end and should be completed by the first day of school. Even with the upgrade to the roads around LCES and more efficient traffic patterns, we still have approximately 600 students starting the school day at 8:10 a.m. and ending the school day at 3:10 p.m.; traffic and parking can be problematic and frustrating at times. Please remember that we have young children, ages of 4-10, leaving our school, trying to find siblings and parents, walking home, and riding bicycles, scooters, etc. Young children have a tendency to move quickly and sometimes jump out in a traffic pattern. Please drive slow, be patient, and show courtesy to the other drivers. Please note the following which will create a safer environment for our children:

When dropping off/picking up students in the back of the school (playground area)



- Consider parking on a village street (towards the civic center) and walking to the school grounds to get your child—this reduces traffic and can save you time.
- Respect the adults that are helping the children cross near the parking lot—they are doing this for the safety of the children. Also, if the supervisors ask you to move your vehicle, please comply with their request. Individuals who fail to respond will be referred to the Fox Valley Metro Police Department.
- Please obey all parking signs; the signs are posted to keep the area safe for children as well as to move traffic in an efficient manner.
- Do not park in areas designated as drop off only. Parking restrictions will be enforced by Fox Valley Metro.
- Do not double park and call your child to run to the car—this is very dangerous for the child.
- Do not park in the police parking lot and encourage your child to run through traffic and jump the fence.

When dropping off/picking up students on Grand Avenue (in front of school)

- Consider parking on a village street (towards the civic center) and walking to the school grounds to get your child—this reduces traffic and can save you time.
- Do not stop in traffic on Grand Avenue and call your child to the car—this is extremely dangerous for your child.
- Do not park on the east side of Grand Avenue and call your child to run across the street—if you park on the east side of Grand Avenue, please get out of your car, get your child, and cross the street safely.
- Do not stop in the street when moving south on Grand Avenue and wait for your child—please be courteous to other drivers.
- Do not park in spaces that are designated for the school bus, day care providers, and disabled drivers—please follow all parking signs/restrictions.