

Roosevelt School

"Home of the Tigers!"

Parent Handbook 2019-2020



550 W. 5th Street
Yuma, Arizona 85364
(928) 502-8150
www.roosevelt.yuma.org

Our Mission Statement

The Roosevelt community is dedicated to challenge and empower students to take ownership of their learning, to work effectively with teachers, parents, and each other proficiently using technology to become successful life-long learners.

Principal's Message:

Dear Roosevelt Parents and Guardians,

I want to officially welcome all of you to the 2019-2020 School Year! Summer has come and gone and now it is time to continue with the excellent traditions of our school, as well as to introduce exciting new programs and personnel. Over the summer break the school has been cleaned, some rooms repainted by our wonderful custodians, and our academic technology programs brought into the classrooms. Our dedicated staff has been working hard to ensure a successful, productive, and exciting **start of school Monday, August 5, 2019.**

My teachers, staff and I, are thrilled at the opportunity to get to meet with all of you and engage in the educational process together. The elementary school years are critical times of development for students and families alike, and I look forward to working with all of you to make this year successful. I am a lifelong educator who brings a firm commitment to students and families as well as a love of learning and problem solving. I look forward to continuing the process of building lasting relationships with each and every member of the Roosevelt community. Please feel free to come visit our school in the days and weeks ahead.

Your Partner in Education,
Sofia Ramirez
Mrs. Sofia Ramirez
Principal

TABLE OF CONTENTS

General Information.....	3
Daily Schedule.....	4
School-Home Communication.....	5
Instructional Programs.....	6
Other School Information.....	10

ARRIVAL TIMES:

Our school day begins at 8:40 a.m. every day. **Please be sure to send your child/children at 8:15 a.m. and not before since we have no supervision before then.** Students who are consistently tardy are at a clear disadvantage and usually arrive feeling frantic and unprepared. All students who arrive after 8:40 a.m. must sign in at the office with a parent. If your child is sick, please report the absence by 9:00 a.m. by **calling our office: 502-8150.**

If you drop your child off by car please remember not to U-Turn in the street as it presents a danger to children, parents and other drivers.

BREAKFAST:

The breakfast program will begin on **Monday, August 5, 2019** until the end of the school year **May 28, 2020. Breakfast time for Roosevelt students is from 8:15-8:40 a.m.** PLEASE DO NOT SEND STUDENTS BEFORE 8:15 AS WE DO NOT HAVE CAFETERIA OR PLAYGROUND SUPERVISION UNTIL 8:15. **“THE SAFETY OF YOUR CHILDREN IS OUR PRIORITY.”**

SCHOOL HOURS/OFFICE HOURS:

School effective date: August 5, 2019

School Hours: Mondays short day 8:40 a.m.-2:10 p.m. Tuesday-Friday 8:40 a.m.-3:40 p.m. For all kinder through 5th grade students.

Office Hours: Monday-Friday will be from 8:00-4:15 p.m.

DATES TO REMEMBER:

School Open House	Friday, August 2, 2019	3:00-4:00 PM
Class Lists Posted	Friday, August 2, 2019	3:00 PM
1 st Day of School	Monday, August 5, 2019	8:40 AM – 2:10 PM
Early Release Mondays/1 st Release Day	Will be sending notes home and phone message	8:40 AM- 2:10 PM
Regular School Schedule/1 st General School Day	Tuesday, August 6, 2019 TUESDAYS THROUGH FRIDAYS SCHOOL HOURS 8:40-3:40	8:40 AM- 3:40 PM



Roosevelt Daily Schedule 2019-2020

8:00	Office Opens
8:15	Teachers Report
8:40	First Bell
8:45	Tardy Bell
11:15-11:45	Lunch
11:45-12:00	Lunch Recess
2:30-2:45	Recess
3:40	School Dismisses
4:00	End of Teacher's Day
4:15	Office Closes
2:10	Early Release Mondays

SCHOOL-HOME COMMUNICATION

SCHOOL INFORMATIONAL PROCESS:

Please make sure you check your child's backpack daily as we will be sending notes, calendars, and forms. We will also be sending you messages on your phone. This is one primary way for us to maintain the lines of communication between school and home. Information regarding programs, events, PTO, instructional changes, etc. will also be posted on our school webpage and marquee.

SCHOOL INVOLVEMENT:

Because it is so important that teachers and parents work together in making a child's school year a happy and successful one, it is hoped that you will be able to spend some time during the school year helping in the classroom or at home. Please discuss with your child's teacher, ways that will work within your schedule. Home/School partnership is the reason Roosevelt School continues to excel academically.

PARENT/TEACHER ORGANIZATION:

We strongly encourage all of our families to join our Parent-Teacher Organization. Fundraising is paramount to the success of Roosevelt School and we hope you will help support our programs and events throughout the school year. When a fundraising event surfaces please consider supporting it through donations or time as it helps support our number one priority: your children.

We look forward to seeing all of you this school year. If you have any questions related to school policy and procedures, schedules, etc., please feel free to notify our office at (928) 502-8150 or stop by and visit, or check our school website via www.yuma.org and select our school. Enjoy the remainder of the summer!

PTO Public Meetings:

Our PTO meetings will take place in the library at 5:00 p.m. on the following dates: Our Student of the Month celebrations will take place on the same days following our PTO meetings at 5:30 p.m. in the library.

September 4, 2019

October 2, 2019

November 6, 2019

January 15, 2020

February 5, 2020

March 4, 2020

April 15, 2020

May 6, 2020

INSTRUCTIONAL PROGRAMS

General: Each year, our programs are exciting and structured to ensure that all of our students continue to receive a well-rounded and challenging education. Our standards and expectations remain high! As always, our number one goal is providing our students with a quality educational experience in a safe, caring and nurturing environment. All of our teachers are highly qualified and professional development and collaborative opportunities are built into our yearly schedule. Our curricular program is aligned to the College and Career State Standards.

PARENT/TEACHER CONFERENCES AND REPORT CARD DISTRIBUTION

Parent/Teacher Conferences will be required after the first nine weeks grading period. Your child's teacher will contact you to arrange for a conference. Our goal is 100% participation. After the 2nd nine weeks grading periods, conferences will be made at the request of either the parent or the teacher. After the third nine

weeks grading period we expect 100% participation in the parent-teacher conferences. To accommodate the parent teacher conferences in October and March we are scheduling classes to be dismissed at 1:00 PM on those school days. Listed below are dates for parent/teacher conferences or report card release dates.

1st-4th Grading Times:

August-October	Report cards will be given out during conferences (Parent-Teacher Conferences October 8-10, 2019)
October-December	Report cards will go home January 11, 2020
January-March	Report cards will be given out during conferences (Parent-Teacher Conferences March 25-27, 2020)
March-May	Report cards will go home with students on May 28, 2020.

SCHOOL LIFE SKILLS:

Staff at Roosevelt will teach and reinforce the Life Skills that are designated monthly. The purpose of this program is to create an atmosphere of kindness and respect. We know that better citizens make better students! Each month one student will be selected from each classroom to be recognized as Citizen of the Month because they have demonstrated a specific life skill daily during the month it was designated. The student will receive a certificate and be recognized each month. Parents are invited to attend this recognition.

Life Skills that are introduced and taught by month:

August.....	None
September	Respect
October.....	Responsibility
November	Personal Best
December.....	Caring and Kindness
January	Friendship
February	Trustworthiness

MarchCooperation & Teamwork

AprilCitizenship

MayOverachievers (Awarded during award assemblies)

Positive Behavior Intervention Support (PBIS)

Roosevelt School continues to utilize PBIS during the 2019-2020 school year. Establishing expectations for Positive Behavior are a major foundation of PBIS. Our school has three major expectations for students to remember at all times during the school day. Those expectations are:

Being Responsible

Being Respectful

Being Safe.

While these are major expectations, exact behaviors expected in the classroom, playground, restroom, cafeteria, and breezeway will be more defined and shared with students on a regular basis. Teachers will discuss daily PBIS expectations. Signs and banners are placed around the campus to serve as reminders for students of the expectations and specific behaviors. We will continue to recognize students for demonstrating positive behavior. Recognition will come in various forms such as verbal praise, tickets to earn rewards, opportunities to help peers or younger students. The recognition may occur in the classroom; during lunch in the cafeteria; at an assembly; or during the Citizen of the Month Lunch. This includes, but not limited to the cafeteria, the playground, the library, breezeway, and in all Special Area Classes.

STUDENT RECOGNITION PROGRAMS:

Students will be recognized for their efforts in academics, life skills, attendance, and additional activities during the school year. A student assembly will be held at the end of each grading period to recognize student accomplishments for achieving Honor Roll, Perfect Attendance, Reading and Math Improvement or High Level of Achievement Awards, and any other special awards. Periodically student's work or achievements will be posted inside the school on our bulletin

boards to display awards and efforts in the classroom.

MOVE ON WHEN READING EXPECTATIONS:

Arizona is among 32 states that have passed laws that identify and retain students if they are unable to read by the end of third grade. Research shows that third graders' ability to read is a clear link to future academic and career success. Third graders who can read at grade level are more likely to graduate from high school and enroll in college.

A student shall not be promoted from the 3rd grade if the student obtains a score on the State assessment that the pupil's reading falls far below the third grade level. While there are exemptions to this law, parents of children not meeting benchmark goals in Kindergarten, 1st, 2nd, and 3rd Grades will be notified if their child is not making progress towards the benchmark goal. If students are identified as not progressing towards the goal, the teacher will develop intervention and remedial strategies for the student and parents will be notified in regard to the concern.

Assessment Calendar: (TENTATIVE LIST)

AZELLA – August 5th – May 15th

DIBELS (1st – 2nd grade) – August 5 – 19

Galileo Pre-Test (1st - 5th grade) – August 12th – 30th

Quarterly Writing (1st – 5th grade) – October 4th

Galileo #2 (1st – 5th grade) – November 14th – December 6th

DIBELS (K – 2nd grade) - December 9th – January 17th

Quarterly Writing (1st – 5th grade) – January 10th

Galileo #3 (1st – 5th grade) – February 12th – 26th

AIMS Science (4th grade) – March 23rd- April 17th

Quarterly Writing (1st – 5th grade) March 13th

AzMerit State Assessment (3rd -5th grade) – April 6th – 24th

DIBELS (K – 2nd grade) – April 27th – May 8th

Galileo #4 (1st – 5th grade) – April 23rd – May 13th

Quarterly Writing (1st – 5th grade) – May 15th

OTHER SCHOOL INFORMATION

SCHOOL SUPPLIES:

Roosevelt School provides all classroom supplies. A supply *wish* list was sent to families over the break. Due to Arizona State cutbacks in education, supplies are growing shorter each school year, so if you have items on the list that you would like to donate to the classroom, it would be most appreciated. Your child will need to bring a backpack to school every day. **Rolling backpacks are not allowed in kindergarten. Please label personal belongings such as jackets, sweaters, crayon boxes, and backpacks.** We have a lost and found box located in the front office near the lobby.

EMERGENCY DRILLS:

Every precaution is taken to ensure the safety of your child during normal school hours. Fire drills, earthquake drills, and lock down drill will take place so students can learn the proper procedures. **If a lockdown is required by a law enforcement agency, parents will be notified via an automated phone call.** Parents should be aware of additional calls when the lock down will end and if any special pick-up procedures will be in place. **Parents should not attempt to pick-up a child during a lock down until a law enforcement agency has released the school from a lock down.**

VISITORS ON CAMPUS:

Parents, please be aware that we have a new system in place at our school. The main entrance now has a special device (camera) for the protection and safety of your children. It will be required that we keep our main office doors locked at all times and visitors will be required to show an picture ID before being allowed to pick up their children from school.

Please **DO NOT GO DIRECTLY TO THE CLASSROOMS.** Visitors are to pick up a pass at the office during the school day before going to their child's classroom. Teachers are not to admit guests or release students unless visitors display their pass. This is for the safety of all of our children. Students may not bring other students who do not attend Roosevelt to visit our school. This is a liability for our school.

PARKING AREA:

If you drop your child off by car please remember not to U-Turn in the street as it presents a danger to children, parents and other drivers.

Please be aware of the traffic. Stay on sidewalks and cross the street only at the crosswalk. We have a crossing guard at the crosswalk on 5th Street for safety purposes.

Parents, please do not walk or allow your children to walk across the street or between cars. THIS IS A VERY DANGEROUS PRACTICE!

PERMISSION TO LEAVE SCHOOL GROUNDS/ACTIVITY:

Unless a child has written permission from his/her parent or guardian and is signed out from the office, he/she is not to leave the grounds while school is in session; this includes any intermission during the day or on any school sponsored activity.

SCHOOL PHONE:

The school phone is for business purposes. Arrangements for after school activities need to be made with parents at home, not during the school day. If there is an emergency, please call the office at 502-8150. (Students are not allowed to bring cell phones to school)

CHANGE IN STUDENT INFORMATION:

The school should be able to reach the child's parents quickly. PLEASE inform the school of any changes of telephone number or address, even if it is temporary.

Please keep medical information current. We will use an automated phone message in making announcements and/or sharing information in the event of an emergency.

SCHOOL INSURANCE:

School insurance is available to the students for a small fee. It is especially desirable for students who are not covered by other insurance plans.

SCHOOL PROPERTY:

Students are required to take proper care of all school buildings, books and equipment. Losing or destroying books, marking or defacing walls, restrooms, desks, floors and other acts of vandalism will mean the student and his/her parents are liable for either payment for the damage or replacement of property damaged.

UNIFORM AND DRESS CODE POLICY:

Navy blue polo shirts for all boys and girls

Navy blue or khaki pants, shorts, skorts, skirts, jumpers or dresses

Tennis shoes, buckled sandals with no more than ½ inch heels

No flip-flops (This is a safety issue)

**NAVY BLUE POLO T-SHIRTS AND NAVY BLUE OR KHAKI PANTS, SHORTS**

Please no Levis