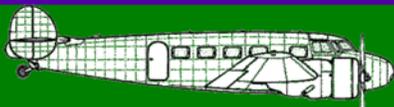


Be Safe Be Responsible Be Respectful



# THE FLYER

AMELIA  
EARHART  
ELEMENTARY



## Parent Survival Guide 2015-16

### We love visitors! Please stop in!

Our building is open for visitors from 8am until 4pm Monday through Friday. During school hours, all of our doors are locked. Please ring the bell at our Main Entrance (Entrance A) and we will gladly “buzz” you into the building. All visitors are asked to report directly to the Main Office so that you can sign in and receive a Visitor’s Badge. Please understand that we may ask to see identification, especially before picking up a student. This helps keep our building safe and secure.

Many parents enjoy eating lunch with their student. You are welcome to bring a lunch from a restaurant or home, or purchase a school lunch (Adult price \$2.75-please call before 9am so we can order a school lunch for you). Earplugs are not provided in the cafeteria...

If you would like to visit your student’s classroom, it is LSC policy to arrange those visits with the classroom teacher at least 24 hours in advance. Call the office and we’ll be happy to help arrange a visit!

### How to get involved

Many teachers have volunteer opportunities throughout the year. Before volunteering, parents must sign up through [www.helpisc.com](http://www.helpisc.com). Let your child’s teacher know that you are interested in volunteering so they can be sure to include you in opportunities that come up. If you have a free hour each week, please consider being a Read to Succeed volunteer through the United Way.

The Earhart School Association (ESA) is our parent group. This organization meets monthly – typically on the first Tuesday of the month – at 6:30pm in the cafeteria. All parents are welcome to attend. ESA meetings help parents organize school events, find volunteers, and provide feedback to school leaders to make sure our students have the best experience possible. We hope to see you at an ESA meeting this year!

Parent involvement is also a key part of each student’s academic success. Check your student’s Purple Folder daily for announcements, newsletters, classroom updates, and homework. Our 3<sup>rd</sup> and 4<sup>th</sup> graders also keep an assignment notebook to help parents stay informed with what is happening here at school. This year, parents will be asked to help make sure their student is reading at least 20 minutes per night. A reading log will come home to help make sure everyone meets this goal!

One easy way to stay up to date on involvement activities is to read our monthly newsletter, The Flyer, or to follow the school on Facebook ( [www.facebook.com/EarhartElementary](http://www.facebook.com/EarhartElementary) ), Twitter (@earhartschool), or our school website <http://ear.lsc.k12.in.us/> ). We also send out announcements via e-mail and text so please be sure you are signed up to received them through the Power School Parent Portal – this is the same service that provides the online registration as well as access to student grades and attendance throughout the year.

## **Help us keep everyone safe!**

One of the biggest challenges in any school is making sure we know where kids are at all times. If your student is absent, please call the school as early as you can and let us know (772-4740). If you call outside of school hours, please leave a message with your child's first and last name, their teacher's name, and the reason for their absence. The fewer attendance calls we need to make, the faster we can identify those situations where a student was supposed to come to school but didn't (yes, that happens! And it is scary for parents and school staff!) Help us keep everyone safe and call in those absences!

We will conduct school safety drills throughout the school year to make sure students and staff are prepared for any situations that arise during the year. In addition to monthly fire drills, Earhart conducts regular drills for severe weather and "Alert Status" situations.

During an Alert Status situation, students and staff remain in secure locations throughout the building. Please understand that we may not be able to answer phones or welcome visitors into the building. Calling the school or visiting the school may actually hinder our ability to respond to the situation. Typically, Alert Status is called for when there is dangerous activity in the school's vicinity. Rest assured that we are in regular contact with the Lafayette Police Department throughout those types of events so that we can keep everyone safe.

The most common safety issue we face throughout the year is regarding changes to dismissal plans. If possible, we ask that parents send a written note regarding any changes to the regular dismissal routine. The student should turn this in to the office when they arrive. In the event you are not able to send a note to school, parents can call with changes until 2pm. Please note: students are not permitted to ride a friend's bus home. Students may ride a non-assigned bus on a limited basis due to extenuating (emergency) circumstances, but only with the approval of the Transportation Department. You can reach them at 771-6059 to arrange this.

## **Daily Basics**

Our doors open each day at 8:00am. Students head to the cafeteria for breakfast (served until 8:15) or to their classrooms to wait patiently in the hallway. At 8:15 the bell rings and students can enter the classroom. Video announcements start at 8:25 when the tardy bell rings to signal the start of the day. Dismissal is at 2:45.

On Mondays, things start a bit differently. Students report directly to gym (students eating breakfast at school should go directly to the cafeteria then report to the gym after eating). We have a PreFlight Convo where we celebrate birthdays, recognize outstanding citizenship, and discuss how to be the best students we can be. PreFlight runs from 8:10-8:40 and parents are welcome to come any week. PreFlight will start the first Monday after Labor Day. We will rotate the schedule on Mondays: Full School, K-2, 3-4, then repeat the pattern.

On Fridays, we start the day with music. We pump music into the halls from 8:00-8:15 and students can walk the halls with their friends. It is a fun and energetic way to start every Friday. When students hear "The Boring Song" they know it is time to head to their classrooms for the start of the day.

## **We are part of Broncho Nation!**

Earhart students will continue through Sunnyside Intermediate School, Tecumseh Junior High School, and attend high school at Lafayette Jefferson High School. As a proud member of Broncho Nation, we have student tickets for JHS athletic events that can be purchased in the office for \$1 (gate price is \$3). Be sure to purchase your student tickets here before you head to the games to support Broncho Nation!

## **Collecting Food, Change, and Pop Tabs**

We hope to instill in our students a passion for helping others. Earhart is host to several "drives" throughout the school year where we have an opportunity to help others in less fortunate situations. In the fall, we will have a Non-Perishable Food Drive benefitting Food Finders. In the spring we collect change for Lafayette Family Services' Penny Harvest and have our Jar Wars change drive for Riley Children's Hospital. Throughout the year we collect pop tabs for the Ronald McDonald House at Riley. Please consider donating to these great charities!

## Celebrating Success!

There are several ways we celebrate success here at Earhart. Here are a few that you may see or hear of:

- PROPS (Positive Reinforcement for Outstanding Performance at School) – these are green tickets that students receive when they are caught doing the right thing. Students put their PROPS in the Cube of Destiny (it is appropriate to gasp after hearing those words) and at each All-School PreFlight we draw names for prizes.
- First Class Flyers – Sometimes kids go above and beyond in their awesomeness. We recognize those with our First Class Flyer Awards. The teacher often writes a note on the certificate explaining the great things the student has done. Students bring their Flyer Ticket to the office where they sign our Flight Log, receive their Wings, and have their picture taken for our Facebook page and for the big monitor in the office. Students who receive First Class Flyers will get a ride on the Boilermaker Special in May. We also draw 2 names each day from the previous day's First Class Flyers to receive a ride around the building on The FlyCycle.
- Writing and Math PROPS – these travelling trophies and certificates are awarded for outstanding achievement, effort, or growth in Math or Writing. Student winners are announced each week at PreFlight. They receive a recognition certificate and have their picture taken for our Facebook page. Students also spend the week with a small PROPS trophy on their desk in honor of their award.
- CSIs (Complete Series Investigators) – these awards are earned by students for reading a complete book series from the library and are awarded at PreFlight.
- Million Word Reader – these certificates are awarded at PreFlight for students who reach the 1,000,000 word count in Accelerated Reader.
- Top Flight Math/Reading – these trophies are awarded at PreFlight to the top 3 classrooms which score the highest percentage correct on their Accelerated Reading quizzes or Accelerated Math tests.

## Communication

Communication with teachers is a vital part of student success. Our office is open from 7:30am until 4pm to take your calls. During school hours, 8:25-2:45, we may ask you to leave a message for the teacher so that we do not interrupt teaching time. E-mail is also a great way to stay in contact with your child's teacher. A complete staff listing is available on the Earhart website: <http://ear.lsc.k12.in.us>. We strongly encourage parents to contact teachers directly if a concern arises during the school year.

If your contact information changes, please call or send in a note so that we can keep our records up to date. Sometimes it is vital to get hold of a parent in an emergency. Sometimes we just want to call to tell you what a great kid you have. Either way we need the right number. :)

## Dress Code and Assistance

Earhart students will "Dress for success!" Please refer to the standard dress code handout found in the student handbook or online ([www.lsc.k12.in.us](http://www.lsc.k12.in.us) – Student Dress Code is under the "Parent" tab). If you need assistance with clothing purchases, there are several options. *It's My Closet*, located in portable classrooms behind the old Durgan School, is available for Earhart students and provides clothing free of charge. Goodwill and the Salvation Army are also inexpensive shopping options.

Wednesdays are special days at Earhart – these are Spirit Days. On Wednesdays, students are allowed to wear non-collared t-shirts or sweatshirts that are either: a solid color, have an Earhart or LSC school logo, or are from an LSC sport, club, or organization (Jeff HS basketball camp; Sunnyside Cross Country; Tecumseh Cheerleading Camp; etc.) In addition, one Wednesday per month we will have a special Spirit Day where students and staff can dress to the theme of the day (Twin Day, Dress Like Mr. Louk Mismatch Day, Sports Team Day, etc.)

## Boxtops for Education

Earhart participates in collecting Boxtops for Education. Please save those Boxtops for our Fall and Spring collection contests!

## Lunch Accounts and Meal Prices

It is important that your child's lunch account has money in it if they are purchasing lunch at school :). You may pay online by visiting [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com) . You may also send a check or money with your child to school (be sure to include the student's name on the memo line). Deposits can be made in the office or given to the classroom teacher. Meal prices can be found at [www.lsc.k12.in.us](http://www.lsc.k12.in.us) and clicking on the "Parents" tab, then "Quicklinks", then "Food Service".

Breakfast is served daily from 8:00-8:15. We encourage all students eating breakfast to "use your mouth for eating, not for talking" so that they can make it to class on time.

Applications for lunch assistance are available in the office or online at <http://lscfroneline.lsc.k12.in.us/> . Earhart also partners with the Food Finders Backpack Program to provide families with meal assistance during weekends. If you are having difficulty providing meals for your students, we would love to help connect you with local agencies that can provide relief. Please consider letting us know when these circumstances arise so that we can walk with you during difficult times.

## Medical Issues

Please keep Mrs. Smith, our school nurse, informed of any medical conditions or treatments that may have an effect on your student's well-being at school. Also remember that any medications, including non-prescription medicines, that need to be taken at school must be stored in the Health Clinic and taken under the supervision of our school nurse. We ask that parents bring all medications directly to the office.

## Student Drop-Off and Pick-Up

We ask that parents who drop off or pick up their child from school to use the south parking lot (closest to Ortman Lane) . The north parking lot is used for bus traffic from 7:55-8:25 and 2:30-3:00). Follow the flow of traffic through the circle drive. You may drop off students anywhere along the sidewalk, but we ask parents to try to pull up to the orange cone when possible (located ~2/3 of the way around the circle) so that we can get as many students as possible exiting cars at the same time. If you can have kisses and hugs taken care of at home, and backpacks packed prior to leaving your driveway it will make the drop-off experience better for everyone! Should you need additional time, pull past the orange cone and turn on your hazard lights so other parents know they can pull past your vehicle. These tips should keep traffic flowing smoothly! **Please do not create a second lane** for drop-offs or pick-up: this creates a dangerous situation where students are walking between vehicles that may not be expecting a student crossing from that direction. In the afternoons, you may wait in the pick-up line or park in a parking space, but we ask that parents not leave vehicles parked in the pickup line or parked behind regular parking spaces. Students will be directed to pick up spots by the teachers monitoring the pick up location. Be sure to show the Student Name Card (available at Open House or in the Office) so we can direct your student to the proper spot. *For student safety reasons, cars without the Student Name Card will be asked to park and report to the office to pick up their student.* Please pull forward as directed and we'll send your student to your car! If you are attending a school event, please remember that buses will need the curb area in the north lot beginning at 2:30 so please plan to have your car moved before the drivers box you in.

## School Pictures

SMILE :) Students will be getting their school pictures taken **Thursday, October 8, 2015**. Order forms will be sent home ahead of time so that you may order pictures. Prices will vary with package selection. Payment is due the day pictures are taken. Don't worry -we'll have a re-take day in case your student's picture looks like this:

There's more to life than being a  
passenger.

~ Amelia Earhart

