



Getting By at Beye 2010-2011

Parent Edition

GETTING BY AT BEYE

Here is just enough information to assist you in asking more questions...a bit of school lingo to help guide you in the right direction.

OFFICE STAFF

5 people, all of whom are resources to parents, teachers and students, share the school office. The office opens at 7:30 AM and closes at 4:30 PM. If we can't answer a voice mail system will take a message. The phone number is: 524-3070

- Mr. Jonathan Ellwanger, Principal
faculty, student, parent affairs, curriculum and supervision, program leadership, community affairs, school management, safety
- Ms. Linda Cooper, School Secretary
attendance, tardy students, phone systems, money, forms, field trips, appointments
- Mrs. Robyn Steele, Administrative Assistant
building use, lunch systems, schedules, student services, transportation, instructional materials.
- Mrs. Barb Smith, School nurse
- Mrs. Runda Barron, Nurse's Clerk
health records, health services, medications, consultations

ATTENDANCE

The teachers report attendance to the office by 8:10 each morning. The tardy bell is at 8:00 a.m. If a student is absent and we are unaware of the reason for the absence, we phone the home/office numbers of the parents. It is ideal if the parents call school each day of an absence so you won't be paged at work. You should call the office at 524-3070 to report the absence. If no one is available to speak with you, please leave a message for Ms. Cooper. Many students have perfect attendance but less than ten days of absence is the norm.

BEYE LAWS

There are five rules of respectful conduct, which the students memorize. We use these same words in the classrooms, on the playground and on the bus. We expect students to be respectful and support the learning process. School issues that have been managed at school are reported to you via the mail. That report is known by the students as a "pink slip".

We are Beye students. Our job is to learn and to support the learning of others. We must:

1. Be respectful
2. Be responsible.
3. Be safe.
4. Be problem solvers.
5. Be peacemakers.

BEYESTANDER

The most vital communication from school is this newsletter published monthly by the PTO.. It is a "must read. Articles can be submitted by parents and staff to the editor who has a mailbox in the school office.

BIKES

Students are not allowed to ride their bikes to and from school during the school year, for reasons of safety and security. Parents and faculty are welcome to use the bike rack outside the main entrance.

BUS TRANSPORTATION

About 120 students who live at the southern end of our attendance area are eligible for bus transportation and receive bus passes based on their addresses. Other students cannot ride the bus because of insurance restrictions. The adult on the bus is the driver. There is a morning bus, an afternoon kindergarten bus and an end of day bus. All buses have seat belts and cameras.

CELL PHONES

District Policy allows students to carry cell phones – if parents have given their written permission to the principal, but requires that they be off and put away while at school.

CULTURE OF ACHIEVEMENT

Our District uses performance levels to describe the achievement of students. The levels range from 4 to 1 and are based on test scores, teacher assessment and student performance. Students earning a 1 or 2 are not yet meeting the district standard of achievement (which is a 3). These students will be expected to enroll in tutorial programs; summer school and other extended learning opportunities. 3 is the indicator for students working at grade level and meeting expectations. A 4 describes the work of students who are exceeding grade level expectations.

MAIN DOOR

The main door of the building on Cuyler near the flag pole is open during school hours and is the only point of entry for visitors. It is at the north end of the building. The other doors should be closed and locked at all times. Always check in and get a pass in the office when visiting.

HEPHZIBAH/DAYCARE

This local child service organization provides afternoon day care for students. The Hephzibah after school program at Beye is for grades K – 5 from dismissal until 6:00 pm and is housed in rooms 101 and 112. The space in the programs is limited and early registration is a must and is handled through Hephzibah. The school office has a list of other daycare providers in the area.

HOMEROOM TEACHERS

The teachers have the responsibility for their classes and are the best sources of information about your child. They will help you navigate the school system. Generally there are 3 homeroom teachers at each grade level from kindergarten through 5th grade.

ISAT / STATE REPORT CARD

In March, the State of Illinois tests students in grades 3,4 and 5 in reading and math. 4th graders are also tested in science and 3rd & 5th graders are tested in writing. These tests are called the Illinois Standard Achievement Tests and are reported to you in the fall as performance standard scores and percentiles. Our school scores are compared to other schools in October in the Beye edition of the State Report Card available in print and on-line.

MEAL SERVICE

Breakfast is served from 7:15 to 8:00 each morning and costs \$1.65. We offer cold cereal, bagel or muffin, milk and fruit. Hot lunch is served midday. Each child has a 55-minute lunch period. We serve lunch in three shifts. Students are in the lunchroom for about 25 minutes and outdoors for about 30 minutes if they eat lunch at school. Students in grades 1-5 with a deposit of \$40 or a lunch subsidy can buy milk and/or a prepared hot lunch by ordering each day with the

homeroom teacher. Milk costs \$.35 and lunch costs \$2.65 including milk. A debit card will be distributed to those students in the lunch line to pay for their drink/food. Children can opt to bring a bag lunch from home. A monthly menu is distributed to help kids decide if they want to buy a lunch. Teachers and assistants help supervise lunch play. Mrs. Boyd and her staff coordinate and serve the food.

MARKET DAY

PTO-sponsored and based on a preorder basis, frozen and packaged foods are delivered to Beye once per month for distribution to customers. The students bring the order form home each month. The quality is excellent and the school makes a profit. You pay for the food when you pick it up on the designated day from 5:15-6:00 in the Beye Commons.

MEDIA CENTER

You'd think a library is just for books, but today, information comes in many forms including books, computer resources and audio and visual material. Our media center is a learning center for the use of students, teachers and parents. You too can check out materials. Volunteers are always needed in this area. Mr. Withers, our teacher-librarian will be glad to see you.

PARENT-TEACHER-STUDENT CONFERENCES

Formal conferences are held at least twice per year, in October and February. The schedule follows the district calendar. In addition, teachers and parents can request meetings at any time during the year and parents are always invited to arrange visits to their children's classes at any time. Teachers will work with the parents and students to set goals in the fall of each year and report academic progress and social development during the conferences.

PBIS (Positive Behavioral Interventions and Supports)

This year we're rolling out this program and joining with all district 97 schools and schools across the country in trying to build a web of social-emotional support that we hope will minimize disruptions and maximize learning. We'll be using "paws to celebrate" slips to recognize students who are doing well and you'll be hearing all year long about the classrooms meetings we use to teach the behaviors we want and the celebrations we'll be planning to reinforce those same behaviors.

PLAYGROUND SUPERVISION

There is no formal supervision before or after school, though Mr. Ellwanger, Mrs. Foleno and Mrs. Steele supervise arrival and dismissal. Older students (TBGs) in bright orange vests help patrol the playground each morning. Students should come to school 5-10 minutes before the bell. During lunch there are supervisors indoors and out. After school if a child is not met promptly, the student should return to the school office and we will help make connections.

PTO

The Parent Teacher Organization is the center of parent support for our school. It coordinates volunteers, supports instruction, encourages innovation, raises funds and keeps us connected to the larger Oak Park community. The group meets once a month on the third Tuesday of each month at 7:00 p.m. Babysitting is for the attendees' children. Laura Derks and Maggie Testore are our current PTO Co-Presidents.

REPORT CARDS

We send home report cards three times a year, in December, March and June. The students will hand carry the reports to you. For the first two reports, return the envelope after signing for the receipt of the material.

RESOURCE TEACHERS

The teachers who serve students in all grade levels in a specific area of instruction but who do not have homeroom assignments are resource teachers. They often teach students in smaller group with specific skills in mind. (Mrs. Sheth- Language Arts, Mrs. Moore- Title 1, Mr. Bulger-Gifted)

SAFETY

Every element of Beye school has a safety component and is our highest priority. Safety concerns can be physical or emotional. We must have a safe school and a safe community. If there is even a hint of concern or rumor that compromises the physical or emotional health of our students, we urge you to discuss it with us. Everything counts from unbuckled seat belts on the bus to a bully on the playground. Help us stay alert to all safety issues.

SCHEDULES

The school day is from 8:00 AM to 2:55 p.m. each day except on Wednesdays. On Wednesday the day ends at 1:55 p.m.

SCHOOL CLOSINGS

Decisions about closing school because of inclement weather are made between 4:00-5:00 AM. The announcement would be on the Voice Link phone system, on the major radio/TV stations and on the Web site. Beye School would be included within a District 97 listing. The high school, OPRF, is a different district (200), and they make their decisions separately from District 97. If we evacuated school we would let you know where to pick up your child.

SIT (SCHOOL IMPROVEMENT TEAM)

The School Improvement Team meets throughout the year and is made up of teachers and parents who work to support and develop the Beye School Improvement Plan. Goals are laid out in the spring for the following school year, and programs, communication, and resources are then directed to meet those goals.

SOCIAL SERVICES

Oak Park is a community with a wide array of services for residents. Many services from the Township Office, Infant Welfare, Amity (eye glasses) and the Food Pantry can begin through the school social worker or the nurse. Our PTO helps support students who need money for field trips. Please ask for help when you need it and we can help make contacts for you with the services available in our school and our village.

SPECIAL EDUCATION/INTERVENTION PLANNING TEAM

The Student Services Team discusses the academic and social progress of our students by including parents, teachers and sometimes the student in a meeting. If recommended by the group, we will develop a case study that will include psychological, social and academic profiles to help us determine the best educational plan for the student. If a student is eligible for special education services, the individual educational plan (IEP) is developed collaboratively and reviewed annually. At Beye we can serve students with learning disabilities. Other district schools provide services for other special needs students. If you have questions about special services, please direct them to Mrs. Niderman or Mrs. Umeki, our Student Services Team Co-Facilitators, Mr. Ellwanger or your child's homeroom teacher.

SPECIALS

The students and staff call the classes in Spanish, art, music and physical education "specials." Instrumental music begins in 4th grade. These classes are taught by teachers certified in the specific area of instruction. (Mrs. Rosenblum, Mrs. Friesen, Mr. Rocco, Ms. Sundquist, Ms.

Korelc, Sra. Colmenero)

S.T.A.N.D.

Our anti-bullying program teaches and encourages our young people so they can be Students Taking Action in New Directions. The key to the program is giving bystanders support and direction to make instances of bullying known, and to give the adults clear, consistent guidelines for responding to bullying situations.

STUDENT SUPPORT SPECIALIST

Karen Foleno is our Student Support Specialist and she works to help students experience success in many ways from behavior to academics to attendance to social and emotional growth. She wears many hats and is a key member of the leadership team at Beye.

TARDY STUDENTS

If a student is late to school, he or she must come to the office for a tardy pass. This process helps us maintain correct attendance records. If a student is tardy more than three times in a trimester, the alarm clock needs an earlier setting and you will be contacted by the school. Six tardies in a trimester constitutes a truancy problem according to the state school code.

VOICEMAIL

Teachers have voicemail boxes that are available to you 24 hours a day and are a great way to get a message to a teacher if you can't email. Teachers each have their own number which they'll give you. That number will take you straight to their voicemail box.

WEB SITE www.op97.org/beye

Maintained by our gifted teacher, Mr. Bulger, you can find lots of important information here including calendars, PTO pages and student work. The district site can be found at www.op97.org The PTO has it's own pages at <http://.beyeschoolpto.org>

WEAPONS

Every student must understand that he or she cannot bring anything to school that could "hurt or scare someone." That is the language we use when we describe our zero tolerance for weapons. Toy guns, pocketknives, tools and such are included in this. All students, regardless of age, are expected to comply. The suspensions begin at 10 days, pending a hearing with the Superintendent of District 97.

YOUNGEST IN FAMILY (THURSDAY PACKETS)

In an attempt to limit the amount of paper notices you receive, we distribute as much as possible to you electronically via email and the web. For those families with no email/ internet access, and for certain documents, one printed communiqué per family goes home and we give it to the youngest to bring home. The theory is the youngest is the most careful with his/her book bag. It's a theory. ☺