

ARLINGTON ELEMENTARY

Principal's Welcome Letter

Wildcat families,

Welcome to a new school year! I am looking forward to all of the great work we are going to do throughout the year. Arlington Elementary is committed to becoming a High Reliability School and continuing with the great things we are doing, along with making the positive changes and improvements that this requires. We appreciate your support, feedback, and involvement with these improvements and the education of our students. We are grateful for the opportunity to educate your children. I am honored to serve the Arlington community alongside the fantastic staff we have at AES. It's a great day to be a Wildcat!

Mrs. Mastin

Arlington Elementary Staff

Principal.....	Sara Mastin
Home School Liaison.....	Tyler Benson
Secretary.....	River Williams
Nurse.....	Carly Foreman
Kindergarten.....	Courtney LaFavers
First Grade.....	Amber Stone
Second Grade.....	Drew Soendlin
Third Grade.....	Kathy Agee
Fourth Grade.....	Kyle Harpring
Fifth Grade.....	Jenna Geise
Sixth Grade.....	Maggie DeBusk
Special Education.....	Heather Grimmie
Title One.....	Olivia Noah
Art.....	
Music.....	
Physical Education.....	Caroline Smith

Arlington Elementary School Values and Vision Statement

We believe in:

- Advocating for students
- Reflective and accountable teaching
- Perseverance
- Passion and empathy
- All students are able to learn

We are committed to educating all students to be well-rounded, independent learners who aspire to reach their full potential. We create curious and responsible citizens by providing a safe and supportive environment.

Arrival and Dismissal

Students may not enter the school building before 8:00 a.m. when the entrance bell rings. The tardy bell rings at 8:15 a.m. Dismissal begins at 3:05 p.m. All students will be dismissed beginning at 2:25 p.m. every Wednesday. Students must be picked up from school no later than 3:15 p.m. (2:35 p.m. on Wednesdays).

Students who stay after school to attend a club meeting, practice, or a game should go directly to the meeting room or gym and remain there until the activity is over. Students should have a written note from their parents with permission to stay.

Students planning to go home with another student should have written permissions from both homes. Parents should provide their own transportation unless both students already ride the same bus route.

Bus Riders

Students are to walk to and from the buses when loading or unloading at school or at home. Bus procedures and expectations are included in the Behavior Matrix. Students are expected to know and follow bus rules. Buses will enter the North entry lane, park in front of the building and exit using the South exit lane after being loaded or unloaded. All bus students will enter the building through the front doors. Students must ride their assigned buses.

Car Riders

Car riders will be dropped off and picked up by the back door on the North West side of the building. Cars will enter the North entry lane and proceed to the rear parking lot following curbs in a circular pattern. Students will enter or exit the North West side door, as cars continue on the perimeter of the parking lot and out the North exit lane. Students will not be permitted to enter the building before 8:00 a.m. Students are expected to be picked up from school no later than 3:15 p.m. unless they are staying after school for a prearranged purpose. Parents may not enter the building through the back door.

Bicycle Riders and Walkers

Students in **grades 3-6** may ride bicycles to and from school. They must obey all traffic laws. They must not ride on the highway. Students riding bicycles must use the sidewalk along the South bus exit lane. Bike racks will be provided in the front of the building for bicycles to be stored during the day. Students who walk to and from school should walk on the sidewalk. Students will not be permitted to enter the building before 8:00 a.m.

Extracurricular and Enrichment Activities

Students at Arlington Elementary School are offered activities through the year which include:

- History Club
- Intramural Basketball
- Spell Bowl
- Math Bowl
- Intramural Volleyball
- STEM Club

Health Services

Students who are ill and need to be sent home from school may not ride a school bus. In these instances, transportation from school must be arranged as quickly as possible by parents. If transportation cannot be arranged in a timely manner, administration may contact the School Resource Officer. These students may not remain in the building after school hours.

Parent Teacher Organization

Arlington Elementary PTO does various fundraisers throughout the school year. These include student fundraisers, and the annual Hog Roast. The annual Hog Roast includes an auction and carnival. The money from the fundraisers helps with funding for various events and items such as student field trips, student reward programs, classroom grants, family outreach programs, and other special events. Meetings are usually held on the third Monday of each month. Information is available during the Hog Roast, and during open house each year. Anyone interested in joining the Arlington Elementary School PTO can reach out to the school office, or your student's teacher for more information.

Personal Property and Miscellaneous

Students should keep their desks and cubbies neat. Toys from home should be brought to school only with special permission. There will be no hard balls, squirt guns, yo-yos, or skateboards at school. Any electronic devices (for example: I-pods, Game boys, DS etc.) should not be in use during school hours. The school will not be responsible for lost, broken or stolen items. No pets shall be brought to school unless the student has permission from his/her teacher.

Preschool children and visitors should not accompany students to the classroom without a visitor's pass and prior permission from the teacher and administration. Passes or badges can be obtained at the front office after visitors have signed in.

No sales of any products will be allowed unless approved by the principal.

Positive Behavior Intervention and Supports (PBIS)

Positive Behavior Interventions and Supports are designed to maximize the education of all students by establishing a positive and supportive culture, clearly defined behavior expectations, a targeted social and emotional curriculum, and systematic behavior interventions guided by data collection and analysis.

School Wide PBIS Core Principles

- All students have the capacity and right to be taught age appropriate behaviors
- All students have the ability to improve their individual behaviors with intentional adult support
- Families are a vital component to student success and communication with families should be specific and regular
- A multitier system of interventions is used for identifying areas for improvement and providing necessary interventions based on the individual student's needs
- Behavior management systems and interventions should be research based
- Data is to be collected and collaboratively analyzed to make appropriate interventions and monitor those interventions regularly
- All members of the schools are asked to collaborate to provide a positive and safe environment that is most conducive for learning
- Staff should strive to meet a ratio of 4 positive interactions to 1 negative interaction

Tier Descriptions

Tier 1 Universal	<ul style="list-style-type: none">- Applies to 100% of students- Social Emotional Lessons Monthly- Positive Behavior Reward System- Office Referral System- School Wide Positive Behavior Expectations
Tier 2 Targeted	<ul style="list-style-type: none">- ~10-15% of Students- 3-5 office referrals or staff recommendation- Check In/ Check Out System- Family Conference- Behavior Contract
Tier 3 Intense Intervention	<ul style="list-style-type: none">- ~5% of Students- Functional Behavior Assessment- Intensive Behavior Support Plan- Possible Special Education Evaluation- Possible Mental Health Evaluation- Regular Family Conferences

PARENTS' RIGHT-TO KNOW

RUSH COUNTY SCHOOLS

August 1, 2023

Dear Parents and Guardians:

In accordance with the Elementary and Secondary Education Act, Section 1111(h)(6) *PARENTS' RIGHT TO KNOW*, this is a notification from Rush County Schools to every parent of a student in a Title I school that you have the right to request and receive information in a timely manner regarding the professional qualifications of your student's classroom teachers. This information regarding the professional qualifications of your student's classroom teachers shall include the following:

If the teacher has met state qualification and licensing criteria for the grade level and subject areas taught;

If the teacher is teaching under emergency or temporary status in which Indiana qualifications and licensing criteria are waived;

The teachers baccalaureate degree major, graduate certificate, and field of discipline;
and

Whether the student is provided services by paraprofessionals, and if so, their qualifications

If at any time your student has been taught for 4 or more consecutive weeks by a teacher that is not highly qualified, you will be notified by the school of this information.

If you have questions or concerns, please feel free to contact the school principal.

Sincerely,

Mr. Jim Jameson, Superintendent

**ARLINGTON ELEMENTARY SCHOOL
TITLE I
HOME-SCHOOL COMPACT**

I will encourage my child to do well in school, and be a good citizen in the classroom.
I will maintain an environment and schedule at home that fosters learning and ensures that my child will attend school regularly, with the ability to learn and actively participate.
I will monitor out of school activities to ensure my child's well-being and safety.
I will provide time for parent-child learning time together.
I will read all correspondence from school and promptly respond.
I will seek ways to assist my child in learning by reinforcing lessons from school and other community learning opportunities.
I will communicate to my child's teacher any circumstances that would directly affect my child's ability to learn.
I will make myself knowledgeable concerning the Indiana Academic Standards for my child's grade and be aware of the current status of my child's work.
I will volunteer personal time to my child's class and/or school to ensure that the school is meeting the educational needs of the community.
I, or my representative, will attend fall Parent Teacher Conferences.

I will be responsible.
I will be open-minded.
I will be an active learner.
I will be respectful.
I will be safe.

I will encourage all of my students to do their best in school and help both students and their parents in order for my students to acquire needed skills.
I will acknowledge the important role that parents maintain in the lives of their children and reinforce that role with my students.
I will work to communicate with all parents consistently.
I will ensure that all parents are provided a copy of the Indiana Academic Standards if requested, and that they are aware of subject matter and project timelines.
I will ensure that all parents know how to contact me at school, emphasize that communication is important, and conduct face to face conferences with parents at least once a year.
I will make an attempt to know the parents of my students so that they may contribute to class or school functions and so that I may provide them with information or assistance.
I will ensure that if problems arise, I will communicate immediately with parents and include the positive activities in which the child is engaged.
I will ensure that parents are fully informed of school policies and opportunities for parent involvement beyond my classroom.

Student Signature

Date

Parent Signature

Date

Teacher Signature

Date
