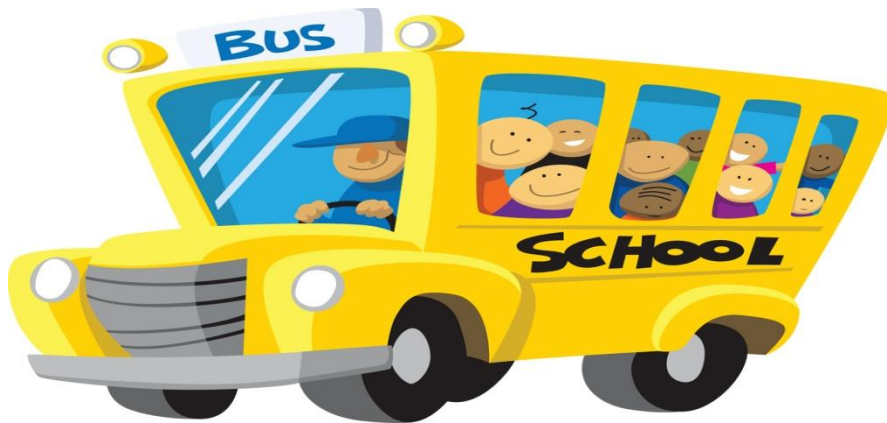


# Washington Elementary

1821 McKinley  
Bay City, MI 48708  
(989) 894-2744  
Fax: (989) 894-5870

## Student Handbook 2011-12 School Year



### BAY CITY PUBLIC SCHOOL MISSION STATEMENT

It is our mission to provide each student with the knowledge, attitudes and skills necessary to assure success.

### WASHINGTON'S MISSION STATEMENT

It is the mission of Washington Elementary to provide parents with a safe and nurturing school community, where their children can obtain a quality education.

# Washington Staff

## ADMINISTRATION

Judy Cox - Principal  
Paula Weiss - Assistant Principal

## KINDERGARTEN

Annette Keenan  
Callie Peter  
Lisa Leisentrutt

## SECOND GRADE

Tiffany DuRussel  
Holly Kern  
Mari McCuen

## FOURTH GRADE

Jane Chase  
Jill Haag  
Amy Rankey

## SPECIAL EDUCATION

Jill Stachowiak  
Kendyl Murphy  
Audrey Sochacki  
Melissa Sochacki  
Mary Trogan  
Andrea Kershaw

## SUPPORT STAFF

Amy Jacobs - Ed Asst  
Mike Mendoza - Bilingual Ed Asst  
Carol Chartier - Ed Asst  
Cheryl Simmons - Ed Asst

## BUILDING SUPPORT

Bob Bublitz - Custodian  
Roger Nunnari - Custodian  
Jim Gwizdala - Custodian  
Sarah Russett - Cook  
Ann LaMarre - Cook  
Jackie Miller - Cashier

## OFFICE STAFF

Tracey Mowbray - Administrative Assistant  
Jackie Rule - Office Associate

## FIRST GRADE

Lori Bukowski  
Michelle Dubay  
Gwen Neering

## THIRD GRADE

Kurt Legner  
Cathy Lyons  
Jenny Maciejewski

## FIFTH GRADE

Ruth Bragiel  
Jill Haag  
Theresa Kraut

## SPECIAL AREA

Diane Brown - Art  
Amy Shawl - Media  
Sara Moore - Music  
Dave Staudacher - PE  
(TBA) - Spanish

## SPECIAL SERVICE

Jennifer Gourd - Content Coach/ Read 180 Teacher  
Penny Zacharko - Counselor  
Lori Ruggles - School Service Worker  
Monica Martin - Nurse



## ISD SUPPORT

Lisa Gano - Social Worker  
Annette Magiera - Psychologist  
Melissa Heinz - Speech  
Katie Paulus - Speech  
Susan Welter - Speech  
Marge Schoen - ISS  
Rosa Gonzales - ISS  
Colleen Auer - ISS



# School Calendar



## 2011

September 6 (Tuesday) ..... 1<sup>st</sup> Day of School  
October 3 (Monday)..... No School: PD for staff  
October 10 – 21 (2 weeks)..... MEAP Testing  
October 31 (Monday)..... No School  
November 1 (Tuesday)..... No School: PD for staff  
November 23, 24, 25 (Wed – Friday)..... No School: Thanksgiving Holiday  
December 19 – January 2..... No School: Holiday Break

## 2012

January 3 (Tuesday)..... 1<sup>st</sup> Day back from Break  
February 6 (Monday)..... No School: PD for staff  
February 17 and 19 (Friday and Monday) ..... Mid winter Break  
March 9 (Friday)..... No School  
April 2 – 9 (Mon-Mon)..... No School: Spring Break  
April 10 (Tuesday).....Return to School  
April 30 (Monday).....No School: PD for staff  
May 28 (Monday).....No School: Memorial Day



# The School Day

The school day is packed with learning, friends and fun. Below is a schedule for the students at Washington Elementary.

**Arrival:** When students arrive at school they gather in the gym for a brief morning meeting with the principals. This is a great way to start our day together 😊

**8:10** Students are dismissed from the gym to their classrooms by grade levels. Teachers meet the students in the hallways.

**8:10-8:30** Students enjoy breakfast together in their classrooms. Breakfast is free to all Washington students 😊

**8:30** Instructional time for all students

**11:20-12:00** Lunch and recess for students in grades 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>

**12:10-12:50** Lunch and recess for students in grades K, 4<sup>th</sup> and 5<sup>th</sup>

**After Lunch** Instructional time for all students.

**3:19 Dismissal:** Students will be dismissed to the designated areas by their teacher.

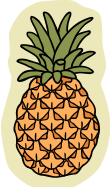


# Breakfast, Lunch and Snack

- Breakfast is free to all students and it is enjoyed in their classroom. It is served from 8:10-8:30.
- Students eat their lunch in the social cafeteria setting. Students have 3 choices daily for lunch, lunch choices are made in the morning by the students. Due to the ordering of lunches if a student arrives after 9:00 a.m., they are given a first choice lunch.
- A free and healthy afternoon snack is provided to all students by a fruit and veggie grant awarded to Washington. This grant is great opportunity for kids to try some unique fruits and vegetables.

Students can try:

Pineapple



Star fruit  
Mango  
Cucumber  
Cauliflower  
Spinach  
Kiwi  
Nectarines  
Black Cherries

YUMMM!



Have you tried pea pods lately?



\*\*Notify the school nurse and classroom teacher if your child has food allergies



# Successful School Habits

*We all know that students need to be at school to be successful. However, issues may arise that cause your child to be out of school. We have listed some of the procedures we use if a student misses school.*

## Late Arrival / Early dismissal

Start time: 8:10 a.m. End Time: 3:19 p.m.
--

**Late Arrival:** Students that arrive after 8:30 are considered tardy and must check in at the office. Please note: students arriving after 8:50 will be marked as a half day absence.

**Early Dismissal:** Please send a letter 24 hours in advance if your child is leaving school early. This minimizes lost instructional time and allows the teacher to prepare student materials without distracting the learning of others. Please note: if a student leaves at or before 2:49, they will be marked as a half day absence.

**Absence:** Contact the office (894-2744) as soon as possible if your child will be absent. They will be excused for the day.

## Emergency Forms

These forms are vital in case of emergencies. Thank you for taking the time to give us the most recent contact information. If you have any changes throughout the year, please contact the office so the appropriate update can be made.

## Student Dress

Students are expected to be dressed appropriately for the school setting. Our goal is to keep all children safe and focused on learning. Some general guidelines:

- For student safety, we ask that all students wear shoes that are appropriate for physical education class and recess type activities like jump rope and or football.
- In the hot months, students should wear shorts that are finger tip length and tank tops that are 3 fingertips wide.
- In the cold months, we ask that our students wear boots and bring hats and mittens for recess time.



# Parents are Important

## Partnership:

At Washington, we consider our parents as our partners! Together we can do great things with your child. We count on you to help with special projects throughout the year. So, please count on us to support you need as well.

## Visiting School:

We encourage you to come and see the amazing learning taking place every day at Washington Elementary. It is helpful if you contact your child's teacher prior to your visit. For the safety of our students, all visitors must check in the office and have an approved volunteer form on file.

## Coffee Club Dates:

Please join us once a month to visit with the principal and hear about exciting topics presented by Ms. LaVictor:

Wednesday, September 4<sup>th</sup> 8:30-9:30  
Wednesday, October 12<sup>th</sup> 8:30-9:30  
Wednesday, November 9<sup>th</sup> 8:30-9:30  
Wednesday, December 7<sup>th</sup> 8:30-9:30  
Wednesday, January 11<sup>th</sup> 8:30-9:30  
Wednesday, February 8<sup>th</sup> 8:30-9:30  
Wednesday, March 14<sup>th</sup> 8:30-9:30  
Wednesday, April 25<sup>th</sup> 8:30-9:30  
Wednesday, May 23<sup>rd</sup> 8:30-9:30



**Volunteer Coordinators**

**Sandy Blankenship  
Lisa Schweinsberg**

## Volunteer Forms

We are always looking for wonderful volunteers for our school, please make sure you fill out the form that is included in the packet (we need a new form every year). Some of the things we can use your help with are field trips, classroom helpers, popcorn day, fundraisers, Student council, library helpers, to name a few.

