

Meadowview Elementary School
Family Handbook
2020-2021



Meadowview Hawks

Address: 4714 Fairfax St.
Eau Claire, WI 54701

Phone: #715-852-4000

Websites: <http://www.ecasd.us/Meadowview/Home>
<http://www.ecasd.us/District/Home>

Meadowview Family Handbook

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Meadowview Mission

The Meadowview Community is committed to developing lifelong learners who are respectful, productive members of a diverse world.

Dear Meadowview Parents:

Welcome to another school year! This year will be one we will not soon forget. We have many additional challenges and opportunities to learn in innovative ways we have not previously experienced due to our current circumstances. All staff at Meadowview are working hard to prepare for this unique year. In addition to this communication, please also review the 'Student-Family Engagement and Learning Handbook,' as it contains lots of helpful information specific to assisting in navigating the technology and unique learning experiences with which students will engage in this year.

In addition to welcoming back our returning Hawks, we would also like to extend a warm welcome to the students and families who are new to Meadowview this year. We are looking forward to an exciting year of learning, sharing, growing, and achieving. As we continue to strive for quality and excellence, we invite and encourage you to stay involved in your child's education. We are extremely proud of our great students, our terrific staff, and our dedicated and involved parent partners – namely you!

We would ask that you review and share this handbook with your child. Your interest, involvement and positive attitude towards the school and staff provides a model for your child that will enhance their caring, enthusiasm and positive school attitude for a lifetime of learning. Our home/school relationship is the primary ingredient in a recipe for school success!

Each child's academic achievement is essential to their future goals and direction, but we also know we are working to build great citizens for our school, community and world. We will spend time this year working on the following building blocks in this worthy endeavor. Please take time to talk about how your expectations at home fit with these building blocks so your child sees the important connections in this part of our partnership as well.

This handbook was developed with parents for your ease of use throughout the entire school year. We invite you to keep this in a handy location for future reference. Please do not hesitate to call your child's teacher or myself at 852-4000 with any questions, concerns or comments anytime during the school year. We invite and welcome your input and feedback.

Here's wishing you and your child(ren) a year of great learning, laughter and love!

Your partner in education,

Kit Schiefelbein
Principal

Meadowview School Rules

Be Respectful

Treat others the way I want to be treated.

Be Responsible

Follow directions & do my best work.

Be Safe

Keep hands and feet to self & follow rules.

SCHOOL DAY

Schedule

Breakfast by Classroom	8:15 a.m.
Playground Closed Before and After school	
First Bell	8:10 a.m.
School Begins	8:15 a.m.
End of Day:	3:10 p.m.

	Lunch
K	12:45 – 1:15
1	11:30 – 12:00
2	12:05 – 12:35
3	12:45 – 1:15
4	11:00 – 11:30
5	11:00 – 11:30

Lunch/Breakfast

The Food and Nutrition Program uses a computerized meal system. This system requires parents/guardians to **PREPAY** money into an account instead of buying tickets in advance. Use the meal/milk prepayment envelopes to send payments. Checks should be made out to Meadowview School or you may sign up to make electronic prepayments at MySchoolBucks.com

Meal prices for the school lunch program for the 2020-2021 school year are:

	<u>Student</u>	<u>Adult</u>
Full Price Lunch	2.65	3.70
Reduced Price Lunch	.40	
Full Price Breakfast	1.00	1.85
Reduced Price Breakfast	.30	
Milk (Ala cart, ½ pint)	.50	.50

If you have questions about your child's account balance, please call the school and ask to speak with the cook. The cook can provide an activity report and a current account balance.

Your child is always welcome to participate in the school breakfast program! Children will be able to get school breakfast during the beginning of the school day.

At any time during the school year, Free and Reduced lunch forms can be picked up and returned to Meadowview or the Food and Nutrition Office located at the Board Office at 500 Main Street (852-3023). For more information see website: <http://www.ecasd.us/District/Departments/Food-and-Nutrition/Free-and-Reduced-Information>

Playground Guidelines

We will hold indoor recess when it is raining outside or for cold temperatures (air temperature is below 0°F degrees or wind chill is below -10°F)

During the winter, students are expected to dress appropriately. Students are to wear boots and snow pants if they want to leave the shoveled blacktop area.

Restricted Physical Activity -If a child must stay inside from recess for medical reasons, parents are required to send a note from a health care provider detailing the period of time of restricted activity.

Emergency Closings

At the beginning of each school year, parents are required to complete an Emergency School Closing form that will provide the school with instructions on what to do with your child in the event of an emergency closing. It is important to note that the YMCA does not operate on emergency school closing situations. Each child needs an alternative plan.

Weather Related Closings: All decisions to cancel school are made by the Superintendent or designee. Local radio stations and television will announce school closings by 6:30 a.m. or during a newscast. Television: WQOW (18), and WEAU (13). It will also be posted on the ECASD web site.

On very rare occasions, extreme weather conditions may require that schools close early. The Eau Claire Area School District must make the 'early closing' decision by 11:00 AM. Please listen to the radio or television for important announcements.

Emergency Drills

Throughout the course of the school year we will conduct several drills with the students to ensure that all staff and students understand and know how to respond/what to do in the event of an unplanned situation. Drills are held periodically to practice emergency procedures in an efficient and safe manner. Each school year, we practice the following drills:

- **Fire** – fire in and around building
- **Severe weather** – severe thunderstorms, tornadoes, hurricanes, ect...
- **Hold** – a non-threatening situation in the building that requires attention without the disruption/commotion of students in hallways, certain classrooms, ect...
- **Secure** – a situation in which the safety of students/staff can be threatened or endangered
- **Intruder Alert** – a situation in which an armed person is in our building
- **Evacuate** – an unsafe situation in or around the building requiring us to leave the building
- The students and staff will evacuate to Hope United Methodist Church on Fairfax Street. If it is not safe for us to return to school, we will use the emergency forms that you completed and contact you or your emergency contact person to pick up your child/ren. There may be times when we have to evacuate for a short period and be allowed to return to school. In this case, we will bring all the children back.

SAFE ROUTES TO SCHOOL

Crossing Guard

An adult crossing guard will be at Golf Rd and Fairfax St. from 7:30am-8:30am and 2:45pm-3:45pm.

Safety Patrol

We have 5th grade safety patrol students who stand at the intersection of Meadow Lane and Fairfax Street, Meadow Lane and Rye Ct., the middle of Fairfax St., the entrance to the front parking lot and the back parking lot entrance and exit. They are there every day from 8:07am-8:11am and 3:00pm – 3:15pm.

Drop off and Pick up

You can drop off your child at the Meadow Lane parking lot, the playground entrance or along Fairfax Street. There is no supervision before or after school; parents are responsible for their children before 8:10 am. and after 3:10 pm.

When picking up children, please make plans before the school day as to where you will meet your child. You can pick them up in the Meadow Lane parking lot, on Fairfax St., or kindergarten through second grade students can be picked up at their classroom line on the playground at 3:10 pm.

Safety at Meadowview

1. Please use sidewalks and crosswalks. When parking on the east side (far side) of Fairfax Street please use the crosswalks to cross Fairfax St. Please use sidewalks instead of cutting through the parking lot.
2. Please travel south (away from Golf Rd.) during drop off and pick up times. The road is very crowded and dangerous with four lanes of vehicles on it. Also, turning a car around on Fairfax is very dangerous.
3. Please drive slowly. Be on the lookout for children and parents in the street, in between cars and coming out of opening car doors. **Thank you for considering these safety guidelines.**

Bicycles/Skateboards/Rollerblades/Scooters

Children may ride their bikes to school. The bikes must be placed in the racks provided, we recommend that locks be used. Skateboards, rollerblades, and scooters will be treated the same as bicycles that are used to travel to and from school. For safety reasons we do not allow any of these to be ridden on the school grounds; they should be walked or carried on the school grounds before and after school.

Student Transit

The Student Transit can be reached at student-transit.com/bus-schedules.htm or #839-5116.

Attendance

Reporting an Absence

If we have not heard from you regarding your child's absence, we will contact you after 8:30 am. Reporting student absences via e-mail is not recommended because staff may not have the chance to access their e-mail until the end of the day.

Leaving in the Middle of the Day

If a child needs to leave during the middle of the day, please send a note with the child. A parent or guardian will need to call the office when they arrive in front of the school and we will bring the child out the front door. Please do not call or e-mail the teachers, they may not get the message until after school.

Vacations

If your child must be out of town or vacation during school, please send a note for pre-approval to the principal and classroom teacher. A week's notice is preferable.

COMMUNICATION

Contacting a Teacher

Please feel free to contact your child's teacher anytime through a note, e-mail or phone message. Teachers will check their e-mails and phone messages at the end of the day. If you have other messages that need to get to the teacher during the day, please call the office.

Contacting a Student

On rare occasions, it is necessary for a parent to contact a child during school hours. This should be done through the office. Please make after-school and transportation arrangements with your child before they leave for school. Make sure your child understands the plans.

Contacting the School

The office hours are 7:30 am – 4:00 pm. Please feel free to call the office any time at 852-4000. The Partnership Coordinator can be reached at 852-4007 or by e-mail at slindstedt@ecasd.us .

Electronic Newsletter/School News

Every week we send out an electronic weekly Meadowview Update to let families know about current and upcoming activities. If you do not have e-mail please let us know and we will send a hard copy home with your child.

PTO

PTO stands for Parent Teacher Organization. It is open to any parent who has a child attending Meadowview Elementary School. There are no annual dues and we warmly welcome everyone.

If you have any questions, please feel free to call the 2020/2021 PTO President:

Sherri Gibson and Lisa Mihm

PBIS and RC at Meadowview

PBIS is an implementation framework that is designed to enhance academic and social behavior outcomes for all students. Meadowview is implementing PBIS through setting and teaching behavioral expectations. This creates a positive environment for learning.

Meadowview is an RC school, which follows two fundamental ideals:

- know children individually, culturally, & developmentally
- academic learning happens best within a positive social context

How Do They Work Together?

RC and PBIS complement each other in that they both believe it is important to assume nothing and teach everything.

During the first days of school, all students will have the opportunity to go through our Expectation Stations where they will see, hear, and practice the behavior for each particular location (i.e. hallway, bathroom, playground, etc.).

Social Competence & Academic Achievement

The social competence and academic success of students depends on the partnerships between family, school & community.

Teachers and staff use evidence-based practices to increase student learning and decrease classroom disruptions. To support students in following the rules in a positive manner we do the following when teaching academics and behavior:

- Constantly teach and refer to our school-wide expectations
- Provide students with more praise than corrections
- Talk to students with respect using positive voice tone
- Actively engage everyone in the class during instruction
- Use re-teaching, reminding, and redirecting as we teach
- Look for the positive first and provide positive, immediate, frequent, and explicit feedback

School Rules & Voice Scale

As a school we have established three school rules based on classroom rules. These rules are:

- Be Respectful
- Be Responsible
- Be Safe

With these rules we developed a behavior matrix that explains and shows how these rules apply in different locations at school. Along with this we use the 5-point voice scale, shown below, to indicate the type of voice used in different locations. For example, we ask all students have a #2 Voice and whisper in the hallway and a #1 Voice and make No Sound in the bathrooms, as noise will disrupt other students learning.

5		Outdoor
4		Cheer/Chant
3		Talk
2		Whisper
1		No Sound

PBIS and RC at Home

PBIS and RC are not only things that happen at school, they can also be used at home.

- Get together as a family, decide on your rules for home, or use the ones from school.
- Discuss how behavior would look like in different settings at home.
- Create a behavior matrix for the different settings at home.
- Create a positive environment where children can succeed and know they can meet the expectations.
- If expectations are not met, they have the opportunity to practice and learn the expected behavior.

	Mealtime	Bathroom
Respect Self	Make healthy food choices	Maintain privacy
Respect Others	Use good manners	Flush
Respect the environment	Put dirty dishes in sink	Pick up wet towels

For further information regarding PBIS and RC at Meadowview or the Eau Claire School District, please feel free to contact:

Randy Richter - School Counselor & PBIS Tier II Facilitator - 715-852-4003 - rrichter@ecasd.us
 Kit Schiefelbein - Meadowview School Principal - 715-852-4000

HEALTH SERVICES

Immunizations

Wisconsin State Statute 252.04 requires that all students through grade 12 who do not submit waivers must present evidence of having received at least the first dose of each vaccine required for their grade within 30 school days of admission and the second dose of DTP/DTaP/DT/Td, Polio, MMR, Hepatitis B and varicella vaccines within 90 school days of admission. Evidence of the third and fourth doses (if required for their grade) of DTP/DTaP/DT/Td, Polio and the third dose of Hepatitis B vaccines must be submitted within 30 school days of the beginning of the next school year. We require evidence of these immunizations to be kept in the child's cumulative file. If immunizations are not up to date, your child may be excluded from school until the proper immunizations are received.

ECASD Sick Child Guidelines for the 2020-2021 School Year

1. The ECASD will continue to follow our usual district sick child guidelines:

If a child exhibits any of the following symptoms at school, a parent/guardian/emergency contact will be notified to come and pick up the student:

- Fever-Temperature of 100.4° or more
- Diarrhea
- Vomiting
- Persistent coughing
- Draining or spreading rash

Please keep your child home if he/she currently has or has had any of these symptoms in the last 24 hours.

2. In addition to our usual district sick child guidelines, the ECASD will also be following the COVID-19 sick child guidelines as outlined by the Eau Claire City-County Health Department.

If a child exhibits any of the following COVID-19 symptoms at school, a parent/guardian/emergency contact will be notified to come and pick up the student as well as any other household contacts such as siblings or any other students living within the same household. One of these:

- Cough
- Shortness of breath
- Difficulty breathing
- New loss of taste or smell
- Two or more of these:
- Fever, chills, or shivering
- Muscle aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Please keep your child home if he/she currently has or has had any of these symptoms in the last 24 hours above what is normal for them.

See the reference below from the Eau Claire City-County Health Department (page 2).

Medications

Whenever possible, all medications should be administered at home; however, under certain circumstances it may be necessary for a student to take medication while in school. No prescription or over-the-counter (OTC) medication shall be given to a student by any employee of the District unless written instructions for administering medication, signed by the prescribing physician/licensed prescriber, along with written authorization from the parent(s)/guardian(s), authorizing school personnel to give medication in the dosage prescribed by the physician/licensed prescriber, have been delivered along with the drug to designated school personnel. **In order for school personnel to administer the medication, parent(s)/guardian(s) must complete and submit the approved child/student medication management forms.** School personnel authorized to administer medications must complete the district-approved medication management training. The Eau Claire Area School District assumes no responsibility in circumstances where students bring and consume medication at school without benefit of the procedures outlined within the medication administration policy. For questions about medications, contact the School Nurse.

Head Lice

Eau Claire Area School District's procedure for head lice management in schools is based on recommendations from the Centers for Disease Control, the American Academy of Pediatrics, the National Association of School Nurses, and the ECASD Medical Advisor.

According to this procedure:

- Head checks will be done on individual students as needed. **Classroom checks will not be done.**
- When live head lice or nits (eggs) are found on a student, the parent/guardian will be notified by phone. The student may remain in the classroom, and a letter and treatment information will be sent home.
- **Parents are asked to treat for head lice, remove all nits, and follow household cleaning recommendations, prior to sending their child back to school.** These treatment and cleaning recommendations will be sent home with the student.
- If live head lice are found on a student, that student will be re-checked upon returning to school.

OTHER

Birthday Treats

Children may bring a treat to celebrate their birthday. Treats should be brought only for the child's classroom. All treats must be purchased and packaged individually. Please check with the teacher to see if there are allergy issues in the classroom.

Birthday Invites

Birthday invites should be sent from home. We do not allow them to be passed out at school.

Cell Phones and Electronics

Students may not use cell phones or electronics during the school day, including fieldtrips. All devices should be in the "off" position and cannot be displayed during the day. Electronics are high theft items and we recommend that they not be brought to school.

Family Information Change

It is extremely imperative that we maintain current data on our students including address, phone number, parents' work location or phone number, emergency contacts, etc. If, during the school year, any of this information should change, please inform us by calling #852-4000 as soon as possible.

Visiting

During this time of the pandemic, we are not able to have visitors.

Volunteering

We love volunteers! They are recognized for their valuable contributions to the instructional process.

We are looking for ways to virtually bring volunteers into the classroom. If you would like to virtually volunteer in your child's classroom, please speak with the teacher and/or the partnership coordinator.