

# CHISHOLM BELIEFS AND GOALS

*Chisholm's mission is to impact and empower  
our community of learners  
to be responsible, productive citizens.*

## **CHISHOLM** *Vision:*

All Chisholm students will be proficient learners at grade level or above and will exhibit positive character traits that will enable them to be responsible and productive members of society.

- Provide differentiated instruction to meet the learning needs for all children.
- Recognize that children are developmentally different and learn at individual rates of speed.
- Provide learning opportunities which strengthen and enrich the whole child (i.e. social, emotional, physical, as well as academic.)
- Create a safe, nurturing environment in which students will be able to experience success.
- Realize that a child's success and growth is a team effort involving parents, teachers, and students.

## **CHISHOLM** *Value Statements:*

We will:

- Create opportunities for students to work at concrete, conceptual, and abstract levels of problem solving.
- Increase the use of technology as a tool for the student to be able to access information, manipulate data, synthesize concepts, communicate with others, collaborate on problem solving, and creatively express ideas to others.
- Continue to offer opportunities for students to gain an understanding and appreciation for the Fine Arts.
- Show student advancements in physical skills, creative thinking, decision making, respect for cultural diversity, and healthy living.

## **CHISHOLM SCHOOL RULES:**

Do the Right Thing  
Do your Best  
Treat Others the Way you Want To Be Treated

*It is important for students to know that breaking rules will automatically be followed by logical consequences. Please stress to your child that any form of violence (fighting, hurting, etc.) will not be tolerated at Chisholm. Please help encourage your child to find other means to deal with conflicts or anger. Our goal is to have all students safe at Chisholm. School personnel are expected to treat students with respect, and students are to treat school personnel likewise. Disrespect and insubordinate behavior is never acceptable.*

## **CHISHOLM SCHOOL MOTTO:**

**Chisholm Chargers show Chisholm Pride by  
Putting safety first  
Respecting others  
I own my own behavior  
Demonstrating self control  
Encouraging others**

## **CHISHOLM SCHOOL COLORS:**

Blue and Gold

## **CHISHOLM MASCOT:**

*Chisholm Chargers*



# CHISHOLM ELEMENTARY

## **ARRIVAL:**

Teachers are on duty to provide supervision beginning at 7:55am **Please do not leave students before this time.** Boys and girls gather on the playground on days when the weather is favorable, a green flag is placed outside to indicate students can gather on the playground. A red flag will be placed if weather is unfavorable. Students (1st,,4th,5th) should report to the cafeteria and (K,2,3) should report to the gym during bad weather. **The tardy bell rings at 8:25 a.m.**

## **SCHOOL HOURS:**

### Pre-Kindergarten :

Morning Session	8:25 - 11:05 a.m.
Afternoon Session	12:35 - 3:15 p.m.

### Kindergarten - Fifth Grades:

First Bell	8:20 a.m.
School Starts	8:25 a.m.
Dismissal	3:15 p.m.

## **DISMISSAL:**

If students must leave school anytime during the school day, **parents or those designated on the enrollment card must check them out through the office. Please do not go directly to the classroom.** If you need your child to be checked out at the end of the day, please do so before 3:00 p.m.

## **CLOSING SCHOOL :**

Oklahoma's severe weather makes it necessary at times to close school. Area television and radio stations will alert the public when this decision has been made. Early dismissal is not a common practice in the Edmond School system due to the inconvenience it would cause to working parents. Download the School Connect app for IOS and android, configure to your school to receive up-to-date push notifications.

## **REPORT CARD INFORMATION:**

Report cards will be sent home the week following each grading period, usually on Thursday. Please sign and return the envelope immediately.

Quarterly distribution of report cards will occur on the following dates for the 2014 - 2015 school year.

First Quarter	October 22, 2015
Second Quarter	January 7, 2016
Third Quarter	March 24, 2016
Fourth Quarter	May 23, 2016

## **CURRICULUM:**

The curriculum at Chisholm Elementary includes an integrated study of reading, math, language arts, spelling, social studies, science, penmanship, health, physical education, music, and art. A copy of the **Priority Academic Student Skills** and the Edmond Public Schools curriculum is available for review in the Principal's Office, or in the Media Center, or can be accessed on the State Department of Education website at [sde.state.ok.us](http://sde.state.ok.us). The philosophy of the Edmond Public School District promotes parental involvement and input.

## **ASSESSMENT:**

Teachers use a variety of assessment techniques when measuring student progress. Projects, daily assignments, performances, and tests are some examples. Each child's reading progress is assessed 3 times a year to determine reading fluency and if additional intervention is needed. Math uses curriculum based measurements, also assessed 3 times a year.

## **COMMUNICATION:**

It is very important for the school and parents to have close communication. The following are some methods used to communicate:

- Thursday Folder
- PTO Facebook page
- Schoolway Connect App (IOS & Android) Download and configure to your school to receive push notifications.
- Infinite Campus—Gradebook & school related information
- Monthly Newsletter—will be sent to the e-mail address listed in our directory
- E-mail and phone calls
- Oct. 8. & 13—Parent/Teacher conferences
- Call the school at anytime you wish to discuss any concerns or questions you may have

## **CLASS PLACEMENT CHANGE:**

From time to time parents request moving their child to a different classroom. At Chisholm the procedure is as follows:

- Step 1 Parent and teacher should have had contact and worked together to resolve any source of difficulty.
- Step 2 Parent should visit with the counselor and/or administrator. Concerns should be in writing.
- Step 3 A meeting of the parent, teacher, administrator, counselor, and if needed, student will take place.
- Step 4 A 30-day action plan will be written and implemented.
- Step 5 Parent, administrator, and teacher will meet to determine the outcome of the plan.
- Step 6 Final decision to change classroom placement will be made by the administrator.

# GENERAL INFORMATION

- Parents are welcome to visit the school. **ALL PARENTS must sign in using the Lobby Guard Kiosk in the office and take a visitor sticker. A valid Driver's License will be required to use the kiosk.**
- Please call the office (340-2950) for the following reasons:
  - 1) Report an absence.
  - 2) Notification of a change of address and/or phone numbers.
  - 3) If your child is withdrawing from Chisholm. Please call several days ahead of time in order for the paperwork to be done in a timely manner.
- Students and parents should make after school arrangements before the school day begins. **If plans change during the day, please call the office BEFORE 2:45 p.m. This gives us enough time to get the message to your student.**
- If a student must leave school during the day, they will only be released to the person(s) designated on the enrollment information. All students must be signed out through the school office. Students will not be called out of class after 3:00 p.m.
- **Toys (including Game Boys, CD players, radios, trading cards, Heelies shoe skates, etc.) should not be brought to school.** Items will be taken to the office and may be picked up at the end of the school day for the first offense. After the first time, the item will be kept in the office and may be picked up by the parent. EXCEPTION: Students may bring items for "Show and Tell" under their teacher's guidelines. These items will remain in the classroom.
- **Please mark all lunch containers and clothing items with the student's name.** A lost and found box is located in the cafeteria. Unclaimed items will be given to a charity organization at the end of the semester.
- Students must have a note from the parent to remain inside for recess.
- Students are not allowed to ride home on the bus with a friend.
- **Communication with your child's teacher is important. Out of respect for the learning environment, the teacher's preparation time and the teacher's instructional time with students, please call and schedule a time that is convenient for you and the teacher to visit regarding your concerns. To preserve the learning environment, please do not go to your child's classroom without notifying the office or the teacher.**
- Since birthdays are important at this age, the following guidelines should be helpful when planning school celebrations:

Pre K - Scheduled by teacher on snack calendar  
Kindergarten - Scheduled by teacher for each child  
1st grade - Scheduled by teacher for each child  
2nd grade - Star Student/Top Banana  
3rd - 5th grade - Arrange with teacher

**To prevent hurt feeling, all party invitations need to be sent by mail. Floral, balloon bouquets, can not be accepted for students. Please have deliveries made to the child's home.**

- Chisholm Elementary reserves the right to release to the press any student recognition of honors and awards.

STATE LAW (Section 24-103, of Title 70) reads:

"Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other property. School personnel shall have access to school property in order to properly supervise the welfare of pupils."

## **CAFETERIA INFORMATION:**

Edmond Public Schools participate in the National School Lunch Program. The cafeteria will serve hot lunches beginning the first day of school. A choice of multiple entrees is available each day. Breakfast will be at a cost of \$1.60, lunch may be purchased for \$2.75 per day which includes milk. Individual drinks can be purchased: milk \$0.50, juice \$0.50, and bottled water \$0.50. **(Prices are subject to change.)** If your student would like to purchase a "super" lunch (a lunch where the entree item is doubled) he/she will be charged \$1.50. Children from households whose income falls within the federal income guidelines are eligible for either free or reduced prices. An application is available in the office. Parents are always welcome to eat lunch at school with their children. They may call ahead (before 9:00 a.m.) and pre-order a school lunch or bring food in for their student only. Parents can take their children out to lunch or pick them up and take them home for lunch. **Students will not be allowed to walk home for lunch (this is a safety issue.)**

## **BIKE RIDERS:**

Students in grades 3rd - 5th may ride bicycles to school. Bikes should be walked on sidewalks and across crosswalks and parked in the bike racks. Bikes are not to be ridden on school grounds during the day. It is recommended that locks be used to secure bikes during the day. The school will make every effort to safeguard bicycles, but cannot assume responsibility for them. Students should not be around the bike area except to put away or pick up their bikes.

## **WALKERS:**

Students walking are expected to leave the school at dismissal time, and go directly to their after school destination (home or sitter's house.) Students should not stop by a friend's house to play without prior parental arrangements.

## **RAINY DAY PICK-UP PROCEDURES:**

To ensure the safety of our children, on rainy/inclement weather days we will dismiss all students from the front only. If it is crucial for students to dismiss out the back, regardless of the weather, we will need a note on file in the office stating your wishes to do so, otherwise students will be sent to the front for pick-up/dismissal.

## **PARENT DROP OFF/PICKUP:**

When entering the parking lot to drop off and/or pick up your student, **please pull completely forward**. Parking and/or stopping in front of the main school doors interrupts the flow of traffic. Please place name strip on visor with student name visible to notify duty teacher who is being picked up.



## GENERAL INFORMATION CON.'T

### **DRESS CODE:**

Appropriate length of skirts/dresses or shorts will be determined by measuring with a dollar bill from the top of the knee to the bottom of the garment. Appropriate width for straps must be the width of 2 adult fingers. \*Any students whose clothing does not meet the requirements will be asked to call for a change of clothes.\*

## SEVERE WEATHER CHECK-OUT

### **CHECKING STUDENTS OUT EARLY FOR SEVERE WEATHER**

Living in Oklahoma, we all know that our weather can turn in a moment's notice. In the event we are under a severe winter or thunderstorm warning and we see that many of our students are being picked up early, we will go into the following checkout procedure to expedite this process:

1. Parents/ guardians will enter through office doors and need to fill out a checkout slips for **each child** they are picking up.
2. Parents/ guardians will hand checkout slips to office staff for the students to be called out of class. Once the students have been called, parents/ guardians will be directed to go into the cafeteria to wait for their students. Parents/ guardians and students may then exit out of the north doors of the cafeteria.
  - Please keep talking and noise levels to a minimum while in the office to help our staff manage this process.
  - Parents picking up students early will need to do so prior to 3:00. By 3:05, we will be moving all students into dismissal locations (Cafeteria for parent/car riders. Gym for bus riders) as we prepare for the 3:15 bell.

Be sure to download the **School Connect App** to receive up-to-the-minute push notifications during the event.



## MEDIA CENTER

Chisholm has a computerized circulation system and catalog of resources available in the Media Center. Here, children may learn to work independently and together to gain knowledge about the world outside their immediate home and school environment. Every effort is made to provide the best quality in children's literature for both research and pleasure reading. In addition, a wide array of information resources designed to support the curriculum are available. These materials are arranged in an easily accessible manner to insure optimum use by the teachers and students.

### **MEDIA CENTER HOURS:**

The Media Center is open daily from 8:25 a.m. to 3:15 p.m. Students are welcome at any time with the permission of the classroom teacher. A full-time library media specialist and a full-time aide are employed for assistance.

### **CHECKING OUT BOOKS:**

Books are available for all students. Students in kindergarten and first grade may check out one book at a time while boys and girls in second through fifth grade may check out two books. Books are checked out for a two week period. Students are responsible for library books checked out to them. If they are lost or damaged repayment is required.

### **OVERDUE BOOKS:**

Students and their parents are responsible for the replacement cost of books which are lost or damaged. A student who has a damaged or a lost book is not allowed to check out materials until the matter is cleared.

### **DONATIONS:**

Parents may donate fifteen dollars to the Media Center to commemorate a student's birthday. This permits the person honored to select a "BIRTHDAY BOOK" from a designated group of books to be placed in the Media Center. A book-plate with the child's name is fixed in the front of the book. This donation allows an increased number of quality books to be added to our collection, in addition to providing your child an opportunity to give a special book of his or her choice to our Media Center.

### **PARENT VOLUNTEERS:**

Parent volunteers play a vital role in the operation of the Media Center. Volunteers assist with circulation, shelving, and book maintenance, thereby allowing the media specialist more time to work with students. Please contact the Media Center for more information if you are interested in volunteering.

# NOTES