

Beebe Parent to Parent Guide

*...as told from one
parent to another*

This publication is sponsored by Beebe's Home and School Association and the School Family Community Partnership.

★ *All changes made during the school year will be in italics.*

Welcome to Beebe Elementary School! We know you expect your child to get an excellent education here and you will not be disappointed. What you might not expect is such a warm, inviting environment which welcomes everyone into the Beebe family. With that in mind, we created this Guide to help answer those every day questions about school that we all wonder about. We hope the information on these pages helps you feel more informed and connected to Beebe School and all it has to offer.

"We believe that each Beebe graduate will be a compassionate citizen, a complex thinker, a responsible team member, an effective communicator, a self-confident individual, and a life long learner." – Beebe mission

HERE'S WHAT'S INSIDE!

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All information in this Guide, including dollar amounts, are current for the 2009-2010 school year and are subject to change.

ESSENTIAL FIRST FACTS

Our family is new to Beebe School. How do I learn about District 203?

The easiest, most comprehensive way to learn about the school and district is to visit the District 203 website at www.naperville203.org. The second best way to learn about Beebe is to check your child's backpack daily! Lots of really important papers come home informing you of upcoming events, school news, and many "must know" things. Lastly, please read the Communication section for many more helpful ways to learn about Beebe.

What's available to new families?

The Home and School Association's Welcome Committee was created to welcome new families to the Beebe community. If you move to Beebe during the school year, a committee member will contact you to welcome you, provide you with school information, and answer any questions or concerns you might have.

Can I tour Beebe School?

Yes. There is typically a New Family Tour before the beginning of the school year. During the school year, tours for families are given if families request them. Please contact the School Office if you would like more details.

How did Beebe school get its name?

Ralph E. Beebe was the Superintendent of Schools from 1927 – 1958. He was a highly regarded leader who encouraged his teachers to strive for excellence. Mr. Beebe opened Beebe school in 1955 with 318 students. Beebe has undergone four major expansions since then and the student population now is approximately 775 children.

What is the school address?

Beebe Elementary School
110 E. 11th Avenue
Naperville, IL 60563

How do I know if my child will go to AM or PM Kindergarten?

Typically, children attend AM or PM sessions according to their subdivisions. If your area has usually attended the AM session, then chances are that will continue. However, sometimes due to changes in the numbers of children enrolling in Kindergarten, changes in AM or PM sessions occur. After you register your child, you will receive a letter in the mail in the late spring or early summer confirming your child's Kindergarten session.

How do I find out what teacher my child will have?

Class lists are typically posted a few days before school starts. Lists can be found on the front doors (door #1), the school door that faces east, near 11th Avenue, and leads to the Beebe school playground (door #8), and the doors that face 12th Avenue (door #7).

Will my child's teacher contact him?

Kindergarten teachers often introduce themselves to children with a card or letter in the mail. Otherwise, students will meet their teachers on the first day of school.

Are siblings allowed at school?

There are many family events during the Beebe school year which include the entire family. If you need to attend a meeting at school or are volunteering, be sure to ask your child's teacher before bringing any siblings. Depending on many factors, siblings may be welcome – or not!

Can I bring the dog to school?

No pets are allowed on school grounds. Some children are frightened by animals and others may be allergic. Before or after school, you may wait across the street for your child with your family pet.

Are there child care programs available for before or after school care?

Heritage YMCA offers Safe 'n Sound child care *after school* at Beebe, designed to meet the needs of working parents. Contact www.heritageymca.org for details. The School Office has a list of additional child care programs in the Naperville area.

When it is snowing, how do I learn if school is open or closed?

Chances are that Beebe is open. Snow delays and closings are rare. The three most reliable sources of information if you wonder if school might be delayed or closed are:

- * An email message will be sent to all Blackboard Connect (formerly Talk 203) subscribers. You may subscribe via the website at www.naperville203.org.
- * A recorded message regarding a delay or closing will be available on the District 203 Administrative Center's main line at 630-420-6300.
- * An automated phone message is typically sent to all parents (unless you have opted out of Connect-Ed phone call-outs). You may sign up for Connect-Ed through the website at www.naperville203.org.

Closing of one school only (such as for a broken water pipe), will result in a phone message being sent to all parents (unless you have voluntarily opted out of Connect-Ed phone call-outs). However, keep in mind that no system is foolproof. A power outage or extreme demand on these systems could affect access to communications technologies.

Therefore, information on District 203 school delays or closings can also be obtained through:

Emergency Closing Center www.EmergencyClosings.com Search the Emergency Closing Center website by school name, city, or phone and/or sign up for e-mail notifications regarding school closings.

Radio WGN Radio - 720 AM
 WBBM News Radio - 780 AM
 WERV - 95.9 FM
 City of Naperville - 1610 AM
 WONC FM North Central - 89.1 FM

Television CBS 2
 NBC 5
 ABC 7
 WGN 9
 FOX 32
 CLTV News

What is the school calendar this year (vacation dates, holidays, etc.)?

School dates vary slightly each year. Please contact the School Office to obtain a school calendar or refer to www.naperville203.org for information.

TRANSPORTATION

How do I know if my child will ride a bus or walk to school?

Children who live within a 1.5 mile radius of the school are considered walkers. However, if your child's walking route entails crossing busy intersections, your child may qualify for riding a bus. If you are not sure about your child's status, your transportation information typically comes in the mail during the summer. You may also call the Transportation Office at 630-420-6464 with questions. Students who do not ride a bus either walk or have someone drive them to and from school. Check with neighbors or the Beebe School Directory (hereafter referred to as the School Directory) to arrange carpools.

What if my child forgets something on the bus?

Typically, bus drivers collect forgotten items after each trip and save them on the bus until the following day. You may want to call the Transportation Office at 630-420-6464, as soon as you realize an item has been forgotten on your child's bus. The office staff there can typically locate the driver and find out exactly where your item is and together you can make plans to retrieve it.

What if I choose to drive my child to or from school?

There is no supervision for students at school before 8:00 am and it is not safe to leave children unattended on school property. So therefore, before school, all students, including Kindergarten, can be dropped off between 8:00 am (not before!) and 8:10 am on the 11th Avenue side of Beebe (south side), coming from Loomis St.

Enter the car line, have patience, and pay close attention to the teachers and staff members. Have your child unbuckled and ready to get out at the unloading zone near the playground. Please pull as far forward as possible prior to your child departing from the car. There are plenty of adults to assist and supervise the arriving students. Whenever possible, after dropping off your child at school, make only a right turn onto Washington Street from 11th Avenue. Making a left turn onto Washington Street takes quite a long time during morning rush hour, creating a back up of cars in the car line.

After school, please follow the same routine to pick up your child, promptly at 2:30 pm.

May students ride their bikes to school?

With parents' permission, students in 3rd - 5th grades may ride their bicycles to and from school. For safety reasons, students must walk their bikes when they are on school property. Bike racks are located on the school playground, near 11th Avenue. Students are encouraged to lock their bikes and helmets each day. No roller blades, shoes with wheels ("heelies"), skateboards, or scooters are to be brought to school or used as transportation to school.

What if I want to park the car and drop off or pick up my child?

You may park in the lot on the west side of the school, near the Beebe main entrance. The lot is often very crowded before and after school, but double parking is never allowed, not even "just for a minute." Also, be considerate and please do not park in the striped areas next to each handicapped spot. There are several parallel parking spots available along the street between the parking lot and Washington Street. Use those spots instead if the school parking lot is full.

Where do the children go once they are dropped off (by car or bus) at school?

All students (whether walkers, bus riders, or those dropped off by cars) begin their school day on the Beebe playground. Beginning at

8:00am, there is supervision for students, so please do not drop your children off at school prior to this time as it is unsafe for children to be left alone on the school playground. Once they arrive, students line up in their classroom's line, which is designated by a Beebe bobcat print and grade printed on the blacktop surface. Teachers will direct these lines into the school between 8:05 am and 8:10 am through the rear doors, off of the playground.

If the weather does not allow for outdoor lineup, students in grades 1 – 5 will go directly inside and enter their classrooms. Kindergarten students will line up in the hallway by the Learning Resource Center (hereafter referred to as the LRC) with their teachers.

What happens for afternoon Kindergarten students when they arrive and depart?

Kindergarten teachers begin to supervise the arrival of their students at 11:50 am. For safety purposes, if you arrive prior to this time, you must wait with your child until the teachers are present.

If you are driving your afternoon Kindergarten student to school, please drop them off in the car drop off line, on the 11th Avenue side of Beebe School, near the playground. Afternoon Kindergarten students who arrive by school bus or day care transportation will be dropped off in the car drop off line, also. Those who are walkers will join the rest of their classmates on the playground's blacktop. As the students arrive, they will line up on their designated Kindergarten Beebe bobcat print on the blacktop, before going into school. In the case of inclement weather, students will enter Beebe through the rear doors, right off of the playground, and line up in the LRC hallway with their teachers.

Recess for older students will be occurring when the afternoon Kindergarten students are arriving. For safety reasons and to account for all Kindergarten students, the arriving Kindergarten students must wait in their lines, not play on the playground. There

will be many other opportunities for the Kindergarten students to play on the playground with their classmates!

Afternoon Kindergarten students will be dismissed at the same time as the rest of the school. Students riding buses home will be escorted to their buses. Those who go home via day care transportation or their parents' cars will be taken to the car drop off line by their teachers. If they are walkers, Kindergarten students will meet their parents on the blacktop.

Where do I pick up my morning Kindergarten student?

Morning Kindergarten students who are going home on a bus or going on day care transportation, will be escorted by their teacher to the car drop off line. Students whose parents are picking them up in cars can be picked up in the same car drop off line, on 11th Avenue, near the playground. Walkers will meet their parents on the blacktop.

What if my child wants to go home with a friend who normally goes home from school another way?

Any changes in your child's transportation home require a crystal clear note from you to the teacher. Your child should have a complete understanding about the change in plans. Buses can be crowded, so do not assume your child can ride home on another child's bus. Call the Transportation Office at 630-420-6464 to see if your child is permitted to ride with another child. If the answer is no, plan to pick up both students after school.

FIRST DAY OF SCHOOL

What supplies does my child need on the first day of school?

The Home and School Association makes complete school supply packets available for purchase for every student. If your student is

currently enrolled at Beebe, the following year's class supply lists and purchasing information will be sent home in his backpack in the spring.

If you are new to Beebe, you will need to buy school supplies. Each grade level team of teachers creates a list of grade level supplies that are needed for the school year. The School Office has copies of the lists and they are also available at www.naperville203.org.

If you purchase your child's supplies from Home and School, they will be on your child's desk on the first day of school. If you choose to purchase your own supplies, send them with your child on the first day of school.

Kindergarteners are unique. You do not have to purchase supplies for your Kindergartner until the first week of school. A supply list and an order form will be sent home in your child's backpack.

Why should I buy school supplies through Home and School?

It's easiest for students (they're prepared and don't have to haul the supplies on the first day), easiest on the teachers (everyone has the same items), and easiest on you! They offer the best prices and there's no hassle finding any items.

What if my child really wants to buy school supplies?

Although purchasing school supplies from Home and School is an option, it really is a great way to make sure you have the correct items and aren't visiting many stores searching for some unique supplies. If you still want to purchase your own supplies, that's ok, too, because we know it's fun for some children to pick out their own supplies! Actually, some teachers encourage you to buy similar supplies on your own for your child to have at home for homework, projects, etc.

Can my child bring a comfort object on the first day of school?

If absolutely necessary, perhaps, but call the teacher first to discuss your child's specific needs. Your child's teacher may be able to make other efforts to make your child comfortable enough to leave the item at home.

Is there a backpack policy?

Backpacks with wheels are discouraged because they're actually heavier for students to carry onto buses and can trip others in crowded halls during busy times, such as dismissal. Instead, choose a traditional backpack large enough to accommodate your child's lunch, books, folders, etc. Be sure and check your child's backpack daily for important school mail!

Can my child bring a water bottle to class? A snack?

Some classrooms have their own water fountains, in which case children do not need to bring water bottles. If children in first through fifth grades do not have access to an in-class fountain, they may bring a water bottle to school each day. Teachers will share more details about this at Parent Orientation or through their classroom newsletters.

Students first through fifth grades are also permitted to bring a healthy snack to class each day. However, they are not permitted to share their snacks with each other, due to allergies. Specific snack suggestions will be provided by your child's teacher and may vary by grade or class, dependent on student allergies.

Kindergarten students do not bring daily snacks to school.

Occasionally, Kindergarten students will have snacks in class as part of the curriculum. Parents will be notified in advance, in case children have allergies to any of the food or drink items. If a Kindergarten student brings a snack for himself or edible treats for his classmates, they will be returned home.

Does my child need a lunch on the first day?

Yes! Children may bring lunch or you can send money with your child (check preferable) to buy the Beebe hot lunch and half-pints of milk. See the Lunch section for more details.

What should my child wear to school?

Comfortable, weather-appropriate clothing and comfortable shoes are recommended. If it's your child's gym day, he should wear tennis shoes (if you're not sure, have him wear them, just in case). Encourage your child to wear layers if it's cool in the mornings. Revealing clothing (halter tops, belly-baring, strapless, etc.) is not recommended and please remind your child not to wear his nicest outfits on gym and art days!

HEALTH, ABSENCES, AND ATTENDANCE

Who works in the Health Office?

Beebe has a part time nurse, a full time health technician, and a part time bilingual health technician. Together, these three people oversee students' physicals and immunization records, administer first aid, plan for students with health concerns, conduct hearing and vision screenings, administer medication, and many other important duties. See www.naperville203.org for more detailed job descriptions.

When should I keep my child home from school?

Some common reasons for keeping a child at home are fever, lice, pink eye, rash, strep, and chicken pox. Consult the Beebe School Student and Parent Handbook (hereafter referred to as the Handbook) for more detailed examples of when to keep your child home. However, any time your child is ill, call your pediatrician for advice before sending your child to school.

What if my child is sick and can not attend school?

If your child is sick, call in the absence to the Health Office before 7:45 am. Parents of PM Kindergartners need to call before 10:00 am. Follow the instructions on the recording. If the Health Office does not receive a call from you, you will be contacted.

If you know your child will be absent for more than one day due to illness, you need to call the Health Office between 10:00 am and 2:00 pm to speak with the health technician.

What if my child will have an extended absence due to vacation?

If your child is going to be absent due to a vacation, you need to contact the Health Office with the dates, either by phone or in a note. It is also helpful to inform your child's teacher directly, so you and the teacher can discuss what work or projects your child will miss and how to plan for completing the work.

How does my child make up work?

Homework for a vacation or family trip may or may not be assigned in advance, as much learning is hands-on and takes place in the classroom, so is hard to replicate. Make-up work, as appropriate, may be assigned upon return from a vacation or illness. Please contact your child's teacher to find out his policy regarding making up missed assignments and class work.

What happens if my child is late for school?

If you know your child will be late, please call the Health Office or send a note the day before. If your child arrives late at school you must sign him in at the Health Office.

What penalties are there for being late or absent?

All schools track attendance carefully. Beebe School will send home a letter when the number of absences or tardies becomes a concern. If tardiness or absences continue after the letter is sent, school personnel will request a parent conference or a doctor's

note to verify an illness. Excessive absences will be brought to the attention of the county truancy officer.

What if my child has a doctor's appointment?

If your child is going to be late to school due to a doctor's appointment please call the School Office or send a note the previous day. If your child needs to leave school early, you need to send a note on that day. When you come to pick up your child, you must go to the School Office to sign him out. If he will be returning to school following the appointment, you must sign him in upon arrival.

Does my child need a doctor's note to return to school after being home sick?

No, unless your child has specific restrictions from his physician.

What if my child is unable to participate in gym due to illness or injury?

A parent or physician note is required for a child to be excused from physical education class. A parent note will be accepted for up to 3 consecutive excused days. A physician's note is required if excused for more than 3 days.

If your child is unable to participate in gym class due to a medical reason or parent request, he will not be able to participate in outdoor recess either. He may go outside with his classmates and sit to get "fresh air," only. Please remind your child about this school guideline. Some parents send a quiet activity (such as cards or activity book) for their children to do with a friend during recess, which is great!

What if my child has allergies? Is vegetarian? Has asthma?

Prior to the start of the school year, inform the Health Office if your child has *any* type of allergy or medical condition. They will provide you with information on how to address these issues with his teacher. Also, be sure your child knows what his restrictions are. For example, if your child is allergic to nuts, inform him there is a "hot lunch only" table in the gym at lunch time, as all ingredients in the Sodexo's hot lunch program are nut-free. There are always

vegetarian options available in the hot lunch program to accommodate special diets. You can email Sodexo@naperville203.org if you have other questions regarding lunch menu items. Additional medical and allergy information and forms are provided in the Handbook.

Can my child bring prescription medicine or cough drops to school?

Forms are needed for the administration of any medication in school. See www.naperville203.org or the Handbook for forms. They can also be obtained at the Health Office and must be returned there.

FEES AND EXPENSES

What fees and expenses can I expect each year?

School fees

These are annual mandatory school registration fees and subject to price change.

Kindergarten - \$46

Grades 1 – 5 - \$97

There are also annual optional fees, such as a donation to the Naperville Education Foundation (all grades) and band and orchestra fees (fourth and fifth grade only, \$52).

What is the Naperville Education Foundation? Why are we asked to make a donation?

This not for profit organization was established in 1992. The Foundation uses its donations to fund programs and projects for all students that enhance or supplement educational programs. Donations made to this foundation are also used to help fund grants and scholarships for District 203 students. Excellent detailed

information about the history and successes of the Naperville Education Foundation can be found at www.naperville203.org.

School photos

Beebe contracts a photography company to take school photos, once in the fall and once in the early spring. If you are interested in buying the photos, cost ranges from \$15 – 60, depending on what type of photo package is purchased.

Yearbook

The average cost of the Beebe yearbook is \$10, but can vary depending on the year and content.

Home and School Association programs

Some programs are free and others have costs involved, usually under \$10. Contact the chairperson of a specific program or event for more details.

Hot lunch and milk

Lunches cost \$2.05 each. Milk is \$.30 per carton. This is the first increase in the price of milk in 10 years! Some families may qualify for free or reduced lunches and milk. Consult the Handbook or www.sodexoeducation.com for details. Additional information is also provided in the Lunch section.

Teacher gifts

There is currently no group gift giving program for teachers from their students. Individual families or students are welcome to purchase small tokens of their appreciation for teachers at any time. Also, the Cards for Kids program allows Beebe families to purchase various gift cards as a “thank you” to a special teacher at the holidays, end of the school year, or any other time of the year. Gifts for teachers or special staff members are purely optional and never required.

What methods of payment are accepted at Beebe?

School programs and costs can be paid for with cash or check only. However, the hot lunch program does accept credit and debit cards for on-line payments. See www.sodexhoeducation.com for details.

What is the Beebe Allied Fund?

This fund is an account that is used to deposit money received from Beebe families for school related activities during the year, such as field trips. This special fund keeps district related fees, such as registration fees, separate for bookkeeping purposes.

What projects can I expect this year? What will they cost?

All school projects aim to expand upon learning done in the classroom. Class projects are different for each grade level. Some might require parent assistance and others will not. Costs for class projects vary, but typically cost very little. Your teacher will provide you with the best information in plenty of time to complete the projects.

What supplies should I be saving for school projects?

Specific project details and material lists will be sent home in plenty of time prior to the due date. Many class projects utilize common items found at home, such as paper towel rolls, milk jugs, two liter bottles, etc. Start a collection of things such as these at home (in a box in your garage, for instance) and you'll be all set!

What field trips will my child take this year?

Each year all of District 203 second graders visit Naper Settlement, all third graders visit the DuPage Children's Museum, and all fourth graders also visit Naper Settlement. In addition, teachers of all grades plan for learning opportunities inside and outside the school to enhance classroom instruction. Information about each field trip, including fees (when applicable), is shared with parents in a timely fashion.

Can parents go along?

Some field trips require chaperones. Teachers will ask for parent volunteers at Parent Orientation or send requests home during the year. Chaperoning a field trip is a great way to get to know your child's classmates and teacher!

What is Outdoor Education?

The Outdoor Education experience is a highlight of the fifth grade students' year! It is a two day, one night program that occurs in the spring, during the school week. Students participate in off-site classes while away. The classes are led by Beebe teachers, as well as other instructors. The school district provides transportation and fundraisers help decrease the program costs for the students.

COMMUNICATION

What is the best way to communicate with teachers?

Email, phone calls, and written notes tend to be the most efficient means of communicating with classroom teachers. All teachers have email addresses. Email addresses are the first letter of the teacher's first name, full last name @ naperville203.org.

For example, to email Mrs. Elizabeth Martinez, Principal, use emartinez@naperville203.org.

In addition, all teachers have voice mail which they check when the school day ends. The teachers' phone numbers are listed on the Beebe website. In an emergency situation, please contact the School Office. Individual teacher's preferences for communication with parents are typically discussed at Parent Orientation each fall.

What is Talk 203?

District 203 has combined an informational email update service and telephone call outs (such as for emergency school closings) into one system, called Talk 203 (powered by Connect-ED). This invaluable service is for parents, students, and community

members interested in receiving timely information from the school district. Parents are automatically included in this service when they provide the school with an email address. Be sure and regularly check your email for pertinent news pertaining to Beebe and District 203.

Is there a school directory?

Yes. The Beebe School Directory is sent home in the fall, a few weeks after Parent Orientation. The School Directory lists students by classroom and has family names, addresses, and phone numbers (great resource for mailing birthday party invitations!). A form will be sent home the first week of school. If you do not wish to be included in the School Directory, the form must be returned by the indicated date. Due to privacy issues, the School Directory will most likely stay in the booklet format and not be available on the website.

What is the Beebe Bugle?

The Beebe Bugle is a newsletter published by the Home and School Association. It is distributed via email to all Beebe families at the beginning of most months in the school year. Paper copies of The Bugle are available in the School Office. The Bugle includes news from our school Principal as well as the Home and School President. It also features any news from the Home and School Board such as fundraising updates, upcoming activities, volunteer opportunities, and helpful programs. The Bugle includes news from scout troops, teachers, school staff, or school related organizations such as Band, Orchestra, and Student Council. The school's monthly calendar is also included, which contains all pertinent school events in one place.

What is Kid Mail?

Kid Mail is a way you can send mail (such as notes or notices) to another Beebe parent (or student). Simply bring your item to the School Office (or send it to school in your child's backpack, making sure your child knows to give it to his teacher) and place it in the Kid Mail box. It will be distributed and sent home within a day. This

mail system is *not* to be used for birthday party invitations. Please send those through the U.S. mail to your child's friends.

Please use the following example to label your item for Kid Mail:

To: Suzie Smith (*parent*)
c/o Billy Smith (*student, her son*)
1-Day (*student's grade-teacher*)

What is Parent Orientation?

Parent Orientation is an informational meeting held within the first two weeks of school. You are encouraged to join your child's teacher in the classroom to hear about curriculum, classroom expectations, and other pertinent information regarding the school year.

This evening is for *parents only* and lasts about one hour. While it is sometimes a challenge to find a babysitter for this evening, it is really important that you pay full attention to the teacher's presentation (without distractions from your child – or others!), so you are fully informed about the upcoming school year.

What are Parent Teacher conferences?

Twice a year, in October and in March, *parents only* have the opportunity to meet one on one with their child's classroom teacher. During this 15 minute session, the teacher will review and explain any questions you have regarding your child's report card, academic progress, areas for improvement, etc. To make the most of this short session, it is helpful if you are prepared with specific questions for the teacher.

Again, please leave your children at home for these very informative meetings. It is important that you and the teacher are focused on the conferences with no children as distractions. Also, you or the teacher may wish to discuss issues regarding your child's progress and having him present may make that difficult.

What is Open House?

Open House is held in January and is an opportunity for your child to show you all the wonderful things going on in his classroom and school through his perspective. Typically, students have a checklist of things to demonstrate, show, and tell about. You will also have the opportunity to meet your child's other teachers (art, music, physical education, LRC, etc.) All family members are welcome to attend!

CURRICULUM AREAS

How is the typical day scheduled?

Every grade level's daily schedule is fairly unique. However, generally, students in grades 1-5 have about two hours of reading, writing, and spelling each day, as well as about one hour of mathematics, and about one hour of science/social science.

What are specials?

The fine arts classes – music, art, and physical education – are often referred to as “specials.” Kindergarteners have one music class, one physical education class each week, and art class every other week. First through fifth grade students have two music classes, two physical education classes, and one art class each week.

Every school day, Kindergarten students visit the LRC to borrow books. Students in first through fifth grades check out LRC books weekly. Beginning in second grade, students may check out two books per week. The LRC Director gives frequent Book Talks to all grades. Some Talks are based on themes, such as poetry, and others are curriculum based. Students love this opportunity to learn about new or different LRC books!

What music programs exist at Beebe?

Kindergarteners have music class once each week. First through fifth grade Beebe students have music class twice each week. All students are exposed to vocal and instrumental music.

Interested fifth grade students can join Beebe Singers for vocal practice and performance experience. The Beebe Singers is an extracurricular choral ensemble that rehearses twice a week and is held for one half of the school year. This group performs at many school, community, and district functions.

Can my child play a musical instrument?

All Beebe students are exposed to various instruments as part of their normal music class. Each spring, third graders watch instrument demonstrations, try out their two favorite instruments, and then are assessed for talent and passion. In the summer following third grade, the District's summer orchestra and band programs begin. If your child wants to play an instrument, he can attend the summer band or orchestra program, consider taking private lessons, or start as a beginner in the fall of fourth grade. Informational letters are sent home with students in the spring, which include dates for band and orchestra camp, informational meetings, and sign-ups. The District rents some instruments to students. Various music dealers in the area also rent musical instruments to District 203 students. Information regarding rentals will be available at summer band and orchestra camp sign-ups.

During the school year, beginners and advanced students can also take group instrument lessons, which occur at various times during the school day. Typically, students miss a part of one of their academic courses for lessons, however, all Beebe teachers are aware of this schedule and support the importance of music education. The music directors set the rehearsal and performance schedules. Please refer to www.naperville203.org for more Beebe music program information.

What art programs exist?

Kindergarten students have art every other week. First through fifth grade students have art class once a week. Students are exposed to a wide range of classic and unconventional art methods. In addition, Beebe's Home and School Association sponsors a parent volunteer Art Awareness program held several times a year in the classrooms.

What is Beebe's commitment to physical fitness?

Like you, District 203 wants healthy kids, too. Kindergarten students have gym class once a week. Beebe students in first through fifth grade have gym class twice per week (remember sneakers!). Students participate in a wide variety of physical challenges in gym class, and students are free to run and play at recess, of course. Prepare your child to move easily each day with comfortable clothing and shoes. When the activity and season allow for it, gym is held outdoors. Beebe also offers two before school extra curricular physical fitness programs for those students who are interested.

Why is there carpet on the gym floor?

District 203 has installed carpet in all the elementary schools to soften the surface, reduce injuries, decrease gym noise, and to reduce costs associated with refinishing wood floors. Beebe's industrial grade carpet is periodically steam cleaned.

Who gets to use the rock climbing wall?

Yes, there's a rock climbing wall in the gym! At various times during the school year, all Beebe students have the opportunity to use the climbing wall in gym class. Rock climbing skills and challenges are taught at students' developmentally appropriate levels. Third through fifth grades gym classes are extended for this unit, to focus on teamwork, safety, and confidence. The students always look forward to their rock climbing classes! Parents of third through fifth grade students are encouraged to volunteer during this special unit, to help with supervision. It's an exciting and rewarding volunteer opportunity!

Can I eat lunch with my child?

Yes, you can eat lunch in the gym with your child, on occasion. Ahead of time, get permission from the School Office and be sure to sign in at the Greeter Desk on the day you come for lunch. You may purchase a hot lunch or bring your own. If purchasing a hot lunch, you may pay cash or use your child's ID card to deduct the lunch cost from your child's account. Keep in mind that all meal options may not be available to parents, depending on the selections available each day.

How long do students have for lunch?

Students have about 20 minutes to eat lunch, then 20 minutes of recess. For this reason, make lunch easy (peel the fruit, remove the wrappers, etc. at home) so your child has enough time to eat his whole meal. There are lunch supervisors available to help students open difficult containers or assist with spills.

Where does my child eat lunch?

Students eat lunch in the gym at tables like picnic tables.

What are lunch options at Beebe?

- * Bring a lunch and drink.
- * Bring a lunch and buy milk
- * Buy a hot or cold lunch which includes a choice of one entrée, side dish of the day, sides bar (which includes various fresh fruits and vegetables), and milk through Sodexo's foodservice program at Beebe (Kids' Way Café) .

Eaten on a regular basis, Beebe's lunches provide one-third of the recommended dietary allowances for many important nutrients. Monthly lunch menus will be sent home or you can check Beebe lunch menus through the www.sodexoeducation.com website.

Student lunch orders are placed in the early morning, so it is important to review lunch choices with your child prior to school each day. Once lunch orders are placed, students are not able to

change their minds regarding their selection. If your child arrives at school after 8:45 am, the choices will be limited, since lunch requests are processed at that time.

Where does my child get milk?

Students purchase milk in the gym at lunchtime. There is white and chocolate milk.

How do we pay for hot lunch and milk?

Parents pay with cash (sent with your child in an envelope, clearly marked), by writing a check (payable to Naperville District 203 and putting in your child's ID number in the memo), using auto-withdrawal from your bank account, or by prepaying via www.cafeprepay.com. Just multiply the meal cost times as many hot lunches as you want to buy (or just submit money for the cost of milk each day, if your prefer). Most parents recommend paying for at least 10 lunches at a time so you're not frequently writing checks or refilling your account.

You can decide on whether you want your child to buy lunch (vs. bring lunch) each day, but you have to have money in your Sodexo account to do so.

Each time a purchase is made in the cafeteria, your child's ID card is swiped and the amount of the sale is automatically deducted from the account balance. A note will come home with your child when your balance is under \$10.00 and a current balance will be provided.

If a negative balance incurs for more than one day after the reminder note has been sent home, your child will receive a cheese sandwich until the balance has been paid.

What if we can't afford hot lunch or milk?

A free or reduced cost hot lunch program is available for families who qualify. To benefit from this program, you can get an

application and apply in person at the District 203 Administrative office or the Beebe School Office. Information is kept strictly confidential and your child will not be identified in any way.

RECESS

When does my child have recess?

Typically, Kindergarten students do not have daily recess, but do play on the school playground occasionally. However, all students in third through fifth grade have 20 minutes of outdoor recess after lunch if the temperature is 0° or above. First and second grade students have an additional 15 minute mid-morning outdoor recess. Decisions regarding recess are made daily by checking the air temperature and local weather internet sites.

What should my child wear to school since he has recess almost every day?

Students do go outside every day, except during the most extreme weather conditions. Therefore, to make sure your child is comfortable and dressed for the weather:

- * Dress him in lightweight clothes when it's warm so he doesn't overheat.
- * If the temperature is expected to change dramatically during the day, dress your child in layers so he can warm up or cool off.
- * When it's snowing, your child can only leave the blacktop area to play on the playground equipment if he has a coat, mittens, snowpants, and boots (so he doesn't return to class soaked), so please send all these items to school with your child, when conditions require them. It's always helpful to have all winter clothes labeled with your child's name, too. Many snow boots look alike!

If it is warmer after lunch, does my child still have to wear his coat at recess?

If he is too warm, your child can wear his coat tied around his waist at recess. Setting coats on benches or leaving them in a pile on the blacktop is not permitted, because students can easily lose or misplace their coats. In addition, at the end of recess, it is quite time consuming for many students at once to search for their jackets among so many others that look similar! It's still always a good idea to label your child's coat with his name, just in case.

Who supervises recess?

Beebe staff members supervise recesses. They wear bright colored vests, so are easily visible to the students.

Can I visit my child on the playground during recess?

You must obtain permission from the School Office before visiting your child at recess, even if it is for a short time, just to exchange coats, for example. Understandably, recess supervisors are extremely protective of the students in their care and will not allow anyone to visit unless approved, regardless of the reason.

What if my child is injured at recess?

One of the recess supervisors will comfort your child or accompany him to the Health Office where first aid will be administered, if needed. Supervisors have walkie-talkies with them at all times, in the event immediate contact with the Health Office or School Office is necessary. You will be called if an injury is serious, and sometimes even if it is not, just so you are aware an injury occurred.

Can we use the playground during non-school hours?

Yes! Beebe's playground is also a Naperville Park District facility, so it is open dawn to dusk, but is not available for public use during school hours.

CLASSROOM INFORMATION

What are class sizes?

Class sizes have averaged about 24 students in recent years.

How is it determined if a class gets an assistant?

Classroom assistants are added based on the number of students in the classroom as well as the learning needs of the students.

How do I learn what's going on in my child's classroom?

During Parent Orientation teachers will provide you with information about the curriculum and activities planned for the school year. Many teachers also send home a weekly newsletter. If you have specific questions, please contact your child's teacher.

Can I visit my child's classroom?

Parents are always welcome to visit! Please contact your child's teacher in advance to arrange a visiting time and be sure to sign in at the Greeter Desk prior to visiting your child's classroom.

What kind and quantity of homework can my child expect?

Homework varies by grade and class. The district policy suggests that homework at the elementary level is to be given only as extra practice or to finish work not completed during class time.

How is discipline handled in the classroom?

Teachers typically provide specific details about classroom discipline at Parent Orientation. You can also consult the Handbook for specific behavioral expectations.

What academic performance standards are there at Beebe?

The district website www.naperville203.org provides lots of details about curriculum and standards for each grade.

How will my child learn to print and write?

Kindergarten, first, and second grade students learn and perfect their printing using the D'Nealian style of printing. Its style has "tails" on most lower case letters which helps students easily move into cursive handwriting, which is taught in the second half of second grade. Students may begin using cursive in their school work full time in third grade.

What does it mean to "read"? At what age is my child expected to read?

Again, the district website, www.naperville203.org, is a great resource for information on reading definitions and expectations.

When do I receive report cards? Progress reports?

Report cards are sent home with children before both the fall and spring Parent Teacher Conferences, as well as on the last day of school. Students Kindergarten through third grade receive report cards with non-traditional grading, such as "+" or "S" for "satisfactory" and "N" for "needs improvement."

Beginning in fourth grade, students receive traditional letter grades of A, B, C, etc. Only fourth and fifth graders receive progress reports and they are typically sent home at mid-term.

What if my child is excelling in reading, math, or other areas?

Enrichment, Honors Math, and Project Idea are programs designed to provide additional challenging math and reading work for students who are excelling in the typical classroom.

Enrichment is offered for children Kindergarten through fifth grade and is truly an extension of the classroom teacher's instruction. When students need more of a challenge than the district classroom curriculum provides, they are provided academic enrichment activities within the classroom or separate enrichment classroom. Enrichment uses a flexible delivery of service philosophy, which means students may or may not attend at

different times throughout the school year, depending on their specific areas of academic strength. Classroom teachers will notify parents if their child is participating in enrichment, however, no separate progress reports are given. Your child's teacher can answer any questions you may have and can give you specific information regarding your child's enrichment plan.

Honors Math is available for students third through fifth grade. Standard test results and other criteria determine students' eligibility. Since this is a long term alternate placement, parents are notified if their child qualifies and permission is necessary prior to students beginning this program. Progress reports are given with report cards.

Project Idea is a literacy program for fourth and fifth grade students whose test scores and other criteria qualify them. Parents are notified and permission must be granted for children to participate in this program, also. Progress reports are given with report cards.

Be sure and ask at Parent Teacher Conferences (or anytime throughout the school year) if you would like detailed information on what your child is learning in any of these enrichment programs and how he is doing with the more challenging work. Please see www.naperville203.org for more detailed information on any of these programs.

What programs are available if my child needs extra help?

Beebe Elementary offers a variety of instructional supports to assist students needing a little extra help. One program is LEAP, a reading support program for kindergarten, first, and second graders. Title I, LDR, and Homework Club are other programs that may be appropriate for your child. For students' participation in educational support programs, parents' permission is necessary since there is a change in the instructor and instruction. In this case, the classroom teacher does not provide the curriculum, instead a special instructor both plans and implements appropriate work for the students who need extra help. Please see www.naperville203.org or ask your child's teacher for more information.

Students who attend Special Needs programs such as Speech Therapy, Occupational Therapy, Physical Therapy, etc. must have their parents' signed consent prior to beginning treatment. Parents meet with key educators and administrators to develop an IEP (Individualized Education Plan) for their child, with specific plans and goals in mind. Formal progress reports are given to parents three times each school year, when report cards are distributed.

What services are provided to students and families who speak a foreign language?

All students who qualify as ELL (English Language Learners) will receive services. Students' individual needs are determined, then the ELL teachers and classroom teachers work together to develop and implement an appropriate educational plan. Most ELL students attend at least one ELL class each day, typically in a small group setting with other ELL students.

Since Beebe school and District 203 have a very diverse student population, diversity is always considered when developing educational curriculum. Diversity is addressed through many subjects, some field trips, guest speakers, and many more opportunities.

What is the dual language program?

Beebe offers a Dual Language program for Kindergarten, first, and second grade students. Classrooms in the Dual Language Program are comprised of approximately half of the students being dominant in Spanish and the other half of the students being dominant in English. Once the students begin in the Dual Language program, they will continue to move through grade levels with the same group of students through Fifth grade. In each classroom, the English-dominant students receive initial literacy in English while Spanish-dominant students receive initial literacy in Spanish. Other curricular areas are taught using Spanish (curriculum areas will vary from year to year). All students are taught using the curriculum designed by Naperville School District 203 which is aligned to the Illinois learning standards.

Why is this program offered?

Dual language classrooms develop bilingual and bi-literate students who are able to reach high levels of academic performance in two languages and develop an

understanding and respect of other cultures. Students will be expected to participate in this program for a minimum of six years. During their education within this program, students will be interacting socially and academically in Spanish as well as English to develop both social and academic proficiency in both languages.

Can my child be in the dual language program?

Students who live within the Beebe Elementary attendance area can apply to attend the Dual Language program at Beebe Elementary School. A lottery will be conducted for acceptance into the program should the number of interested parties exceed the number of openings. Siblings of currently enrolled Dual Language students will be given priority in the future for acceptance into the program.

Who teaches the dual language program?

The dual language program is taught by certified teachers who are highly qualified. They hold Illinois state teaching certificates and are fluent in both English and Spanish.

What holidays are celebrated at school?

Students celebrate three holidays with school parties. Halloween is celebrated on/around October 31 with an all-school costume parade and an in-class party. Winter is celebrated right before Winter Break with an in-class party. Lastly, Valentine's Day is celebrated on/around February 14 with an in-class party. Your child is not required to participate in the parties. Please contact your child's teacher if you have any questions or would like specific party details.

According to District 203 policy, parents may volunteer to bring water, 100% fruit juice, or paper products to school parties. Parents will not be able to bring food to the classroom parties, due to the increase in food allergies in recent years. However, the Home and School Association will select and provide special party food items to all of the students. All students in all grades will receive the same party snack. Prior to each classroom holiday party, a note will be sent home with specific details about the planned party snack.

If your child needs to have a different snack due to dietary, allergy, or religious reasons, please contact your child's teacher at least one week prior to the party to discuss this. Planning ahead is important! Parents must provide an alternate snack for their child at school parties, as teachers will not have other snacks available.

What if we do not recognize or celebrate certain holidays?

Children may learn about certain holidays as part of their classroom curriculum and sometimes as part of a classroom party. Efforts are made not to stress any one particular culture or religion. If you have any specific concerns, address them with your child's teacher.

How will my child's birthday be observed?

Most teachers welcome students celebrating birthdays to bring small, *non-edible* treats (like stickers, erasers, or bookmarks) to share with their classmates. Again, *no food* items of any kind can be sent to school to share or send home with others due to student allergies, dietary restrictions, and religious observations. Teachers have wonderful ways of celebrating summer and holiday birthdays, too, just ask.

All students have the opportunity to celebrate their birthdays by saying the Pledge of Allegiance with the Principal during the morning announcements. In addition, students also receive a birthday book of their choice to celebrate their birthdays. These books are donated by Home and School.

If sending birthday party invitations, please use the School Directory for friends' home mailing addresses. Please don't have your child deliver party invitations to classmates in school unless you're inviting every single student (no one wants to be left out!).

What if my child forgets to bring something to school (lunch, instrument)? Who do I alert? Who alerts my child once I bring it to school?

Typically, students are the first to recognize something forgotten at home. In this case, the teacher determines an appropriate time for the student to call home. Once you bring the item to school for your child, it can be dropped off at the “I Forgot” table, *right across from the School Office*. A dry erase board is available for you to list your child’s name, grade, teacher, and item. At a convenient time, the teacher will allow the student to come to the table to retrieve the forgotten item.

If you realize an item has been left at home without a call from your child, you can drop off the item at the “I Forgot” table, labeled with your child’s name, grade, and teacher, plus adding a note to the dry erase board. There is no need to alert the Office Staff, as teachers who pass by will automatically deliver items to students in their classrooms.

An easy solution for forgotten lunches is to put money in your child’s www.cafeprepay.com account for him to be able to buy lunch in an “emergency.” You can also put several dollars in your child’s backpack for lunch emergencies. Lunch supervisors will ensure that every child has lunch. If your child does not have cash or money available in his account, you will likely be billed for that day’s hot lunch.

What if my child forgets to bring home something from school, such as homework or a project? Can we come back to school to pick it up? Until what time?

If an item is left at school and it is vital to at-home learning, call ahead to make sure the school and particular classroom are accessible. Due to many factors, the daily after school availability of the school and classrooms vary. The School Office is open until 3:00 pm each day.

Is there a Lost and Found?

Yes. A large bin is located right outside the gym. Valuable items (jewelry, eye glasses) are kept in the School Office. To make

finding lost items easier, label *everything* with your family's last name! Periodically throughout the school year, unclaimed items are sent to worthwhile, local charities.

FUNDRAISING

What are the fundraising programs?

Some current programs include Beebe Spirit wear, Box Tops for Education, Cards for Kids, Gift Wrap, Market Day, Pumpkinfest, and Pumpkinfest Raffle.

Who is accountable for the fundraising efforts?

The Home and School Association, which is quite similar to a PTA (Parent Teacher Association), is responsible. The Home and School Association is comprised of a Board, who are parent volunteers that oversee many worthwhile committees and projects vital to Beebe.

All parents are encouraged to attend the Home and School monthly meetings to be more aware and involved with supporting Beebe school's improvement plan, which focuses on improving both teaching and learning. This school year, meetings are held on the stage one Friday each month at 1:00 pm. Be sure to check your Beebe Bugle for specific dates, meeting locations, or changes. If you have a topic you'd like to address at a Home and School meeting, you may contact the Home and School President prior to the meeting to be added to the monthly agenda. Contact information is listed in the Handbook and at www.naperville203.org or you may call the School Office.

Why is fundraising done for the school? Why aren't my taxes enough?

Fundraising covers the “extras” that aren’t mandated by the state or district and are not covered by taxes.

Where does my money go?

Money raised through fundraising is used to fund the many programs run by the Home and School Association (see Volunteering or www.naperville203.org for a list of programs). Also, in the past, money has been used to fund such things as the rock climbing wall in the gym, new playground equipment, and special classroom technology equipment.

What if I don’t want to or can’t afford to participate in fundraising?

No one is obligated to participate in or donate to any fundraising event at Beebe. However, if you want to be a part of an event and you don’t want to donate money or items, your time is always a welcome and needed donation.

Can I donate cash instead of participating in a fundraising program?

You may make cash donations to the Home and School Association if you would like. If you want to specify how your money is used, it must be a pre-approved Home and School program or project.

VOLUNTEERING

What opportunities are there to get involved at Beebe?

Classroom Volunteers

Many teachers welcome parent volunteers. Volunteer opportunities can be in the classroom as well as doing work or projects from

home to assist the teacher. Your child’s teacher may have specific volunteer requests at Parent Orientation in the fall.

School Volunteers

School volunteers are essential to make the many student programs at Beebe run smoothly. Please see the following chart for a list of many of the school volunteer opportunities. Also, invitations to volunteer may come home with your child throughout the school year. Please consider sharing your time and talents! To learn more, please see the Handbook, School Directory, or www.naperville203.org for contact information.

WHAT IS IT?	WHAT ARE THE PROGRAMS THEY SPONSOR?	HOW CAN I BE INVOLVED?
<p>HOME AND SCHOOL ORGANIZATION</p> <p>A service organization comprised of both parents and staff dedicated to the promotion of close cooperation between home and school for the maximum benefit of the students.</p>	<p>Art Awareness</p> <p>Beebe Book Club</p> <p>Greeter Program</p> <p>Ice Cream Social</p> <p>Market Day</p> <p>Mini-Courses</p> <p>Pumpkinfest</p> <p>Room Parent</p> <p>Welcome Committee</p>	<p>Present artwork in your child’s classroom a few times a year.</p> <p>Facilitate book discussion with students in a monthly book club</p> <p>Sign in and welcome guests as they come in to school.</p> <p>Help to coordinate, plan and implement this fun, family event.</p> <p>Work 1 ½ hours once a month to help distribute food purchases.</p> <p>Teach or assist in a fun, 1 hour class one day a week for 2-3 consecutive weeks in the spring.</p> <p>Work a 2 hour shift during the October festival – various fun opportunities!</p> <p>Work in your child’s classroom, coordinate volunteers, and plan and implement 3 room parties.</p> <p>Establish contact with and assist families who are new to Beebe.</p>

<p>SFCP</p> <p>School Family Community Partnership is a national organization whose goal is to bring together the school, family, and community to create better programs and opportunities for our children.</p>	<p>Family Connections</p> <p>Family Programs</p>	<p>Assist other Beebe families in times of crisis.</p> <p>Assist at a variety of programs for parents and families, enhancing Beebe's school improvement plans</p>
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SCHOOL SECURITY

What kind of security is there at Beebe?

All Beebe teachers and staff wear school ID badges, so they are easily identified.

All school doors remain locked when school is in session. After ringing the doorbell, you will be buzzed in by a school secretary. Please be patient as the secretary checks the monitor located in the office to ensure the safety of students and staff. When you enter Beebe, please sign in at the Greeter Desk, right inside the main entrance. There, you will receive a visitor sticker before you can enter the school hallways. For safety reasons, all stickers are to be returned to the Greeter Desk upon signing out and leaving the school.

All across our country, schools are working to ensure children are in safe learning environments at all times. At Beebe, when we all work together, we are all a part of keeping our students safe each day.

What safety drills are held at school?

In order to maintain a safe and secure learning environment, Beebe School conducts fire, severe weather, and lock down drills periodically throughout the school year. The procedure for these drills is explained to the students prior to the first occurrence of the year, and teachers allow time to answer students'

questions or concerns. The Handbook provides details on each of these emergency drills and plans.

What are the ID cards my child uses at school?

Students in first through fifth grade are given two in-school photo ID cards that are used for LRC book check-out and school lunch purchases. Kindergarten students have one ID card, used for borrowing books from the LRC. The cards remain at school.

Beebe is a great place for kids! As you can tell, we work hard to make sure you feel included and informed. There are lots of wonderful opportunities to get to know your child's school and teachers better. You can be a special part of your child's education and memories by volunteering your time and talents to any of the many opportunities mentioned. Welcome to Beebe School!

11/06

7/07 (revised - 2nd edition)

7/08 (revised - 3rd edition)

7/09 (revised - 4th edition)