

# Gilbertsville Elementary

36 Congo Road, Gilbertsville, PA 19525

610-369-7485 (Main)

AttendanceGES@bovertownasd.org (Attendance Email)

[www.bovertownasd.org](http://www.bovertownasd.org)

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## UPDATED ATTENDANCE POLICY

*(as per the federal government's Every Student Succeeds Act)*

1. Parents/guardians may send an email to [attendanceGES@bovertownasd.org](mailto:attendanceGES@bovertownasd.org) from the email address of the parent/guardian on file with the district by 9:00am on any day that their child will be absent or tardy. This form of communication will not need a phone call or follow-up hand written note.
2. Parents/guardians may use the district website/app and fill out the absence note by 9:00am on any day that their child will be absent or tardy. This form of communication will not need a phone call or follow-up hand written note.
3. Parents/guardians may call the attendance line at 610-369-7518 by 9:00am on any day that their child will be absent or tardy. **However, absences must now also be followed up with a handwritten parent note or doctor's note within three days of the student's return to school.** Failure to submit the appropriate note within three days will result in the absence being coded as unlawful, and this coding cannot be reversed even if a note is handed in after the three day window. Once a student has received three unlawful absences, a truancy elimination plan may be enacted. This plan could lead to a citation from the District Magistrate.



## November Happenings

- Nov 1 – Preschool Story Hour 11:00 am
- Nov 6 – Fifth Grade trip to MSW to hear the Philharmonic Concert
- Nov 7 – Mass Health Screenings  
Bullying Assembly – 5<sup>th</sup> Grade (During school hours)
- Nov 13 – School Board Meeting – Ed Center – 6:30 PM
- Nov 15 - Preschool Story Hour 11:00 am  
Science Explorers Assembly (During School Hours)  
Parent/Teacher Conference 4:30-7:30
- Nov 16 - Jingle Run-Walk A Thon
- Nov. 19-21 - Early Dismissal 12:30 pm
- Nov. 19 – Parent/Teacher Conferences 1:00-3:30 & 4:30-7:00
- Nov. 20 – Parent/Teacher Conferences 1:00-3:30
- Nov. 22-26 - Thanksgiving Holiday- NO SCHOOL
- Nov. 27 – School Board Meeting - Earl Elementary – 6:30 PM
- Nov. 28 - Kindergarten Health Screening
- Nov. 29 - Elementary Band/Orchestra Winter Concert 7:00pm
- Nov. 30 – Jungle Run – Walk A Thon (Rain Date)
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**EARLY DISMISSALS** – On November 20, 21, and 22, we have a 12:30 p.m. early dismissal.

**The Kindergarten schedule is as follows on early dismissal days:**

**AM** Kindergarten—8:45 a.m. to 10:30 a.m.      **PM** Kindergarten—10:30 a.m. to 12:30 p.m.

**PICK-UP NOTE REMINDER** – Parents, when filling out parent pick-up notes, please include the full name of the person picking up your child, instead of “grandma” or “aunt”. This will avoid confusion at dismissal. Thank you!

**STUDENT LEADERSHIP NEWS** – Our Holiday Food Drive for the Salvation Army will be held on Friday, November 2<sup>nd</sup>. Bring non-perishable items to school to donate to the Salvation Army. Items include: canned vegetables, cranberry sauce, instant potatoes, rice, canned meats, boxed pudding, jello and cake mixes.

**COLD WEATHER REMINDER** – Cold weather is finally here! Please make sure your child has the appropriate outerwear to sustain the weather conditions while out at recess. The health room does not supply coats, hats, mittens, sweatshirts etc. for children to go to recess.

**COMING SOON TO GES** - Science Explorers is an innovative science company dedicated to providing children grades 1-5 with an opportunity to become engaged in the wonders of science. Our after-school programs make science cool and exciting through our interactive, hands-on format. To kick off this opportunity we will be having an assembly on November 15, entitled Kooky Concoctions...What does  $H_2O + MnO_2 + KI + C_{18}H_{36}O_2Na$  equal? An uproar of thrilled children! We'll use scientific powers to create a foamy concoction of "elephant toothpaste" and experiment with  $CO_2$  to make floating bubbles and a rainbow of color changes. Students will have a wild time watching this kooky array of experiments!

**LUNCH ACCOUNTS** -- A number of students have begun to acquire a negative balance in their lunch accounts. Please deposit funds in your child's account if they are in need of lunch money. You can use our online payment system by going to [www.ezschoolpay.com](http://www.ezschoolpay.com) or you may send in a check to school with your child. If your family is in need of a free or reduced lunch, you can apply on the district website. Additional food service information, including menus, is available on the district website ([www.boyertownasd.org](http://www.boyertownasd.org)). Click on Food Services under Departments on the district home page. Students who have a negative balance will still be allowed to purchase lunch, however they will not be allowed to purchase ala carte items or snack items until their balance is fully satisfied. You will be notified daily by e-mail when your child has a negative balance.

**REPORT CARD DISTRIBUTION** — For the first trimester period, report cards will be distributed to parents at the scheduled parent-teacher conferences. The end of the first trimester is Monday, November 12, 2018.



**THANKSGIVING DINNER** – Our Thanksgiving dinner will be on Wednesday, November 14. The dinner will consist of roasted turkey with gravy, roll, green beans, mixed fruit, mashed potatoes and a holiday cookie. Lunch “B”, “C” and “D” options will also be offered.

**SNOW DAYS** – On snow days, information about delays or cancellations will be provided through Blackboard Connect. You may also listen to one of the stations listed in the District Elementary School Handbook or call the district information line for specific information relating to weather. That phone number is 610-369-SNOW (-7669). Special announcements are also posted on the district website at <http://www.boyertownasd.org/>.

**DELAYED OPENINGS** – In the event of a 2-hr. delayed school opening, the following “Modified Schedule” is in effect for Kindergarten:

**AM Session:** 10:45 to 12:40 (Bus pick-up is two hours later than normal. Students depart from school at approximately 12:40)

**PM Session:** 12:50 to 3:25 (Regular Schedule)

**PARENT TEACHER CONFERENCES** – During November, throughout the district, the first trimester achievement of the elementary students is communicated through a parent conference using the report card as the basis. Any persons divorced or separated, who desire separate conferences, must inform the child's teacher. Some suggestions, which can be helpful to you and the teacher during the conference, are as follows:

1. Focus on current achievement and only discuss the past if relevant.
2. Come directly to the classroom and have a seat in the hallway, should the door be closed.
3. Approximately 15-20 minutes have been allotted for each conference. Help us stay on schedule.

If you are unable to keep your scheduled conference due to urgent reasons, call the school as soon as possible (610-369-7485) before 4:00 p.m. or leave a message on the classroom teacher's voice mail.

**TEACHING RESPONSIBILITY**-- The elementary schools in the district are working very hard to teach students “Expected” behavior. One of those “Expected” behaviors that we would like to reinforce is that of being responsible. Our building will only be open until **4:15 PM**. If your child has forgotten something, he or she may come back to GES and get that item until 4:15 PM. If after 4:15 PM, your child realizes that he/she has forgotten something (homework, text book, instrument, etc.) then your child will have to accept responsibility for the forgotten item. If your child has this experience, please send a note in the next day telling the teacher that there was a forgotten item or responsibility. If your child is participating in a pre-approved activity such as Cub Scouts or basketball, your child will be permitted to be in the building, but he/she will not have access to go back to the classrooms. By

working together as a team, we will teach responsibility at home and at school and go a long way to instill the characteristics of successful citizenship.

## Important News from the Nurse

### **Health Screening Notification Letters**

Health Screening Notification letters will be mailed to students' parents/guardians. The letter contains the results of your child's annual health screenings. Parents/guardians of students that failed a vision or hearing screening at school will be contacted by the school nurse and referred for further medical evaluation; referral letters for an MD to complete at that evaluation will be sent home with the students. If you have not been directly contacted by the school nurse, your child passed the screenings that were done for their grade.

### *Physical and Dental Exams*

- **Parents of K/1 students: Physical exams are now due.** Please return your child's physical form as soon as possible. If you need a new form, please contact the nurse's office or you may print a form from the district website at: [www.boyertownasd.org](http://www.boyertownasd.org) and clicking on the Services tab and then clicking on student services.
- **Parents of K/1 and 3rd grade students: Dental exams are now due.** If you have not yet submitted your child's dental report, please return it to the health room as soon as possible. If you are in need of a form, please contact the nurse's office or you may print a form from the district website at: [www.boyertownasd.org](http://www.boyertownasd.org) and clicking on the Services tab and then clicking the student services tab.

### **Cold and Flu Season**

As the cold and flu season begins, here are a few reminders:

- Please remind your children to dress appropriately for outdoor recess.
- Please remind your children to wash their hands often to prevent the spread of colds/flu at home and in our classrooms.
- The BASD medication policy **does not allow elementary students** to use cough drops at school because they present a choking hazard. Students may gargle with salt water or drink fluids during school hours to treat mild sore throat symptoms. Please consult your health care provider if your child has a severe sore throat or symptoms lasting more than 3 days.
- Reminder: if your child needs medication during school hours, please review the BASD medication policy in the elementary school handbook or on the BASD website at <http://www.boyertownasd.org/> under Services, Student Services, Health. **Students may not bring any medications to school.**

### **Head Lice**

- During each school year, almost without fail, we can expect to find some cases of head lice among our students. To control outbreaks in our schools, the Boyertown Area School District follows the PA Guidelines for School Based Program for Control for Lice Infestation (2011). When an active head louse infestation is detected by the school nurse (findings of crawling insects or nits within one half inch of the

scalp), the student's parent or guardian will be asked to come to school and take the student home for treatment.

- The parent or guardian will have two options for treatment: (1) Contact their family physician for diagnosis and treatment or (2) use a checklist provided by the school nurse for at home treatment using an over-the-counter pediculicide (chemical shampoo that kills lice). The school nurse will also check any siblings in grades K through 12 that may have been exposed or possibly be infested with head lice.
- Students with head lice will be excluded from school and from riding the school bus until the school nurse or child's physician determines the student has received proper treatment and is non-infectious. Students may return to school once they have been treated with an approved pediculicide. Parents or guardians must present proof of the pediculicide used for treatment (empty bottle or dated receipt) to the school nurse. Students should receive a second treatment in 7-10 days. Retreatment is recommended because no approved pediculicide completely kills all eggs. The school nurse will do a follow up check in 7 – 10 days to ensure the at home treatments have been effective.
- Prevention and control of head lice begins in the home: parents should routinely check their children for head lice and not allow them to share hats, clothing, brushes, combs or sleeping bags with other children. Individuals become infested with lice by coming into close contact (usually head-to-head contact) with an lice-infested person, by wearing infested garments, by using infected combs and brushes, or by lying on infested carpets, beds, or upholstered furniture that have recently been used by an infested person.
- **We strongly urge all parents to read about head lice and inspect the hair and scalp of their children regularly.** Please contact the school if you discover that your child has lice. The Boyertown Area School District trust that with the school and home working cooperatively, head lice can be kept under control with minimal inconvenience to our students and their families. More information on head lice is available on the BASD website at <http://www.boyertownasd.org/> under Services, Student Services, Health or from the school nurse. Please help us prevent head lice by following the policy and checking your children often.
- **Reminder:** Anytime you have phone number changes, either at home, work, or for an alternate, please notify the main office or health room in writing so we can keep your child's emergency contact information current.



## Upcoming Special Events

December 6 -	Preschool Story Hour	11:00 am
December 7 -	Christmas Craft Night	6:30 pm
December 10 -	Grade 4/5 Choral Concert	6:30 pm
December 20 -	Winter Celebration Party, Grades K, 1, 2	
December 21 -	Winter Celebration Party, Grades 3, 4, 5	
	Early Dismissal	12:30 pm
December 24 - January 1 -	Winter Break	NO SCHOOL