

# Gilbertsville Elementary

36 Congo Road, Gilbertsville, PA 19525

610-369-7485 (Main)

AttendanceGES@bovertownasd.org (Attendance Email)

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



## October Happenings

October 4	Parent Visitation Day World Smile Day
October 10	Fire Prevention Day
October 14	No School
October 21-	
October 25	Red Ribbon Week
October 23	Early Dismissal
October 24	Picture Retakes 1:00 pm – 2:00 pm
October 25	Harvest Parties Kindergarten
October 31	Harvest Parties 1 <sup>st</sup> Grade

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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.
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**PRINCIPAL'S CORNER** – During the month of October, we will be spending time with your children discussing safety in our school and community. As a school district we take this very seriously and continue to review and evaluate our safety procedures. Communication will be sent to parents before and after our safety drills are completed. The purpose of this is to allow you to have conversations at home about the importance of safety and reinforce the reason for practicing. We do not want to scare our students but want them to know what to do and where to go in the case of an emergency.

The week of **October 7 is Fire Prevention Week**. During this week we will learning from our local fire department strategies to keep our school and homes safe. We are going to continue that conversation around safety and being prepared while we practice our intruder drills. Our hope is to help the children make a connection between being prepared for emergencies and the importance of having a plan. We want our students to see our local responders as allies in our community to help everyone feel safe.

**VISITORS TO GES** – All visitors (including parents) must report to the office upon entering the building. I would like to review the procedures to follow when entering GES. These procedures pertain to the school day except for the end of school pick up when parents enter through the outside library door.

1. All adults (alone or accompanying children) must enter at the main office entrance. **PARENTS BRINGING CHILDREN INTO THE BUILDING IN THE MORNING MUST ENTER THE MAIN ENTRANCE DOORS RATHER THAN THE STUDENT DROP-OFF DOORS.**
2. If volunteering or visiting, the secretary will issue you a badge. Be sure to bring your driver's license on your first visit for scanning into the Raptor system. Volunteers should have clearances on file in the office.

Before visiting with a teacher, an appointment must be made. This will help minimize classroom interruptions. Please be reminded that these procedures, with your cooperation, help ensure the safety of our children.

I thank you in advance for your cooperation and support in implementing these procedures.

Clear, effective communication between home and school is an important aspect of every child's education. We strongly encourage parents to communicate regularly with teachers and other appropriate school personnel to foster openness, understanding, and a team commitment to academic success. I can be reached at 610-369-7485 during the school day. Also, please note that my email address is [spetri@bovertownasd.org](mailto:spetri@bovertownasd.org). By communicating and working together to solve problems before a crisis develops, we will ensure the best possible learning environment for your child and a happy and successful school year.

Again, welcome back! We are looking forward to an exciting and successful 2019-2020 school year.

## **REMINDERS –**

Daily Opening – Children may be dropped off after 8:25 a.m. Do not drop your child(ren) off before 8:25 a.m. because we are unable to supervise them. Please remember that each school day begins promptly at 8:45 a.m. **The Parent Drop Off door will close at 8:40 a.m.** This allows the student time to walk to class and arrive by 8:45 when attendance is taken. A student being transported by private vehicle who arrives after that time will be considered tardy. The student must accompany the adult to the office to be signed in before reporting to class. Be sure to sign in the appropriate time that the child arrives at school.

School Transportation - Any questions about bussing should be directed to Mr. Steve Missimer, Transportation Supervisor at 610-473-3473.

**\*\*NEW INFORMATION REGARDING BUS PASSES:** Bus runs no longer have much room for emergency bus passes to be granted. If there is a true emergency requiring a student to ride a different bus one day, permission from the transportation department must be obtained by the office staff before being able to grant a bus pass. Most times they will not be able to approve them due to limited space.

Free or Reduced Price Lunch - Applications are available on the BASD website for those who qualify and wish to take advantage of this opportunity. **If you received free or reduced lunch last year, you must reapply this year before October 14. Applications for applying and re-applying are done online.**

Weapons and Threats -- Parents, as we embark on a new school year, please remember that pocket knives or other objects considered as weapons are prohibited in the school setting. This includes toys that look like weapons. Students in possession of such objects will face severe consequences. Also, please emphasize with your children that threats about "killing" will also result in severe consequences. Again, I thank you for your continued support.

PEEP Classes -The parents of children who attend PEEP classes will receive necessary information concerning arrangements before the classes begin. Schedules are also available on the BASD website.

Student Accident Insurance -- If you are interested in purchasing Student Accident, Life, and/or Dental Insurance, you are directed to go to [www.BollingerSchools.com](http://www.BollingerSchools.com) for more information.

Full Time Health Room Coverage -- All schools in the district have a certified school nurse or staff nurse on duty at all times. If you wish to speak with our health room staff, please call 610-473-5070 during school hours.

Animal Restrictions -- We have restrictions concerning animals in the classroom. Students having allergies, as well as animals being unpredictable, have caused us to be more cautious. If you have any questions, please direct them to me rather than your child's teacher.

School-Wide Rules and Consequences -It is necessary that children learn to develop self-discipline. We ask that you discuss with your child(ren) the importance of and need for appropriate behavior and a positive attitude while at school.

The schools are established for the benefit of all students. The educational purpose of the schools is accomplished best in a climate where student behavior is socially acceptable and conducive to the learning and teaching process. Student behavior which disrupts the process or which infringes upon the learning of other individuals will need to be corrected. Our school-wide expectations are:

**U**se kind words and actions.

**N**eed to keep hands, feet, and objects to yourself.

**I** will follow staff directions the first time given.

**T**ake responsibility for your actions and learning

**Y**ield and walk silently in the hallways.

**October 21-25 is Red Ribbon Week**-This week is dedicated to helping students make the decision to be drug free. We will have a spirit week that week to help spread the message.

Monday-Wear Red in honor of Red Ribbon Week

Tuesday-Wear Boots "Stomp out drugs"

Wednesday-Wear your shirt backwards "We turn our back on drugs"

Thursday-Wear sweats "Being drug free is no sweat"

Friday-Wear your school shirt "Our community supports being drug free"

**EDUCATIONAL TRIPS** -- District policy permits students to be absent a maximum of ten (10) days per year to accompany parents on educationally worthy trips upon written request. Although permitted, we do not encourage absence from school. The activities of the classroom can never be fully made up. Please give serious consideration before planning extended absences during school time. Forms must be submitted at least 2 days in advance of the trip. **FAILURE TO SUBMIT A TRIP FORM PRIOR TO DEPARTURE WILL RESULT IN TRIP DAYS BEING COUNTED AS AN UNLAWFUL ABSENCE!** Trip forms continue to be available in the school office as well as on the BASD website:

<https://www.boyertownasd.org/cms/lib/PA01916192/Centricity/Domain/887/ABSENT%20Elementary.pdf> Speak with your teacher about the effect such absences may have upon your child's class work.

**NO TRIPS WILL BE APPROVED DURING PSSA TESTING:**

**Grades 3-5 ELA & Math testing 4/20-5/8/2020**

**Grade 4 Science testing 4/20-5/8/2020**

Student Departure - Kindergarten students will not be permitted to leave a school bus or van without a parent/guardian or designated person for said student at the specified stop. An alternate to having a responsible person at the stop, is to have an appropriate written arrangement with the school district's Supervisor of Transportation (610-473-3473).

Students in first grade and higher will be permitted to leave a school bus or van at a designated stop without the presence of an adult to accompany the child. No other arrangements will be made for Gr. 1 students, or other students in higher grades.

A time of concern is at the close of school. Parents are to wait in the library for the dismissal of children being picked up. Students are not to be picked up in the lobby or outside classrooms. The library provides an area where the student pick-up can be monitored. Pick up at dismissal begins at 3:25 daily, followed by bus dismissal.

**EARLY DISMISSALS** – On October 23<sup>rd</sup>, 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!

## News from the Nurse

October Newsletter:

Welcome back to school. We need your assistance to support the safety of our students. Please complete the Infinite Campus Parent Portal. You should have received a separate email regarding passwords to access this system. Please update all demographic, medical, and medication information needed for the school year. (A parent/ guardian signature is required for your child to receive services in the health room, this is now in electronic form.

With the start of the new school season please remember to send along a water bottle and appropriate clothing for your child to get through the school day. On very hot days the children need to remain hydrated throughout the day. Please help us by giving them a water bottle to keep at their desks.

Please contact your health care provider to determine if your child needs any immunizations. Notices were mailed to parents if immunization documents currently on file for their child do not have the appropriate immunizations. If you do not receive a notice, your child's immunization records are up to date. Please see below for new immunization regulations.

Physicals/Dentals: The PA School Health Act requires dental examinations for all students entering Kindergarten and third grade, and physical examinations for students entering kindergarten in the 2019-2020 school year. Physical and dental exam forms may be dated no earlier than one year prior to September 1st; therefore, forms submitted must be for exams that occurred on or after September 1, 2018. Please contact the health room if you need a physical or dental form for an upcoming appointment or you can download forms at any time from the BASD website @ <http://www.boyertownasd.org/> under Services - Student Services - Health. Please submit completed physical and dental forms for these grade levels by May 1, 2020.

Medications at school: please refer to the BASD medication policy if your child needs to take medications during school hours. All medications, over-the-counter, herbal, and prescribed, require a written order from a doctor and written parent permission to be administered to a student by the school nurse. Medications must be delivered to the school nurse by a parent or adult designee. Medication authorization forms are available on the BASD Web site @ <http://www.boyertownasd.org/> under Services - Student Services - Health or by contacting the health room.

Head Lice: September is National Head Lice Prevention month. During each school year, almost without fail, we can expect to find some cases of head lice among our students. To effectively manage head lice infestations in our schools, the Boyertown Area School District requires students with head lice or nits to be excluded from school and be readmitted when the school nurse determines the students are lice and nit-free. Information about head lice can be accessed on the BASD website under Services; Student; Health link. Prevention and control of head lice begins in the

home. Please help us prevent head lice by following the policy and checking your children often. If your child gets head lice, please contact the health room so we can assist you and your child.

New Immunization Requirements: The Pennsylvania Department of Health has issued new immunization requirements effective August 1, 2017 for the 2018-2019 School Year. Therefore, on the first day of school, your child must have all completed immunizations or a medical plan indicating the completion of the immunization series within the first five days of school or risk exclusion. Please note those immunizations that need only one dose must be completed by the first day of school. Your Certified School Nurse will contact you if your child requires further immunizations to meet the new state requirements.

- 4 doses of tetanus, diphtheria, and acellular pertussis\*

(1 dose on or after the 4th birthday)

- 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)\*\*

- 2 doses of measles, mumps, rubella\*\*\*

- 3 doses of hepatitis B

- 2 doses of varicella (chickenpox) or evidence of immunity

\*Usually given as DTP or DTaP or if medically advisable, DT or Td

\*\* A fourth dose is not necessary if the third dose was administered at age 4 years

or older and at least 6 months after the previous dose

\*\*\*Usually given as MMR

7TH Grade Entry:

- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) by the first day.

- 1 dose of meningococcal conjugate vaccine (MCV) by the first day.

Please contact your health care provider or the Pennsylvania Department of Health at 1-877-PA-HEALTH (1-877-724-3258). Vaccine information can be found at: [www.dontwaitvaccinate.pa.gov](http://www.dontwaitvaccinate.pa.gov)

Pennsylvania's school immunization requirements can be found in 28 Pa. CODE CH.23 (School Immunization).

## UPCOMING SPECIAL EVENTS

- October 4 - Parent Visitation Day
- World Smile Day-Brighten someone's day with a smile 😊
- October 10 - Fire Prevention Day
- October 14 - No School-Staff Development
- October 23 - Early Dismissal
- October 24 – Fall Picture Retake Day
- October 21 - Wear Read in honor of Red Ribbon Week
- October 22 - Wear Boots “Stomp out drugs”
- October 23 - Wear your shirt backwards “We turn our back on drugs”
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