

**Old Wire Road Elementary
3001 South Old Wire Road
Rogers, Arkansas 72758
479-631-3510**



**Parent Information
Student Handbook
2021-2022**

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479-631-3510**

Welcome to the Old Wire Road Elementary. As a professional learning community, we work to create an environment where all children are cherished and develop memories of a safe environment with caring adults and exciting knowledge acquisition, compassion, inspiration and affirmation. We are committed to working together to support each other and each child’s journey.

At Old Wire we celebrate successes and provide enrichment to challenge our children. We discover weaknesses through our consistent assessment and provide remediation. We look at each child and differentiate education to meet the needs of each individual. As we provide the children with what is needed at school, we believe that education also occurs in each home and in the community. In order for our students to achieve the highest levels of achievement possible, you must be involved. With our combined efforts, our children can become what they dream. We look forward to cooperating with you to provide students with the best opportunities available. We encourage you to follow your child’s progress closely.

Once again, welcome to Old Wire!

Molly Brock, Principal
Miguel Flores, Assistant Principal

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www.rogersschools.net

Daily Schedule

7:15 AM.....Doors Open
7:15 AM.....Breakfast is served
7:45 AM.....Instruction Begins
10:30-12:30.....Lunch Periods
2:45.....Dismissal

Visit <https://www.rogersschools.net/oldwire> for detailed and updated information throughout the school year. A monthly school calendar and other school specific information are posted on the Old Wire link or can be obtained from the school office.

Mission Statement

At Old Wire we will foster positive relationships in a collaborative environment as we support and challenge all students.

Arrival at School

Doors will open at 7:15 a.m. Students who arrive at school before 7:15 a.m. are not supervised.

All students will report to the commons area where they will be seated with their class. A teacher will be on duty. All of our students participate in Breakfast in the Classroom, which is a free program. They walk to the classroom and eat together. Please refrain from going with your student to the classroom. Breakfast is served until 7:45. At 7:45 the tardy bell rings and instruction begins.

EQUAL OPPORTUNITY: The Rogers Public School District does not discriminate in its policies and programs on the basis of race, color, creed, religion, age, sex, handicap, national origin, or ancestry. Inquiries concerning the application of Title IX or Title VI, may be referred to the Equity Coordinator; 500 West Walnut, 363-3910

Attendance

Arriving late or leaving early will result in absences as follows:

- 1 tardy anytime a student is not in their room by the 7:45 a.m. bell or is checked-out prior to the dismissal bell
- 2-4 hours of missed time: ½ of an absence
- More than 4 hours of missed time: 1 absence

Please review the district handbook for the complete attendance policy.

Check-out Procedure

If a student needs to leave during the day, a parent must sign the student out in the office. The student will be called to the office. A student will be released only to the parent unless the parent has added another name to “eschool”, saying it is ok for that individual to check them out of school. Identification will be required.

Birthdays

Please DO NOT send birthday treats to school with your child. State laws now regulate and restrict foods in schools, and parents may not provide food for any student other than their own child. Parents are also discouraged from sending flowers or balloons to school for their child. Deliveries of this sort disrupt the learning process in the classroom. Flowers or balloons that do arrive will be kept in the office for the student to pick-up at the end of the day. Flowers or balloons are not allowed on school buses.

Please DO NOT send party invitations unless you send an invitation for each child in the class.

Cafeteria

	Price	Reduced Price*	Adult
Breakfast	Free Breakfast in the Classroom	\$.30 per day	\$2.10 per day
Lunch	\$2.45 per day Extra milk .35	\$.40 per day Extra milk .35	\$3.75 per day

** Applications for free or reduced priced meals will be sent home with each student at the beginning of the school year and are available in the office*

- Parents may pay for more than one week at a time with cash or checks made out to Old Wire Elementary. All payments should be sent in a sealed envelope labeled with the student’s name, grade, and teacher’s name.
- Students will not be allowed to make phone calls for forgotten lunch money. Parents will be notified automatically (by letter) when a balance becomes negative.
- Parents having lunch in the cafeteria with their child are encouraged to eat the school lunch or a prepared sack lunch from home. This will encourage participation in the nutritious school lunch program. Parents and their child will be seated at a table reserved for this purpose. Soda pop and “fast-food” sack lunches, such as “McDonald’s, are not encouraged in the cafeteria.

Car Rider Procedures

Before and after school are times to be especially cautious when driving around the school. The main front doors (Old Wire Road entrance) are to be used for dropping off and picking up car riders. These procedures are in place to ensure the safety of your child, as well as the safety of others.

In the morning:

- Parents must pull up to the front of the loading zone in a single file line so that the cars behind you may also unload. **Do not drop your child off in the parking lot; it is extremely dangerous!**
- If you would like to volunteer to assist children during this time, please contact the front office.
- Please ensure your child arrives **no later than 7:40** in order to get to class on time.

At dismissal:

- Car riders are to wait inside the front door until their names are called.
- Cars form two lines and pull up as directed.

- Students are instructed to walk to a specific colored cone on the sidewalk where they will meet their vehicle and load.
- If you need to change how your child gets home, you must send a note to the teacher or call the Old Wire office by 2:00 p.m. that day to ensure that your student gets the message in time.

Parents are asked not to park in the lot and walk in the building to pick-up their child unless they are taking care of other school business (i.e. talk with a teacher, business in the office, etc.). Students are not allowed to be picked up or dropped off in the back bus lot. This lot is for the loading and unloading of school buses and approved shuttles only. It is against Arkansas State Law for a vehicle to pass a school bus that is loading or unloading.

Kids World

Kids World is a child care facility that operates at Old Wire after school hours. They are separate from Old Wire. If your child attends Kids World and you let them know of a change in their after school schedule, you must let the Old Wire office know as well. If you would like to sign your child up for Kids World, please call 631-3572. Fees will apply.

Change of Address, Telephone Number, or Employment

It is extremely important that every student maintain an up-to-date address and working phone number on file in the school office. Please contact the school immediately when information changes. It is imperative that we know how to reach you in case an emergency arises.

Concerns

Any person who feels concerned about any matter connected with Old Wire Elementary should first contact the appropriate teacher, staff member, assistant principal or principal. If the concern cannot be resolved, the Assistant Superintendent may be contacted, followed by the Superintendent.

Discipline Policy

We are a PBIS school. We follow PAWS expectations and reinforce with rewards.

Hallway Expectations

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safe First
<ul style="list-style-type: none"> • We don't touch the work displays • We respect others in the hallway • We whisper when spoken to 	<ul style="list-style-type: none"> • We help keep hallways neat and clean • We give others personal space • We respect student learning 	<ul style="list-style-type: none"> • We keep up with our class • We walk on the right side • We use silent greetings only. 	<ul style="list-style-type: none"> • We walk facing forward • We keep our body parts to ourselves • We carry our materials properly.

Cafeteria Expectations

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safety First
<ul style="list-style-type: none">• We are kind to others• We always follow the directions of adults• We use proper table manners	<ul style="list-style-type: none">• We leave others' food alone• We clean up after ourselves	<ul style="list-style-type: none">• We stay seated at our table• We quietly line up after lunch	<ul style="list-style-type: none">• We walk• We raise our hand for help• We walk when moving from place to place.

Restroom Expectations

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safe
<ul style="list-style-type: none">• We respect the privacy of others• We place paper towels in trash can.	<ul style="list-style-type: none">• We go, flush, wash, leave.• We keep it clean.• We are in and out quickly.	<ul style="list-style-type: none">• We wash our hands every time we visit restroom• We use whisper voice in the restroom	<ul style="list-style-type: none">• We walk from place to place.• We practice good health habits.

Classroom Expectations

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safe
<ul style="list-style-type: none">• We raise our hands to speak• We listen to our teacher	<ul style="list-style-type: none">• We pay attention• We start, finish, and turn in our work on time	<ul style="list-style-type: none">• We take turns• We help each other out• We listen to one another	<ul style="list-style-type: none">• We respect each other's personal space• We walk in the classroom.

Recess Expectations

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safe
<ul style="list-style-type: none">• We take turns• We use manners• Follow the directions of the adult• We use appropriate language	<ul style="list-style-type: none">• We practice self control• We follow playground and game rules• We play fair	<ul style="list-style-type: none">• We always welcome our friends to play• We choose activities that we can all play together	<ul style="list-style-type: none">• We are a good example to others.• We keep our hands to ourselves• We ask adults for help with problems. (equipment)

Assembly

Practice Respect	Accept Responsibility	Work Together Cooperatively	Safe
<ul style="list-style-type: none"> We keep our eyes on the speaker We use active listening behavior 	<ul style="list-style-type: none"> We sit on our bottom We keep silent unless directed to speak 	<ul style="list-style-type: none"> We participate at proper times We sit in our own space We support and encourage each other to be a part of a positive school culture 	<ul style="list-style-type: none"> We walk to and from assembly We follow our teacher's directions

Consequences for breaking a rule include reprimand, time-out, loss of privilege, parent notification, conference with parent, detention, in-school suspension, suspension, and expulsion. A detailed Rogers School District discipline policy is available on the Rogers website.

BEHAVIORAL INTERVENTION PROCESS

REINFORCE POSITIVES:	
<ul style="list-style-type: none"> Celebrate! Verbal acknowledgment using PARS language Distribute PARS tickets citing specific behavior 	<ul style="list-style-type: none"> Assign leadership role Use as a teachable moment for others Positive phone call/email/note to the guardian
MINORS (as defined by the District Matrix)	
<p>Step 1: Verbal Redirection</p> <ul style="list-style-type: none"> Review the concern with the student in some form of a verbal redirection. <ul style="list-style-type: none"> Staff should give a reminder, stating the problem behavior, the "expectation and rationale" Provide a positive alternative choice for the student <p>Step 2: Pause</p> <ul style="list-style-type: none"> The student is asked to proactively pause and reflect. <ul style="list-style-type: none"> The student is sent to a designated area in the classroom/hobby classroom. PARSE section of PARS reflection is completed by the student. Upon completion, the staff member briefly reviews desired expectations with the student and the student returns to instruction. Reflection is placed in the "Reflections Folder" in your classroom. <p>Step 3: Referral - Referral will ONLY be written if the student has been given adequate opportunities to process.</p> <ul style="list-style-type: none"> Staff completes the STAFF PASS/Intervention portion of the PARS Reflection; the student is sent to the principal. <ul style="list-style-type: none"> The principal will determine if the misbehavior is a minor or major based on the behavior matrix. The principal will make appropriate contact with the guardian and document the referral. The student is escorted back to class. A copy of the form is given to the classroom teacher, principal and sent home to a guardian. <p>Step 4: Minor to Major</p> <ul style="list-style-type: none"> If a student receives an additional intervention for the SAME offense in the SAME day the minor becomes a major Steps do NOT follow students from the classroom to recess, bus, lunch and/or specials. 	
MAJOR (behaviors as defined by the Matrix)	
<ul style="list-style-type: none"> Staff fills out the STAFF PASS portion and sends the student to the principal. The principal will briefly process with the student and notify an administrator. The administrator will determine the appropriate consequence and notify a guardian. Staff will receive an explanation of the consequence issued (not all consequences will be suspension). 	

LUNCHROOM		RECESS	
Step 1	Verbal redirection Review expectations	Step 1	Verbal redirection Review expectations
Step 2	Proactive pause Move to a quiet location to reflect	Step 2	Walk the perimeter of the playground or the track
Step 3	Send the student to principal - pass completed by staff immediately	Step 3	Send the student to principal - pass completed upon return to the classroom

Homework

Homework should be an extension of clearly defined learning goals and should be appropriate to the age, ability, and independent level of the student. The assignment is primarily to be completed by the student for independent practice outside of school time. It is the responsibility of each student to complete all class and homework

assignments on time. Please check with your child daily for math and reading assignments. School papers are sent home in Tuesday folders.

Make-up Work: Make-up work for absent students may be supplied by the teacher and picked up by the parent in the office. Please do not interrupt a teacher's class to ask for work. Please call the office by 9:00 a.m. to request work that may be picked up no earlier than 2:00 p.m.

Inclement Weather

In the early morning hours, during the winter, radio and television stations will begin carrying announcements by 6:00 a.m. of any school closings. Rogers Public Schools will also send a Parent Link Notification to your phone and/or email. Please keep your information updated in the office to ensure that you receive the message.

Worsening weather conditions may force the early closing of schools. Should this happen, radio and television stations will carry this information. Please do not call the school. This interferes with our obtaining information and instructions from the district office. Please devise a parent-student contingency plan. Please provide your child with the proper rain gear for given days.

Legal Custody

If there are any custody arrangements existing regarding your child, the school must have a copy of the official court documents. These documents must be updated yearly or as specifics change.

Lost and Found

Articles found in and around the school should be turned in to the office. School personnel will place the articles in the lost and found where owners may claim their property. Unclaimed items will be donated to local charities.

Medication

School personnel cannot give any medication to students without written permission from parents. Permission forms are available in the nurse's office. Forms should contain the name of the medication, the amount to be given, and the time it is to be given. Medication must be brought to the office in the original prescription container. Please send a measuring spoon with liquid medicines.

Dr. Notes

Students with crutches should bring a doctor's note prescribing how long the students should use the crutches. This helps us make sure students have the correct size crutches that are safe for them. A doctor's note is also needed if the student needs to sit out of P.E. or recess.

Notes from Parents

Notes are needed when:

1. A student has been absent (Please state the reason for the absence.) Absences are not recorded as excused or unexcused. All absences are just recorded as "absent."
2. You will be picking your child up early for an appointment (This allows the classroom teacher to prepare any necessary homework.)
3. A student is either going home with a different student or is bringing someone home with him/her **(BOTH CHILDREN MUST HAVE A NOTE.)**
4. You wish your child to go home in a different way than usual, or if a different person is picking him/her up at school **(Children without notes or a call to the OW office will be sent home their customary way.)**

Phone Calls from Parents

Parents may call to change how their child gets home. Phone calls should be made before 2:15 p.m. to ensure that the office has time to call classrooms and make changes. Students will not be allowed to make phone calls to see how they will get home. Parents will contact office with any changes in transportation.

Parent Center

A Parent Center has been established in the library for parents to use. It contains books, brochures, videos, and other pertinent resources on a variety of parenting topics. These are available to parents at no cost. Please feel free to browse through this information and check out any items that may be of interest to you.

Parent/Teacher Conferences

Parent/Teacher conferences are held during the first and third quarters to discuss student performance. However, please feel free to schedule an appointment with your child's teacher at any time.

Personal Items

Children are not to bring toys, pets, radios, or other personal items to school, unless they have special permission from their teachers. **No toy weapons of any kind are allowed!** Students will assume responsibility for any items brought to school.

Recess

We expect all children to go out for recess (when weather permits), unless we have a note from a physician ordering the student to "sit-out". In extreme heat or cold, we will only be out long enough to stretch and get fresh air. Please be sure your child dresses appropriately for recess.

School Supplies

Rogers utilizes a district-wide supply list which is given to each student at enrollment. Backpacks on wheels are not permitted. Students are expected to take good care of all books, equipment, and their own personal property. Parents will be assessed payment for damage done to books, school or bus property.

Specialized Instruction and Services

Every student has library, physical education (P.E.), music, and art. For student safety, appropriate clothing and shoes should be worn on P.E. days. The school counselor is also available to students and parents.

Standardized Tests

Rogers School District students in first through fifth grades take the state standardized tests each year. The dates of various tests will be announced throughout the year. Because these test results are used in various aspects of your child's educational program, please do not plan any trips or absences during the testing dates.

Intensive Reading Intervention

In accordance with state regulations, any student failing to achieve at the proficient level on the ACT Aspire, DIBELS, or i-Ready test will be given an IRI. A student Intensive Reading Intervention (IRI) shall be developed by the teacher and the student's parents to assist the student in achieving the expected standard. The IRI will describe the parent's role and responsibilities as well as the consequences for the student's failure to participate in the plan.

Students identified for an AIP who do not participate in the remediation program may be retained. The local school district shall determine the extent of the required participation in remediation as set forth in the student academic improvement plan.

Student Dress and Grooming

The home and school need to cooperate in the matter of dress. School is the child's place of business, and the children who are dressed in appropriate school clothing tend to do a better job. Student dress and grooming should not interfere with the orderly conduct of the school's activities. This includes:

- Makeup or excessive jewelry, spray in hair colors, or distracting styles
- Short shorts, tank tops, spaghetti straps, halter-tops, see-through clothing, shirts that do not cover the midriff, jeans with inappropriate holes
- Clothing inappropriately too tight or too loose
- Shirts that advertise alcohol, tobacco, or have inappropriate pictures/language

- Footwear that is unsafe or shoes with cleats, high heels, or skates on the bottom (cowboy boots, sandals, and flip-flops provide very little traction and make it both difficult and dangerous to run during P.E. and recess)
- Students are encouraged to wear their Old Wire T-shirts or sweatshirts on Fridays.
- Students may not wear hats or hoods in the building, unless it is a special award which was given by their teacher as positive reinforcement.

Students inappropriately dressed will need to have suitable attire brought to them or will be given clothing from the school's clothes closet.

Use of School Phone

Children are asked not to use the phone unless the teacher or the office approves an urgent need. Messages are relayed to students.

Visitors to the Building

Due to COVID there will be no visitors in our building. Parents/guardians can still come to the office to discuss school related concerns.

Walkers

Student within Parent Responsibility Zones will either need to walk to school or be transported by parents. There will be a crossing guard at the corner of Old Wire Road and Post Road from 7:15 a.m. to 7:30 a.m. After school, the crossing guard will walk with the entire group of walkers to the crosswalk. Parents are encouraged to meet their children at the crosswalk to make sure they get home safely. Students are expected to show respect of other people's property and to go straight home and not loiter in anyone's yard. It is important to discuss a plan for early dismissal due to bad weather and for dismissal during severe rain or storms.

Act 576 - Require a Period of Silence

Public schools shall observe a one (1) minute period of silence at the beginning of the day. The teacher or school employee in charge of the classroom shall ensure that all students remain silent and do not interfere with or distract another student during the period of silence.

Classroom Volunteer Sign Up

Dear Parents:

Welcome back! The coming school year will be an exciting time for students, parents, teachers, and staff. As you know, parents play a key role in ensuring that our children have a successful school year. There are numerous opportunities to become directly involved in the classroom that will benefit both you and your children!

WE NEED YOUR TIME AND TALENTS! Listed below are the different areas in the classroom for which volunteers are needed this school year. Please take a moment to review this list, check the areas that interest you, and then return the form to school as soon as possible.

Child's Name: _____ Grade: _____

Parent's First & Last Name: _____ Teacher: _____

Phone Number: _____ Email: _____

CHECK EACH ACTIVITY IN WHICH YOU ARE INTERESTED

	YES	NO
I would like to be a Homeroom Parent	<input type="checkbox"/>	<input type="checkbox"/>
I would like to assist the Homeroom Parent	<input type="checkbox"/>	<input type="checkbox"/>
I would like to help with classroom parties or special events:		
Winter Party	<input type="checkbox"/>	<input type="checkbox"/>
Valentine's Party	<input type="checkbox"/>	<input type="checkbox"/>
Others (as needed)	<input type="checkbox"/>	<input type="checkbox"/>
I can supply refreshment for classroom parties and/or activities (cupcakes, treat bags, drinks, paper products)	<input type="checkbox"/>	<input type="checkbox"/>
I can accompany students on classroom field trips	<input type="checkbox"/>	<input type="checkbox"/>
I can assist the teacher in class tutor, paperwork, etc.) If "yes", specify day(s) and time(s) available: _____	<input type="checkbox"/>	<input type="checkbox"/>
I have a special talent or interest that I can share with the class If "yes", please specify: _____	<input type="checkbox"/>	<input type="checkbox"/>
I have artistic talent that I can share with the class If "yes", please specify: _____	<input type="checkbox"/>	<input type="checkbox"/>
I would like to help with Car Duty in the mornings.	<input type="checkbox"/>	<input type="checkbox"/>

If you have any questions, please contact the school office.



Rogers Public Schools

where all **belong**, all **learn**, and all **succeed**

500 West Walnut Street • Rogers, AR 72756 • www.rogersschools.net • (479) 636-3910

• Fax (479) 631-3504

Dr. Marlin Berry, Superintendent

Dear Parent:

In December 2015, former President Barack Obama signed the Every Student Succeeds Act into law. Parents continue to have the same rights as they did under “No Child Left Behind”.

Under ESSA, parents have a right to know the professional qualifications of their children’s teachers(s). This letter is to inform you of your right to ask for the following information about each of your child’s classroom teachers:

- Whether the state of Arkansas has licensed or qualified the teacher for the grades and subjects he or she teaches (Note: We are also required to send a notice to parents affected if the teacher is not fully licensed, so if you haven’t received such notice, your child’s teacher(s) is/are fully licensed.)
- Whether the teacher is teaching under an emergency permit or other provisional status through which state licensing criteria have been waived.
- The teacher’s college major, whether the teacher has any advanced degrees, and, if so, the subject of the degrees.
- If any time your student has been taught for four (4) or more consecutive weeks by a teacher(s) that is not highly qualified, then you will be notified by the school.

You also have the right to request information regarding the qualifications of the paraprofessional(s) assisting your child’s teacher(s). If your child is receiving Title I, Part A services from a paraprofessional, then our district or school is able to provide you with the following information:

1. Whether the paraprofessional has completed at least two years of study at an institution of higher education.
2. Whether the paraprofessional has completed an associate’s degree (or higher).
3. Whether the paraprofessional has met a rigorous standard of quality through our state’s certification procedure for determining the quality of paraprofessional staff.
4. Whether the paraprofessional has: (a) the knowledge of and ability to assist in instructing reading, writing, and mathematics or (b) the knowledge of and the ability to assist in learning activities, such as homework, reading readiness, writing, mathematics, and other support as appropriate.

If you would like to receive specific information about your child’s teacher or paraprofessional, please visit our office at 500 West Walnut Street to fill out a Parent Request Form. A response will be mailed to you within ten working days from the date of the request. Our office is open from 7:30 a.m. to 4:30 p.m. Monday through Friday.

Our district is fully committed to the success of your child. We appreciate your partnership in our efforts.

Sincerely,
Dr. Roger Hill
Assistant Superintendent for Human Resources