

August 24, 2016

Dear Longfellow Families,

Our year has gotten off to a great start! Thanks so much for your support and your patience as we begin the new year!

At Longfellow Elementary we believe that all children can learn and be successful. Our purpose at school is to create a safe environment where our students can thrive academically, socially, and emotionally. Last year several families and our staff updated the Longfellow vision and mission statements.

Longfellow Vision Statement

We strive to teach, challenge, and nurture students to be lifelong, engaged learners. We foster relationships with parents and the community to create students who are responsible citizens in an ever changing world.

Longfellow Mission Statement

At Longfellow our mission is to provide a quality education in a secure, positive, and challenging environment so that all students realize their potential.

Inside Out Building Theme

Our building theme this year is based around the Inside Out movie. Learning to manage our emotions is important to being successful academically, emotionally, and socially. We will use the Zones of Regulation and the Second Step social and emotional curriculum to help students recognize the appropriate means to establish relationships with others and be successful in school.

We have high expectations for our students academically, socially, and emotionally. In order for our students to be successful academically, it is necessary to have a classroom environment that is conducive to student learning. I have included with this letter the discipline information that will be used at Longfellow this year. There is a three column chart with behaviors and the means that we will use as consequences. The first column is behaviors that will be handled in the classroom. The behaviors in the second column will be managed with a low level referral (LLR). Students will be written up and parents will be notified. After the fourth low level referral, the student is identified to the office as an office referral. At this time, it will be necessary for the administration at Longfellow to make parent contact and identify a plan for the student to become successful. I have included a copy of the low level referral form and the office referral form that will be used throughout the year as behavior documentation.

It is always our intention to build positive relationships and interact in positive ways with our students. Students will be recognized for following the Longfellow Pledge – being safe, respectful, and responsible. Teachers need to complete a star recognition form and submit it to the principal to announce at morning meeting. After being recognized **five** times at morning meetings, the student can come to the office to draw out of the Treasure Box. The last week of each month, every classroom will recognize a student who has “lived the Longfellow Pledge”. These will be Outstanding Razorback Behavior students. They will be rewarded with a special event/activity. This will begin in September.



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Beginning the Day Routines

Students should not come to school before 7:40 unless they are eating breakfast. Breakfast is served from 7:20 – 7:40. At 7:40 we quit serving breakfast. Students are sent to the playground at 7:40 if they have finished breakfast. At 7:45 all students are sent to the playground. We begin our daily morning meeting at 7:50. Students who arrive before 7:40 need to sit on the north side of the building at the table area. Students should not be dropped off at the front of the building on 5th Avenue. This is unsupervised and students are not allowed on the playground until 7:40. If you drop students off in the morning, please do not park in the yellow loading area to wait until 7:40. Traffic gets congested and creates a dangerous situation for students walking to school.

Communication

A folder will come home every Wednesday with information from the classroom, the school, and the district. Please check your child's backpack every Wednesday and return the folder on Thursday.

If your child will not be at school, please contact the office as soon as possible. We begin making phone calls at 8:45 to families who have not checked in to school regarding their child's absence.

Please contact the school regarding changes in the end of the day routines as soon as possible. It is important that we are able to keep your child safe at the end of the day.

Please notify the office of any changes in address and/or phone numbers so that we are able to contact you with any student needs or concerns.

Collaboration is the key to your child's success at school. It is always our intention to support your child academically, socially, and emotionally. Please do not hesitate to contact the school at any time with questions or concerns.

We are excited for a successful 2016-2017 school year!

Sincerely,

Laurie Bahl
Principal

Jeremy Behnke
Assistant Principal

