**Daniel Pratt Elementary School**

**Comprehensive Overview**

**2020-2021**

Daniel Pratt Elementary School (DPES) is dedicated to developing and maintaining a well-rounded program that promotes academics and character development. The focus areas are as follows:

**Strategic Teaching**

Strategic Teaching is defined as the structure, system, methods, techniques, procedures, and processes that a teacher uses during instruction. Strategic Teaching focus areas for DPES include, but are not limited to, the following:

**Standards-Based Teaching**: Our academic program adheres to the Alabama College and Career Readiness Standards. These standards are based on the Common Core Standards. Core classes include Reading, English Language Arts, Math, Science, and Social Studies (4th Grade: Alabama History). Elective classes include Music, Technology, and Library. Parents can find the standards on the Alabama Learning Exchange at <https://alex.state.al.us>.

**Schoology Learning Platform**: Schoology is a social networking service and virtual learning environment for K-12 school and higher education institutions that allows users to create, manage, and share academic content.

**SchoolsPLP** is an online educational ecosystem where all aspects of elearning are inter-connected. SchoolsPLP combines effective classroom management with a broad catalog of online curriculum.

**DPES Teaching Expectations**:

* Daniel Pratt Elementary School teachers undergo continuous professional development related to state standards, rigorous teaching strategies, best teaching practices, and classroom management. They are observed regularly and are held to the expectations set by the principal. Teachers are provided with in-school professional development in the form of Professional Learning Communities. They also receive scheduled times to meet and plan with their grade-levels and/or departments. Other classes are offered by the administration as needed. Teachers are encouraged to go to outside training when possible. The administration strives to purchase up-to-date technology and relevant resources for the school.
* Classroom observations are conducted regularly by the administration, in order to determine how well the teachers are applying the appropriate depth-of-knowledge strategies. All teachers receive oral and written feedback from their observations.
* Teachers Observing Teachers: Administration-led walkthroughs and one-on-one teacher observations of each other are conducted at least once per semester.
* Teacher Planning:
	+ Planning is done according to the Rigor/Relevance Framework and the DPES-created Instructional Frameworks for each grade-level. These are tools for all teachers to use as they plan and teach their lessons. The frameworks help the teachers provide the appropriate level of learning, ensuring that students are engaged in each lesson.
	+ Schoology offers a great lesson-planning tool for teachers to use.
	+ Please visit our website, [www.dpeseagles.com](http://www.dpeseagles.com), to find information on lesson plans, homework assignments, and testing. Specific information from each teacher can be found by clicking on his or her name under the school staff link. You can also email your child’s teacher with any questions you may have, through his or her webpage.

**Student Engagement**

Student Engagement is defined as any sustained connection a learner has towards any aspect of learning, school, or education. DPES student-engagement practices focus on AdvancED ELEOT criteria. We incorporate whole-group and small-group instruction into our reading and math programs.

**Student Information Boards**: This is an area in each classroom that displays the standard objectives that will be taught for the week, the weekly assignments/assessments, and the daily agendas. The boards are designed to be student-friendly, in order to help students be accountable for their own learning.

**Blended Learning** is defined as a style of education in which online programs and traditional classroom instruction are coupled to better enhance student learning.

* Prodigy focuses on standard-based instruction at students’ current learning level.
* Accelerated Reader monitors reading comprehension of students via assessment. Parents may access their child’s progress in AR at home. A Parent Renaissance Home Connect sheet will be sent home at the beginning of the school year with the student’s username and password information. Parents can access the child’s progress by visiting the Daniel Pratt Elementary School website and then clicking “Parents,” “Library,” “Links,” and “Renaissance Home Connect”; there, enter the child’s login information to see the child’s progress.
* Lexia supports and reinforces foundational reading skills. Parents may view their child’s status in Lexia by having their child log in to his or her account at home: Visit Daniel Pratt Elementary School’s website and click “Students” and “Lexia Login.” The student will then log in using the username and password issued at school. The student dashboard will show the student’s usage and current level.
* Reflex teaches memorization of basic math facts and fact family relationships. Parents may access their child’s progress in Reflex by setting up a free Reflex Parent Reporting Account. Visit Daniel Pratt Elementary School’s website and click on “Students” and “Reflex Login.” Students should provide parents with their Reflex information, including their teacher’s username and the student’s password. Once an account is set up, parents are able to view their child’s usage, fluency growth reports, and facts and fact families mastered; in addition, parents can receive weekly progress updates via email. Parents may also view their child’s progress and current placement, if the child logs into his or her account at home.

**Fifth and Sixth Grade Levelized Math Classes**: (Suspended through COVID-19 crisis. We will resume levelized math when the safety guidelines are relaxed). Traditionally, these math blocks are structured by students’ needs derived from percentile levels in Performance Series assessment data. Students are placed in appropriate classes to build from and work towards meeting grade-level expectations at different paces.

**First and Second Grade RISE Academies**: (Suspended through COVID-19 crisis. We will resume RISE Academies when the safety guidelines are relaxed). Traditionally, these are daily periods set aside to remediate or expand upon content standards.

**Master Schedule:** This school-wide instructional schedule provides protected blocks designed for whole-group instruction that are free of interruptions. The Master Schedule provides a detailed schedule of every instructional area in our school.

**Physical Education Department**: Please refer to our student handbook on rules and expectations. You may also contact the Physical Education Department Head, Coach Rhodes, at Jennifer.Rhodes@acboe.net for additional information.

**Extra-Curricular Activities**:

* Clubs: (Suspended) BETA, Student Council, ENN, Choir
* Music: (In classrooms) 1st- 4th Grade Music Programs and 5th & 6th Grade Choir
* Talent Show (Suspended)
* End-of-Year Field Days (Suspended)
* Dress-up Days and other School-Wide Reward Day Activities/Assemblies
* Reindeer Lane
* Friendsgiving

**Behavior Management**

**Vision & Mission Statement:** The DPES vision and mission statements are heavily promoted each day. Our standard of excellence is taught through our vision of RISE. This stands for Respect, Integrity, Self-Control, and Effort. All of our students are expected to RISE!

**Classroom Management** is defined as the methods and strategies an educator uses to maintain a classroom environment that is conducive to student learning and success. ClassDOJO is the behavior management system used throughout the school.

All students are expected to attend school regularly so they can complete all of their required lesson assignments. Each student must adhere to all rules to ensure that they (and their peers) receive the highest quality education. In addition, all assignments designated by each teacher must be completed. Students who refuse to do their work receive consequences for this behavior through our Office Referral Procedures.

**DPES Behavior Management Plan**: This plan incorporates a progressive discipline plan that promotes positive behavior through clearly set rules, expectations, and positive/negative consequences. The full plan is located in the Parent section on our school website.

**Parent Involvement/Information**

Parent Involvement is the amount of participation a parent has when it comes to his or her child’s schooling, both at home and on the school campus. DPES welcomes parental involvement through the APT, volunteer opportunities, and special events.

**Volunteers:**  (Suspended through COVID-19 crisis. We will resume having parent volunteers when the safety guidelines are relaxed). Traditionally, all DPES volunteers must sign our Guidelines and Confidentiality Agreement for School Volunteers form, before being allowed to volunteer in the office, media center, or classrooms.

**APT**: (Suspended through COVID-19 crisis. We will resume our APT when the safety guidelines are relaxed). Traditionally, you may join the APT by emailing Mrs. Escue at DPESAPT@acboe.net for any comments or questions you may have.

**General Questions or Concerns:** Please send your questions or concerns to dpeseagles@acboe.net. We will do our best to address everyone’s needs.

**Carpool**: Please email Mrs. D. Stewart at dpescarpool@acboe.net if you need additional carpool tags made. She will be happy to help you.

**DPES Facebook**: Please visit the DPES Facebook Page regularly for updates and information.

**INOW Parent Portal**: The parent portal is $10.00; it allows parents to see their child’s grades and record.

**Notify Me**: Parents receive text message reminders about upcoming events, dismissal changes, etc.

**Intervention Programs**

**Counseling and Guidance Program**: Mrs. Brownell is the counselor for 1st -3rd grade students, and Mrs. Walker is the counselor for 4th – 6th grade students. You may email them at Marylyn.Brownell@acboe.net and Kaylyn.Walker@acboe.net.

* Classroom Guidance Lessons: Counselors facilitate guidance-curriculum lessons. The counselors schedule these lessons. They take place in classrooms, the counseling classrooms, or in other areas of the school.
* Small-Group Lessons: Counselors conduct small-group counseling sessions outside the classroom to respond to students’ identified interests or needs. Small-group counseling lessons are scheduled by the counselors and may be 1 to 6 lessons. Teacher input as to student needs is encouraged.
* School-Wide Lessons: Counselors organize **Red Ribbon Week** (Drug Awareness) and **Career Week** (Career Awareness).
* Character Trait Recognition: Counselors organize and recognize students who exhibit outstanding character traits throughout the school year.
* Responsive Services: Responsive Services include counseling or referral activities that meet the immediate needs and concerns of students.
	+ Consultation/Conferences: Counselors are available to consult with students, parents or guardians, educators, and community agencies regarding strategies to help students and families in need. Teachers and parents may request a conference by contacting the counselor.
	+ Individual Counseling: Counselors provide individual counseling for students experiencing personal difficulties who need a private setting. School staff and parents may refer students to the counselor when needed.
	+ Crisis Counseling: Counselors are available to provide students and families facing an emotional crisis. Counselors assist/consult with teachers concerning reports to DHR and/or other outside agencies.
	+ Referrals: Counselors use referral sources to enhance the services provided through the school counseling program. Counselors provide outside resource information at the request of students, parents, and teachers. Counselors make referrals to the Mental Health Agency and Social Services.

**\*Please see the Intervention Support section of the DPES School-Wide Behavior Management Plan\***

**RtI Program**: The Response to Instruction program is an Alabama State Department of Education program designed to meet the needs of all students. Students who are identified as needing Tier 2 or Tier 3 services, through the universal screening process, have access to the RtI coordinator on a regular basis. Instructional strategies are put in place, and teachers monitor and document students’ progress. The RtI coordinator monitors each student’s progress as well, and the RtI Team reviews all information each month. All recommendations made are based on collected data. For more information, please contact Erin Davis at Erin.Davis@acboe.net.

**English as a Second Language Program**: The English as a Second Language (ESL) Program is offered to students who speak a language other than English at home and who have qualified for services based on an English screener test.  English Learners (ELs) that qualify will receive 30 minutes of pull-out services weekly, a bilingual dictionary if the student reads in his/her native language, and an iPad based on his or her proficiency score. Depending on funding, these students will also be offered free after-school tutoring and a week of ESL-Program Summer Camp. Please contact Christina Thurman at Christina.Thurman@acboe.net for additional information.

**Lunchroom Program**

All students have a lunch account. Each student’s lunch account is automatically created when he or she is enrolled, and each student’s designated pin number is the same number from 1st through 12th grade.

* Prepay into the account by sending cash or check to the teacher, or you can set up to pay and/or monitor at [www.paypams.com](http://www.paypams.com). Teachers take up lunch money every day and turn it into the lunchroom by 8:30. We accept cash or checks. Please make sure a phone number and the student’s name are written on every check sent in. Paypams charges a fee to pay online; however, there is no fee to use paypams to send you email reminders when the lunch account gets low or to look at your student’s spending habits.
* It is important not to allow the lunch accounts to go negative. Please make sure to always keep a minimum of one to two weeks worth of funds in the lunch account. We do not send home negative balance slips. You can monitor the lunch accounts through your paypams account. This site takes one to two days to update, and negative balance phone calls will not reflect recent purchases; please keep this in mind when you receive the automatic phone call, as it will not reflect charges or payments turned in for the day before. You must estimate these charges and add them to the amount stated in the phone call. Please do not just send the amount owed.
* Free or reduced lunch forms must be renewed each year. All students will receive a form. If you qualified for free or reduced last year, it will continue for a little while, but you must re-apply! The short time it continues for the new school year is just to give you time to get your new application turned in. It will eventually roll into full payment if you do not reapply. You can also find an online application at [www.paypams.com](http://www.paypams.com). *Free lunch* includes free breakfast and *reduced lunch* includes reduced breakfast.
* We offer extra items that can be purchased on the lunch accounts that have money. It is recommended that all parents, including those who qualify for free or reduced lunch, keep some extra money on the student’s lunch account, as you never know when a student may drop his lunch from home on the floor and need to purchase a school lunch or when a student may want to purchase an extra milk. 1st and 2nd grade students are allowed to buy ice cream on Fridays only, for $1.00; the other grades are not limited to Friday. Also, Dippin’ Dots Frozen Yogurt is offered to everyone on Tuesdays, for $2.00. Your child is welcome to come through with their lunch from home and purchase milk, water, extra fries, or anything else we offer. If you see that your student needs to have certain limits put on his/her account, please call the lunchroom manager (Teri Pearson), and we can put custom limits based on what you would like. Please keep in mind that we cannot turn away a student for a basic breakfast or lunch. Some students find our many choices for breakfast very appealing and eat both at home and at school; you will be able to see this when you monitor your paypams account. Students will not be allowed to get anything extra if they have a negative balance or no money on their account. This includes free and reduced students.
* Lunch-a-ble packs, soy butter and jelly sandwiches, and deli sandwiches are offered most days, in addition to the featured menu item. Please do not panic if your student who is allergic to peanuts comes home and says he or she ate a peanut butter and jelly sandwich for lunch. Only soy butter uncrustable sandwiches are offered. We do not serve any peanut products in our lunchroom. We also offer a variety of entrées, including a cheese, meat, and cracker lunch-a-ble pack, just as you can buy in the grocery store. Each entrée includes milk and all of the fruits, vegetables, and salads and any desserts that may be on the menu for that day. If the student takes everything that is offered for that meal, it will be a very full plate. If they come home and say there was nothing to eat, we invite you to please come any day and look at what we serve.
* All fruits, vegetables, salads, and milk are included with each meal.
* We believe more choices reaches more students.
* Starting this year, lunch menus will only be available on the school website. Please feel free to contact the lunchroom manager at Teri.Pearson@acboe.net or use the direct line to the lunchroom: 334-365-5547.