

APT/Meet the Principal Information Night

- ▶ Finch:
 - ▶ Welcome and Introductions
 - ▶ Vision & Mission Statements
- ▶ Davis: Envelope Fundraiser
- ▶ APT Information
- ▶ Lindsay:
 - ▶ School-Wide Discipline Plan
 - ▶ Safety Information
- ▶ Wilson:
 - ▶ Student Information
 - ▶ Special Snacks
 - ▶ Morning Routines
- ▶ Finch:
 - ▶ Dismissing School Safely
 - ▶ Lines of Communication
 - ▶ Stay Informed & Volunteer!
 - ▶ School Structure



Welcome and Introductions

- ▶ Welcome/Introductions
 - ▶ APT President: Mrs. Escue
 - ▶ Assistant Principals
 - ▶ Mrs. Lindsey – 4th – 6th grades
 - ▶ Mrs. Wilson – 1st – 3rd grades
 - ▶ Principal: Mrs. Finch

Vision and Mission Statements

▶ **Vision Statement**

DPES Eagles Will ...

Respect

Integrity

Self-Control

Effort

▶ **Mission Statement**

Daniel Pratt Elementary School is committed to empowering ALL students to grow socially and academically in a positive, nurturing environment that shapes lifelong learners in an ever changing world.

Envelope Fundraiser

\$5.00 for a bundle of
50

If you love help getting organized, please purchase a bundle of 50 preprinted envelopes for \$5.00 as a fundraiser!

The snack money envelope is for 1st and 2nd graders who buy snack from the school snack room.

The school envelope is for all students to help indicate the reason money is sent to school.

<h2>Snack Money</h2>	
Today's Date: ___/___/___	
Student: _____	Teacher: _____
Snack Item: _____	
Exact Change Enclosed \$ _____	

<h2>School Money</h2>	
Today's Date: ___/___/___	
Student: _____	Teacher: _____
<input type="radio"/> Lunch	Amount
<input type="radio"/> Snack	Enclosed \$ _____
<input type="radio"/> Field Trip	
<input type="radio"/> T Shirt	
<input type="radio"/> Fundraiser	
<input type="radio"/> Other _____	

APT Information

- ▶ Introduce APT board President: Heather Escue Vice President: Stefanie Underwood Treasurer: Jessica Moore Secretary: Melissa Allen
- ▶ \$5 APT dues per family
- ▶ Frios popsicle party to given to the class that has the most participation. There will be one lower grade class and one upper grade class chosen.
- ▶ Read-a-thon fundraiser
- ▶ Chicken Salad Chick Spirit night September, Zaxby's October
- ▶ Parent help will be needed throughout the year
- ▶ Fall Festival

School-Wide Discipline Plan

Demerit System

A demerit can be given out by any faculty member and staff. These are to be used throughout the building when students are not modeling the appropriate R.I.S.E. behavior. The areas such as: hallways, lunchroom, library, PE, morning duty, bus duty. The Demerit System Consequences are school wide and are below:

1st Demerit	Parent Phone Call from Administration/ Admin Conference
2nd Demerit	Parent Phone Call from Administration/ Admin Conference
3rd Demerit	Office Referral/3 days of ISS
4th Demerit and Above	Administration Decision

Office Referrals

An office referral will be given to the Administration after the following procedures have been followed. Some incidents that happen and need immediate assistance will not have to have the procedures on the form.

1st Offense	Student/Teacher Conference
2nd Offense	Parent Phone Call Home
3rd Offense	Teacher/Parent Conference
4th Offense	Completed Office Referral Turned in to AP

Positive Behavior

All positive behavior is awarded during Fun Fridays which are scheduled through homeroom teachers and grade levels.

Safety Information

- ▶ School-Wide Discipline Plan will be on the website soon.
- ▶ Parent Protocols Regarding Student Safety
 - ▶ Never curse or threaten to harm any DPES employee
 - ▶ Do not scream, yell, or raise voice at any DPES employee
 - ▶ Remain calm
- ▶ Safety drills occur once per month.
- ▶ Anyone who is on the approved Contact Form may eat lunch with their child. However, no one is allowed to walk their child to class after lunch. The visitor pass is only for access to the lunchroom.
- ▶ Pictures taken in the lunchroom should be of your child only. No other student's picture should be taken at DPES.

Student Information

- ▶ ENN broadcast will be on the website under School Publications.
- ▶ Student Handbook is on the website under School Publications.
- ▶ Parent Volunteers are needed in the lunchroom to help with sweeping and table clean-ups from the smaller children.
- ▶ Students must turn in P.E. permission forms for use of the YMCA facilities.
- ▶ Please purchase INOW Parent Portal. This is a great way to keep up with your child's grades!

Special Snacks

- ▶ Parents are welcome to bring special snacks for the entire class. Please be mindful of children's allergies.
- ▶ Please obtain prior approval from the teacher before bringing special snacks.
- ▶ The special snacks must be left in the office before 9:30.
- ▶ Parents are not allowed to go to the classroom.

Morning Routines

- ▶ 7:15 - 8:00 Bus line and Walkers enter through front doors on Red Hallway. The doors are closed promptly at 8:00.
- ▶ 7:15 -7:55 Carpool students enter through yellow hall side doors. Door is closed promptly at 7:55.
- ▶ McQueen Smith Loop closes at 7:45
- ▶ Jay Street Loop closes at 7:55

- ▶ **IMPORTANT:** Parents must accompany their child to the front office and check them into school after the doors have been closed.

Dismissing School Safely

- ▶ Front Parking Lot Closed. Please use Tara Street or the carpool line to pick up students.
- ▶ Tara Street Walkers must cross the street using the crosswalk, or parents may walk their children across the street. Students must not cross the street by themselves.
- ▶ Picking up students after school must be done at the center crosswalk. This is the only crosswalk that is monitored.
- ▶ Carpool: We will not release students to walk to their parents' car in the parking lot. Please stay in the carpool line.
- ▶ Sign up for Notify Me through the school website each year. Make sure that you are inputting new numbers or changed numbers.
- ▶ Walkers will be held at school anytime lightning is within 1 mile of the school or the weather radar indicates a red cell of storms coming through the area. Have a back-up plan!!!

Lines of Communication

- ▶ Website email is best!
- ▶ Communicating School-Wide Problems or Concerns:
 - ▶ Email the Principal or Assistant Principals
 - ▶ Call the front office
- ▶ Communicating Problems or Concerns about your Child:
 - ▶ Contact the teacher first
 - ▶ Contact assistant principals next
 - ▶ Contact principal last if at all possible
- ▶ Problems will be resolved as follows:
 - ▶ Immediate Solution
 - ▶ Team Meetings
 - ▶ Next Year File

Stay Informed & Volunteer!

- ▶ School Website
- ▶ School Facebook Page
- ▶ Lunchroom Volunteers Needed:
 - ▶ The lunchroom is looking for parent volunteers for Tues. Dippin' Dot days
 - ▶ 10:50 thru 1:20 shift (or can divide)
 - ▶ They will take up Dippin' Dot tickets and hand out Dippin Dots.
 - ▶ Would like as many volunteers as possible
 - ▶ Fun job with lots of smiles

School Structure

- ▶ The DPES Administration, Faculty, and Staff Roles and Responsibilities' Spreadsheet can be found on the school's website.
- ▶ Department Heads: Mrs. Johnson, Mrs. Prater, and Mrs. McKinley
- ▶ Grade-Level Heads: Mrs. Roten, Mrs. Agee, Mrs. Wood, Mrs. Smyth, Mrs. Sims, and Mrs. Short
- ▶ Teams:
 - ▶ Administration Team
 - ▶ RtI/Intervention Team
 - ▶ School Pride Team
 - ▶ Advisory Team
 - ▶ Instruction Team
 - ▶ Safety Team
 - ▶ PBIS Team

School Structure Continued

- ▶ Principal: Donna Finch
- ▶ Assistant Principals: Katie Lindsey and Vonda Wilson
- ▶ Counselors: Marylyn Brownell and Kaylyn Walker
- ▶ Technology Coordinator: Laura Hornbuckle
- ▶ RtI Coordinator/Intervention: Erin Davis
- ▶ Secretary: Jennifer Burlingame
- ▶ Clerical Aide: Angela Gremaux
- ▶ Bookkeeper: Teresa Elswick
- ▶ Media Center: Jennifer Meador