

**HELEN KELLER SCHOOL
TINLEY PARK, ILLINOIS**

KELLER COUGARS



**PARENT / STUDENT
INFORMATION
2019 / 2020**

HELEN KELLER SCHOOL
PARENT / STUDENT HANDBOOK

TABLE OF CONTENTS

Absences / Attendance Policy	4
Arrival and Dismissal Procedures	4-6
Attendance / Tardiness	7
Before and After School Activities	7
Bus Riders	7
Discipline	7
Emergency Closing.....	7
Emergency Procedure Drills	8
Grading Scale	8
Homework.....	8
Hot Lunch	8
Lunch Times	3 & 18
Nurse's Office.....	9
Head Lice	9
Illness and Injury.....	10
Medicine.....	10
Vision and Hearing Screenings	10
Parent / Teacher Conferences.....	10
P.T.O.....	10
Personal Possessions	11
Personal Technology Devices	11
Playground Rules.....	11
Safety and Security	12
Safety Patrol	12
School Board Policies	13-14
School Hours.....	3 & 17
School Pictures	15
School Supply List.....	19-20
Student Lunch / Recess	15
Student Recognition Programs	16
Telephone Messages.....	16
Vacations	16
Volunteers	16

Dear Parents,

Welcome to Helen Keller School. The staff and I look forward to an exciting year teaching and guiding your children. Your child's educational process is one that requires your assistance. During the school year, there will be many opportunities for you to become actively involved in this process. By working as a team, we can make this an enjoyable and rewarding year.

Throughout the year your child's teacher and I will be communicating with you through newsletters, progress updates, phone calls, and through Helen Keller's website. Having an open line of communication between home and school is crucial to your child's success. Please do not hesitate to contact your child's teacher or me whenever you have a question, concern, or simply need information.

This parent/student handbook contains information and guidelines that you will find useful during the 2018/2019 school year. The guidelines are set for the safety and welfare of the students. Please read and discuss the handbook with your child so you both are aware of these guidelines. Again, if you have any questions, please feel free to contact me for information.

Sincerely,

Mrs. JoAnn Greene
Principal

**SCHOOL MASCOT – COUGAR
SCHOOL COLORS – ROYAL BLUE AND WHITE**

HELEN KELLER SCHOOL HOURS FOR THE 2019 / 2020 SCHOOL YEAR

OFFICE HOURS	7:30 am – 3:30 pm
TEACHING STAFF	7:40 am – 2:40 PM
STUDENTS	7:45 am – Student Arrival
(FULL DAY KDG. THROUGH 5TH GRADE)	7:50 am – Enter
	7:55 am – Tardy
	2:25 pm – Dismissal
AM EARLY CHILDHOOD	7:55 am – 10:30 am
PM EARLY CHILDHOOD	11:50 am – 2:25 pm
3rd, 4th & 5th Grade Lunch	11:05 am – 11:45 am
Kindergarten, 1st, 2nd Grade Lunch	11:50 am – 12:30 pm

IMPORTANT PHONE NUMBERS

Helen Keller School	532-2144	District Office	532-6462
Transportation	532-8539	Special Services	532-8537

For your convenience, the following procedures and guidelines will be adhered to in our school.

ABSENCES / ATTENDANCE POLICY

Students are expected to be in attendance each day school is in session. If a student is unable to attend classes, parents must notify the **Keller Office** by calling **532-2144** by **8:30 A.M.** Keller is equipped with Voice Mail. You may leave messages between 3:30 P.M. and 7:30 A.M. If you need to report an absence, after the beep leave your child's name, room number, teacher's name and reason for absence. If you fail to contact school, we will contact you by 9:30 A.M. to verify your child's absence.

The state has established general guidelines regarding non-attendance, half-day attendance and full day attendance for Kindergarten & First Grade and Second through Fifth Grade.

Kindergarten ½ Day A.M. – Students must be in attendance at least 120 minutes to qualify for half-day attendance. The morning session must arrive prior to 8:40 A.M. or for early departure stay until 10:05 A.M. to receive credit for half-day attendance.

Kindergarten through Fifth Grade – Students must be in attendance for 300 instructional minutes to receive a full day credit and 150 minutes to receive half day credit. Students must arrive prior to 8:45 A.M. to receive full day attendance credit. For early departure, student must stay until 1:35 P.M. to receive credit for a full day of attendance. Contact the Keller office regarding attendance questions

ARRIVAL PROCEDURE

All students will enter the building through the assigned doors.

<u>ROOM</u>	<u>DOOR</u>
EC I, EC II	Main Front Door
CCI, CCII	Main Front Door
Kindergarten	Back West Doors
1 st Grade	Back West Doors
2 nd Grade	Back West Doors
3 rd Grade	Back East Doors
4 th Grade	Back East Doors
5 th Grade	Back East Doors

Please note – Students should arrive at school no earlier than 7:45 A.M. Staff supervision of all entrances begins at 7:45 A.M.

ARRIVAL AND DISMISSAL

Adhering to the following rules for arrival and dismissal will help ensure the safety of all students:

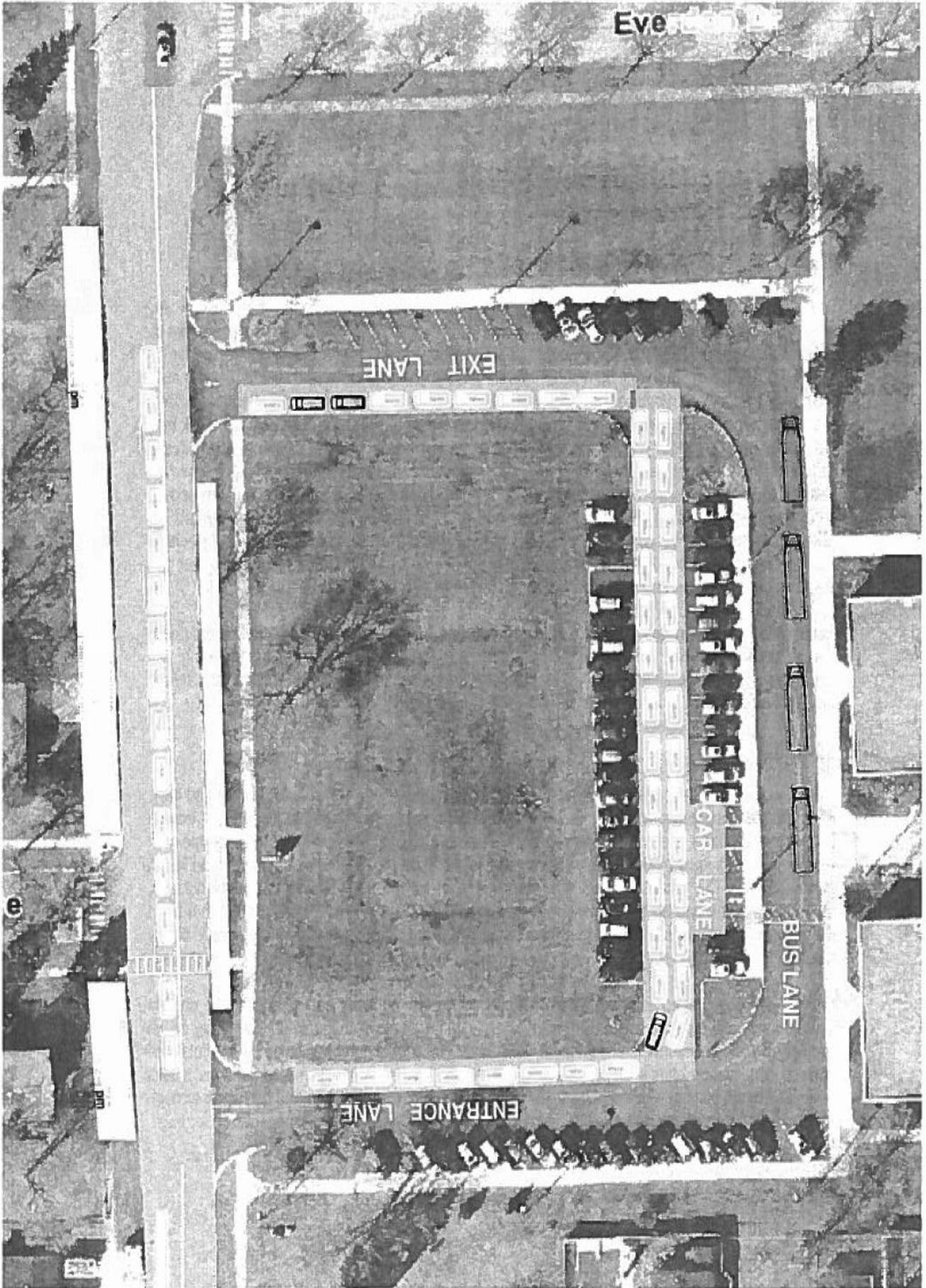
Arrival

- Arrival should begin no earlier than 7:45 A.M.
- All students Kindergarten – 5th grade will enter the building through the back east or west doors.
- Parents wishing to drop off students in front of the building will only be allowed to drop off students in the designated “drop zone” area.
- As cars pull into the Keller parking lot they will need to stay to the left. This will allow the buses to get by the cars and pull into the bus lane to drop off students.
- The buses will drop off further down the sidewalk in the bus lane so students will never have to cross in front of them.
- Parents will not be allowed to drop off children unless they are in the “drop zone.”
- Students can only exit from the passenger side of the vehicle, and parents must pull away as soon as the child(ren) exit the vehicle.
- The area north of the “drop zone” where the handicapped parking is located will be coned off, to provide a vehicle free walk zone for the children. Staff members will be present to aid in this process and keep the children safe.
- Students will be expected to walk to the back of the building and line up with their class unless tardy.
- School begins at 7:55 A.M. If students are tardy, parents need to park and walk the students in to the building and sign in the child.
- Parents who want to walk their children to the back doors will still have the option to use Everdon Drive and park their vehicles.

Dismissal – See diagram on the following page

- Bus riders will be dismissed first at 2:15 p.m.
- ALL car riders will be dismissed out the front doors after the busses are gone.
- Car riders will wait in front of the school where their room numbers are stenciled on the pavement.
- Parents will get out of their car, walk up to the front of the school to receive your child(ren), and then immediately return to your car. Cars will leave the parking lot once the all clear has been given.
- The next wave of cars will enter and repeat the process until all car riders are dismissed.
- Walkers will then be dismissed out the back doors after all the car riders are gone.

The goal is to keep our children safe at all times.



ATTENDANCE / TARDINESS

Your child should attend school each day he/she is well. Every absence, even for part of a school day, interferes with your child's progress at school. Each subject is taught in sequence, which builds understanding and correct study habits. In order to be ready for new steps in learning, your child must have mastered the previous steps and be sufficiently ready to learn and grow from new materials. Thus, regular attendance is a key ingredient in becoming successful at school.

Students are expected to arrive at school on time. If your child is going to be late, please call the school office. When you bring your child to school late, please come into the office and sign him/her into school.

BEFORE AND AFTER SCHOOL ACTIVITIES

Keller School offers a variety of before and after school activities during the school year. Information regarding each activity will be given to the students. Permission slips are required for each activity. Parents will be responsible for student's transportation to school in the morning and home from school in the afternoon for these activities. Examples of activities are basketball, volleyball, running club, puzzle club, reading club, and student council.

BUS RIDERS

Those students who ride the bus to school must ride the bus home. The only exception is when the office has been notified by the parent prior to dismissal. Students must follow the rules and regulations, which are distributed at the beginning of the school year.

DISCIPLINE

Teachers have the authority and responsibility to maintain discipline in the classroom. School discipline policies, and individual classroom teacher policies, will be established and consistently enforced. When a student misbehaves, the teacher may: have a conference with the student and/or parent, use classroom disciplinary measures, or refer the situation to the building Principal. Detention may be given to those students who misbehave. Students may serve detention either before or after school or during lunch and/or recess with parent permission. Students may be suspended from school for gross disobedience and misconduct.

EMERGENCY CLOSING

You will be notified via School Messenger in the event of an emergency school closing. Please be sure that your contact information is correct in the School Messenger System. You can also refer to the district website – www.ksd140.org

EMERGENCY PROCEDURE DRILLS

Helen Keller Students participate in a variety of emergency drills during the school year. The types of drills include fire, severe weather, lock down, and bus evacuation. Drills will always be announced and they will happen at various times of the day throughout the school year so that the students are prepared in the event of a real emergency.

In the event of an actual school evacuation in which Helen Keller Students would have to vacate school, students will be bused to and housed in Grissom Middle School at 17000 S. 80th Avenue, Tinley Park. The phone number at Grissom is 429-3030.

GRADING SCALE

Kindergarten – 2nd Grade

B (Beginning) – Children cannot complete the task independently. They show little understanding of the concept.

D (Developing) – Children show some understanding. However, errors or misunderstanding still occur.

Reminders, hints and suggestions are needed to promote children's understanding.

S (Secure) – Children can apply the skill or concept correctly and independently.

3rd – 5th Grade

A+ 100-98	A 97-93	A- 92-90
B+ 89-88	B 87-83	B- 82-80
C+ 79-78	C 77-73	C- 72-70
D+ 69-68	D 67-63	D- 62-60
F 59-0		

HOMEWORK

Students at Keller School will receive varying amounts of homework depending upon their grade level. It is very important that parents become aware of the homework policy of their child's teacher.

Homework is an extension of daily class work and is usually unfinished work. Homework may also be an extension of learning concepts for the day that may need to be completed at home to reinforce various new facts. Reports or long-range projects may also be assigned and are necessary to help reinforce reading and writing skills. If you have questions regarding your child's homework, please contact your child's teacher.

HOT LUNCH

The P.T.O. provides a Hot Lunch Program for all students in Kindergarten through 5th Grade. Specific information detailing the program is provided during the Open House. This program is strictly optional and has a cost per student.

NURSE'S OFFICE

For the protection of your child and others, please do not send your child to school with any of the following:

1. vomiting
2. runny nose
3. sore throat
4. fever (excess of 100.0°F)
5. rash
6. swollen glands
7. diarrhea
8. earache
9. persistent cough

If a teacher suspects a child is ill while in class, he/she will send that child to the nurse's office. Any student with a fever of 100 degrees or more will be sent home. The student must be fever free for 24 hours without fever reducing medicine before returning to school. If a child has vomited or has diarrhea, the child should remain home until there has been no more occurrences for 24 hours. If a child is absent three or more days, parents are encouraged to provide the school nurse with a note from their physician. When an outbreak of an illness or condition occurs in a classroom an informative note is sent home.

Each child has a permanent Health Record. On this card, pertinent information is recorded. Please keep the school notified of any health problems, or medication your child is receiving. All information is held confidential. Please feel free to contact the school to discuss any health problems or attendance concerns.

Head Lice

Head lice (pediculosis) are a common and recurring nuisance among school age children and have been around since antiquity. The infestation of head lice causes much anxiety as parents become aware of the nits or live lice. Kirby School District 140 follows the guidelines of the American Academy of Pediatrics (AAP). The recent position statement released by the AAP serves to update schools, parents, and clinicians on the identification and treatment of head lice. The AAP state that head lice are not a health hazard or a sign of poor hygiene and are not responsible for the spread of any disease.

Parents are encouraged to check their child's head for lice regularly and whenever the child is symptomatic; has an itchy scalp. Kirby School District 140 staff will maintain confidentiality as we partner up with our parents to eliminate this nuisance. The school nurse will guide the parent in the correct identification of nits or live lice and instruct the parent that transmission in most cases occurs by direct contact with the head of person who is infested. Indirect spread can occur through contact with personal belongings of an infested person such their combs, brushes, pillows, or hats.

If live lice are seen on a child's head, the nurse will contact the parent, ask that the child be picked up, and treated with an approved shampoo according to the directions. Nits, which are lice eggs or empty egg casings, should not be confused with live lice. Nits are firmly attached to the hair shaft and can't be blown off; rather they must be picked off with a fine-toothed comb. If nits are seen on a child, the school nurse will contact the parent and will give guidelines for treatment including tips for household clean up. Students are allowed to return to school after they are treated with the approved shampoo and after the school nurse has checked the scalp. Parents should tell the school nurse which shampoo was used and what the treatment plan is that will be followed.

Parents should continue to check their child's head regularly for the presence of nits or live lice. Please contact the school nurse for further guidelines on the school protocol for the diagnosis, treatment, and prevention of head lice.

Illness or Injury

Prompt attention will be given to children who may become ill or injured at school. Student illness or accidents are always reported to the School Nurse or office immediately. Parents are to provide telephone numbers where they or other responsible adults can be reached in case of emergencies. In case of an extreme emergency, we will transport students to a hospital via ambulance service. It is the responsibility of the parents to **pay the cost of the ambulance.**

Medicine

NO MEDICINE is dispensed to students by the classroom teachers or office personnel. This includes aspirin or any type of prescription. If medicine is to be given to a student on an extended basis, it will be administered by the school nurse after the proper forms are filled out by the attending doctor. These forms may be obtained from the school office.

Vision and Hearing Screening

Effective January 1, 2008, the Illinois School Code was amended. PA 95-671 requires that a vision examination must be included as a part of the health examination required within one year prior to entering kindergarten or the first grade, whichever grade the child first enters, of any public, private, or parochial elementary school.

The school nurse conducts a vision screening on children who are in Kindergarten, 2nd grade, new to the school district, and those enrolled in special education. The vision screening is not a substitute for a complete eye and vision examination by an eye doctor. Children are not required to undergo the school vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been done within the last 12 months.

The nurse conducts a hearing screening on children who are in Kindergarten, 1st, 2nd and 3rd grades, all students entering the district, and those enrolled in special education services. Forms available for vision and hearing screenings are in the health office.

PARENT / TEACHER CONFERENCES

District 140 has annual Parent/Teacher Conferences in November at which time you are invited to come and meet with your child's teachers and discuss current progress. If you have any questions during the school year, please feel free to call school, and either a telephone conference or a meeting can be arranged.

P.T.O.

The Helen Keller P.T.O. is a very active organization. They work cooperatively with the teachers, administrators, and students in providing quality programs and educational supplies utilized in our school. Anyone interested in volunteering to help the P.T.O. during the school year, please feel free to contact the school office.

PERSONAL POSSESSIONS

Students should not bring skateboards, collectible collections, sports equipment, or other items of value to school. Keller School cannot assume responsibility for these items.

Students **may not** use cellular telephones on school property during school hours. Students may use cell phones on school property before or after school, but it must be turned off and kept in their backpack during school hours.

PERSONAL TECHNOLOGY DEVICES

Kirby School District 140 is pleased to allow students access in school to their personal technology devices (i.e. Kindles, Nooks, iPads, etc.) as a means to enhance learning opportunities. **Students who choose to bring such devices to school are responsible for their personal equipment and are expected to comply with District standards. Tech support will not be provided on any student owned equipment. Personal devices brought to school will NOT have access to KSD 140's network which is filtered and protected by multiple firewalls. Therefore, it is important that you realize that any mobile broadband Internet access by a student's personal technology device will NOT be filtered.**

Students will be expected to only use their internet access as directed by a teacher in support of academic activities. Students must use such devices appropriately or they will be subject to disciplinary measures. Staff may review students' use to ensure that users are acting in an appropriate, responsible manner.

This does not allow the use of cell phones on school property during school hours which is prohibited by Board of Education Policy 500.36 in compliance with Illinois School Code.

PLAYGROUND RULES

Students are to remain on the playground areas at all times during school recess. Games involving vigorous body contact are not allowed; i.e., tackle football, wrestling, play fighting, etc. Other dangerous activities such as skateboarding, rock and/or snowball throwing are **not permitted**. Misuse or destruction of playground equipment will not be tolerated. Students are supervised by teachers or supervisory aides while on the playground.

SAFETY & SECURITY

The safety of the students and staff are of paramount importance. The building doors are to be locked at all times. Visitors need to be “buzzed” into the building and report to the office.

During recess times teachers and aides supervise students. Teachers are to take a two-way radio outside for communication with the office in the event of an accident. Visitors should not approach students at outside recess times but need to report to the office.

The safety of our students is our primary concern. A doorbell is provided at the front doors to gain entrance into the building. If you come to school, **PLEASE REPORT TO THE SCHOOL OFFICE AND OBTAIN A BUILDING PASS.** Please do not stop into a teacher’s classroom without an appointment. It is very difficult for teachers to talk to a parent while class is in session. We want the students to obtain the best education possible and only authorized personnel will service your child. If you have anything to be dropped off, please report to the school office and our office personnel will be more than happy to accommodate you.

Teachers shall instruct students not to accept gifts or automobile rides from strangers. School programs must include information relating to exercising proper safety measures in regard to bicycle safety, personal safety, fire safety and bus safety.

SAFETY PATROL

Fifth grade students will be selected to be on the Safety Patrol. These students are trained and take their responsibility very seriously. They make sure during arrival and dismissal times that the students stay on the sidewalks surrounding the school. They also alert the supervisor to any problems before or after school in which our students may be involved.

SCHOOL BOARD POLICIES

It is highly recommended that parents and children review the Kirby School District Handbook contained in the District Calendar. The following are excerpts from some of the policies.

SCHOOL BOARD POLICY 500.18.7 - BUS REGULATIONS

Each student is responsible for his/her behavior at the bus stop and on the bus. Bus drivers will write "violation notices" against students who disregard safety rules. Students may be suspended from bus riding privileges for repeated or gross disobedience. Certain kinds of serious infractions warrant an immediate suspension from the bus riding privileges. These include fighting, vandalism, throwing objects, disrespect towards the bus driver, foul or obscene language, and bringing dangerous objects onto the bus.

Students should be seated at all times while riding the bus and refrain from loud/unnecessary noises. Remember, school bus riders, while in transit, are under the jurisdiction of the school bus driver unless the Board of Education designates another adult to supervise the bus riders. Please review the Bus Riders Safety Instructions which you receive when enrolling your child for a new year.

SCHOOL BOARD POLICY 500.25 - SUPERVISION OF STUDENTS BEFORE AND AFTER SCHOOL

No student shall be permitted on school grounds more than ten (10) minutes before or after the regular school day for students, except when participating in a school-sponsored activity or when on school grounds due to the early arrival or late departure of a school bus to which the student is assigned.

SCHOOL BOARD POLICY 500.16 - STUDENT DRESS CODE

Students are expected to dress in a neat and clean manner. Clothing that violates one or more of the following shall not be worn during school or school-sponsored activities.

1. Clothing that is suggestive or indecent.
2. Clothing that creates a health or safety hazard.
3. Clothing that substantially disrupts the educational process.

Such clothing includes but is not limited to thongs, halter tops, see-through blouses, tube tops, bare midriff shirts, inappropriate tank tops or shorts, clothing that contains any pictures, words, or symbols which glorify, promote, encourage, or advertise tobacco products, illegal drugs or alcohol, and clothing or articles which depict gang or satanic symbols. Parents or legal guardians should make every effort to review their child's attire so that it is appropriate and falls under this policy.

SCHOOL BOARD POLICY 500.30 - WEAPON FREE SCHOOL

Any student who is determined to have brought a weapon to school and/or have possessed a weapon on school property which could endanger the health, safety, and welfare of the school community, shall be expelled from school for a period of not less than one (1) year. For purposes of this policy, the term "weapon" means possession, use, control or transfer of any object which may be used to cause bodily harm, including but not limited to a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, use of weapon brass knuckles, billy clubs, or "look-alikes" thereof. Such items as baseball bats, pipes, bottles, locks, sticks, pencils, and pens may be considered weapons if used or attempted to be used to cause bodily harm.

The Board of Education may, upon the recommendation of the Superintendent, reduce the period of expulsion on a case-by-case basis where the reduction is warranted by the best interests of the student and the school community. Administration shall be required to refer the violation of the Board of Education policy to the local law enforcement agency.

STUDENT BEHAVIOR CODE

A student attends school so that he may develop his individual capacities to their fullest and become, for this own benefit and that of others, the best person that it is possible for him to become. To do this, the student should:

1. Make a sincere effort to do his best work.
2. Develop a standard of personal conduct that is reflected in socially approved behavior.
3. Accept responsibility for his own actions.
4. Respect the rights of others.
5. Comply with the authority of teachers and administrators.
6. Obey school rules and regulations.
7. Be regular and punctual in meeting all school obligations.
8. Dress appropriately and maintain habits of personal cleanliness.
9. Help maintain school property free from damage and defacement.
10. No verbal abuse will be allowed.

Students are required to follow these standards. A student's behavior is the responsibility of the student and parent. In the event of continued infractions, detention, suspension or expulsion from school may be imposed.

SCHOOL PICTURES

School pictures are taken in late September and spring pictures are taken in March. This is optional. If you do not like the original picture taken in September, there is a picture re-take day in November. At the time of the re-take, the original picture package must be returned. There are no re-takes for the spring pictures.

STUDENT LUNCH / RECESS

The students have a 40-minute lunch/recess period each day. Students have 20 minutes to eat lunch and 20 minutes of outdoor recess, weather permitting. We will have outdoor recess unless it is raining or it is too cold. Indoor recess will be held when the previously stated conditions exist. Please dress your child accordingly.

Students will be given recess on a daily basis. Weather may affect the amount of outdoor recess time. Students should always dress for outside recess. Decisions to have outside recess will depend on the temperature, wind chill factor and precipitation. Students with medical excuses by their doctor will remain inside. While outside, students must remain on the playground area and obey the rules of the playground supervisor.

Temperature or Wind Chill	
25° and above	Students go outside
20 – 25°	Students can go outside for a shortened period
Below 20°	Students stay inside
Heat Index	
100° and below	Student go outside

STUDENT RECOGNITION PROGRAMS

Birthday Recognition

Students' birthdays are announced to the school during morning announcements. The students can go to the office to receive a birthday pencil. Summer birthdays will be recognized at the end of the school year.

Citizenship Award

This award is given to two students per classroom in Kindergarten through 5th Grade at the end of the school year. The classroom teacher determines if the student has exhibited scholarship, leadership, and service to the school and fellow classmates.

D.A.R.E. (Drug Abuse Resistance Education)

At the end of this program fifth graders will receive a certificate for satisfactorily completing the program. Additionally, selected students receive awards for their posters, speeches, and skits. The D.A.R.E. officer determines the winners of these awards. In addition, there will be a luncheon for the fifth grade D.A.R.E. students sponsored by fundraisers throughout the school year.

Keller Cougar Award

This award is given to two outstanding fifth grade students. Staff determines the winners based on scholarship, citizenship, and service to our school. There is a permanent plaque hanging in the commons displaying each recipient's name as well as a plaque of commemoration for the student.

Read to Succeed

Students who complete 600 minutes of individual reading will receive a free ticket to Great America.

TELEPHONE MESSAGES

ONLY IN EXTREME EMERGENCIES is it possible to deliver telephone messages to individual students. It is very disruptive to the students when classrooms are interrupted during a lesson.

VACATIONS

AVOID SCHEDULING ANY VACATIONS DURING THE SCHOOL YEAR. If you are planning a trip, please let the office and the classroom teacher know at least **ONE WEEK** prior to the trip. Student's absences will be marked as **unexcused** during this time. Work missed during this time is neither eligible to be graded nor factored into student's final grade.

VOLUNTEERS

Volunteers may be needed during the school year for various activities. Please contact your child's teacher, if you would like to volunteer for a specific program. Please bring a valid ID when checking in to the office.

Helen Keller School Hours 2019-2020 School Year

Regular Day

Kindergarten through 5th Grade

7:55 A.M. – 2:25 P.M.

A.M. Early Childhood – 7:55 A.M. – 10:30 A.M.

P.M. Early Childhood – 11:50 A.M. – 2:25 P.M.

Half-Day Inservice

Kindergarten through 5th Grade

7:55 A.M. – 11:10 P.M.

A.M. Early Childhood – 7:55 A.M. – 9:20 A.M.

P.M. Early Childhood – 9:45 A.M. – 11:10 A.M.

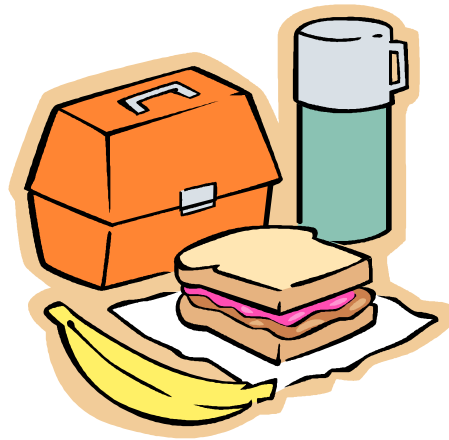
S.T.A.R.T. Day

Kindergarten through 5th Grade

7:55 A.M. – 12:30 P.M.

A.M. Early Childhood – 7:55 A.M. – 9:50 A.M.

P.M. Early Childhood – 10:35 A.M. – 12:30 P.M.



Lunch Times For The 2019-2020 School Year

**3rd, 4th & 5th Grade
11:05 A.M. – 11:45 A.M.**

**Kindergarten, 1st & 2nd Grade
11:50 A.M. – 12:30 P.M.**

HELEN KELLER SCHOOL
2019-2020 SCHOOL SUPPLY LIST

EARLY CHILDHOOD

1. 1 box 24 Crayola Crayons
2. 1 box thick Crayola **Classic Color** Markers-washable
3. 1 package Expo Dry Erase Markers
4. 1 – 4 oz. bottle Elmer’s white glue
5. 3 Elmer’s Disappearing Purple Washable Glue Sticks
6. 2 folders
7. 1 spiral notebook
8. 1 box sandwich-size Ziploc bags
9. 1 box gallon-size Ziploc bags
10. 4 rolls of paper towels
11. 1 box of 5 oz. paper cups
12. 4 boxes of Kleenex
13. 6 boxes of baby wipes
14. 1 bottle of hand sanitizer
15. Clearly labeled change of clothes in a separate bag (pants, shorts, t-shirt, long sleeve shirt, socks, underwear, etc.)
16. If your child is not potty trained, bring in labeled: package of pull ups/diapers with re-sealable sides and 2 additional packages of baby wipes
17. Backpack – large enough for two folders and a notebook and labeled with your child’s name

KINDERGARTEN

1. 4 boxes of 24 Crayola Crayons
2. 1 box Crayola **Classic Color** Markers
3. 1 box Crayola Colored Pencils
4. 1 black Sharpie marker - fine tip
5. 24 Ticonderoga pencils (**sharpened**)
6. 2 large pink erasers
7. 2 yellow highlighters
8. 8 black dry erase markers – thin – low odor
9. 1 dry erase eraser
10. 1 - 4 oz. bottle Elmer’s white washable glue
11. 10 Elmer’s glue sticks
12. Elmer’s **Giant** Washable School Glue Sticks 3 pack – for Art Class
13. 1 pair Fiskars blunt tip scissors
14. School Box for supplies
15. 2 pocket folders: 1 red, 1 yellow
16. 1 pkg. 3 x 5 **unlined** index cards – white
17. 1 box gallon-size Ziploc bags – **Boys**

18. 1 box quart-size Ziploc bags – **Girls**
19. 1 roll **Bounty Select-a-Size** paper towels
20. 1 box of 3 oz. paper cups
21. 2 large boxes of Kleenex
22. 2 Clorox **anti-bacterial** wipes
23. 1 pair **Velcro** gym shoes to be kept at school (child’s name on back of heel)
24. 1 plain t-shirt with child’s name on front and back to wear over clothes for gym
25. 1 backpack (no wheels)

1st GRADE

1. 2 boxes of 24 Crayola Crayons
2. 1 box Crayola **Classic Color** Markers
3. 24 Ticonderoga pencils (**sharpened**)
4. 4 large pink erasers
5. 4 black dry erase markers – low odor
6. 12 Elmer’s glue sticks
7. 3 pack Elmer’s Giant Washable Glue Sticks
8. 1 pair Fiskars blunt tip scissors
9. School Box – standard size
10. 4 laminated pocket folders: 1 red, 1 green, 1 purple, 1 yellow (no side pockets)
11. 1 spiral notebook – 70 pages – purple
12. 1 black/white composition notebook
13. 1 pkg. 3 x 5 lined index cards – white
14. 1 box gallon-size Ziploc bags
15. 1 box quart-size Ziploc bags
16. 1 roll paper towels
17. 2 large boxes of Kleenex
18. 1 box baby wipes
19. Gym Shoes for GYM ONLY
20. School Bag

2nd GRADE

1. 2 boxes of 24 Crayola Crayons
2. 2 boxes Crayola **Classic Color** Markers
3. 48 Ticonderoga pencils (**sharpened**)
4. 2 large pink erasers
5. 2 red ballpoint pens
6. 2 yellow highlighters
7. 3 large bottles Elmer’s glue
8. 12 Elmer’s glue sticks
9. 1 pair Fiskars 6” pointed scissors
10. School Box for supplies

11. 4 heavy duty plastic pocket folders:
1 red, 1 green, 1 blue, 1 yellow
12. 2 - 3-prong folders
13. ½ inch white binder
14. 1 spiral notebook – 70 pages – wide lined
15. 1 wide lined composition notebook
16. 1 box gallon-size slider Ziploc bags – **Boys**
17. 1 box quart-size slider Ziploc bags – **Girls**
18. 1 roll paper towels
19. 2 large boxes of Kleenex
20. 1 box baby wipes
21. Gym Shoes for GYM ONLY

3rd GRADE

1. 2 boxes of 24 Crayola Crayons
2. 2 boxes thin Crayola **Classic Color** Markers
3. 1 box Crayola Colored Pencils w/erasers
4. 24 Ticonderoga pencils (**sharpened**)
5. 1 large pink eraser
6. 2 red ballpoint pens
7. 2 yellow highlighters
8. 4 black dry erase markers – low odor
9. 1 dry erase eraser
10. 1 - 4oz. bottle Elmer's glue
11. 2 Elmer's glue sticks
12. 1 pair Fiskars pointed scissors
13. School Box for supplies - large
14. 2 - 2 pocket folders – 1 blue, 1 green
15. 3 - 3-prong folders with pockets –
1 red, 1 yellow, 1 purple
16. 1 inch binder
17. 1 spiral notebook – 70 pages – wide lined
18. 1 black/white composition notebook
19. 12" plastic ruler w/inches and centimeters
20. 2 "Magnet Man"
21. 1 box gallon-size Ziploc bags – **Boys**
22. 1 box sandwich-size Ziploc bags – **Girls**
23. 1 roll paper towels
24. 1 large box of Kleenex
25. 1 Clorox **anti-bacterial** wipes

4th GRADE

1. 1 box of 24 Crayola Crayons
2. 2 boxes thick Crayola **Classic Color** Markers
3. 1 box thin Crayola **Classic Color** Markers -
washable
4. 24 Ticonderoga pencils (**sharpened**)
5. 10 red ballpoint pens
6. 4 pack highlighters (variety of colors: yellow,
pink, blue, orange)
7. 6 black dry erase markers

8. 1 medium bottle Elmer's glue
9. 4 Elmer's glue sticks
10. 1 pair Fiskars pointed scissors
11. Large strong, zippered pencil case or art box for
all pencils, scissors, pens, markers...
12. 4 – 2 pocket folders
13. 2 - 3-prong folders
14. 1 pkg. wide lined notebook paper
15. 3 spiral notebooks – 70 pages
16. 1 pkg. Post-It Notes - 2 in. x 2 in. – any color
17. 2 "Magnet Man"/heavy duty clip magnets
18. 1 box gallon-size Ziploc bags – **Boys**
19. 1 box quart-size Ziploc bags – **Girls**
20. 1 roll paper towels
21. 2 large boxes of Kleenex
22. 1 box baby wipes

5th GRADE

1. 1 box of 24 Crayola Crayons
2. 1 box thick Crayola **Classic Color** Markers
3. 1 box thin Crayola **Classic Color** Markers
4. 1 box Crayola colored pencils
5. 12 Ticonderoga pencils (**sharpened**)
6. 2 large pink erasers
7. 4 blue erasable pens
8. 4 red ballpoint pens
9. 4 black Sharpie markers - fine tip
10. 3 black Sharpie markers - ultra fine point
11. 2 yellow highlighters
12. 4 black dry erase markers
13. 1 bottle Elmer's glue
14. 4 Elmer's glue sticks
15. 1 pair Fiskars pointed scissors
16. Large zippered pencil case – no boxes
17. 8 heavy duty folders – not plastic
18. 1 - 3-prong folder
19. 3 - 1 ½ inch binders
20. 1 package of tab dividers
21. 1 pkg. wide lined notebook paper
22. 4 spiral notebooks – 70 pages
23. 1 pkg. Post-It Notes - 2 in. x 2 in. – any color
24. 1 pkg. 3 x 5 lined index cards – white
25. 1 clipboard
26. 12" ruler
27. 1 box gallon-size Ziploc bags – **Boys**
28. 1 box sandwich-size Ziploc bags – **Girls**
29. 1 roll paper towels
30. 2 large boxes of Kleenex
31. 1 box of baby wipes

DISCLAIMER

PARENTS AND STUDENT, PLEASE READ THIS PACKET AND SIGN WHERE NEEDED.

PLEASE RETURN IT TO YOUR HOMEROOM TEACHER.

I HAVE READ THE HELEN KELLER PARENT / STUDENT INFORMATION PACKET.

DATE

PARENT / GUARDIAN

DATE

STUDENT

DATE

STUDENT

DATE

STUDENT