

All About Highland 2015-2016



9700 Crawford Avenue

Skokie, IL 60076

847-676-9380

Absence Line: 847-676-5087

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Contact Information

Highland

Office 847-676-9380

Absence Line 847-676-5087

9700 Crawford Avenue

Skokie, IL 60076

www.skokie68/highland.org

Principal

Mrs. Gordon

Administrative Assistant

Ms. Azor

Health Clerk

Ms. Bharatia

District 68

847-676-9000

9440 Kenton Avenue

Skokie, IL 60076

www.skokie68.org

Dr. James Garwood, Superintendent

English Language Learner Parent Center

847-568-7611

9440 Kenton Avenue

Skokie, IL 60076

www.ellparentcenter.org

Diana Juarez, Director

Early Childhood Center

847-677-4560

Preschool, located at

Old Orchard Junior High School

9300 Kenton Avenue

Skokie, IL 60076

www.ecc68.org

Peg Lasiewicki, Director

Daily Schedules

Breakfast: 8:20 AM

School Starts: 8:40 AM

Dismissal: 2:30 PM Mondays

3:00 PM Tuesdays–Fridays

Recess:

K 11:20–11:50

1st 11:30–12:00

2nd 11:40–12:10

3rd 11:50–12:20

4th 12:05–12:35

5th 12:00–12:30

Lunch:

K 11:50–12:10

1st 12:00–12:20

2nd 12:10–12:30

3rd 12:20–12:40

4th 12:35–12:55

5th 12:30–12:50

Drop Off

When driving students to school, drop off on

- Payne St. (north side, facing west so your children don't have to cross the street)
- Karlov St. (east side)
- Keystone Ave. (end of street)

You may not drop off your children in the parking lot. It will be closed to car traffic from 8:15–8:45 AM for buses

Morning Line Up

Students line up on the blacktop playground in the morning as follows:

k/1: door # 7 (north wing, west door)

2/3: door # 6 (north wing, east door)

4/5: door # 5 (east wing, south corner)

When it's raining or the temperature with wind chill is below 15 degrees, students will go right into the building using the door on Payne St. (door # 3).

Dismissal

Kindergarteners are dismissed from door # 7. 1st graders are dismissed from door # 6. 2nd –5th graders are dismissed from door # 3 on Payne Street. Please walk to meet your child at these doors after parking your car on Karlov St., Keystone Ave., or Payne St. **The parking lot is closed to cars from 2:50–3:10 (2:20–2:40 on Mondays).**

Specials:

PE– Students participate in PE for 30 minutes, three times a week.

After school sports are offered free for 4th and 5th graders from the end of September through the end of May. Students enjoy physical education activities as well as field trips for mini golf, ice skating, and bowling. Students can sign up at any time. Fourth graders meet from 3:00–3:50 on Tuesdays and Thursdays, Fifth graders meet on Wednesdays and Fridays from 3:00–3:50.

In addition, there are several special events throughout the school year:

Angel Fund Walk-a-thon (October) – Raises money for an emergency fund for Highland families in need.

All School Folk and Square Dance (January) – integrates curriculum from music and PE.

Jump Rope for Heart (February) – Promotes health, raises money for the American Heart Association.

Fifth Grade Track meet (May) – Optional competition for District 68's 5th graders. The top three students in each event compete with students from Devonshire and Jane Stenson.

Hurley Burley Run (June) – Two-hour fun run for 2nd graders.

Art– Students participate in art class once a week for 45 minutes. A district art fair is held at Old Orchard Jr. High in April.

Library– In addition to regular lessons in the library that focus on reading and technology, students can participate in a variety of activities sponsored by the Highland Library Media Center.

Book Chat – Two different book discussion groups (K–2nd and 3rd–5th) meet during lunch once a month. Students eat their lunches in the Library Media Center and talk about the book for that month.

Battle of the Books – Teams of 4th and 5th graders compete with each other and with other District 68 elementary schools to correctly answer questions about books. Teams begin reading in December to be ready for the competition in April.

Young Author's Club – Students write, illustrate, and publish their own books, which are turned in after winter break and may be kept in the Library Media center for everyone to read.

Poetry Night – Students read their original poems at the Barnes & Noble store in Westfield Old Orchard Shopping Mall. The event takes place during April, which is National Poetry Month.

Family Reading Night – An evening visit for families to visit the Library Media Center, read together, and participate in themed activities.

Reader's Choice – Students may vote for their favorite books from the Monarch and Bluestem lists. They may also earn rewards for reading five, ten, and fifteen books from those lists.

Music– Students participate in a general music class twice a week for 30 minutes. In addition, there are other opportunities for students to participate in music activities:

Band or Orchestra – 4th or 5th graders can learn a band or orchestra instrument, which parents rent or buy. Students practice weekly before school at Old Orchard Jr. High with students from Devonshire and Jane Stenson and are transported by bus to Highland after rehearsal. Students also participate in a weekly lesson during the school day. Concerts are in January and May.

Chorus – 4th and 5th graders who love to sing meet weekly during lunch recess.

Recorder Consort – 4th and 5th graders who love to play the recorder meet weekly during lunch recess. Concerts for both Chorus and Recorder Consort are in October during Heritage Night, December, and in April.

School Day Special Events:

All school assemblies– Students attend monthly assemblies focusing on social skills. This year’s schedule is as follows:

September	responsibility/readiness
October	respect
November	hero/protector
December	kindness/friendliness
January	honor/honesty
February	effort/perseverance
March	empathy/understanding
April	thoughtfulness
May	citizenship

Students exhibiting these behaviors may receive a ticket from a staff member. At the assemblies, one ticket from each grade level is pulled and that student receives a book.

Highland Honors– Every other week, teachers nominate students to receive a Highland Honor. Students are given the award for “exceptional effort” for an assignment, activity, attitude, or behavior in which the teacher thinks the student has worked especially hard. Students’ work is posted on the front bulletin board and each student gets a certificate with his/her picture on it. Students are recognized during the morning announcements and at a ceremony with the principal.

Classroom parties– There are two classroom parties during the school year: Halloween and Valentine’s Day. Parents volunteer to bring food, drinks, or plates/supplies, but are not required to do so. No homemade food is allowed. For health and safety reasons, food other than fruits and vegetables must be brought to school in sealed packages with ingredients listed.

Cultural Arts– Cultural arts programs are provided twice per year by the PTA and District 68 to broaden students’ exposure to the arts. Past performances and activities have included music, dance, theater, mosaic and mural work, authors, and story tellers.

End of the Year Picnic– The last day of school, students eat lunch outside (weather permitting) and the PTA provides popsicles or ice cream. After lunch, students play games planned by each classroom.

Birthdays– Teachers will recognize your child’s birthday to make it a special day for him/her. Due to food allergies, treats are not allowed for birthday celebrations.

Outdoor Education– (usually in January)

This is a comprehensive program that provides 5th grade students with a unique educational experience. 5th grade students and their teachers travel to Camp Timber-Lee in East Troy, Wisconsin for three days and two nights of nature classes, social skills, friendship, and fun. A parent orientation meeting will take place in December.

Human Growth and Development– This program, provided in cooperation with Robert Crown Center introduces students in 5th grade to the physical changes they will experience during puberty. Parents sign a permission slip for their children to attend. A parent orientation meeting will take place in March.

Conferences:

Parent-teacher conferences are held in the fall and spring and are an opportunity to discuss your child's academic progress and goals. To arrange a 15 minute conference, either the teacher will send home a form, or the room representative will call. Visit the Book Fair held at the same time in the multi-purpose room.

Communication:

Email is usually the best way to contact your child's teacher. Call the office, though, if you need to contact the teacher before the end of the day (to let a teacher know about a change for pick up after school, for example). Teachers can't always check email during the day, and they can be absent. Find email addresses and phone numbers on the web page at www.highland68.org/school-directory.html, in the district family directory, or by calling the school office at 847-676-9380.

Highland will also be communicating through our web site and through eblasts to families. In addition, teachers will communicate with parents via phone calls and their classroom **Canvas pages**. To view a teacher's Canvas page, simply click on that teacher via the Highland School web site. Canvas pages are Updated weekly and contain important information, so please **check them regularly**. We will not send hard-copy flyers home with students unless a permission slip is needed. Please be sure to make all email or phone number changes on the Power School registration site or by calling the office to let us know so that we can reach you in the event of an emergency (i.e. sick child) or to communicate information about events and activities. It is also **extremely important** that you provide **information and documentation** to us in the event of a custody change. We want to make absolutely sure that all of our students are safe!

Field Trips:

Permission forms are signed upon registration. Without a signed form, your child will stay at school during field trips.

Homework:

Check your child's backpack for homework and notes from the teacher. Children in 3rd-5th grade are provided assignment notebooks. The notebooks are free, but there is a \$3.00 replacement cost.

For homework help, go online to

- The Library Media Center at www.blogs.skokie68.org/ltalbert (select Research or Links)
- The Skokie Public Library at www.skokieliibrary.info/s_kids/kd_homework
- PATH (Pupils Ask, Teachers Help) at www.pathwhelp.org.

Dress Code

- Students must be covered from shoulders to mid-thigh.
- No bare midriffs, crop tops, halter tops, extremely short shorts or other revealing clothing.
- No clothing or jewelry with references to drugs, alcohol, tobacco, sex, obscenities, violence, ethnic slurs, or gangs.
- No bathing suits.
- No hats inside school.
- Students should keep a pair of gym shoes at school for PE
- Students may only play in the snow if they have a coat, boots, gloves, snow pants, and a hat.

Breakfast and Lunch.

Free or Reduced Costs–

Your children may qualify for free or reduced cost breakfast and lunch:

- Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF)
- Foster children
- Families that receive Women, Infants, and Children (WIC) Support.
- Families with incomes up to 185% of federal poverty guidelines. Income level to qualify varies by family size.

Participation is anonymous. For more information, contact Margaret Niegoda at 847-676-9000 or see www.skokie68.org/breakfast-lunch-program.html.

Breakfast/Lunch accounts–

Money can be deposited in an account for your child, who types in a PIN number to pay for breakfast and/or lunch. You can:

- Use a credit card online (www.skokie68.org/breakfast-lunch-program.html.)
- Send a payment of cash or check to school in an envelope marked “lunch deposit” with a form or your child’s name and PIN number.

You are discouraged from sending food with any peanut/nut ingredients. There are children at Highland with life-threatening peanut allergies. Students may not eat snacks containing peanut/nut products in classes where children have peanut/nut allergies.

Medication/Illness.

If your child needs to take medication during the school day, you must send it to the office in an original, labeled bottle, with a form signed by the prescribing doctor and a parent. Medical forms are available in the Highland office, online at www.skokie68.org/health-forms.html, and at the district office (9440 Kenton Avenue in Skokie).

If your child is sick, please call 847-676-5087 and leave a message that includes the child’s name and grade, the teacher’s name, and your child’s symptoms.

You must keep your child at home for:

- A fever of 99.4 degrees or above
- Vomiting
- Diarrhea

Your child can return to school **24 hours** after these symptoms have ended.

Be sure to tell the health clerk, Ms.Bharatia, about these illnesses especially:

- Chicken pox (can return to school upon doctor’s orders)
- Lice (can return to school when nit free)
- Pink eye (can return to school 24 hours after starting antibiotics)
- Strep throat (can return to school 24 hours after starting antibiotics)

Calendars.

You can find the District 68 calendar in August on the District 68 web site. (www.skokie68.org/calendars.html for holidays, school board meeting dates/times, and PTA. Highland posts a list of upcoming events on the front page of the Highland web site each month.

School Closings:

You will receive an early morning phone call from the district's automated message system if school is closed for any reason (i.e. snow, cold, etc.). Information on school closings can also be found through the following:

- Via phone – 847-238-1234
- Via email – sign up for personalized email notification your school's status at www.emergencyclosings.com.
- Via the internet – District 68 website at www.skokie68.org/emergency-closing.html, or www.EmergencyClosings.com (search for Highland School, Skokie)
- Via television – CBS, NBC, ABC, WGN, FOX, CLTV NEWS
- Via radio – WGN 720AM, WBBM 780AM, WLS 94.7FM

Bus Service:

Bus service is free for students who live at least 1.5 miles from school. Fee bus service is available for families who live closer than 1.5 miles from school. For information, call the District 68 office at 847-676-9000. Students who ride the bus must have their bus pass attached to the outside of their backpacks at all times.

Visiting School:

Any adult who visits the school must bring a state photo ID to the office to check in (ring the doorbell at door #1 adjacent to the parking lot on the east side of the building). Visitors will receive a visitor's pass and the office will hold the state photo ID until the visitor checks out at the office and leaves the building.

Volunteering:

Classroom – Teachers welcome volunteers who come in to read, tutor students, shelve books, or help in other ways. Contact your child's teacher to volunteer!

PTA – Parents organize special activities and help to make Highland a wonderful school in many ways through the Parent Teacher Association. To volunteer, contact Chyna Noorwood (noorwoodfamily@yahoo.com, 847-568-1652) or Jenny Chang (jooaemyung@gmail.com, 773-306-9655), our PTA co-presidents.

Special Services:

Highland staff members want every student to succeed. If you suspect your child is having difficulty or needs additional challenge, talk to your child's teacher. Highland has many specialists who work as a team with classroom teachers and parents to meet the unique needs of each student.

Highland provides a range of services for students who need extra support or challenge. The services a student receives is determined based on continual evaluation of the student.

The following is a partial list of special services available to Highland students.

English Language Learners – students qualify for ELL services through a screening that is completed upon registration. Screening results determine the kind and amount of service. Parents can also get help from the English Language Learner Parent Center (847-568-7611).

Emotional/Psychological – Individual or small group counseling for students whose emotional or psychological issues are making it difficult for them to learn (for example, a behavior issue, a divorce, a death in the family).

Advanced Learning Program – Alternative curriculum in reading or math for students who qualify via standardized assessments and classroom performance.

Reading – additional small group instruction based on individual need and determined by standardized assessments and classroom performance.

Social Skills – Social skills curriculum in each classroom via Second Step Program (for example, how to be a good friend or solve problems).

Special Education – Smaller classroom size during part of the school day for in-depth assistance. This includes a range of services, depending on student need, and is accessed through an Individual Education Plan.

Differentiated Classroom Instruction –

Instruction in the regular education classrooms that is adjusted to meet individual student needs. For example, testing may be provided orally for one student, multiple choice for another, a project for another or a written assignment for yet another.

Family Activities:

Fall Fest — Fun family event sponsored by the District 68 Board of Education held at Old Orchard Jr. High School in the south parking lot. Includes free cotton candy, carnival games, face painting, and information booths. Food is available for purchase.

Heritage Night — A celebration of the many cultures represented at Highland and sponsored by the PTA and Highland faculty. Families dress in traditional clothing, parents bring food to share and children perform songs, dances, or poetry related to their cultural heritage.

Family Reading Night – Highland supplies books and a comfortable place in the Library Media Center for families to read together along with fun activities. There is a guest reader and refreshments are provided.

Pizza/Family Dance Night – Highland PTA sponsors this event which includes a pizza dinner for purchase and a family dance with a DJ.

Highlandpalooza Family Fun Day and Silent Auction – Games, treats, entertainment and a silent auction to raise money for Highland School.

STEM Fair — This is a chance for students to have hands-on experience through an experiment or research project related to the STEM fields (Science, Technology, Engineering, and Math). Students in grades 1–5 can participate by filling out an application. This is a non-competitive, fun activity.

Family Services:

District 68 Directory – An on-line directory of student and family information for the three elementary schools and the Jr. High in District 68. This reference is put together by District 68 and the PTAs at all schools.

Pre-packs of school supplies – School supplies, already packaged according to requirement for each grade, are offered for sale in the spring by PTA as a convenience for parents.

Scholastic Book Fair — A chance for families to buy books for children and, optionally, for classrooms. A portion of the proceeds goes to buying new books for Highland students. This event is organized by the PTA and held every fall and spring at the same time as parent/teacher conferences.

Spirit Wear — Clothing with the Highland Hawks logo is offered for sale by the PTA to promote school spirit and excitement.

Community Resources:

Village of Skokie

5127 Oakton Street

847-673-0500

www.skokie.org

A-Z Service Guide: www.skokie.org/atozserviceguide.cfm

SkokieNet links to Internet resources: www.skokienet.org

Skokie Park District

9300 Weber Park Place (at the corner of Gross Point Rd. and Church St.)

847-674-1500

www.skokieparkdistrict.org

Events, classes, parks, pools, and places to have fun!

SPACE (before and after school child care)

Provided by the Skokie Park District

See contact information above.

Skokie Public Library

5215 Oakton Street

847-673-7774

www.skokieliibrary.info

Books, movies, music, games, activities for children and adults.

Computers for internet access and word processing.