



East Richland Elementary School

1001 N. Holly Rd. Olney, IL 62450 ~ ~ 618-395-8540 ~ ~ www.ercu1.net

Principal: Suzanne Hahn

Assistant Principal: Cris Edwards

Vision : We Belong! We Learn! We Succeed!

Mission - To develop respectful, responsible learners and leaders.

Welcome Back!

August 2011

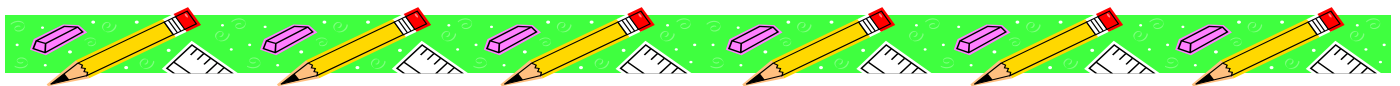
We are looking forward to the 2011-2012 school year and working as a team! The mission and **vision are the foundation of East Richland Elementary School. Using Stephen Covey's 8 Habits, we focus on each child's ability to be a leader with words, actions, and attitudes daily!**

Greeting you as you enter ERES on the Primary Side will be our Office Manager Kim Houchin and Shannone Ristvedt, a new Secretary. We welcome Shannone onto our ERES team! On the intermediate side will be Angie Wisner and Kelly Berry. Shari deWeese is the Special Needs and Pre-kindergarten Secretary and Cheryl Westall will be helping in different areas around the building.

Upon arriving at ERES you will see our new landscaping outside and our new paint inside. We applaud the custodians for keeping our building and grounds in such good condition!

Tiger Safari kicks off the school year. It teaches the expectations of appropriate behavior during the first week of school that will be implemented all year. Tiger Safari is all about becoming a respectful and responsible ERES student.

Please contact us if you have questions regarding school or need additional information. You can also visit us online at: www.ercu1.net. It is our responsibility to provide an excellent educational experience for your child. At ERES we put children first! We encourage your participation and involvement!



Back to School Night

The annual Back to School Night/Open House is Monday, August 15th, 5:30 PM - 7:00 PM. Lists of homerooms will be posted in the hallways and rotundas. This is an opportunity to meet teachers, visit classrooms, and bring school supplies. Doors will not open until 5:30 PM. We suggest you arrive later than 5:30 PM to avoid the crowd. Parking will be available in the front and the back of the building.



Birthday Celebrations - No Treats

We continue our policy of no birthday treats brought to school. We celebrate birthdays with stickers, wearing the birthday hat or vest, name on announcements, etc. During the birthday **month the Dining Hall serves “birthday cake” and sings “Happy Birthday.” Thank you for not sending or bringing in treats.** Come to celebrate by eating lunch with your child or contact their teacher for a time to visit the classroom.

Safety Procedures

- The front doors are locked daily.
- All visitors will enter the primary side (south) of the building.
- In order to enter the building 1. Push the buzzer on the brick pole, 2. State your name, and 3. Access to the building will be given for you to enter.
- **Visitors must stop at the office and sign the visitors’ book. Please be understanding if you are asked to show identification.** With so many parents we do not always recognize all of you.
- **All visitors will be a given a “visitor” badge to wear that indicates to the staff you have signed in and have permission to be in the building.** Please return the badge before exiting.



Student ID Badges



Students wear ID badges. The student ID badge serves as the breakfast/lunch ticket and library card for the computerized lunch and library programs. The badge has a bar code that is scanned by a computer at breakfast, lunch, and library.

The school district provides each student with a free ID badge. Students must wear their ID badge on the provided clip. Elementary students may not wear lanyards because of the possible danger during outside play.





School Breakfast and Lunch

School lunch and breakfast are served daily. The new student price for breakfast is \$1.50 and lunch is \$2.00. Extra milk is \$.30. **Please remember money must be in your child's account** to purchase a milk if a sack lunch is brought or an extra milk is requested.

<u>ERES STUDENT PRICES</u>	
Breakfast	\$1.50
Lunch	\$2.00
Extra milk	\$.30

Money is picked up daily for breakfast, lunch, and milk in each classroom and the amount is **recorded. Please send money in an envelope with your child's first and last name and teacher on it.** If you are sending money for more than one child, please designate how much money to put in **each child's account and whether the money is for breakfast, lunch, or milk. You may send all** money in the same envelope and pay with one check.

The school breakfast and lunch program is a debit system. If you ever have questions about your bill please contact Karla Volk, the cashier, and she will be glad to assist you. Also, contact the school if you need a free or reduced lunch/breakfast form.

Soon you will be able to check your account balance online.

New Start Time for Breakfast/Early Supervision

The starting time for school is 8:15 a.m. Students need to arrive at school on time to best begin the day. Students should be given at least five minutes to get into the building, unload their backpacks, and be ready for the start of the day. Students arriving after 8:15 a.m. will be considered tardy and will have to get a pass from a secretary.

Breakfast will begin each day at 7:30 AM. Supervisors are in the dining hall to monitor children coming early to school between 7:30-7:50AM. At 7:50AM students not eating breakfast are dismissed to classrooms. This is a service for students with working parents. Students coming early are to report to the dining hall.



Mentors Needed

Big Brothers/Big Sisters offers a mentoring program that serves over 130 of our students. If you would be willing to meet with a student (kindergarten - fifth grade) one hour a week during the school year please call Dolores McNabb at 395-3155. You and the child will both benefit!





Morning Drop-Off Procedures for Car Riders

Please follow the established safety procedures:

- Use the primary (south) circle drive of the school for student drop off.
- Pull all the way forward in the circle drive to let students exit. You will not be allowed to pass cars in the circle drive as the safety arms will be down.
- Please do not pull into the parking lot and let your child/ren off by the crosswalk. If you pull into the parking lot you are expected to park and escort your child/ren across the crosswalk.
- The circle drive is marked with signs that show the entrance and exit. The north circle drive is for buses only. Traffic moves only one way in the circle drive.
- Following the directions of the staff on supervision helps with safety and keeps traffic moving quicker. Your cooperation is appreciated!
- Honor the designated handicapped spaces.



Traffic moves quicker if you pull all the way forward.

Afternoon Dismissal Procedures

Please follow the established safety procedures:

- Parents wait outside for the students at the end of the day unless a student is leaving school early and needs to be signed out.
- Walkers and car riders will be dismissed from the main doors at 3:05PM.
- Use the primary (south) circle drive of the school for student pick up.
- Pull all the way forward in the circle drive to pick up students.
- Please do not pull into the parking lot to pick up child/ren by the crosswalk. If you pull into the parking lot you are expected to park and escort your child/ren to your car.
- **Students should load vehicles on the passenger's side.**
- If you are waiting on a student for an extended time, you may be asked to pull forward past the second crosswalk.
- Following the directions of the staff on supervision helps with safety and keeps traffic moving quicker. Your cooperation is appreciated!
- Honor the designated handicapped spaces.





Other Important Information



- After School Arrangements: Please make after school arrangements for your child before he/she arrives at school in the morning. Last minute changes are confusing for the children. If your **child will be going home from school in a different way than usual, you must send a note to the child's teacher.** If a note is not sent, and there is no phone call, the child will be expected to follow his/her normal routine. Repeated bus changes are discouraged.
- Notification System: The school uses a computerized message system to send telephone messages regarding important announcements.
- Elementary Handbook: Please read the Elementary Handbook given at registration for important details.
- Gym Shoes: Students are to wear tennis shoes on the gym floor. Some students keep an inexpensive pair at school to change into if they do not wear tennis shoes on PE days.
- Label Belongings: **Label your child's belongings especially the lunch box and clothing. Don't forget** to check the Lost and Found if you are missing an item.
- No Hard Candy: Please do not send hard candy to school. Children can easily choke on this type of candy. We do not give out hard candy at school.
- Nut Allergies: We have students very allergic to nuts and a reaction dictates calling 911 as it can be life threatening. Please do not send any classroom snacks with tree nuts (almonds, walnuts, pecans, cashews, etc.) and be aware of this as you pack lunches, too. Peanut butter is permissible for lunch.
- School Calendar: A copy of the calendar is online for important school dates and holidays.
- Student Insurance: Accident insurance is available to district students. You will find the insurance information in the registration packet.
- Toys/Trading Cards: Please keep them at home unless the teacher has given permission to bring **them. Students trade them or give them away and then are upset if they can't get them back .**
- Voice Mail Messages: You may leave messages for teachers/secretaries before and after school hours.
- **Check your child's back pack daily. Review your child's planner or data notebook. Contact the** classroom teacher if you have a question.
- Web Pages: Check the district website - www.ercu1.net, and the school website - eres.ercu1.net, for school information.

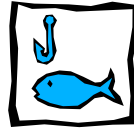


Parenting Information

***Parenting activities and projects are funded with federal Title I dollars through the Steven's Amendment, Carrie Winters Grant, and District Funds. ***

Jackie Houchin
Parent Coordinator
Room #603
395-8540 ext. 603

Hook Up With School - Parenting Workshop



We are excited about the Hook Up With School monthly parenting workshops! Our first one will be **Tuesday, August 9th, from 4:00PM - 7:00PM at Miller's Grove.** Come join us for fishing, food, and fun. Call Jackie Houchin at 395-8540 ext. 603 to register or for more information.



- Are you a grandparent raising a grandchild? We have an active grandparent support group monthly meeting.
- Dawn Kocher, ERES Parent Educator, hosts weekly play groups, schedules home visits, and more! Call her at 395-8540 for details.
- Share suggestions or ideas for parent workshops or trainings! Talk with Jackie Houchin at 395-8540.



Get off to a great start

We thank you for being an active parent partner. We are proud of our parents as they participate, support us, and make school and learning a priority! As an involved parent you do the following:

- Establish a morning and evening routine.
- Read with your child/or have them read 10-15 minutes every evening.
- Create a good attitude about school and encourage them to do their best.
- Talk about school and ask your child about their daily learning and school activities.
- Stress the importance of daily attendance
- **Check your child's back pack daily. Review your child's planner or data notebook. Contact the classroom teacher if you have a question.**



8 Habits of Highly Effective People

Habit 1 - Be Proactive

Habit 2 - Begin with the End in Mind

Habit 3 - Put First Things First

Habit 4 - Think Win/Win

Habit 5 - Seek First to Understand, then to be Understood

Habit 6 - Synergize

Habit 7 - Sharpen the Saw

Habit 8 - Find Your Voice

