Roosevelt Magnet School (K-8)
For the Fine Arts
2021-2022
Parent & Student Handbook

Mrs. Laura Rodgers, Principal
Mrs. Deanne Tucker-White, Assistant Principal
Mrs. Kelly Schuler, Assistant Principal

Roosevelt Magnet (K-8) School
1704 West Aiken Avenue
Peoria, Illinois 61605
Phone: 309-672-6574
Fax: 309-282-2631
Website:
www.peoriapublicschools.org/roosevelt

*Our school's discipline policies are now outlined in a district discipline handbook which can be downloaded by visiting. www.peoriapublicschools.org/discipline.

**The policies and procedures outlined in this Student Handbook are subject to change for the 2021-2022 school year. If any changes are made, they will be posted on the school's and district's websites.

Updated as of 7/11/21
MISSION
The Mission of Roosevelt Magnet School, as an innovative fine arts academy, is to ensure that each student develops to his or her academic, artistic, and personal potential by integrating the arts and technology within a safe, nurturing environment, which embraces diversity in partnership with families and the community.

VISION
Preparing our students for the world tomorrow through academics, character, and the Arts.

ROOSEVELT SCHOOL PLEDGE
I pledge to learn in school today,
to always behave in a positive way.
By following the required Roosevelt Way,
I move forward and grow each and every day!

ROOSEVELT LEADERSHIP TEAM
Laura Rodgers, Principal laura.rogers@psd150.org
Deanne Tucker-White, Assistant Principal deanne.tucker@psd150.org
Kelly Schuler, Assistant Principal kelly.schuler@psd150.org
Dear Students and Parents,

Welcome to Roosevelt Magnet School for the Fine Arts! Our school mission is to “ensure that each student develops to his or her academic, artistic, and personal potential by integrating the arts and technology within a safe, nurturing environment, which embraces diversity in partnership with families and communities.” To accomplish this mission, students, parents, and staff must work together to ensure our unified success. This handbook will help you and your child become familiar with our policies, beliefs, and procedures. Please take the time to sign and return the verification form indicating that you have read and understood our handbook.

We want your child to be educationally focused and productive! You are an important part of this team unifying home, school, and community working together to assure each student reaches his/her highest potential. Our hope is that each student feels a sense of belonging in a safe, loving environment where they can explore their creativity and decision-making skills in fun and academically rewarding ways.

To uphold this vision, the following “Roosevelt Ways” will help our unified team guarantee every child’s success:

• Support the school.
  o “Raise the Rigor” this school year! Academic and social growth of our students and entire Roosevelt family will be our result!!
  o Maintain a positive attitude about your child’s education, school, teachers, and district.
  o Assist in providing the best educational experience for your child (supporting homework and reading logs, school, and classroom expectations, getting involved, etc.)

• Insist upon regular attendance and punctuality.
  o See that your child attends school every day and on time. Remember school starts at 7:30 a.m. this year!!

• Get to know your child’s teachers.
  o Know and work with your child's teachers. Ongoing communication is important to every child’s success.

• Read and discuss this handbook with your child.
  o Maintain a better understanding of our expectations, operations, and events for Roosevelt Magnet K-8 School for the Fine Arts.
I know this will be another remarkable year. Together, we will continue to achieve maximum growth for every child at Roosevelt Magnet School (K-8) for the Fine Arts. If you have any questions or concerns, feel free to call 672-6574.

Sincerely,

Laura Rodgers, Principal

Roosevelt Magnet School (K-8)
1704 West Aiken Avenue
Peoria, Illinois 61605
Phone: 309/672-6574
Fax: 309/282-2631

Laura Rodgers, Principal
Kelly Schuler, Assistant Principal
Deanne Tucker-White, Assistant Principal

August 1, 2021

Dear Parents:

In accordance with ESEA Section 1111(h)(6) PARENTS RIGHT-TO-KNOW, Peoria Public Schools is notifying every parent of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your child’s classroom teacher. This information regarding the professional qualifications of your child’s classroom teachers including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If at any time your child has been taught for 4 or more consecutive weeks by a teacher not highly qualified, the school will notify you.

If you have questions, please feel free to contact me at (309) 672-6574.

Sincerely,

Laura Rodgers, Principal
Parent Involvement Policy/General Title I Plan Overview

A. The Roosevelt K-8 Title 1 plan, its parental involvement policies, and the process for reviewing the Title 1 plan must be jointly developed and agreed upon with the parents of Title 1 participating children.

B. The Roosevelt K-8 Title 1 Parent Involvement Policy and changes in the policy will be distributed to the parents of participating children.

C. Roosevelt K-8 will establish a Universal Leadership Team consisting of parents, teachers, staff, community members, and administrators. This committee shall be involved in decisions regarding how the Title 1 parent funds are used to enhance parent involvement.

D. Roosevelt K-8 will develop a plan for building strong parental involvement programs. The plan will be included with the school’s overall Title 1 plan.

E. Roosevelt K-8 will actively promote appropriate professional development programs for teachers, parents, pupil services personnel, administrators, and the other staff to raise academic standards and performance of the Title 1 students.

F. Roosevelt K-8 will encourage parents of Title 1 children to provide necessary feedback and suggestions for planning, developing, and implementing effective Title 1 programs. The responsibilities of the school and parents as partners in education will be outlined in a signed school/parent compact.

G. Roosevelt K-8 will collaborate with other agencies providing services to children, parents, and families, including health and social services.

H. Roosevelt K-8 will annually measure the progress that Title 1 students are making toward meeting student performance standards using high-quality student assessments and report the information to parents, students, and teachers.

If you have questions, please feel free to contact me at (309) 672-6574.

Sincerely,

Laura Rodgers
PARENT/GUARDIAN
As the Parent or Guardian of a Roosevelt Rough Rider, I hereby agree to the following to support my student to the best of my abilities by:

• updating parent/guardian when changes occur. Emergency contact information must be always updated.
• being involved with his/her education by attending at least 75% of the school meetings, programs, and assemblies where my attendance is requested.
• checking my student’s planner/folder for homework assignments and seeing that they are completed each night as required.
• arranging for my student to be up early enough to get to school on time. (School schedule in handbook)
• making sure my student is dressed in accordance with the school dress code (see handbook) and notifying the school if I need assistance for my child to meet this dress code.
• agreeing to leave my place of business or my home to come to the school during school hours if a special “Parent Intervention” issue arises.

Parents
Your student’s success at Roosevelt is related to how involved you are in the school experience. Because of this, it is crucial that there are working contact numbers and correct addresses so that we can keep you informed with how your child(ren) is(are) doing. It is also imperative that there working emergency contact numbers for your child.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Event</th>
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<tbody>
<tr>
<td>Monday, August 16</td>
<td>Teacher Institute</td>
<td>No School for Students</td>
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<tr>
<td>Tuesday, August 17</td>
<td>Teacher Institute</td>
<td>No School for Students</td>
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<tr>
<td>Wednesday, August 18</td>
<td>First Day of School for Students</td>
<td>No School/Offices Closed</td>
</tr>
<tr>
<td>Monday, September 6</td>
<td>Labor Day</td>
<td>Half-day for Students</td>
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<tr>
<td>Wednesday, September 29</td>
<td>School Improvement Day (SIP)</td>
<td></td>
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<tr>
<td>Monday, October 18</td>
<td>Parent-Teacher Conferences</td>
<td>No School</td>
</tr>
<tr>
<td>Tuesday, October 19</td>
<td>Parent Teacher Conferences</td>
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<tr>
<td>Wednesday, Oct. 20 - Friday, Oct. 22</td>
<td>Fall Break</td>
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<tr>
<td>Monday, October 25</td>
<td>School Resumes</td>
<td>Half-Day for Students</td>
</tr>
<tr>
<td>Wednesday, November 3</td>
<td>School Improvement Day (SIP)</td>
<td>No School</td>
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<tr>
<td>Wednesday, November 24</td>
<td>Thanksgiving Break</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Thursday, November 25</td>
<td>Thanksgiving</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Friday, November 26</td>
<td>Thanksgiving Break</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Friday, December 17</td>
<td>Last Day before Winter Break</td>
<td>One hour early dismissal</td>
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<tr>
<td>Monday, Dec. 20 - Fri. Dec. 31</td>
<td>Winter Break</td>
<td>No School</td>
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<tr>
<td>Thursday, Dec. 23 - Fri., Dec. 24</td>
<td>Christmas Eve/Christmas</td>
<td>Offices Closed</td>
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<tr>
<td>Friday, December 31</td>
<td>New Year's Eve</td>
<td>Offices Closed</td>
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<tr>
<td>Monday, January 3</td>
<td>Teacher Institute</td>
<td>No School for Students</td>
</tr>
<tr>
<td>Tuesday, January 4</td>
<td>School Resumes</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Monday, January 17</td>
<td>Dr. Martin Luther King, Jr. Holiday</td>
<td>Half-day for Students</td>
</tr>
<tr>
<td>Wednesday, February 9</td>
<td>School Improvement Day</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Monday, February 21</td>
<td>Presidents Day</td>
<td>Half-day for Students</td>
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<tr>
<td>Monday, March 21 - Friday, March 25</td>
<td>Spring Break</td>
<td>No School</td>
</tr>
<tr>
<td>Monday, March 28</td>
<td>School Resumes</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Friday, April 15</td>
<td>Good Friday</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Monday, April 18</td>
<td>Easter Monday</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Wednesday, April 27</td>
<td>School Improvement Day (SIP)</td>
<td>Half-day for Students</td>
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<tr>
<td>Friday, May 27</td>
<td>Last Day of School</td>
<td>Half-day for Students</td>
</tr>
<tr>
<td>Monday, May 30</td>
<td>(no emergency days)</td>
<td>No School/Offices Closed</td>
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<tr>
<td>Monday, June 6</td>
<td>Memorial Day</td>
<td>Half-day for Students</td>
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<tr>
<td></td>
<td>Last Day of School (if five emergency days used)</td>
<td>Half-day for Students</td>
</tr>
</tbody>
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Roosevelt Magnet School (K-8) Hours

Student Hours: 8:20-2:50
Teacher Hours: 7:35-3:05
Office Hours: 7:30-4:00

NO ADMITTANCE/SUPERVISION PRIOR TO 8:15 AM
Children will not be allowed access into the building prior to 8:15 AM unless they are participating in a pre-arranged supervised club/activity. No supervision is provided until 8:15 AM. It is important that no student be left unattended while waiting for the opening of the school building. Students must be registered and signed up for before care to be dropped off.

PARENT PICK UP
To maintain a safe and orderly dismissal for our students, parents are asked to make arrangements to pick up students early from school before 2:30 PM that day. This procedure ensures that all students are accounted for during dismissal. If an emergency arises, please contact the school office so we can address your needs. As a reminder, no one will be allowed to pick up a child from the school unless listed on the emergency contact card and will be required to provide identification.

LATE PICKUPS
Any student in the building not participating in a before or after-school activity will be sent to our Office.

VISITOR POLICY, PROCEDURES, AND CONDUCT ON SCHOOL PROPERTY
For purposes of this policy, “school property” means school buildings, district buildings not being used as a school, vehicles used for school purposes, any location used during a school athletic or sponsored event, and school grounds. Visitors include all family members, friends, and acquaintances of students and/or staff.

The School Boards are charged with the responsibility of control and supervision of school buildings and school grounds. Any person may have access to school buildings and school grounds upon the following conditions:
- Persons other than a student or an employee of the district may enter school buildings and grounds after securing permission of the building principal or person in charge of the school facility. The term “student” is defined as any person of school age, enrolled in the school and in good standing.
- Teachers and other employees of the district may request that any person who has entered a school building or is upon school grounds to identify himself/herself and the purpose of entry.
- No person who has entered a school building or grounds with permission shall refuse to depart after being given verbal notice to do so by any employee of the district.
- No person shall enter upon school property or grounds after having received a written notice that he/she is forbidden to do so.

PROCEDURES FOR VISITING AND STUDENT CELEBRATION TREATS
1. Individuals wishing to confer with a teacher must contact the teacher by phone, email, or in writing to make an appointment.
2. Conferences with teachers are to be held before or after school hours or during the teacher’s conference/preparation period. To protect the instructional day, we will not get teachers out of class or allow visitors to the classroom (unless pre-arranged and pre-approved with the teacher/administration).
3. All visitors must enter through the main entrance and proceed immediately to the office to sign-in and receive a visitor’s lanyard. As a reminder, video surveillance is used to monitor entrance and exits to the school. Teachers, support staff, and students are trained to direct all visitors to the office. The office will be notified immediately if an individual(s) is within the building not wearing a visitor’s lanyard.
4. You will also be required to sign-out in the main office when you leave the building and return the visitor’s lanyard.

5. Visitors must exhibit behavior appropriate for school setting at all times to avoid disruption of instruction and to maintain school safety for all.

6. We understand that parents want to celebrate birthdays. Therefore, students will be allowed to bring in treats, but parents are encouraged to contact their child’s teacher to check on any food allergies in the classroom. As a reminder, we are a nut/seed free school. To protect instructional time, the teacher will distribute the snacks during the day. This is for K-4 students only.

SECURITY
One of our goals is to maintain a safe, responsible learning environment for every child. Any person or persons may be asked to leave school property or have security called on them if they in any way disrupt the teaching, learning, and working environments of the school (according to board policy).

- Students are expected to take all emergency drills seriously by following directions as given and showing respect to all persons involved.
- Neither Peoria Public Schools, nor Roosevelt K-8 School, are responsible for items lost or stolen.
- Students are expected to be in class as scheduled.
  - For their safety, the office will be notified of missing students (several minutes tardy to class, leaving class without permission). Leaving class without permission may result in disciplinary action.
  - Once in class, students are expected to remain in class. Passes will be written only in emergency situations or doctor’s note.

**Lockers**
Students will be assigned to a locker. Students must not share their locker with others. Students may only go to their lockers at times designated by their grade level teachers.

**Locks**
Students in (5th - 8th) will be provided with a combination lock to always remain on their lockers. Students must not share their lock combination with others. Neither Peoria Public schools nor Roosevelt K-8 are responsible for items lost or stolen. If needed, students may purchase a replacement lock from the office. Lock’s cost $2.

*Per Peoria Public Schools policy: Students’ desks and lockers are property of the Peoria Public Schools, and school personnel reserve the right to inspect these desks and lockers at any time, with or without the presence of the student.*

**STAFF E-MAIL**
Please contact your child’s teacher in the first weeks of school to begin a relationship based on mutual goals for your child. You may call, visit, or email! Staff email is, firstname.lastname@psd150.org. You can also find staff emails on the district or Roosevelt websites.

**SCHOOL ATTIRE AND UNIFORMS**
The Board of Education has adopted a uniform policy for all primary and middle schools. All Roosevelt Kindergarten through 8th Grade students are expected to be in full uniform every school day. Student attire should be appropriate for the weather. The following Peoria Public School attire guidelines will be enforced:

- Pants, shorts, jumpers, Capri pants, skirts, or dresses in black, blue, or khaki/beige are allowed.
- Shirts must have a collar (polo shirts) or turtleneck in the designated grade level colors. Button-down collared short and long-sleeved shirts of the same color are also allowed. All shirts must be tucked in during the school day.
- Sweaters and non-hooded sweatshirts may be worn over a uniform shirt during the winter months. They must be a solid color. There can be no writing, insignias, or logos on sweatshirts.
- Sweatshirts or jackets with a hood of any color are not to be worn inside the classrooms. As stated in board policy, no hoodies, coats, or jackets are to be worn within the school.
• Sweatpants are not allowed.
• Leggings, jeggings, stretch pants, jeans and/or “skinny” jeans are not allowed.
• Sandals, flip-flops, or open-toed shoes are not allowed.
• T-shirts are not allowed.
• Off the shoulder tops are not allowed.
• Denim of any color is not allowed.
• Strict adherence to the dress code will be enforced.

ROOSEVELT MAGNET SCHOOL DRESS CODE & UNIFORM EXPECTATIONS
On school days, students must always remain in uniform on school grounds and while on the bus. This includes after-school events unless performance/sports attire is required. Use the guidelines below to ensure proper adherence to the uniform policy at Roosevelt. Administration reserves the right to make additional requests to maintain a positive and productive educational environment.

SCHOOL ATTIRE AND UNIFORMS

Tops
• Must fit appropriately.
• Must have a collar.
• Must be solid color- Navy, royal blue, light blue, hunter green, red, white, black, or orange.
• Brand logos may be no larger than 1 square inch.
• Undershirts (short or long-sleeve) must be solid uniform color or white and should not show at the waist.

Bottoms:
• Must fit appropriately and sit at the waist.
• Must be dress, uniform, pants, shorts, or skirts.
• Must be solid color- blue, black, or khaki.
• Shorts/skirts/jumpers must extend below the fingertips of the student’s extended arm.
• Tights/leggings worn under skirts/jumpers should be a solid color.

Additional Information
• All footwears must be closed-back or have an ankle strap (as needed).
• In colder weather, solid uniform-color sweatshirts/sweaters or RMS Spirit Wear sweatshirts may be worn over the collared uniform shirt. Sweatshirts/sweaters must not have hoods. Sweaters may be pullover or cardigan style.
• Purses and bags are to remain in lockers for the entire school day.
• Coats, jackets, and vests are to remain in lockers for the entire school day.
• Hats, bandanas, sweatbands, scarves, etc. are not to be worn at school.
• Accessories that do not interfere with or distract from learning may be worn.
• Administration reserves the right to make any final decisions regarding dress code infractions.

Uniform/Dress Code Violations
If student attire violates the dress code, students will be provided with an opportunity to make a correction either by removing the item (i.e., scarf) or by changing into a uniform item provided (i.e., collared shirt). If a clothing item is not available from the school, parents will be notified, and a correction must be made before the student can return to class. Emergency circumstances will be addressed by the student’s lane administrator.

REPORTING ABSENCES
Good attendance is essential in supporting the academic progress of our students. If your child will be absent or tardy, you may call Roosevelt at 672-6574 by 8:00 AM to avoid a call from the school. A note or call from the parent/guardian of the child is required within 48 hours (about 2 days) of an absence for the student’s absence to be excused. Such excuses as babysitting, getting a haircut, etc. cannot be considered excused absences under current state law.
Non-reported and unexcused absences will result in an automated phone call to your home. Three days of unreported absences may result in a referral to Project T.A.R.G.E.T and/or the State Attorney’s Office. Peoria Public School provides an annual calendar and handbook outlining attendance days, holidays, conferences, etc. It also includes the district handbook and contact information that may be helpful throughout the year. Keep this calendar handy for reference throughout the 2019-2020 school year.

Besides state law which requires daily attendance for all students when school is in session, experience tells us that a child cannot reach his/her fullest academic potential if they are not in school. It is the parent or guardian’s responsibility to get the child to school each day the child is not ill. The following are ACCEPTABLE EXCUSES for absence:
1. Student illness
2. Death in the family
3. Professional appointments which cannot be scheduled outside of school hours.
4. Religious holidays

Please be aware that parents/guardians may still receive an automated phone call from the district if the student arrives after attendance has been taken in the classroom. A tardy will be considered excused if the parent/guardian properly informs the school of the reason for being late.

PEORIA PUBLIC SCHOOL ATTENDANCE POLICY
Refer to Peoria Public School Policy 7:70

PEORIA PUBLIC SCHOOL STUDENT BEHAVIOR POLICY
Refer to Peoria Public School Policy 7:190

ADMINISTRATION OF STUDENT MEDICATION
Teachers and other non-administrative school employees, including school nurses and non-certified registered professional nurses, are not required to administer medication to students. Parent(s) and/or guardian(s) are responsible for administering medication(s) to their children. Administering medication during school hours or school-related activities is discouraged unless it is necessary for the critical health and well-being of the student. If medication of any kind is required to be administered, the school is required to have a Form 615 on file (administering of medication at school) which gives the school permission to administer the specific medication(s).

MEDICAL EXAMINATIONS & IMMUNIZATIONS
Medical examinations and immunization compliance are required of all students in the Peoria Public Schools by October 15, 2021. State statutes require physical examinations of all students entering Pre-Kindergarten, Kindergarten (or 1st Grade, if student did not attend Kindergarten), 6th Grade, 9th Grade, or students new to Illinois.

State law requires immunization of all school children against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella. One measles booster is required for all students (K-12th), and a proof of one Tdap vaccine is required for 6th through 12th Grades. Hepatitis B immunization is required for students entering Pre-Kindergarten and 5th through 12th Grades. The Hib vaccination is required for Pre-Kindergarten entry. The chicken pox vaccination, or proof of immunity, is required for all Pre-Kindergarten through 12th Grade students. Lead screening is required for all students entering school under the age of six (Kindergarten).

DENTAL AND EYE EXAMINATIONS
Dental exams are required for students in kindergarten, 2nd, and 6th Grades, while eye exams are now required for children entering Kindergarten or enrolling in 1st through 12th Grades for the first time in an Illinois school. The eye exam is to be performed only by a qualified eye doctor (optometrist or ophthalmologist).

EMERGENCY CARDS/INFORMATION
All updated information is due to the office which includes phone numbers with at least 3 emergency contacts, current email address and current mailing addresses.
CHANGE OF ADDRESS OR PHONE NUMBER
Please report any/all changes of either your address or phone number to the school office immediately following the change for us to maintain accurate and up to date records. This is vital in case of an emergency. Unlisted telephone numbers are held strictly confidential and will not be given out to anyone.

EMERGENCY NOTIFICATION
Please be sure to have current and accurate information regarding the address and phone numbers of those persons whom you wish for us to call in the event of an emergency. It is not unusual for circumstances to arise which require parent notification (illness, injury, etc.). It is MOST IMPORTANT that we can contact you, or someone designated by you, who will attend to your child’s needs. Your assistance in this matter is essential for us to ensure a safe environment for ALL our students. Please be sure you, if possible, to list three contact numbers for each child’s registration.

ARRIVAL PROCEDURES
All:
• Teachers and staff will be present to monitor the students beginning at 8:15 AM.
• All students may enter the building at 8:15 AM.
• There is no supervision prior to 8:15 AM.
• Students are not allowed to play around the playground prior to the start of school.
• All students receive breakfast on their way to class. Upon entering school, students will, unless otherwise directed, report directly to their classroom for breakfast.
• Students are to leave school grounds immediately after dismissal. For scheduled after-school events, students should leave or be picked-up immediately upon completion of the event. The police department may be contacted regarding any student left at school beyond a reasonable amount of time.

Car Drop-off:
• Due to the nature of the parking lot and position of school, car traffic in the front and side of the school must adhere to the signs and traffic laws to promote a safe school zone for Roosevelt's students. The front of the school is a NO PARKING ZONE during school hours (school days from 8:00 AM - 4:00 PM). Cars are allowed to follow the circle pattern in front of the school to door entrances 3 and 4 near Warren Avenue to drop off students to authorized staff.
• Do not illegally park your car for even a short amount of time to simply walk your child into school as this is an unlawful violation traffic law.
• If you are walking your child into the school, it is imperative that you park your car legally. Do not block walkways, driveways or other areas not designated as parking spaces.
• Furthermore, to avoid distracting children and adults, do not honk horns unless necessary for safety reasons.

Bus Riders:
• The buses will be dropping students off in front of the school. Authorized staff members will be supervising students as they exit the bus area.
• Students are expected to exit the bus, enter the building through doors 3 and 4, and go directly to their assigned area.

Bicycles and Skateboards:
• Students may ride bikes to school however there is no official outdoor bike rack for students to lock up bikes. Until we have a bike rack in place students are encouraged to walk to school.
• Roosevelt does not assume any responsibility for bikes and the student is responsible for securing bikes and encouraged to use a lock to do so.
• Students may not ride bikes on the sidewalks or by the bus during afternoon dismissal.
• Skateboards must remain in the lockers during the day. Hoverboards are not permitted on school grounds.

DISMISSAL PROCEDURES
All:
• Children are required to follow all dismissal procedures.
• All students will be dismissed by their classroom teacher. Teachers and staff will supervise and monitor students’ departure.

• Kindergarten through 4th Grade students who walk or are picked up by an older sibling or parent will be dismissed by their classroom teacher. Kindergarten through 4th Grade students is to remain with their teachers until the teacher checks them off the roster for release to parent, bus, or after-school activity.

• Students in grades 5-8 will have a few minutes to make it to the buses in the front of school.

• All students should be off campus 10 minutes after dismissal unless they are participating in an extended day program, athletic event/practice, rehearsal, or detention for a staff member.

• Students are not allowed to play or wander around the school or playground after school.

• Any student in grades K – 4 who were not picked up and are not assigned to an after-school activity will be placed in our Main Office. After 3:00 PM, students still not picked up will be released a Peoria Public School Resource Officer or the Peoria Police Department unless the parent has contacted the office.

• If there is a change from the regular procedures for your child (i.e., change in person picking up, attend after-school instead of riding bus, etc.), parents must submit written verification/notification to the Main Office in advance. Authorization to change dismissal procedures for a child WILL NOT be granted via a phone call because office staff cannot verify the caller’s identity. Photo identification is expected for everyone (including parents) picking up a child. Prior authorization must always be established by the parent/guardian for anyone designated to pick up your child.

Car Pick-up:
• Car traffic is limited to the back parking lot.
• It is imperative that parents/drivers fully adhere to traffic safety and laws.
• Do not park your car in a no parking area to walk into the school to get your child as this is an unlawful violation of the traffic laws.

Bus Riders:
• The buses will be departing from the front of the school.
• Students will be supervised by staff while traveling from their classroom to their designated bus area by staff.
• K-4 students will communicate with a staff member as they board school busses.

STUDENT ATHLETICS AND EXTRA-CURRICULAR ELIGIBILITY
(Board Policy 6:190)

Athletic Eligibility

Age Requirement
For all JV athletic activities, a student shall be eligible through age thirteen (13). If a student in an athletic activity becomes fourteen (14) at any time during the season, he/she is not eligible to participate in that activity.

For all varsity athletic activities, a student shall be eligible through age fifteen (15). If a student in an athletic activity becomes sixteen (16) at any time during the season, he/she is not eligible to participate in that activity.

Attendance
To participate in any contest, a student athlete must be in attendance 50% of the day a contest is scheduled, or 50% of the day before if a contest is to be on a non-school day. Students should be present in school by 11:00 am to be eligible to play. No student may participate if he/she is absent for the entire day of the contest. If a partial day absence is due to illness, personal, or family problems, the principal shall decide if a student may participate.

Academic Requirements
Eligibility shall be determined weekly during the scheduled season. Eligibility shall begin the Monday following the report. Eligibility goes for the entire week (Monday – Friday). A student who is deemed ineligible on a Friday shall remain ineligible for the entire next week even if grades are brought up throughout the week. An eligibility report should
be run by an administrator on the last attendance day of the week. An administrator should report any academic forfeitures for the coming week to Mr. Barber by the end of the day on Friday to avoid paying officials game fees.

**Minimum standards**

Students who receive a cumulative semester average of an “F” in ANY subject will be ineligible for the following week. Eligibility reports are run at the end of school day on Friday of each week. Grades are taken from Skyward gradebook. Eligibility starts over each semester. It is the responsibility of the student athlete to work with his or her teachers to be academically eligible each week.

**Disciplinary Action**

- A student may be declared ineligible by the principal, even though academic requirements have been met, if a committed offense is considered gross disobedience or misconduct.

- A policy shall not be interpreted to prohibit a coach from dismissing a student athlete from a sport if there is a violation of the coach/school/district rules.

- The principal or his designee has the final responsibility for the eligibility of the student.

- Student athletes who are suspended from school will be removed from the current athletic team for the remainder of the season which includes the post-season tournament.

- Teams that refuse to accept their trophies or who refuse to show proper sportsmanship during the tournament may be banned from post season play the following year. The athletic director will make that decision within 30 days (about 4 and a half weeks) of completion of the tournament.

**LOST AND FOUND**

- Items that are found by students should be turned into the front office or turned into a staff member. If you have lost clothing articles, look there. If you have lost other types of items (i.e., rings, watches, books, etc.) look there first and then check in the front office. Smaller items are usually turned into the office. The school is NOT responsible for any items brought to school and then lost.

**PERSONAL ITEMS**

- Students are not to bring items of great sentimental or cash value to school (i.e., cell phones, tablets, iPad, jewelry, etc.).

- Unless money is needed for a specific purpose, please do not bring excessive cash to school.

- The school will assume NO responsibility for such personal items that are lost, stolen, or damaged at school.

**PUBLIC DISPLAYS OF AFFECTION**

Public displays of affection (i.e., holding hands, hugging, kissing, etc.) are not acceptable on school property. These actions will not be tolerated in the classroom, hallways, playground, lunchroom, etc. and are subject to disciplinary actions.

**TELEPHONE**

THE SCHOOL PHONE IS FOR SCHOOL BUSINESS ONLY. Students are not to use the office phone for last minute arrangements that should have been made at home that morning or the night before. Emergency use is permissible, with permission of the principal or the secretary. Students are not to be excused from class to make phone calls, unless, of course, it is an emergency.

**LOCKER SEARCHES**

Throughout the year, students’ lockers, desks, book bags, etc. may be searched. Searches of such areas may be based on any reasonable suspicion of illegality, breach of school discipline, or for administrative purposes. If warranted,
disciplinary action may be taken as the result of material found in the locker regardless of the reason for conducting the search.

**DISCIPLINE POLICY**
Roosevelt Magnet School follows the district’s discipline handbook in all discipline related matters. The district discipline handbook can be found by visiting [www.peoriapublicschools.org/discipline](http://www.peoriapublicschools.org/discipline) or requesting the document in print by visiting the school office. This document summarizes Board Policy 7:190. You can find a copy of this policy on the district’s web site under Board of Education. For students to do their best in school, a safe and orderly learning environment must exist. Nothing should be allowed to stop the teaching and learning process.

**HARASSMENT OF STUDENTS POLICY**
We follow Peoria Public Schools Harassment of Students Policy as laid out in the Board Policy 7:20. You can find a copy of this policy on the district’s web site under Board of Education.

**BOOK BAGS, BACKPACKS, PURSES, AND FANNY PACKS**
Book bags, backpacks, string bags, fanny packs, and purses must remain in lockers during the day.

**CELL PHONE/ELECTRONICS POLICY**
All cell phones and electronics are to be off and out-of-sight between 7:30 a.m. and 2:30 p.m. each day. During the school day, communication between parents/guardians and students must occur via the office phone. *Neither Roosevelt Magnet School nor Peoria Public Schools are responsible for the care or safety of any cell phone or electronic item.*

**INTERNET POLICY** *(Board Policy 6:235, 6:236, 6:237)*
Users should read carefully the Authorization for Internet Access Procedures, which can be found on the district’s website, the student calendar, the registration packet, or by coming into the school office. The use of inappropriate material or language, or violation of copyright laws, may result in the loss of the privilege to use this resource. Remember also that the user is legally responsible for his/her actions. Any questions or concerns regarding these procedures should be directed to the principal or his/her designee. The district takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the school setting. On an unregulated network, however, it is impossible to control all material and a user may discover inappropriate material.

**COMMUNICATIONS WITH PARENTS**
Your child may bring home a grade level or classroom newsletter. It will be sent home at the beginning of each month/week and contains general information important to parents. Special flyers may be sent out as reminders of special dates and opportunities. Also, we frequently use the Parent Link system to notify and/or remind families of holidays, parent conferences, and other events. Our Parent Link communication system requires up-to-date phone numbers. Please be sure to notify the office whenever you change to a new phone number.

**STUDENT/PARENT/TEACHER CONFERENCES**
Parent-teacher conferences will be held Oct 18 & 19 4-7 pm. Attendance at conferences is especially important. Parents are encouraged to have 100% attendance.

**FIELD TRIPS**
Classrooms/Grade Level Teams may take field trips during the school year. We teach students that they are representing our entire school during these trips. It is our experience that Roosevelt's students have always demonstrated outstanding behavior on previous trips. Field trips are provided to enrich the educational program and give children experiences they
may not otherwise have. We are often interested in parents being chaperones. Family member chaperones that are not parents must be 21 years or older. This is a wonderful way to be involved in your child’s education. All rules, policies, and procedures apply. Information slips are typically sent home at least one week prior to the field trip and parental signatures are necessary for a child to attend, unless it is a district sponsored field trip.

**EMERGENCY DRILLS**

Several times throughout the year, we will have disaster drill practice for the possibility of tornado or fire. Additionally, we practice Hard or Soft Lockdowns, which cover other types of emergency situations in the school. These emergencies include intruders, violent behaviors, disruptive confrontations, medical emergencies, etc. For school officials, personnel, School Resource Officers, and emergency teams to operate effectively, children are expected to cooperate fully with the procedures/expectations. Students not cooperating may receive disciplinary consequences. Peoria Public School Board Policy 4:170 states, “Students are expected to take all emergency drills seriously by following directions as given and showing respect to all persons involved.” Also, official from the Peoria Fire Department or Peoria Police Department may be in attendance. The following drills will take place at some time during the year:

- **Fire Drills** – Upon hearing the fire alarm sound, students quickly and safely evacuate the building following designated routes to safe locations. Staff will account for students and remain with their class. If a student is away from their class when a fire drill occurs, they should exit the building using the nearest door and join their class once safely outside.

- **Tornado Drills** – Following an announcement of “take shelter,” students will move to a designated location. They will remain in this location until the “all clear” is given and any threat has passed. In the event of a real tornado and an “all clear” is not given by the end of the school day, students will remain in their secure location until an “all clear” is given.

- **Hard or Soft Lockdown Drills** – During an all-school lockdown, no one will be allowed to enter or leave the building without permission of the principal or his/her designee.

**SCHOOL BREAKFAST**

All students receive breakfast and lunch at no cost. The breakfast program will take place in our classrooms. Students who arrive late will be permitted to eat breakfast as available.

- **Breakfast Grab & Go Bags** are available every school day from 8:15 a.m. until 8:30 a.m. Students must arrive to class promptly.

- Breakfast routines will be established and explained by individual homeroom teachers.
  - Breakfast must be eaten in the classroom during the designated time.
  - Outside food and beverage is not allowed.

**LUNCHROOM/RECESS**

To feed children in the most effective way, we group children by grade level. Children will have choices for lunch from two or three menus each day. Each group of children has 30 minutes to eat. Students are expected to exhibit good behavior at lunch. Students are expected to treat the cafeteria staff with respect. They should remain in a single file line in front of the serving tables and not take any extra food unless given permission by the cafeteria manager. Once the student sits down, they should not get up again unless permission is given. At no time should a student leave the cafeteria without permission. Students may be placed on a time-out in the cafeteria. For recess, a student may be placed by the building, fence, or other designated time-out area. Any actions which are disrespectful, dangerous, intimidating or bullying will be disciplined by lunch/recess officials and/or administration.

If you plan to bring lunch to your student for a special occasion or event, please bring it to the main office a few minutes before their lunch period is scheduled to begin. If a parent brings food for a student, they must remain to eat with the student as outside food is not permitted in the cafeteria.

- No soda/cola/pop is allowed in the cafeteria during lunch hours. Please refrain from sending it to school with your student.
- No sunflower seeds, candy, gum, or large bags of chips are allowed in the cafeteria during lunch hours. Please note that single-serving bags of chips are permitted with cold lunches.
- Treats to celebrate unique events will not be allowed in the cafeteria during lunch hours.
- Students are expected to exhibit good behavior at lunch and recess time.
- When socializing in the cafeteria there should be no yelling or screaming. Inside voices only.
- Students should only be conversing with neighboring students sitting next to them.
- The same seat a student is sitting in before they get their food is the SAME seat they must sit in before they get their food.

**PLAYGROUND RULES**
- Once school doors are open in the morning, students must come inside.
- After school, students must go home before they can play on the playground.
- No throwing of wood chips, rocks, or anything else on the ground
- No pushing or shoving.
- No horseplaying

**COMMUNITY TRAFFIC PATTERNS**
- Always walk on the right side of the road.
- Always look before you cross traffic.
- NEVER walk in the middle of the road.
- Absolutely no running!
- Voices are off when traveling in the hallways.
- If you are not with your class, then you MUST have a pass to be in the hallway.
- NEVER touch the classmate in front of you or behind you when walking
- No horseplaying

**RESTROOM RULES**
- All students must use assigned restrooms.
- NEVER go to the bathroom unless you have a pass (emergency/doctor/ teacher only)
- There is to be no rough-housing, inappropriate behavior, or social gatherings in the restroom at any time.
- Students should always flush the toilets, always wash their hands, and throw away trash.
- If you see something that needs to be cleaned or addressed report it to your teacher immediately.
- Vandalism – if you are the last one in and see vandalism and do not report it, you will accept responsibility.
- No horseplaying, air boxing, play fighting, etc.

**INCLEMENT WEATHER**
When the outside temperature is below 20°F, we will not send students outside for recess.

Each student should have hat, coat, gloves, boots, etc. to wear outside at recess on days when it is snowy, cold, wet, etc. These items are also required for regular PE class that may be outside for a brief time during inclement weather.

**PEORIA PUBLIC SCHOOLS TRANSPORTATION POLICIES & PROCEDURES**
Bus route information for families is available in the office. Issues or problems with transportation can be made by calling 693-4418. Parents of students who reside less than 1-1/2 miles from school may request bus service by calling the transportation department.

**SCHOOL BUS MISCONDUCT**
Peoria Public Schools’ policy states that unsafe or inappropriate conduct while traveling to and from the bus stop, at a bus stops, or while riding the bus may result in disciplinary action.

The strength of this program is drawn from the consistent application and enforcement of the program at all levels. The bus driver will refer student misconduct to the Principal/Assistant Principal, who will then discuss the matter with the
student. Students have the privilege of riding district transportation. However, when a student fails to practice safe and/or proper conduct, this privilege may be suspended (days, weeks, semesters, or entire school year). The parent will become solely responsible for getting their child to and from school during transportation/bus suspensions.

Students who are transported on buses, or other vehicles provided by the district are under the authority of the driver who is operating the vehicle. Students are also required to follow district policies, regulations and rules while being transported. Parents are requested to review transportation rules with students and encourage appropriate behavior. Drivers have the authority and the responsibility to stop a bus or proceed to campus, if in the driver’s opinion, student(s)’ behavior has impaired his or her ability to safely operate the bus.

Buses can sometimes be delayed due to traffic conditions, street construction or bus mechanical problems. Children are advised to be at the bus stop no more than 10 and no less than 5 minutes before their scheduled pickup time.

**SPECIFIC RULES FOR DISTRICT VEHICLES**

The following specific rules must be followed on all district vehicles:

1. Always obey the driver/monitor.
2. All students must ride their assigned bus to and from their assigned stop only. If you wish your child to ride a different bus or get off at a different stop, it is necessary that the school office receive and approve, a signed and dated note from a parent or guardian, otherwise neither the teacher nor the bus driver will allow your child to take a different bus.
3. Remain properly seated (facing forward, feet towards the floor and out of the aisle, back against the seat back) until the bus or vehicle has completely stopped and the door has been opened.
4. Keep the aisles clear: no feet, bags or musical instruments are allowed in the aisles. Backpacks must be held in laps.
5. Keep hands, arms, feet, legs, and head inside the vehicle.
6. Always keep windows up unless instructed otherwise by the driver.
7. Do not throw anything at the bus, inside the bus or from the bus.
8. No eating, drinking, or chewing food, gum, or candy allowed on school buses.
9. Maintain orderly conduct at bus stops or other designated loading/unloading spots.
10. Weapons, tobacco, alcohol, drugs, laser pointers, balloons of any kind and skateboards are prohibited.
11. Glass items, bulky items or sharp objects are not to be transported on school buses.
12. Animals and insects are not allowed on school buses. If these are needed for class purposes, it is recommended that parents transport them to and from school.
13. No headphones of any kind are allowed to be used while on the bus. No cell phones, cameras or MP3-type players may be used or out of backpacks at any time on the bus. These items may be confiscated if seen. The district will not investigate if these types of items become lost or stolen.
14. No verbal or visual profanity, no gang signing, and no screaming while on the bus. Talk quietly or in a normal indoor conversational voice at all times.
15. No perfumes, hairsprays, colognes, fragranced items, or other aerosols may be sprayed on the bus or immediately before boarding the bus due to potential for serious respiratory reaction by others.
16. Parents and other non-Peoria Public Schools students are prohibited from entering the bus.
17. All athletic-type balls must be transported in a backpack or athletic-type bag.

Violations of bus rider rules have been divided into major and minor behaviors. Consequences for unsafe or disruptive conduct on the bus will be at the discretion of the administrator (Principal/Assistant Principal).

**DISCIPLINARY ACTION FOR VIOLATION OF TRANSPORTATION RULES**

In emergency, or serious violations, transportation privileges may be revoked without prior notice. Suspension of transportation privileges for up to one school year may be imposed at the principal’s discretion.
PARENTS RESPONSIBILITY TO TRANSPORT
The withdrawal of transportation privileges does not relieve parent(s) of the responsibility of sending the student to school. A parent’s inability to transport or arrange transportation for the child will not be considered as a basis for revoking a bus suspension.

TEXTBOOK FEES

- Determined by Peoria Public Schools for K-8 students.
- These fees are waived for those qualifying (Fee Waiver Forms are available in the office).
- Separate payments should be made for each child. Make checks or money orders payable to PEORIA BOARD OF EDUCATION.
- Fees may also be paid online. Online system available at www.peoriapublicschools.org, click Family Access.

Textbooks: (Costs, due dates, etc. will be updated to align with Peoria Public Schools policies)
Textbooks will be issued to each student the first day of school. If you are not a Family Access user, you may get a user id by calling the Information Technology Department at 672-6761.
Fees can be waived for those qualifying (fee waiver form available online).

Textbooks will be checked to students on the day they are issued– each book has a unique number. Any books that are lost or damaged must be paid for at the full purchase price; consequently, students should be cautious about leaving them on the playground or bus, loose in the halls, or loaning them to a classmate. Textbooks should not be torn, written in, or damaged in any way. Books should not be marked in any places other than the name, room, school, and year at the front. Each student is responsible for his/her books. Parents will be billed for lost or damaged books.

TRANSFERING OF STUDENTS
If you find that you will be leaving Roosevelt Magnet (K-8) School, please try to notify the school several days ahead of your departure. Since it takes a minimum of several hours to complete the transfer process, this will allow everyone ample time to complete this process. All student records will be sent directly to the new school immediately following our receiving a release form which you, the parent, have signed at the new school. Requests may be faxed to the school at 309-282-2631. This process will help to avoid any lost or damaged student records.

STUDENT RECORDS
Students’ temporary records are subject to periodic review for purposes of removing all information, which is out-of-date, inaccurate, or irrelevant. You are entitled to copies of these records prior to their destruction.

DIVORCED PARENTS ACCESS TO STUDENT RECORDS
If a request for access to a student’s records is made by a parent not having legal custody, information will be released unless a copy of a court order giving access to only one parent or other guardian is on file at the school.

FAMILY ACCESS
Family Access provides parents immediate access to students’ school information through the Internet. Parents/guardians may follow the steps as outlined on the district web page - www.peoriapublicschools.org and click on the “Family Access” icon. One account will provide access to information for all your children enrolled in Peoria Public Schools.

Parents will be able to access information in the following areas:
- Contact Information
- Student Demographic Information
- Student Attendance
- Test Scores
- Student Schedule

Updated as of 7/11/21
We strongly encourage you to use Family Access to monitor and stay involved in your child’s educational progress.

**ASSESSMENTS**

Throughout the year, students at all grade levels will participate in several assessments/tests. Our Mission states, “to ensure that each student develops to his or her academic, artistic, and personal potential by integrating the arts and technology within a safe, nurturing environment, which embraces diversity in partnership with families and communities.” To achieve this mission, these tests are administered to various grades throughout the school and parents are given notification concerning when these will occur. The tests given include but are not limited to: NWEA MAP and IAR assessments, as well as teacher-made assessments. Many exams are computerized; parents may request children’s scores from the classroom teacher.

**HOMEWORK POLICY**

Homework is issued Monday through Thursday and sometimes on Friday. Successful readers spend time reading alone and/or to someone at home nightly (20 minute minimum). Students are expected to complete all assigned homework each night. Classroom grades are based, in part, on homework. If a child is unable to complete his/her homework due to unforeseen “situations” at home, a note should be sent with the child as an excuse. The certified teacher has discretion over homework assignments and associated grading.

Parents, you can help your child when you:

- Check each day to see what assignments your child has and if he/she understands how to do them.
- Help set a specific time for doing the homework without interruption, preferably in the afternoon or early evening.
- Help provide a quiet corner for study.
- Let the child do his/her own work.
- Check the work to make sure he/she understands what he/she did.
- Ask him or her to tell you what he/she has been studying and what he/she has learned.
CLASSROOM EFFORT EXPECTATIONS

- Students will listen and pay attention in class.
- Students will participate in their learning. This includes asking/answering questions and participating in class discussions.
- Students will contribute to partner/group tasks. This especially includes “Engagement” activities.
- Students will bring all necessary supplies to each class.
- Students will complete all work, both in and out of the classroom. Students with homework folders (Kindergarten through 4th) will take them home, get them signed (as needed), and return them each day.
- Students who are absent will have 2 days for each excused absence (a note, not a call, is necessary for the absence to be considered excused) to make up missed work.
- Students will involve their parent/guardian as part of their educational team.
- Students will give their best effort on all required assessments.

STUDENT PLANNER EXPECTATIONS AND USE

- All 5th – 8th grade students will receive a planner at no cost. Replacement planners will be available for purchase in the main office at a cost of $5.00.
- All 5th – 8th grade students must always carry their planner with them.
- Planners are to be used for daily assignments, quizzes, tests, and upcoming events/activities.
- Teachers and parents should utilize planners as a communication piece.
- Parents are expected to read and sign their student’s planner each school day.
- K-4 students will be provided with homework folders at no cost to the parents.
INSTRUCTION
Grading and Promotion
ADMINISTRATIVE PROCEDURE

I. All teachers shall keep a current record of student grades in the Skyward Gradebook.

II. Grades on the report card shall be equivalent to the following percentages:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Points</th>
<th>Mastery Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>5.00</td>
<td>Student has exceptional mastery of topic</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>4.00</td>
<td>Student has good mastery of topic</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>3.00</td>
<td>Student has acceptable mastery of topic</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>2.00</td>
<td>Student has partial mastery of topic</td>
</tr>
<tr>
<td>F</td>
<td>50-59</td>
<td>1.00</td>
<td>Student is not demonstrating any mastery of topic</td>
</tr>
<tr>
<td>O</td>
<td>40</td>
<td>0.00</td>
<td>No evidence of learning available</td>
</tr>
</tbody>
</table>

In first through twelfth grades shall be figured on a percentage basis to promote consistency.

III. Missing Assignments. A missing assignment shall be marked as "missing" in the Skyward Gradebook. A student shall be provided the opportunity to make up the assignment or offered an alternative assignment to be completed in a reasonable amount of time for full credit.

IV. Late Assignments. Each day an assignment is late past the date of teacher entering assignment grades, 10% will be taken off up to a week. If the assignment is not done, the score for that assignment shall be marked as forty (40%). A student may be given the opportunity to do additional work to make up for the incomplete assignment and receive full credit.

V. Evidence of Learning. Students who make a legitimate attempt on an assessment (The definition of legitimate attempt is based on teacher discretion; however, factors considered include whether the student willingly took the original assessment and/or the student read and attempted all portions of the assessment showing work where applicable.) will earn no lower than a 50 percent on the assessment. However, students who do not make a legitimate attempt on an assessment or do not complete an assessment will earn a 40 percent to indicate that no evidence of learning was available.

VI. Category Weighting. Grades will be organized into categories with the assigned weight for each.

Kindergarten — Standards Based Reporting

<table>
<thead>
<tr>
<th>Mastery of Standard</th>
<th>Progressing Towards Mastery of Standard</th>
<th>Not Making Progress Towards Mastery of Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>P</td>
<td>N</td>
</tr>
</tbody>
</table>

First through Eighth Grade

<table>
<thead>
<tr>
<th>Summative Projects, Tests, Performances, Essays, etc.</th>
<th>Formative In-Class Individual Work, Small Quizzes</th>
<th>Other Homework or group work</th>
</tr>
</thead>
<tbody>
<tr>
<td>65%</td>
<td>30%</td>
<td>5%</td>
</tr>
</tbody>
</table>
PROGRESS REPORTS

Progress reports (Kindergarten optional) are sent home midway through quarterly grading periods to inform parents of their child’s progress. Any questions regarding progress should be addressed to the homeroom teacher and may be done by phone or at a special conference. Grades are issued on the district scale (90% - 100% = A). There are not plus or minus grades.

<table>
<thead>
<tr>
<th>Grading Report</th>
<th>Grade Reports Sent Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>PR1</td>
<td>9/22/21</td>
</tr>
<tr>
<td>MT1</td>
<td>10/18/21</td>
</tr>
<tr>
<td>PR2</td>
<td>11/17/21</td>
</tr>
<tr>
<td>SEMESTER 1</td>
<td>1/7/22</td>
</tr>
<tr>
<td>PR3</td>
<td>2/9/22</td>
</tr>
<tr>
<td>MT2</td>
<td>3/16/22</td>
</tr>
<tr>
<td>PR4</td>
<td>4/27/22</td>
</tr>
<tr>
<td>SEMESTER 2</td>
<td>5/27/22</td>
</tr>
</tbody>
</table>

Peoria Public Schools Magnet & Preparatory Fine Arts Program Requirements

The fine arts students in Peoria Public Schools are afforded the opportunity to explore and refine their artistic talents as members of Roosevelt Magnet School for the Performing Arts and Peoria High Preparatory School of the Arts. As a privilege for participation in these unique and enriching opportunities, students are held to ideals of academic and fine arts achievement, participation, and behavioral standards. The following criteria are established to assist students with meeting/exceeding expectations in their fine arts focus and academic classrooms.

<table>
<thead>
<tr>
<th>Grades</th>
<th>Attainment</th>
<th>Behavior</th>
<th>District Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fine Arts</td>
<td>School-Wide</td>
<td>Fine Arts</td>
</tr>
<tr>
<td>Primary</td>
<td>Shows continuous interest in one or more of the arts</td>
<td>N/A</td>
<td>Shows continuous interest in one or more of the arts</td>
</tr>
<tr>
<td>Middle</td>
<td>2.5 GPA</td>
<td>1.5</td>
<td>No unexcused absences from arranged rehearsal(s), and mandatory performance(s)*</td>
</tr>
<tr>
<td>High</td>
<td>2.5 GPA</td>
<td>2.0 GPA</td>
<td>No unexcused absences from arranged rehearsal(s), and mandatory performance(s)*</td>
</tr>
</tbody>
</table>

*Possible excused absences may be considered for the following:
- Officially documented personal medical emergencies
- Preapproved alternate professional performances in student’s area of focus
Students who earn a D or F in either their focus or performance area, earn 4 or more referrals, or have one or more unexcused absence(s) from a rehearsal/performance within a quarterly grading period will receive a “Recommitment Plan”. The "Recommitment Plan" may include:
- The student and guardian will receive a letter highlighting areas of concern.
- The performance area teacher will contact the guardian, personally, to discuss, create, and sign-off on the recommitment plan.
- Student will have the next quarterly grading period to show improvement(s). Students who do not meet and/or exceed expectations will be sent to their home school and/or removed from their Fine Art Magnet/PSA elective(s) at the end of the semester/school year.

Updated as of 7/11/21
Roosevelt Magnet K-8 School Parent and Student Commitment 2021-2022

As a member of the Roosevelt family, I understand and support its academic programs. I realize that when I enroll my child at Roosevelt, I also agree to become an active partner in the education of my child and the learning community at Roosevelt. I pledge to do my fair share of service with my child’s school by agreeing to actively participate in my child’s academics and school sponsored activities.

1. I understand that my child and I are expected to work with Roosevelt staff as part of an effective educational team.
2. I understand that my child is expected to attend school daily, to arrive promptly, and to remain throughout the scheduled hours.
3. I understand my child is to cooperate and conduct himself/herself with teachers, other adults, and classmates in a manner showing respect to all persons.
4. I understand my child is to complete all work, including homework and work missed due to field trips and/or illness.
5. I understand my child must be eligible (per district and school guidelines) to attend/participate in clubs and activities according to the established eligibility criteria as stated in the Roosevelt student handbook.
6. I understand my child is to respect and care for all equipment, supplies, and school property.
7. I understand that as a parent, I am expected to attend all school activities including teacher conferences, parent nights, and curriculum events/performances.
8. I understand that my student is expected to participate in and behave appropriately at all school artistic events and rehearsals, athletics, and extra-curricular activities which sometimes extend beyond the normal school hours.
9. I understand that as a parent, I am expected to attend and behave appropriately at all school activities including teacher conferences, parent nights, athletic events, and fine arts events/performances.
10. I understand that my student is to be ready to learn each day. This includes bringing all necessary supplies to class.
11. I understand my child must adhere to all Peoria Board of Education and Roosevelt K-8 School policies.

As a family, we have read and discussed the handbook of expectations and guidelines for Roosevelt Magnet K-8 School. Turn in a form for each child attending Roosevelt.

________________________________________ Date: ___/___/____
Print name of Parent/Guardian _______________________________ Signature of Parent/Guardian

The student hereby agrees to work with the parents and staff in compliance with the above responsibilities.

________________________________________ Date: ___/___/____
Print name of Student _______________________________ Signature of Student

RETURN THIS ENTIRE PAGE TO YOUR CHILD’S HOMEROOM TEACHER, *
Skyward Mobile App for Family Access

Families may also download the Skyward Mobile App for Family Access. This allows you to monitor your child’s progress without the need for internet or a computer.

Once downloaded, you will need your Skyward Family Access username and password to set up the app the first time. Once logged in, you can select a four-digit passcode to use the app which may be more convenient for you. You will not need to enter your username and password after the initial setup.

Skyward Mobile Access provides intuitive access for students, parents, and school staff that currently use Skyward’s Family Access, Student Access, Educator Access, or Employee Access. Skyward Mobile Access will automatically locate your district and take you instantly to your vital information such as grades, attendance, discipline, payroll, time off, and more!

Please contact your school district with questions, comments, or concerns about the app.

Note: Your school district must activate Skyward Mobile Access Automatic Setup in order for this application to locate your school district and connect to it.

My Child’s Name: _________________________________

My Name: _________________________________

Username: _________________________________

Password: _________________________________
1. Go to the Peoria Public Schools webpage (www.peoriapublicschools.org) and click on the Family Access icon near the top center of the home page.

2. Enter your username and password in the spaces given.
3. If you have more than one child, you will select the student whose information you wish to view by using the drop down arrow near the top of the page.

4. Once your child’s name appears at the top of the page, you click on the “+” sign to the left to view the specific information for your child as seen below. Click on any area to view that specific information.

My Username: ________________________________

My Password: ________________________________