


**Phillis  
Wheatley  
Elementary  
School**  
**Redesign/MST Magnet**



**First Day of School:  
August 17, 2010  
School Hours:  
9:05 a.m.-3:45 p.m.**

**Parent/Student  
Handbook  
2010-11**

**Office: 485-8348  
Family Resource Center: 485-8858**

**1107 South 17th Street  
Louisville, Kentucky 40210**

## From the Principal

Welcome to the Phillis Wheatley Elementary School family! Our goal is to help your child succeed by providing a positive learning experience, a caring atmosphere, and a safe environment. We are dedicated to providing a high-quality educational program for each student.

The responsibility of a student's education must be shared by the home and school in order to provide the structured, effective learning environment that is so essential for student success. We look forward to working with you during the upcoming year, and we expect this to be the best year ever.

Important dates and information are listed in this handbook. If you have additional questions, call the school between 8 a.m. and 4:30 p.m. at 485-8348.

Sincerely,

**Robert A. Wagner**

Robert A. Wagner  
Principal

## Office Staff

Robert Wagner, Principal  
Jean Sharber, Secretary  
Mary Beth Boley, Counselor  
Annie Haigler, FRC Coordinator  
Cheryl Bieniek, Nurse

Lisa Wood, ECE Clerk  
Norita Edison, Clerk  
Linda Beloskur, Bookkeeper  
Michael Snow, Security  
Larry Murphy, Instructional Coach

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## **Outstanding Programs**

The Redesign/Math, Science, and Technology (MST) Magnet Program provides an environment in which each student receives the individual attention necessary to improve academic performance and each staff member is supported within a culture of professional growth. Highlights of the program include small class size, a full-time nurse, a full-time instructional coach, University of Louisville (UofL) preservice teachers, wrap-around services, an enriched academic and social curriculum (CARE for Kids, etc.), and enhanced professional-development (PD) opportunities for teachers.

We will continue providing special training in the following areas: mathematics, science, and technology. We have full-time teachers in arts and humanities and physical education (PE) as well as a math/science teacher who operates our science lab and a technology teacher who operates the computer lab. Additionally, we have a full-time instructional coach to provide teachers with materials, tools, information, etc., to support instruction.

Our Family Resource Center (FRC) sponsors many activities for our students and their families and provides information about available resources in the community.

## **Mission Statement**

The staff of Phillis Wheatley believes that all students can learn regardless of their previous academic performance, family background, socioeconomic status, race, or gender. We believe our purpose is to help students acquire high levels of academic skills and the attitude necessary to become healthy, happy lifelong learners.

Phillis Wheatley strives to create an accountable learning community that encourages all students to achieve. Our school addresses the total child and reflects this by creating an environment where diversity is respected and family involvement is highly encouraged.

## ***Code of Acceptable Behavior and Discipline* and the *Student Bill of Rights***

On the first day of school, your child will be given a copy of the Jefferson County Public Schools (JCPS) *Code of Acceptable Behavior and Discipline* and the *Student Bill of Rights*. All students and parents/guardians are expected to read this book and return the Acknowledgment of Receipt Form. **We ask that you discuss this book with your child and help him or her understand his or her rights and responsibilities.**

## **Immunizations**

Students must have the following health records submitted to the school before the first day: a Kentucky Immunization Record, a Kentucky physical form, and a copy of the birth certificate. Students who lack this information will not be allowed to attend class until the information is supplied to the school.

## Change of Address

If your address changes during the school year, call **485-8348** immediately and let us know the new address.

## Dress Code

Uniforms are mandatory. The dress-code policy applies to all students.

### Shirts

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Colors: white, cream, tan, light blue, navy blue, or Wheatley red

Styles:

- Oxford button-down shirt—long- or short-sleeved
- Polo shirt—long- or short-sleeved
- Turtleneck
- All shirts must have a collar.
- No shirts with prints or logos (except Wheatley)

### Slacks, Shorts, Skirts, Skorts, Jumpers

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Colors: tan, khaki, black, or navy

Styles:

- Pants with belt loops must be worn with a belt. (Belt colors must be black, brown, or tan.)
- Skirts/Skorts must be no shorter than three inches above the knee.
- Jeans, sweat pants, and stretch pants are not permitted.

### Sweaters, Sweatshirts

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Colors: solid red, white, or black

Styles:

- Pullovers or cardigans are preferred.
- Shirts with collars or turtlenecks must be worn under a sweater/sweatshirt.

### Socks, Stockings, Tights

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Colors: white, black, brown, or tan

### Shoes

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- Athletic shoes or other closed-toe/closed-heel shoes
- Shoes must have a low heel.

### Wheatley Spirit Wear

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Any clothing with a Phillis Wheatley logo is permitted.

### In Addition

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- Key chains must be worn inside shirts.
- Jackets may not be worn in the classroom.
- Pants must not sag and must fit correctly.
- Students may not wear jewelry that distracts from learning.
- Clothes must not have designer logos (Wheatley logo only).
- Hats, sunglasses, and bandannas are not permitted in the school building.
- Pants with belt loops must be worn with a belt.
- Shirts must be tucked in.
- No jelly or Crocs shoes may be worn.
- Special events may call for modifications of the dress code.



**PTA  
Membership  
\$5**

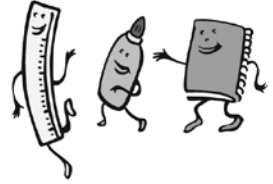
## School Hours

9:05 a.m. to 3:45 p.m.

**School Song:**  
**“Cheer, Cheer  
for Wheatley”**

## Bookstore

The bookstore is open Monday through Friday from 8:30 to 8:50 a.m. A bookstore supply list will be sent home with each student.



## Attendance

Regular attendance is very important! Each day is planned for sequential learning, and missing a day or part of a day will cause your child to miss a part of his or her learning. Please try to schedule appointments after school hours.

When your child is absent, please call the school at **485-8348** before 9:30 a.m. to report the absence, and send a note when he or she returns to school.

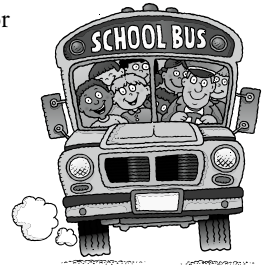
## Arrival Times

Students who come for breakfast should arrive by 8:20 a.m. **Those who arrive after 8:45 a.m. will not be allowed to eat breakfast unless they are bus riders.** Students who do not eat breakfast at school should be here at 8:50 a.m.

## Bus Rider Rules

The safety of students is a top priority, and misbehavior on a school bus is not tolerated.

- Students must be seated at all times.
- Eating is not allowed.
- No horseplay is permitted.
- Students must listen to the bus driver at all times.
- Students may not run or play at the bus stop.



## Dismissal and Student Safety

School is dismissed at 3:45 p.m. **It is the responsibility of the parent to arrive on time to pick up his or her child.** Please meet your child on the sidewalk outside the assigned dismissal door at 3:45 p.m.

Early dismissals interrupt learning and cause students to lose instructional time. State law requires that your child be present for the entire school day.

JCPS guidelines state that no one can come to school and pick up your child unless that person has been approved by you and unless the school has been notified in writing. **We release students only to parents/guardians whose names appear on the student's record.** If we have any doubt about the situation, we will not release your child. This is for your child's protection.



### **Dismissal for Car Riders**

We want to make sure our students are dismissed safely. **Therefore, parents picking up their child at dismissal should park their car on the west side of 17th Street or on an adjoining street.** The east side of 17th Street is a no-parking area. When cars line up on the east side, it makes it difficult for students to see to cross the street and makes it almost impossible for buses to pass.

### **Dismissal for Walkers**

Each afternoon at 3:45 p.m., students who walk are dismissed from the side doors on Gallagher. Bus riders are dismissed from the rear of the building.

### **School Meals**

Student Breakfast.....	\$1.75
Reduced-Price Student Breakfast .....	30¢
Student Lunch .....	\$2.25
Reduced-Price Student Lunch.....	40¢

Parents may prepay by check or cash. However, please indicate at the time of prepayment if à la carte purchases are restricted.

Free or reduced-price meals are available to students who qualify based on USDA guidelines. A new application must be completed every school year. Applications have been mailed to all students. Applications also are available at school.

Breakfast and lunch menus are sent home monthly.

### **Meal-Charge Policy**

Charges are designed to cover situations in which parents or students forget to provide or bring money for breakfast or lunch. Students who have forgotten or lost money may charge meals in the cafeteria with local school permission. Under no circumstances may à la carte items be charged, and adult charges are not allowed.

When a student incurs his or her third charge, parents are notified by telephone and/or U.S. Mail. Once a fifth charge has been incurred, the parents are again notified and an alternative lunch is provided until all charges are paid. No student is denied food.

Students may bring their own lunches. However, commercial fast foods, soft drinks, and gum are not permitted.

**School Mascot:  
Wildcat**



## **Important Dates**

August 17, 2010 ..... First Day of School  
September 14, 2010 ..... Open House, 5:30 to 7:30 p.m.  
October 8 and 9, 2010 ..... Showcase of Schools  
November 24–26, 2010 ..... Thanksgiving Break  
December 20–31, 2010 ..... Winter Break  
April 4–8, 2011 ..... Spring Break  
May 26, 2011 ..... Last Day of School

## **Don't Forget Parent-Teacher Conference Days!**

October 13 and 14, 2010    February 14, 2011

## **Teacher PD Days**

### **(School not in session for students)**

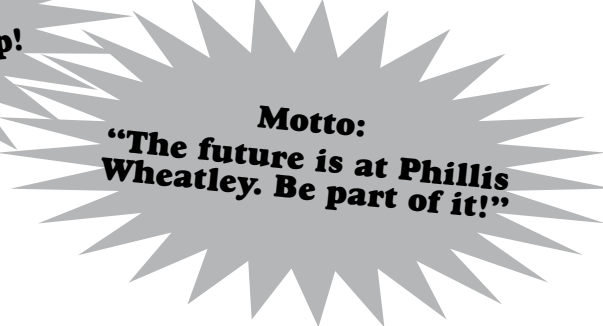
August 16, 2010                      November 8, 2010  
October 1, 2010                      March 4, 2011  
October 4, 2010                      May 6, 2011

## **School Cancellation**

In the event that school is not in session because of an emergency or weather conditions, radio and TV stations broadcast school closing information.



**Parent volunteers are  
always needed. Leave  
your name in the  
office if you can help!**



**Motto:  
"The future is at Phillis  
Wheatley. Be part of it!"**

## **Visitors**


Parents and visitors to Phillis Wheatley are required to register in the office and to obtain a visitor's pass when entering the building.


# School Calendar


## 2010-11

 No School for Students or Teachers

 No School for Students

 Make-up days that will be used if school is cancelled due to inclement weather or other emergencies

First and Last Days for Students  .....8/17, 5/26

First and Last Days for Teachers  (No School for Students) .....8/13, 5/27

### No School for Students or Teachers

Labor Day	.....9/6
Election Day	.....11/2
Thanksgiving Break	.....11/24-11/26
Thanksgiving Day	.....11/25
Winter Break	.....12/20-12/31
Christmas Day	.....12/24
Martin Luther King Jr. Day	.....1/17
Spring Break	.....4/4-4/8
Primary Election	.....5/17
Memorial Day	.....5/30


Paid holidays for teachers

### Professional-Development Days

 ..... 8/16, 10/1, 10/4, 11/8, 3/4, 5/6

### Parent-Teacher Conferences

Fall Conferences (after school) .....10/13, 10/14

Winter Parent-Teacher Conference Day (no school)  .....2/14

Alternate Winter Conference Dates (after school) ..... 2/16 and 2/17 or 3/23 and 3/24

**NOTE:** Schools will notify parents regarding exact conference dates.

### AUGUST

MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

### SEPTEMBER

MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

### OCTOBER

MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### NOVEMBER

MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

### DECEMBER

MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### JANUARY

MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### FEBRUARY

MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

### MARCH

MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### APRIL

MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### MAY

MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

### JUNE

MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	