

**Welcome
to
Morningside
Elementary
School**



2018-2019

Parent/Student Information

Procedure Information

Morning Procedures

Morningside Elementary School opens at 7:00 a.m. Students who are car riders and arrive between 7:00 a.m. - 7:30 a.m. need to be dropped off at the front entrance of the school. After 7:30 a.m., the main entrance is designated for T. K. Stone drop off only. Traffic during morning drop off is one way only, entering through Morningside and exiting through T. K. Stone. Car riders arriving between 7:30 a.m. – 7:50 a.m. need to be dropped off at the car rider area located at the side of the building by the trailers and can be accessed by the road beside the playground. An adult will be stationed there to supervise students as they enter the school. Students need to report directly to the gym. We ask all students to go to the cafeteria for breakfast after dropping personal belongings off in the gym.

Please do not drop off students in the back of the school behind the gym and cafeteria. This area is designated for buses only and this is enforced in order to ensure the safety of our children.

The school day begins at 7:50 a.m. in the gym with a morning meeting. Any student arriving after 7:50 a.m. is considered tardy and needs to sign in at the front office. To ensure that your child is not tardy, please make sure your child is dropped off in time to get to the gym and seated before the start of morning meeting. For those children eating breakfast at school, please drop them off early enough to allow adequate time for them to eat and report to the gym prior to the bell ringing at 7:50 a.m.

All students, faculty and staff begin each school day as a school community in the gym with a Morning Meeting. Morning Meeting promotes the school's Guideline for Success. Each Morning Meeting includes the following:

- School news delivered by the student News Crew (lunch menu, birthdays, sports news, student announcements)
- Pledge of Allegiance
- Patriotic Song
- Guidelines for Success
- Other announcements, recognitions and celebrations

Student Transportation Change Procedures

Changes in a student's transportation for a day are preferred to be made in writing with a note to the teacher. However, if a situation arises during the day that requires a transportation change, please call the office before 12:00 p.m. so that our staff will have plenty of time to get that information to your child and his/her teacher. Please avoid frequent calls changing transportation.

School Visitation Procedures

Visitors are always welcome at Morningside Elementary. We ask that all visitors sign in at the school office upon entering the building. All visitors are given a visitor badge/nametag to wear while in the building. In order to minimize the disruptions to classroom instruction, visitors will be asked if they have an appointment with the staff member. If the visit was not scheduled in advance, the teacher will be notified and will make arrangements for a classroom visit. If for some reason the student is needed, we will ask the student to come to the office. We thank you for understanding and allowing us to provide the best possible instructional experience for all students.

Afternoon Dismissal Procedures

Our school day ends at 2:55 p.m. each day. Bus riders dismiss at 2:55 and 3:10. Car riders also dismiss at 2:55 while walkers dismiss at 3:00. All car riders will report to the car rider pick up area at the side of the building by the trailers at the designated time. Please make plans to pick up your child at this point and limit front door pick ups to emergency times only. We understand that waiting in the pick-up line can be trying at times. However, this procedure is in place due to safety issues as well as the need for keeping the front circle clear for T. K. Stone car riders and our day care vehicles.

If you have to use the front entrance during dismissal, please be aware that the traffic flow during afternoon dismissal is one way only, entering through Morningside and exiting through T. K. Stone. The traffic pickup for T. K. Stone is extremely heavy from 2:50-3:10 so please plan accordingly.

Each student or family will be issued an individualized Panther Pick-UP Pass to be used by the parents/guardians who pick their children up at the car rider pick up area. These passes are used to speed up the dismissal process and to ensure that students are being released to authorized adults. For the safety of your child, any adult coming through the car rider line that does not have a Panther Pick-Up Pass displayed on their dashboard will be directed to drive around to the front office and provide valid ID before signing the student out. Even though this may seem inconvenient, please keep in mind this procedure is for the safety of our students. When dropping off or picking up your child, please pull up to the first empty spot and allow an adult on duty to assist your child into the vehicle. Also, please refrain from using the marked pick-up spots for parking. These spots need to remain free to allow for a smooth drop-off and pick-up process.

Please be patient with our staff during the dismissal process, especially at the beginning of the year as parents, students and teachers alike are learning their routines.

Cafeteria Food Service Procedures

Morningside Elementary participates in the National School Lunch and School Breakfast Program called the Community Eligibility Provision (CEP).

What does this mean for you and your children?

All enrolled students of **Morningside Elementary** are eligible to receive a healthy breakfast and lunch at school each day at **no charge**. Your child(ren) will be able to participate in these meal programs by simply filling out the **Light Green H.I.F. Form** (Household Income Form) which will be sent home with your student at the beginning of each school year. No further action is required of you. However any extra food purchases will cost:

Student Prices for Extras:

Breakfast Entree \$0.75
Lunch Entree \$1.50
Milk or Juice \$0.30
Water \$0.75
Ice Cream \$0.75

Adult Prices for Meals:

Adult Breakfast \$2.00
Adult Lunch \$3.50

Each student is assigned a personal account number in our computer system. In order to deposit money in your child's account, please send money or a check in with your child. If you send a check, please indicate the child's account number in the memo line. If you send cash or check, please place the money in an envelope with your child's name and account number clearly marked on the outside. This helps to ensure proper credit to your child's account. You may also add money to your child's account with a debit or credit card by registering your child's lunch account on the myschoolbucks.com website.

Our wellness policy is described on the next page. Please refrain from sending drinks with more than 10% sugar. Also, see the next page for alternatives to sugary treats to celebrate birthdays.

Student Welfare & Wellness Policy

Elizabethtown Independent Schools is dedicated to educating a healthier generation. According to our board policy on Student Welfare and Wellness, schools will provide and promote nutrition education and physical education to foster lifelong habits of healthy eating and physical activity. The nutrition guidelines we follow are consistent with the federal regulations on food served at school. Foods brought in for students must also comply with the guidelines set out in Kentucky Administrative Regulation.

The basic guidelines for snacks are:

- Calories from fat shall not exceed thirty (30) percent.
- Calories from saturated fat shall not exceed ten (10) percent.
- Calories from sugar shall not exceed thirty-two (32) percent by weight.
- Chips, cereals, crackers, baked goods, and other snack items shall not contain more than 300 milligrams of sodium per serving.
- The portion or pack size for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, or jerky shall not exceed two (2) ounces.
- The portion or pack size for cookies shall not exceed one (1) ounce.
- The portion or pack size for cereal bars, granola bars, pastries, muffins, doughnuts, bagels, or other bakery-type items shall not exceed two (2) ounces.
- The portion or pack size for nonfrozen yogurt shall not exceed eight (8) ounces.
- The portion or pack size for frozen dessert items, including low-fat or fat free ice cream, frozen fruit juice bars, or frozen real fruit items, shall not exceed four (4) ounces.
- 100% fruit juice drinks
- Drinks with no more than 10% grams of sugar

To help you with selecting items to send to school for parties or in recognition of birthdays, we are providing a list of possible items that meet the snack guidelines.

Healthy Snack Options

1. Kool-Aid freezer pops
2. Yoplait Go-Gurt, simply yogurt, low fat, all varieties
3. Cheese sticks
4. Nature Valley Oats 'n Honey Crunch Granola Bar
5. Nature Valley Peanut Butter Crunchy Granola Bar
6. Nature Valley Oats 'n Dark Chocolate Granola Bar
7. Kellogg's Rice Krispie Treats
8. Mott's Natural applesauce (3.9 oz)
9. Danimals Smoothies (3.1 oz)
10. Cool Classics Mini Ice Cream Sandwiches (1.4 oz)
11. Cool Classics Creme Sticks (1.5)
12. Capri Sun Roarin' Flavored Water (6 oz pouch)
13. 100% fruit juice
14. Baked Lay's potato crisps (7/8 oz package)
15. Baked Doritos (individual bags)
16. Sun Chips (individual bags)
17. Jell-O Sugar Free Chocolate pudding snacks (3.7 oz)
18. Healthy Choice Fudge Ice Cream Bars (2.3oz)
19. Popsicle Creamsicle, Original Low-Fat Frozen Cream Bar (2.3 oz)
20. Popsicle Fudgesicle, Original No Sugar Added Fudge Pop (1.4 oz)
21. Popsicle Frozen Firecrackers (1 pop-44g)
22. Pepperidge Farm Goldfish crackers (0.9 oz) (If bags are any bigger they have too much sodium)

Attendance Policy

Morningside's school day begins at 7:50 a.m. and ends at 2:55 p.m.

Absences – When your child is absent from school, please contact the school office by 8:30 a.m.

Excused Absences – In order for an absence to be excused, a telephone call must be made or note must be given to the office. Absences may be excused for the following reasons:

- Student illness
- Family emergencies
- Death or severe illness in student's immediate family
- Religious holidays and practices
- Court appearances
- Other prearranged or valid reasons approved by the principal

After six absences, each additional absence will require a doctor's note in order to be excused. Exceptions to this policy may be approved at the principal's discretion.

Absences may not be excused for events such as truancy, missed ride, missed or suspension from bus, overslept, or out-of-town.

Tardies – Any amount of missed time during the instructional day (7:50 a.m. – 2:55 p.m.) must be recorded as a tardy. Even if missed time is excused for such events as medical and dental appointments, a tardy must still be recorded. Parents/Guardians need to sign their child in or out at the office if arriving after 7:50 a.m. or leaving before 2:55 p.m.

In order to provide time for students and their families to transition back to school day routines, students arriving after 7:50 a.m. will not be counted tardy until the second week of school. Beginning with the second week of school students who are not in the gym by 7:50 a.m. will be recorded as tardy.

Educational Enhancement Opportunity

A student may be allowed up to ten (10) days per school year to participate in an Educational Enhancement Opportunity (EHO) that the principal determines to be of significant educational value. A written request must be made by the parent and student and the Principal must approve the request prior to the Educational Enhancement Opportunity dates. An example of an Educational Enhancement Opportunity would include an intensive instructional program in one of the core curriculum subjects. EHO Request forms are available in the school office.

School Dress Code Policy

Morningside Elementary has a dress code policy which all students are expected to follow.

- Students are expected to wear appropriately sized clothing. The chest area should be adequately covered and the mid-section of the body should be completely covered.
- Students are expected to wear clothing that is non-transparent and contain appropriate pictures, graphics and language for the school environment.
- Students are expected to wear a shirt with sleeves or a sleeveless shirt that comes to the edge of the shoulder.
- When students wear shorts, skorts, dresses or jumpers, they are expected to be at least finger tip in length when the student is standing.
- Students are expected to wear shoes that enable them to safely participate in school activities.
- Students are expected to remove caps, hats and hoods in the building.

A clothing closet is provided so that students with inappropriate clothing can change. Any issues concerning dress expectations will be resolved at the discretion of the building principal.

The primary purpose of the listed expectations is to teach students how to dress appropriately for success in a school/work environment. The dress code expectations will be taught in conjunction with the school's instructional discipline program at the beginning of the school year with additional refreshers throughout the year as appropriate and/or necessary.

Morningside Elementary School Panther Points Program

Morningside Elementary School faculty and staff promote a positive school climate for everyone. Students are actively taught procedures for school wide events and in areas such as the cafeteria, restrooms, playground, hallway, early morning and afternoon dismissal. The students strive each day to make behavior choices based on our school's Guidelines for Success:

M.E.S. Guidelines for Success:

**Be respectful,
Be responsible,
Be cooperative
Be your best.**

In order to promote positive behavior, the school implements a Panther Points system. The following are highlights of this program:

- This system is a school wide positive reward program in which all students have the opportunity to earn 10 points each day for following the school's procedures and rules.
- Students can earn points for positive behavior in many areas including at morning meeting, in the hallway and cafeteria, during dismissal, and in the classroom, etc.
- Staff is currently working to design a new incentive program that accompanies our Panther Points system. Details will be shared when the plans are finalized.
- At the beginning of each nine week term, students begin fresh toward a new set of rewards.

Paw Award

A special recognition is given each Friday to one student from each grade level who has exemplified our Guidelines for Success during the current week. Paw Award recipients are nominated by teachers and receive the "Paw Award" necklace.

Instructional Standards and Assessments

Instructional Standards

Morningside Elementary School's curriculum addresses the needs of the whole child both academically and socially. The academic standards center on Literacy (Reading and Writing), Math, Science, Social Studies, Arts and Humanities as well as Practical Living. The school's instructional discipline program addresses social and character education. The academic curriculum for Mathematics, English Language Arts, Science, Social Studies, Arts and Humanities and Practical Living focuses on the standards detailed in the Kentucky Academic Standards which can be found at:

education.ky.gov/curriculum/standards/kyacadstand

Assessments

Morningside Elementary students are assessed in various ways throughout the school year. In addition to regular classroom tests, assessments are given to help teachers better meet needs of the students. The following assessments are given in order to help teachers identify students in need of intervention or enrichment services.

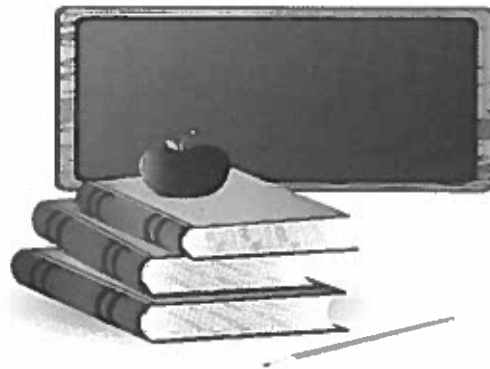
STAR 360 – Benchmark assessments are given to all students, 1st-5th three times a year in August, January and April. This assessment measures students' basic skills strengths in the areas of Reading and Math.

AIMSweb – AIMSweb benchmark tests are given to targeted students on a weekly basis. This assessment measures students' basic skills progress in the areas of Reading and Math and helps to guide intervention services for targeted students.

K-PREP (Kentucky Performance Rating for Educational Progress) – The state assessment is administered to students in grades 3rd – 5th in May of each year. This assessment tests students' skills in Reading and Math. In addition, 4th grade students test in the area of Science, while 5th grade students take Social Studies and Writing sections. This end of the year test is used not only to measure individual student learning but also indicate how the school as a whole is performing.

Morningside Elementary School

Additional Standards Resources



Kentucky has adopted the Common Core, a set of high quality academic standards in Mathematics and English Language Arts/Literacy (ELA). These learning goals outline what a student should know and be able to do at the end of each grade. The standards were created and adopted by 42 states to ensure that all students graduate from high school with the skills and knowledge necessary to succeed in college, career, and life, regardless of where they live.

Morningside teachers will be working collaboratively throughout the school year to implement instruction based on learning targets that have been developed from these standards. You can expect consistent communication from your child's teacher(s) about the standards and "I Can" Statements being taught in the classroom at any given time. A complete list of grade level "I Can" Statements can be found on the district website at the following address:

www.etown.kyschools.us/content2/116

More detailed information about the standards taught in the EIS district at each grade level can be found at the following website:

www.corestandards.org

Grading Policy

Report cards are distributed to all students every 9 weeks. Mid-term progress reports for intermediate grades (4th and 5th) are distributed every 4 ½ weeks.

Primary grade student report cards use the following reporting key:

1 – 3 rd :	NA – Not Addressed
	1 – Limited Understanding
	2 – Developing Understanding
	3 – Clear Understanding

Intermediate grade student report cards use the following key:

4 th – 5 th :	A	100-95 Excellent
	B	94-88 Above Average
	C	87-77 Average
	D	76-70 Below Average
	F	69-0 Failing

If you have questions about your child's achievement or grades, please contact the teacher for a conference. You may call our school office at 270-769-3359 or email the teacher at: first name.last [name@etown.kyschools.us](mailto:first name.last name@etown.kyschools.us). You can also find links to teacher's email addresses at our school's website.

www.etown.kyschools.us/4/home

Student Programs

Student Programs & Services

After School Care Program: This service is provided for a fee for families of K – 6th grade students in the Elizabethtown Independent School district. The service is provided Monday – Friday from 2:55 – 6:00 p.m. during the school year as well as non – school days from 7:00 a.m. to 6:00 p.m. Contact the ASCP director at (270) 763-0459 for more information.

Panther Place: The Panther Place After School program is designed to assist families as they struggle to meet the demands of today’s life. Students are referred for these services by parents, teachers, counselors or principals. The program operates 3:00- 5:15 p.m. Monday – Thursday. Students are transported from school to Valley View Education Center. Evening transportation is also available. Contact Panther Place at (270)769-2359 or the Morningside office at (270) 769-3359 for further information.

Family Resource and Youth Centers: Through the FRYSC a variety of programs and services are available to families within our district free of charge. These include Cradle Cubs group for parents and their children from birth to 36 month, support groups, counseling, parent education programs, etc. Please contact the Family Resource Center at (270) 765-7649 for more information.

Academic Services and Programs

English Language Learners: This program is for students whose first language is not English.

Intervention/Enrichment Block: Each grade level participates daily in a block of literacy and math instruction that targets each student’s individual needs. This is a supplemental program that provides intervention and enrichment services for students in addition to the core Reading and Math curriculums.

Gifted and Talented: GT Services supplement the curriculum to challenge participating students.

Special Education: Eligible students receive services to help students reach their academic and social potential.

Student Programs and Activities

Academic Team: Academic Team tryouts are open to 3rd – 5th grade students. The Academic Team participates in various competitions throughout the year including Whiz Kids and Governor's Cup.

Beta Club: Fifth grade students that maintain a 3.8 GPA during the school year are invited to participate in the Beta Club. This is a leadership club focused on achievement, character, and service.

FRIENDS Club: Fifth grade students are invited to become involved in Morningside's FRIENDS Club. This group encourages service activities to help our special needs students. Activities include before and after school assistance, breakfast and lunch assistance as well as reading buddy programs.

Morning Meeting News Crew: Fifth grade students may apply for a position on the MES News Crew. This group reports the news of the day for the school body each morning during Morning Meeting. Each crew serves for one 9 week term.

Newspaper Club: Students apply and are selected by club sponsors to create a school newspaper for two nine week terms.

Running Club: The Running Club is offered for all MES students. Students participate in distance running, sprinting, and running drills. Club activities take place in the spring of the year.

Safety Patrol: Safety patrol students work each morning to help guide students and parents in the hallways. This activity is for fifth grade students.

Student Council: The Morningside Student Council is a group that works to promote leadership activities within the school. Fourth grade representatives are elected by their peers to serve on this for the year. Student Council members are involved in multiple service projects each year.

Student Technology Leadership Program (STLP): Fifth grade students may apply for STLP. Those chosen will work on various technology related projects such as video recording and editing, learning new apps, and creating projects that will be highlighted in the STLP regional showcase.

How to Support your Student

- **Get informed about grade level expectations – review the Reading and Math curriculum packet in this folder.**
- **Use Sight Word lists included in this packet with your child.**
- **Attend and/or schedule parent/teacher conferences.**
- **If your schedule allows, volunteer.**
- **Read with your child regularly.**
- **Provide homework resources, supplies, and support.**
- **Encourage and purchase educational games for your child’s gaming systems.**
- **Talk with your child and make connections in your conversations to current study topics.**

Dolch Sight Words Parent Information

Each of the sight word lists is meant to provide parents and teachers with a road map for helping students learn the words they will most frequently encounter in their reading.

First Grade: The Pre-primer list of 40 words is recommended for students in grades K and 1. After learning the pre-primer list, it is recommended that students learn the primer list of 52 high frequency words and then to the first grade list. In addition, it is also important students commit to learning the list of 95 high frequency nouns at the same time.

Second – Third Grades: Any sight words from earlier lists should continue to be reinforced and reviewed as needed. At the same time, it is recommended that students move on to learning the second and third grade lists.

Fourth – Fifth Grades: Most students will have learned to read the entire list of sight words by the fourth. At this time, teachers and parents should focus on ensuring that students can spell these words correctly in their writing.

DOLCH WORD LIST

Sorted alphabetically by grade level

Pre-primer		Primer		First		Second		Third	
a	play	all	out	after	once	always	right	about	never
and	red	am	please	again	open	around	sing	better	only
away	run	are	pretty	an	over	because	sit	bring	own
big	said	at	ran	any	put	been	sleep	carry	pick
blue	see	ate	ride	as	round	before	tell	clean	seven
can	the	be	saw	ask	some	best	their	cut	shall
come	three	black	say	by	stop	both	these	done	show
down	to	brown	she	could	take	buy	those	draw	six
find	two	but	so	every	thank	call	upon	drink	small
for	up	came	soon	fly	them	cold	us	eight	start
funny	we	did	that	from	then	does	use	fall	ten
go	where	do	there	give	think	don't	very	far	today
help	yellow	eat	they	going	walk	fast	wash	full	together
here	you	four	this	had	were	first	which	got	try
I		get	too	has	when	five	why	grow	warm
in		good	under	her		found	wish	hold	
is		have	want	him		gave	work	hot	
it		he	was	his		goes	would	hurt	
jump		into	well	how		green	write	if	
little		like	went	just		its	your	keep	
look		must	what	know		made		kind	
make		new	white	let		many		laugh	
me		no	who	live		off		light	
my		now	will	may		or		long	
not		on	with	of		pull		much	
one		our	yes	old		read		myself	

DOLCH NOUN LIST

apple	children	flower	money	sister
baby	Christmas	game	morning	snow
back	coat	garden	mother	song
ball	corn	girl	name	squirrel
bear	cow	good-bye	nest	stick
bed	day	grass	night	street
bell	dog	ground	paper	sun
bird	doll	hand	party	table
birthday	door	head	picture	thing
boat	duck	hill	pig	time
box	egg	home	rabbit	top
boy	eye	horse	rain	toy
bread	farm	house	ring	tree
brother	farmer	kitty	robin	watch
cake	father	leg	Santa Claus	water
car	feet	letter	school	way
cat	fire	man	seed	wind
chair	fish	men	sheep	window
chicken	floor	milk	shoe	wood

**Morningside Elementary
2018-2019
Faculty and Staff**

Office

270-769-3359

Principal	Counselor	Behavior Interventionist	Secretary	Attendance Clerk
Karla Buckingham	Jack Breunig	Jimmy Schmidt	Melissa Lutz	Kelley Meyer

Classroom Faculty

1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade
Candace Payne	Rasha Hinkle	Lisa Eriksen	Sharon Billings	Amy Key
Shannon Riney	Debbie Lewis	Kristen Fowler	Dana Ingram	Courtney Line
Brandon Thompson	Christy Parsons	Wesley Hatfield	Heather Paulsen	Barbara Rowland
		Laura Beth Hayes		Lydia Shaw

Special Areas

Art	Library	Music	P.E.
Kristen Willett	Stacie Stroop	Kimberly Evans	Jimmy Knight

Resource Specialists

Title I Math Interventionist	Reading Interventionist	Special Ed. Resource/ Collaborative	Special Ed. Speech	Special Ed. EBD	Special Ed. MMD/ FMD
Roger Henson	Karen Henson	Mindy Helm	Morgan Cross	Dawn Corbin	Amelia Abell
		Kristy Pritchard (PM only)			
		Tiffany Williams (AM only)			

ESL	Gifted/Talented
Jane Conway	Joanna Breunig Renee Lackey

Classified Staff – Instructional Assistants

First	Second	Third	Fourth	Fifth
Brenda Acres	Darlene Langseth	Denise Correll	Laurie Parker	Brenda Rizer
Dawn Skees				
Cathy Wyatt				

Special Education EBD	Special Education MMD/FMD	Special Education Collaboration	Library	Reading	Math
Kay Stivers	Lyndsie McCowan	Janice Henderson	Rita Waters		Angela Kiger
	Karie Pettus				

Program Personnel

Food Service Manager	After School Care Program Director
Karen Keith 270-769-5529	Mona Nelson 270-763-0459

Custodians

Donnie Fenwick	Alma Alvey	Kevin McDaniel
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District Nurse

Kelly Garcia, RN

Faculty and staff may be reached by calling the school office at 270-769-3359. In addition, you may contact personnel by email through the school website at www.etown.kyschools.us