

Mississippi Elementary School



“Aim High, Work Hard, and Everyone Learns!”

School Hours: 9:05am – 3:35pm

Main Office.....763-506-3500

Absence Line.....763-506-3506

Health Office.....763-506-3504

www.ahschools.us/mississippi

Student/Parent Handbook 2018-2019

Dear Parents,
The Mississippi Elementary School Staff welcomes you and your family. We look forward to working with you this year!

This handbook is intended to provide you with helpful information about policies, procedures, and activities at Mississippi Elementary.

If you have any questions now or during the school year, please contact me at any time.

Sincerely,



Ann Sangster
Principal
763-506-3501
Ann.Sangster@ahschools.us

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***This handbook supplements the Anoka-Hennepin
District #11 Policy Handbook

Mississippi Attendance Guidelines

State Law requires that all school age children must attend school every day.

Students who are absent or late to school miss out on learning opportunities.

Please report absences or late arrivals before school starts each day to the absence line at 763-506-3506. After school has started, please call the Health Office at 763-506-3504.

Early Out/Late Arrival

- Students arriving unexcused after 9:05am and before 10:35am will be marked tardy.
- Students arriving after 10:35am will be marked absent for ½ day.
- Students leaving before 2:05pm are marked absent for ½ day.
- Students leaving between 2:05pm and 3:30pm on are marked “Early Out”

Absences

- Absences: Average student absences per school year is less than 7 days.
- Extended Illness: If illness is more than 3 days in a row, a doctor’s note is needed.
- 7 Unexcused Absences: May result in a truancy letter filed with Anoka County.

Health Service Information

Our Health Service is staffed by a Health Paraprofessional who will care for your child if they become ill or injured while at school. We also have a Licensed School Nurse available for consultation.

Please communicate to the Health Office your child’s updated immunizations (required by state law within 30 days), communicable diseases, serious injury or illness, and/or any existing or new health conditions.

Medication Policy: Parent/Guardians are encouraged to give medications at home whenever possible. If your child requires medication to be given during the school day, you will need:

- A signed permission form
- Medication brought to the school in its original container.

***Please inform the school office when there is a change in your contact information.

School Start/End Times:

Patrol on Duty	8:45am
Doors Open	8:50am
Classes Start	9:05am
Dismissal	3:35pm

(All students should have exited the building by 3:45pm)

Student Drop-Off/Pick-Up

If you choose to transport your child to school, please enter the parking lot from Flora Street and drop-off and pick-up near the South Door only (door #4). Please drop-off/pick-up at the curbside to avoid your child walking in the parking lot. Cars are required to wait in a single file. The front of the school is for school busses only during drop-off and pick-up times.

Homework

Homework requests for a known absence should be made 3 school days in advance. Homework for an illness may be requested after 2 days of illness.

Student Dress Code

The responsibility for the appearance of the student rests with parents and students. Attire must not interfere with the learning environment.

Visitors

A visitor badge is required of all visitors to the school. A visitor badge can be obtained by bringing your state id and following the directions listed at the security system located inside the main entrance.

Lunch Visitors

- Parents/Guardians may wait in the main office for their student's class to come down to the cafeteria.
- Visitors that do not have legal custody of the student must have permission from the student's parent/guardian. The parent/guardian must contact the main office with the visitor's name prior to the visit.

Picking up your student/Delivering items

- If for any reason you need to pick up your student or deliver items for your student during the day, you will need to obtain a visitor badge and go straight to the main office.

Student Accident Insurance

The school district does not carry accident or injury insurance for students.

Report Cards/Conferences

Report cards will be distributed at the end of every trimester. The last report card will be mailed out via U.S. Mail.

Conferences are in October and February. Families can sign up for conferences during Open House. Contact the office if changes need to be made.

School Social Worker

Mississippi has a School Social Worker who is available to offer social, emotional and family support. The School Social Worker is available to meet with students and parents/guardians about situations such as grief and loss, divorce and separations, bullying and/or behavior and mental health issues. Contact the School Social Worker at 763-506-3580.

Communication with Parent/Guardian

- Each student will have a “Thursday Folder” that will be sent home weekly
- Newsletter/E-News will be distributed
- Emergency Communication will be sent out if needed.
- AH Connect – Every parent/guardian is given an AH Connect account. For log-on assistance call 763-506-HELP (4357)

Child Nutrition

	<u>Breakfast</u>	<u>Lunch</u>
Kindergarten	\$0.00	\$2.40
Gr 1-5	1.45	2.40
Milk (pint)	.50	.50
Adult	2.40	3.80

- Breakfast is served at 8:50am. Menus can be viewed at the beginning of each month on the district website under Child Nutrition.
- Students should bring their lunch money to the cafeteria before school. Please indicate the student’s pin number on checks payable to Anoka-Hennepin District #11. If bringing cash, please put the cash in the envelope with the student’s name and pin number. Parent/Guardians may also make payments to their child’s lunch account by accessing their AH Connect account and utilize the free FeePay application.
- Cafeteria expectations:
 - Be respectful
 - Quiet voices
 - Soda and sharing food is not allowed
 - Keep area clean and walk safely

PTO Meetings

Parent Teacher Organization meetings are held on the third Thursday of each month at 6:30pm in the school Media Center. The PTO welcomes all members of the community who want to donate their time and talent to benefit our students overall educational experience.

Volunteer Program

Parent/Guardian involvement is highly valued at Mississippi Elementary School. Please contact the Volunteer Services Coordinator (VSC) at 763-506-3537 for information on volunteering at Mississippi.

- A volunteer application must be turned in to the VSC every school year.
- Criminal Record History Release must be processed. This can be found on the school's website under Involvement and Volunteer Opportunities'.

Completed volunteer applications must be turned in to the VSC three weeks prior to volunteer placement.

Volunteer Opportunities at Mississippi

- Kindergarten Skill-builders
- Hearing and Vision screening
- Challenge Reading and Math
- PTO events
- Classroom support
- And much more!

Community Services and Involvement

In addition to the quarterly districtwide Adult Brochure, Mississippi Community School publishes a Program and Service Catalog during the fall, winter and spring trimesters. The catalog is sent home with each student. Mississippi Community Education can be reached at 763-506-3512.

- District 11 Swimming Program - Contact 763-506-1273
- Building Use – The building is available for nonprofit groups. Contact 763-506-1267
- Instructors and Ideas are always wanted - Contact 763-506-3512
- Adult Basic Education and GED - Contact 763-783-4870
- Early Childhood/Family Education - Contact 763-506-1275