



Fort Howard Elementary  
School  
520 Dousman Street  
Green Bay, WI 54303  
(920) 448-2105

August 2017

**Mission:** We ensure that all will graduate college, career and community ready; inspired to succeed in our diverse community.

### **Ready Bodies, Growing Minds**

**School Year 2017-2018: September 5 - June 8**

**School Hours: NEW THIS YEAR!**

**Breakfast: 7:45-8:00**

**School day hours: 8:00-3:00**

#### **Note from the Principal:**

Our 2017 - 2018 school year is just around the corner. We are getting excited to welcome all of the families and students back to Fort Howard. As we plan to partner with all of our families, we find it important that we all understand what the expectations and vision are, as it relates to the great work happening with the students, staff and families at Fort Howard. Please take a look and feel free to have a conversation with your child regarding the purpose and focus of school.

#### **Literacy:**

Students at Fort Howard are thinkers, listeners, speakers and writers of all genres.

#### **Math:**

Students at Fort Howard are flexible, strategic, efficient and can persevere through a variety of problem types while

explaining their thinking

#### **Engagement/Behavior:**

Students at Fort Howard are growing, engaged and committed with our words, actions, emotions and intentions.

Families at Fort Howard are learning, growing and involved in their child's education.

#### **Getting ready for a great start to the school year**

We hope you enjoyed your summer and are preparing for a new school year. As our first day is just around the corner, we wanted to share some tips for getting ready for the school year:

1. Set a consistent bedtime (7:30-8:00).
2. Practice setting an alarm and the routine your child will follow each morning.
3. Practice the routine you will follow for getting to school on time and dismissal pick up.
4. Discuss the routine for after school; playtime, homework, snack, chores, etc.
5. Begin talking about expectations you have for your child at school.
6. Discuss the behaviors and language that is appropriate for school.

### **Meet your Teacher Night**

**When:** August 30

**Where:** Fort Howard

**Time:** Anytime between 3:30-5:00 pm

Come and meet your child's teacher, see your child's classroom, drop off school supplies and find out about exciting things to come for this school year!

Fill out your Free and Reduced lunch forms.

### **Student -drop off and pick up**

Students should be dropped off and picked up on the **playground**. Students should not be on school grounds before 7:15 am as there is no supervision. Students should arrive at 7:45. Students must be present in their classrooms by 8:00. They should be picked up outside on the playground at 3:00.

### **School Day Times**

#### **8:00 – 3:00 Instructional Day**

Attendance is taken at 8:00. Please get your child/ren to school on time. Any child entering school after 8:00 will be marked tardy. Please allow your child to enter the school, on their own. Staff will welcome them and get them started. Tardiness and absences have a negative impact on your child's learning, behavior and success in school.

7:45 Playground doors will open to allow students in for breakfast.

Kindergarten students will go to their classroom

1<sup>st</sup> – 5th grade students will report to the cafeteria

### **New This Year in the District:**

Please note that if you would like any person who is NOT a guardian to receive school information or be present at conferences, you must fill out the proper paperwork prior to the release of any information. This includes all step parents. This is new paperwork, it will need to be filled out once.

**Medicine:** All medicine forms must be completed every year! If your child receives medicine or has an inhaler at school, a guardian and doctor form must be completed new every year. **It is the parent's responsibility to obtain the doctor's signature.**

Anyone who would like to **volunteer** their time in the classroom or chaperone on a field trip, you must fill out a background check. This process is now down online by the volunteer. Ask the office for more information.

ALL **intra-district transfers** are approved during the open window and paperwork must be filled out in January. Paperwork and transfers are not approved outside of these windows.

### **Fort Howard Lunch Program**

This year **every** student at Fort Howard will receive free breakfast and lunch, regardless whether they qualify or not. However, **all families must fill out a Free and Reduced Lunch application** in order to qualify for other fees to be waived. Please direct any questions to the office. We will have these forms available at Meet the Teacher Night.

We look forward to a great school year!

**Every Student, Every Day, Everyone, Every Way!**