



Welcome to Mt. Logan Elementary School! This letter contains information you may need to help as you prepare your child for this new school year. If you have questions or concerns, please call the school office and we will gladly assist you.

What's New for 2014!

This year all Chillicothe School District students will receive **free healthy breakfast** and **free healthy lunch** every day of the 2014/2015 school year. No further action is required of you. **No application is needed!**

All Elementary students will have breakfast served in their classrooms. Students will remain in the gym until 8:40 and then dismissed to their classrooms for breakfast.

Our school has been awarded a Fresh Fruit and Vegetable Program Grant again this year. We will be offering a serving of fresh fruit or vegetable as a snack in the classroom **3 days a week, free of cost.**

Also, to show appreciation for community support of the levy passing and to relieve the burden of extra expenses for our families, all Chillicothe students in grades KG – 8th will have **no instructional fees to pay** for the 2014/2015 school year! Lost library books and extra lunch items will remain an extra cost.

SCHOOL HOURS – 8:55 -3:15

The office is open 8:00 – 3:30

Students may be enter the building at 8:30 a.m. **All other students will be served breakfast at 8:40 a.m.** The final bell will ring at 8:55. Students arriving after this time will be counted tardy and must report to the office.

OPEN HOUSE

Tuesday, August 19, 2014
5:30-6:30

To assist parents with children at different grade levels to meet teachers, we will set open house times as:

K/1/2 5:30-5:50
3/4 5:50-6:10
5/6 6:10-6:30

Elaine Seimer, Principal

Amy Watkins, Secretary

FIRST DAY OF SCHOOL

Wednesday, August 20th – First day for 1st – 6th Graders (not KG)

KINDERGARTEN SCHEDULE

Wednesday, August 20th – Friday, August 22nd Kindergarten teachers will conduct 30 min. screenings with each child. You will be receiving a call from a KG teacher to schedule a time.

Friday, August 22nd – 10:15 a.m. Kindergarten Parent meeting (without student)

The parents will have a chance to meet with the teachers, discuss the program and ask questions. At this time you will also complete the paperwork necessary for school. *Parents please remember to not bring your child with you to this meeting.*

Monday, August 25th - Kindergarten First Day of School (All Kindergarten students will enter through the back parking lot door closest to the kindergarten room). Parents may escort their child to the classroom only on the first day of school..

ARRIVAL TO SCHOOL for all students

All students will be admitted into the building through the front and back doors at 8:30 a.m.

If your child walks to school, please be sure they don't leave home too early, because there will be NO SUPERVISION OF THE STUDENTS BEFORE 8:20 A.M. We very much appreciate your cooperation as we make every effort to keep your child safe.

The school doors will be shut and locked when school starts at 8:55 a.m. All students and parents will have to use the **front door enter the building after 8:55 a.m.** (you will need to push the button and be buzzed in). **All parents are to report to the office when coming in to the school. Parents are not to go directly to a teacher's classroom.** This is necessary to keep teachers from being interrupted and for building security. If you want to meet with a teacher, you need to call and make an appointment or come by the office between 8:00 and 8:30 a.m (when students report to class) and request to see the teacher.

STUDENT DROP OFF AND PICK UP AT 8:45 a.m. AND DISMISSAL TIMES

To drop off your student please enter the back parking lot through the first Cutright Street entrance closest to the building. Be cautious of children walking close to the building. Students being picked up after school may only enter a vehicle from the sidewalk side, and no student may be dropped off or enter a car from a second lane of traffic. All students must cross the street only at the crosswalks. We ask all adults to please follow all safety procedures.

DISMISSAL PROCEDURES

Kindergarten students will be dismissed at 3:05 p.m. (Back Parking Lot-Recess Exit Doors)
Kindergarten teachers will accompany their students out through the back doors (back parking lot area).

First and Second grade students will be dismissed at 3:10 p.m. Teachers will accompany their students out through the front doors.

Third, Fourth grade students will be dismissed through the Cutright Street exit at 3:15 p.m.
Fifth and Sixth Grade students dismissed Back Parking Lot at 3:15 p.m.

Bus students will exit through the front doors.

STUDENTS WHO WALK HOME

Walkers are to leave when dismissed with no loitering.
Walkers must use sidewalks and crosswalks.
Walkers should not go through the Staff Parking Lot (Safety Reasons).

SIGNING YOUR CHILD IN AND OUT OF SCHOOL

Students who arrive after 8:55 a.m., or leave school before school has ended (3:15 p.m. on a regular schedule), must be signed "In" or "Out" by their parent or guardian or a person listed as an emergency contact. Students are not allowed to be sent home early without a parent, guardian, or other approved adult to sign the child out of school. You must come to the office to sign a child "In" or "Out" of school. Parents are not allowed to go to their child's classroom unless permission is given by the principal. This is necessary due to safety regulations schools must follow.

ABSENCE

If your child is absent please notify the school office by 9:15 a.m. Ohio law requires our staff to call the home to verify that the child is home. This helps insure that all students who left for school have arrived safely. **A note needs to be sent in the next day to excuse the absence.**

***Choose to Lead...
Make a Difference!***



THE LEADER IN ME

We are very proud to announce we will be continuing with the Leader in Me approach at Mt. Logan this year. We want to express our appreciation to The Chamber of Commerce for raising the funds to help maintain this outstanding program in our school. The program is designed to develop leaders based on the principles outlined in the book “The Seven Habits of Highly Successful People”, which are as follows:



1. Be Proactive
2. Begin with the End in Mind
3. Put First Things First
4. Think Win-Win
5. Seek First to Understand then to be Understood
6. Synergize
7. Sharpen the Saw

More information will be forthcoming about providing opportunities for students to develop leadership skills. ***Everyone is a leader at Mt. Logan Elementary!!***

Leaders do what is right...even when no one is watching!

STUDENT AND PARENT HANDBOOK/CODE OF CONDUCT

The “Student and Parent Handbook and Code of Conduct” will come home the first day of school. It is very important because it will answer many of your questions about school practices and expectations. All of the elementary schools have the same handbook to follow and it has been adopted by the Board of Education. Should you have questions, please feel free to call the office at 773-2638.

MEDICATION

The Chillicothe Board of Education has adopted a policy that a medication form must be completed and on file at Mt. Logan before any medication may be administered at the school by any school personnel. This form must be completed each year. Parents needing this form should stop in the school office. A copy of the medication policy will be in the handbook.

FREE BREAKFAST & LUNCH TO ALL STUDENTS

Elaine Seimer, Principal

Amy Watkins, Secretary

Mt. Logan Elementary will again offer free breakfast to all of our students. Breakfast will begin at 8:40 a.m. and end at 8:55 a.m. Please make sure your child arrives during this time. **There is no cost for lunch this year. All students will have a free lunch.** Extras will be available at an additional charge. If a student wants additional items they need to notify the homeroom teacher during morning lunch count and pay at that time. There will be no money transactions during lunch time.

HOMEWORK EXPECTATION

Homework is part of the learning process. Teachers will assign homework as necessary. The amount of homework does increase as students move up from one grade to the next. Please be aware that homework grades may count up to 10% of a child's grade. Therefore, it is important that you, the parent, check the book bags for school work each day. While you are not expected to do the homework for your child, being involved in the completion of homework does show your interest in school.

GRADE LEVEL FEES

No fees for the 2014 – 2015 school year!

SCHOOL SUPPLIES FOR GRADES 1-6

The only supplies your child will need the first day of school are a couple of pencils and some writing paper. Each teacher will send home a complete list of what supplies she wants the students to have for school. Parents of students in kindergarten have already been informed of their supply needs in their phase-in information letter.

CLASS LISTS

Class lists are attached. If your child's name is not on a list, please call the school office. During the first weeks of school many students move in or out of our attendance area –for this reason your child's teacher and class list could change during this time. This allows us the opportunity to balance classes. We appreciate your support and understanding in this matter.

PLT

Mt. Logan Elementary is working to have an active Parent Organization. Our parent organization is referred to as our Parent Leadership Team. Everyone is welcome to attend. We are in need of a strong parental support group that will be willing to volunteer at school and many activities throughout the year. Interested parents and grandparents should plan to attend the meeting or contact Principal Elaine Seimer at elaine.seimer@ccsd.us.

Numerous communications will be sent home from the school and the PLT to keep parents informed about their events. Please plan on joining our wonderful PTO and enjoy helping your school with other parents.

OPEN ENROLLMENT REQUIREMENTS

The school system does have an open enrollment program that allows parents to request their child attend a school other than the one he/she would normally attend as their home school. However, parents must complete a written application form and be approved by the school district before your child can attend Mt. Logan. If your child has not been approved to attend Mt. Logan or a false home address is given to enroll a child, that student could be forced to return to their home

school during the school year. Therefore, please be sure your child has been approved through the open enrollment process if you don't live in the Mt. Logan attendance area. If you move during the year, you must call the Mt. Logan Office (773-2638) with the new address. We want your child here, but it must be done correctly and all the district policies must be followed.

CROSSING GUARDS

We are still in need of help with our crosswalks during student arrival and dismissal each day. If a parent/guardian would like to volunteer as a crossing guard please contact the office as soon as possible.

MT. LOGAN ELEMENTARY IS A SCHOOL WIDE TITLE I BUILDING

Title I is a federally funded education program that works to give all children a chance to learn at higher academic standards. Its purpose is to prevent failure by ensuring that more children experience success in school. Only buildings with a high number of students participating in the free and reduced price lunch program are eligible to be school-wide buildings. Mt. Logan Elementary is a School-wide Title I school. If you have any questions in regards to Title I, please Diane Neal at 775-4250, ext 16123.

KEEP UP WITH THE CURRENT NEWS AT MT. LOGAN ELEMENTARY SCHOOL!!!

Locate us on our Chillicothe City Schools website at: www.chillicothe.k12.oh.us/schools/mtlogan/



We are on Facebook and Twitter!

Follow us on Twitter and don't forget to LIKE us on Facebook to stay up to date of activities and events for Mt. Logan Elementary School!

*Leadership is communicating to people their worth and potential so
clearly that they come to see it in themselves.
~Stephen Covey*