

ZANEWOOD COMMUNITY SCHOOL

7000 Zane Avenue North
Brooklyn Park, Minnesota 55429

763-561-9077

Fax 763-549-2440

Attendance Line 763-549-2439

schools.district279.org/zw

Office Hours:

8:00 – 4:30

School Day: 9:30 – 4:00

First Bell – 9:20

School patrols crossing students:

9:05-9:20 and 4:00-4:10

Walkers eating Breakfast enter front doors: **9:00-9:15**

Bussers eating Breakfast enter front doors: **9:20 or upon arrival**

Students **NOT eating breakfast** should not arrive before 9:10

Do not send students to school early. No supervision is available.

Students Dismissed: 4:00

***** Pick-up by 4:00 at the latest *****

Students not picked up on time will need to be CHECKED OUT through the office.



This Assignment Book Belongs To:

Name: _____

Grade: _____ Teacher: _____

Assignment Notebooks

Every student (grades K-6) has an assignment notebook at Zanewood. The cost of this assignment notebook is \$1.00 for K-2 students and \$5.00 for 3-6 students. (Please let us know if the purchase of this assignment notebook presents a financial hardship.)

The goal of having assignment notebooks is to increase a student's organizational and study skills.

- Students will learn to put important papers in the notebook **every day**.
- In primary reading, leveled reading books are sent home to be read over and over again.
- Grade 1-6 students will record their class assignments and homework daily in their assignment book.
- Teachers and parents will check assignment notebooks daily and write comments back and forth when needed.
- Parents will sign-off on reading calendars to show that their child has **read at least 20 minutes Monday through Friday**.
- Reading teachers will check the calendars in the assignment notebook to record students' home reading.

Reading & Math

Reading: As a school we are committed to having as many students as possible **reading at or above grade level**. We have a **90 minute leveled reading block**. This means that all students in grades 1-6 are placed at their instructional reading level. Kindergarten follows the Kinder Corner reading curriculum also from SFA. Reading groups are flexible and students are placed/moved based on their skill set. If students work hard and practice reading skills at home, they may move up to a higher reading group. If students need extra help in reading, we have an extra 20 minutes of reading time for tutoring or computerized individual instruction.

Math: We use Houghton Mifflin Expressions (K-5) and McDougall Littell in 6th Grade. When assigned, students are expected to complete homework when assigned, and then return it to school. Additionally our 3-6 program is supplemented with Accelerated Math.

Attendance

Reporting your child's absence from school is very important. **Please call the attendance line at (763) 549-2439** or send a written note explaining the absence each day your child is absent. **Being on time and at school every day is important for academic achievement!**

Absence from school will be excused due to appointments (doctor/dental/mental health/legal matters), funerals, illness, in-school suspension, late bus, religious reasons or severe weather. All other absences are unexcused. **If your child accumulates eight or more unexcused absences for the school year, this may be considered educational neglect and the school must (by law) refer your child's case to Juvenile Court.**

Student and Parent Contract

We know about and will try our best to meet the Zanewood ...

- Reading and math homework expectations
- Assignment notebook expectations
- Recognition and Discipline Handbook expectations
- Attendance expectations

Please read the following pages and discuss with your child. Then sign, date and return to school.

Student: _____

Date: _____

Parent/Guardian: _____

Date: _____

Zanewood Goes for the Gold

G - Give Respect

O - Own Your Actions

L - Listen and Learn

D - Do Your Best

We can achieve our goal by:

- Teaching clear expectations
- Giving opportunities to learn social skills
- Using appropriate recognition and consequences
- Inviting parent involvement

Core Beliefs

We believe all staff and students should be treated with dignity and respect.

We believe that our actions and attitudes should not create problems for ourselves or others.

We believe all staff and students should be in a safe learning environment.

Recognition

The most important outcome is the good feeling that comes from knowing you have made a responsible decision. Individual praise and attention will be ongoing by the staff.

There is a strong focus on reinforcing and celebrating appropriate behavior and accomplishments. Examples include:

- Work displayed and shared
- Certificates or awards
- Phone calls to parents/guardians
- Special privileges/opportunities
- Verbal praise

- Special activities during the day with staff member
- Student helper in classroom
- Success Cards mailed home
- Monthly recognition during school assemblies, perfect attendance, behavior, and monthly reading goals
- Lunchroom recognition (such as Friendship Day, seating choice, eat with a staff member, and special treats)
- Gold Tickets

Students may use a variety of resources to help them learn to be responsible for their actions and to act appropriately.

Conflict Resolution

I will have the opportunity to learn and participate in social skill activities.

I will practice active listening.

I will use the “Stop and Stay Cool” steps when I feel like I’m losing control.

I will use an “I message” to tell someone how I feel.

Solutions

I have the opportunity to talk with an adult to help with any problems that may interfere with my learning.

- Counselor
- Assistant Principal
- Principal
- Literacy Coach Title I Lead Teacher
- Health Specialist



Solutions Room

The Solutions Room is a quiet, structured, safe place where students have an opportunity to recover, and problem solve.

Office Discipline Referrals

When students exhibit chronic or serious behaviors, they may receive an Office Discipline Referral which may result in an appropriate consequence.

We believe that as all children are different, and all actions and reactions are very personal in nature, effective discipline involves a few overriding tenets rather than a long list of specific rules. Situations are dealt with as they arise, with the focus on enabling the student to grow and learn from his or her actions.

Safety and Security Rules

The following rules are established by the Board of Education or the State of Minnesota. The penalties or consequences for violating these rules cannot be excused or changed by local school administration or staff.

1. **Property Damage /Vandalism/Theft**
2. **Assault or Physical Aggression**
3. **Harassment/Bullying**
4. **Threats and disruptions to school operations**
5. **Trespassing**
6. **Weapons**
7. **Possession or Use of Illegal Drugs (Including Tobacco, Alcohol)**
8. **Hazing**
9. **Technology Violations**



Community Resources

For problems outside of school (after school hours or off school property), please use other resources, such as:

- **Brooklyn Park Police (Dial 911)**



School Information

Please contact school personal if you have questions or concerns.

School phone: 763-561-9077



LEAVING A MESSAGE FOR YOUR CHILD

Please send notes whenever possible for communicating messages (end of day transportation changes and appointment).

We can only guarantee a voice message getting to your child's teacher if you call

BY 2:00 P.M.