



MISSION STATEMENT

Kennedy School is a partnership of staff, parents, and community members dedicated to providing each child with the skills to become a safe, respectful and responsible lifelong learner.

John F. Kennedy elementary School, with an enrollment of approximately 570 students, is one of fourteen elementary schools in Medford School District 549C. We operate within all rules and regulations of the State of Oregon, the Federal Government and the Medford School District Board of Education.

Kennedy opened in the Fall of 1977 with eight classrooms of kindergarten and 1st grade students. Three additional construction phases served to complete the campus of Kennedy Elementary in 1982. We currently serve students in grades kindergarten through sixth grade.

Named in honor of John Fitzgerald Kennedy, the 35th president of the United States, we seek to uphold the high standards of citizenship and achievement in learning personified by our students, staff and community members. The Kennedy mascot is the Patriot. School colors are red, white and blue.

KENNEDY BELIEF STATEMENTS

We believe:

- ◆ Each child is a gift with potential and talents waiting to be developed.
- ◆ Learning is an exciting lifelong process.
- ◆ Love of learning is fostered in a positive, supportive, safe and caring environment.
- ◆ Individuals are unique with values and beliefs that will be respected.
- ◆ The development of a student's character and citizenship is based upon the concepts of safety, respectfulness, responsibility, and compassion.
- ◆ All children will be held accountable for their behavior and academic efforts.
- ◆ High expectations provide a meaningful challenge and result in student growth.
- ◆ Every child will be given equal opportunities to participate, to achieve and to be successful.
- ◆ Kennedy School will provide students with essential technological skills.
- ◆ Reading, writing and mathematics are the foundations of education.
- ◆ Kennedy teachers and staff are professionals trained to make decisions concerning their students' learning.
- ◆ Education is a partnership between home, school and community.

SCHOOL RULES AND STUDENT EXPECTATIONS

Positive Behavior Intervention Supports

Kennedy School maintains high academic and behavioral standards. It is critically important to academic progress that all students feel safe and secure in the school environment. Kennedy subscribes to the **Positive Behavior Intervention Supports (PBIS)** model which is research based and is designed to promote student skill acquisition in assuming responsibility for their academic and behavioral choices. Some of the guiding social/behavioral principles of the PBIS model are:

- 3-5 school rules are taught to all students.
- Social/behavioral expectations are prioritized equally to academics.
- Consistency and predictability are achieved through the school rules and the Student Behavioral Expectations matrix (next page).
- School staff uses disciplinary data to aid in the development of interventions and modifications for the school wide behavior plan as well as individual student behavior.
- Encouragement and recognition of students are given to those students who demonstrate responsible choices and decision-making (i.e., Kennedy Cash).

Discipline

All students in Medford School District schools must be provided an opportunity to attend school in a safe and orderly learning environment. Administrators and teachers are charged with the responsibility to minimize distractions and disruptions to the learning process. In order to implement this responsibility, school officials may find it necessary to employ a variety of disciplinary techniques of counseling to insure that they can carry out their primary task of helping children learn and grow. (School Board Policy J.G Discipline)

Students should be encouraged to follow the reasonable requests of all school staff. Disciplinary actions will be reported via a referral form sent home for parents to sign. Many situations can be resolved by reteaching expectations and/or restricting privileges such as recess, field trips, certain activities, etc. Parents of student with serious and/or chronic behavior issues will be notified as to the infraction and may be required to meet with school officials and/or support staff to develop a plan for responsible behavior. We have found that a team approach as it relates to student conduct has been extremely effective. Students who realize they are held to a reasonable standard of behavior at school and home are very successful at Kennedy. In the rare occurrence of more serious behaviors such as threats to school, staff, or other students, physical aggression or assault, theft or harassment, students may be referred to local law enforcement. Any physically dangerous or insubordinate behavior will result in appropriate disciplinary action.

Kennedy School has an outstanding team of parents, staff, and students. If your child is experiencing issues you feel may lead to a change in your behavior or academic performance, please contact your child's teacher. All information is regarded as highly confidential. Together, we will learn and grow in a safe and caring environment.

School Rules and Behavioral Expectations – 2011-12

	Be Safe	Be Respectful	Be Responsible
School Wide	Walk facing forward. Keep hands, feet and objects in personal space. Get adult help for accidents and spills. Use equipment and materials appropriately.	Follow adult directions the first time. Use kind words and actions.	Follow school rules. Remind others to follow rules. Keep cell phones & audio devices in backpack. Clean up after self.
Arrival/ Dismissal	Use sidewalks and crosswalks. Walk bicycles, skateboards and scooters.	Cooperate with crossing guards.	Arrive to school on time. Go to cafeteria before 7:40 a.m. Go to classroom after 7:40 a.m. Leave school on time. May return to playground after 3:30.
Assembly	Sit on bottom. Enter and leave in an orderly manner.	Use audience manners. Use "inside" voice. Focus on presentation. Show appreciation appropriately.	Watch for attention signal. Sit in assigned area.
Bus	Stay in designated seat. Bottoms on seat. Face forward.	Cooperate with bus driver and follow directions the first time. Use "inside" voice.	Follow bus rules and encourage others to do the same. Stay in designated seat. Arrive at the bus stop on time.
Bus Area	Stay in designated line.	Wait quietly in single-file line.	Be on time.
Cafeteria	Keep knees and legs under tables. Sit on benches only. Face table.	Wait quietly in single-file line. Use polite manners. Use "inside" voice. Listen to countdown & get quiet.	Eat your food only. Put trash in trash container. Stack trays correctly.
Circle Drive	Stay behind yellow line. Approach a vehicle only when directed by a supervising adult.	Wait quietly in single-file line.	Be on time. Wait in designated area. Watch for your rides.
Fieldtrips	Follow bus rules.	Follow directions of the adult in charge – teacher, parent, bus driver, or guest teacher. Walk in designated areas.	Follow school rules. Remind others to follow rules.
Gymnasium	Use hands and feet appropriately. Wear appropriate clothing and footwear. Use equipment appropriately.	Play fair and include everyone. Follow rules of every game.	Use all equipment and materials appropriately. Listen for signals and directions. Return equipment quickly and properly.

	Be Safe	Be Respectful	Be Responsible
Hallways	Stay to the right. Stay outside yellow arches at doorways.	Stay away from classroom windows. Use appropriate voice level.	Walk in single-file lines. Use a pass or self-manager badge at all times. Stay on sidewalk at all times.
Media Center Computer Lab	Chair legs on floor at all times.	Enter/exit quietly. Be patient and polite. Use "inside" voice.	Return books and materials on time. Get adult permission before using Internet and printing material. Clean up after self.
Off Campus	Use sidewalks and crosswalks. Take most direct route home.	Use kind words and actions towards neighbors. Cooperate with crossing guards.	Respect neighbor's property and landscape by looking only.
Playground Recess	Stay within boundaries. Play appropriate games and activities only – no play fighting. Be aware of activities / games around you.	Respond quickly to signals from adults. Play fair and include everyone. Follow rules of any game. Share and take turns.	Use hall/bathroom pass when leaving the playground. Return equipment quickly and properly. Line up quickly and quietly when bell or whistle signals.
Restrooms	Keep feet on floor. Wash your hands. Keep water in sink – off floor.	Give other students privacy. Use the sinks and toilets for their intended purpose. Use "inside" voice. Resist the impulse to write or draw on bathroom walls.	Flush toilets after use. Put used paper towels in the wastebasket. Enter and exit in a timely manner.

Crisis Plan Expectations

Security Drill	If outside - go to nearest classroom or open door. Go to designated area in classroom. Stay away from windows & doors. Keep hands and feet to self. Remain calm.	Follow adult directions. Stay in personal space. Remain quiet.	Cooperate during drill.
Fire or Evacuation Drill	Walk quietly and in an orderly fashion. Keep hands and feet to self. Go to designated area. Remain calm.	Follow adult directions. Stay in personal space. Remain quiet.	Cooperate during drill.
Earthquake Drill	Kneel under desk or table. Keep head protected. Keep hands and feet to self. Remain calm.	Follow adult directions. Stay in personal space. Remain quiet.	Cooperate during drill.

BEFORE AND AFTER SCHOOL PROCEDURES

Parking

Visitors may park in the long parking lot facing North Keene Way Drive. Disabled visitors may park in the small lot next to the bike area. These are only for use by vehicles displaying an official handicapped parking permit. **Other vehicles parked or stopped in these spaces could be fined \$450.00.** The parking lot close to the cafeteria is designated for staff parking only from 7 a.m. – 4:30 p.m.

Do not enter the “exit only” driveway. Busses will use this as an entrance starting at 7:20 a.m. and 2:00 p.m. Please allow approaching busses to enter using this driveway. The exit onto Delta Waters is designated for bus use only. The permit issued by the City of Medford allows for bus traffic only through this exit.

Drop Off

Arrival time is between 7:40 and 7:50 a.m. Students should be dropped off and picked up in front of the school using the designated drop off zone. In order to accelerate the drop off of all students, please follow these guidelines:

- ◆ Have everything your child needs for school packed in their backpack.
- ◆ As soon as you enter the circular drive, have your child start gathering their belongings.
- ◆ Say goodbye before approaching the drop off zone.
- ◆ In order to utilize all spaces, please pull to the most forward available space.

If you find you are unable to unload your child in a timely manner, please take advantage of the parking available to you. Students are more able to be successful when the transition from home to school is a pleasant one.

Fire Alarm – Before School

If a fire alarm occurs before school, all students report to back of school. Avoid any areas that are potentially dangerous – i.e. fire, smoke, explosion. Teachers will report to back of school in order to meet up with class, gathering students en route. Students in cafeteria, exiting bus, other class areas (i. e. band) report to back of school also.

Parents that are dropping off their children will need to exit driveway and park along the street.

Pick Up

All students will be dismissed from their class at 2:30 (M, T, TH, F) and 1:30 (Wed.). To help traffic flow, please turn right when exiting the circle drive.

Please allow an extra 10 or 15 minutes in the afternoon to make sure all students are safely picked up. It is important that students not rush into traffic and/or parents take time to make sure we all make a positive transition from school to home.

Students waiting to be picked up are asked to wait in front of the building. Any students not picked up by 2:45 p.m. will go to the office where we will start calling contact numbers. Please make sure you have someone designated on your child’s emergency list that can be located consistently at this time. If you are going to be late to pick up your child, please notify the front office. We make every effort to contact parents and emergency contacts listed for your child; however, supervision is not available for students who are consistently left following dismissal.

Supervision Before and After School

There is no supervision at school until 7:30 a.m. Students who eat breakfast should report to the cafeteria around 7:30 a.m. All other students are expected to arrive no earlier than 7:40 a.m. At this time, they should line up in front of their classrooms.

All students are required to leave the campus upon dismissal at 2:30 p.m. **There is no adult supervision after 2:30 p.m.** Students may not return to the school playground until 3:30 p.m. This ensures that we have cleared the campus and that students have parent permission to be on the playground unsupervised.

INSTRUCTION

Teaching Strategies and Curriculum

The staff at Kennedy have mastered extensive training in the field of Education. They utilize teaching strategies and curricula that have been identified by research as providing the most effective instruction. These teaching tools enable all students to learn more efficiently, help them to retain skills and knowledge longer, and assist them in using the knowledge they have learned.

Each classroom teacher selects instructional objectives based on state standards which are at the correct level of difficulty and plans instruction in order to meet these objectives. Direct instruction, modeling, practice, and active participation by students are key components of our instructional model. Teachers check for student understanding frequently and assign classwork and homework as needed to reinforce the target objective as well as instill the responsibility of completing a task.

The teaching staff at Kennedy use real-life experiences whenever possible to allow students a meaningful learning in context. Field trips that reinforce the learning in the classroom are planned and implemented in order to effectively convey the learning objective.

SPECIAL PROGRAMS

See Student Services in District portion of the Handbook.

STUDENT PROPERTY

Toys

Students should not bring toys or personal property to school without permission of the teacher.

Cell Phones

- If students choose to bring cell phones, they are to be kept in their backpack during the school day. **CELL PHONES NEED TO BE TURNED OFF.**
- Students may not share cell phones.
- Cell phones may be confiscated if not used according to guidelines.
- Inappropriate cell phone use can lead to strong disciplinary action.

Audio Devices

- Discourage students from bringing audio devices to school.
- If students choose to bring audio devices, they are to keep audio devices in their backpack while on school grounds. It is not the responsibility of staff to keep audio devices for students.
- Teachers are discouraged from allowing students to use personal audio devices during class time.

- Students may use audio devices on the bus or while walking home. Audio devices need to remain in backpacks until the students are on the bus or until off school grounds.
- Students may not share audio devices.

The school cannot be responsible for loss or theft of stolen property.

SAFETY MEASURES AND SCHOOL PROPERTY

Bicycles, Roller Blades, Skateboards, and Heelies

Student safety is a priority at Kennedy Elementary. In an effort to ensure your child’s safety, the State of Oregon has enacted helmet laws requiring all persons ages 16 and under to wear a helmet when riding a bicycle, scooter, skateboard, or roller blades. The fine for non-compliance is \$75.00.

If you need help in purchasing a helmet for your child, please contact the school office. RVTD has donated a few helmets to Kennedy School.

Skate boards, scooters, roller blades, and heelies with retractable wheels are not permitted on school grounds. There are signs posted at all Medford Schools reminding community members of this policy. Persons disregarding this policy can be cited for trespassing. The ultimate motivation for this policy is to lessen the number of serious injuries that have occurred due to unsafe actions and limited visibility. The sidewalks surrounding classrooms are for walking only, as these serve as our hallways.

“Grinding” and/or waxing school property to slide on has increased in popularity recently. This is considered vandalism and will be referred to law enforcement. All members of this community contributing to safe and clean environments are greatly appreciated.

STUDENT PLACEMENT PROCEDURES

Student Placement

Student Placement into various classrooms is a task we take very seriously. It is a professional responsibility which is very important, time consuming and requires careful thought and planning on the part of the staff. These factors include the instructional needs of each child, a balance of total numbers, a balance of boy/girl ratio, conflict avoidance, etc. We appreciate the fact that parents have valuable information regarding their children that will assist in the placement process. This input is requested in a form distributed each Spring and reviewed by the grade level teams in making placement decisions.

SCHOOL ACTIVITIES

Band and Orchestra

Band and Orchestra are offered to 6th grade students. Some students may forfeit recess and/or class time to participate in these activities.

Room Parties

There will be room parties on the following occasions: Fall Harvest, Winter Holiday and Valentine’s Day. Parties are held in classrooms and supervised by teachers and volunteer room parents. **The County Health Department prohibits the distribution of homemade food items at school.**

School-Sponsored Activities

Other activities, which may be sponsored by Kennedy, include BBQ/Open House Night of the Notables, Celebration of Learning, Skate Night, Movie Night, Spelling Contests, Science Fair, and more!

Other Activities

Many activities available to school-aged children are not sponsored by the school. Those activities include Brownies, Campfire, Blue Jays, Blue Birds, Cub Scouts, Good News Bible Club, as well as various seasonal athletic clubs/organizations/camps. Please check your phone book for the sponsoring agency telephone number for more information.

PARENT INVOLVEMENT

Mission Statement

Kennedy School is a partnership of staff, parents, and community members dedicated to providing each child with the skills to become a safe, respectful and responsible lifelong learner.

We want your child to succeed. Therefore, we encourage you to do the following as parents:

- See that your child is punctual and attends school regularly.
- Establish a time and place for homework, reviewing that homework regularly.
- Support the school in developing positive behavior. Support the school discipline policy.
- Provide a home environment that encourages your child to learn.
- Promote education by setting examples of a school environment. Communicate with the school personnel and develop a working trust with the child's teacher.

We invite you to participate as a parent at Kennedy. Some examples of activities you might choose are listed below.

- Attend school functions.
- Volunteer as a classroom helper in a consistent basis. Help with school activities. (Field Trips, School Pictures, Holiday Store, Field Day, etc.)
- Eat lunch with your child.
- Serve on the PTO.
- Serve on Site Council.
- Prepare materials for the school on your own time at home.
- Serve as homeroom parent. (classroom parties)

Field Trips

Parents are welcome to accompany students on field trips in accordance with the parent/chaperone supervision guidelines (39a).

Parents may ride the bus if space is available. We strongly discourage parents transporting their own student unless there are extenuating circumstances. Part of the field trip experiences is the bus ride.

Classroom Observations

Parents may formally observe in their student's classroom. Please fill out the Parent/Community Observation form in office a couple of days prior to requested date of observation.

STAFF MEMBERS

Superintendent – Phil Long

Director of Elementary Education – Rich Miles

Principal – Mr. Tom Ettel

Teachers

Dannae Breswick
Glenn Carter
Alisha Clark
Debbie Clark
David Cosand
Mandy Dallas
Kerry Droesch
Kathy Erickson
Stephen Hackett
Don Hill
Stacey Jones
Kathy Koehler
John Letz
Jennifer McBride
Courtney Pickett
Jim Stickrod
Megan Stillwell
Linda Taylor
Susan Volk
Bonnie White
Amy Wolfer

Support Staff

Judi Acken
Barry Bach
Julie Cote
Dina Criswell
Brenda Cordes
Glennis Dungey
Debbie Eastwold
Janay Kneeland
Deborah King
Erin Lawrence
Jill Looney
Rhonda Marincus
Alma Meza
Suzy Otoski
Carrie Rambo
Bev Read
Kristina Shellhorn
Jamie Sunderland
Donna Thompson
Sandy Trott
Diane Winchell

CALENDAR OF EVENTS

Please check dates in the Patriot Press or at district website www.medford.k12.or.us for any updates of changes.

September

- 6 First Day of School
- 12 First Day full session Kindergarten
- 15 Open House/BBQ & Book Fair 5-7 PM

October

- 7 School Pictures
- 14 No School-State Inservice

November

- 4 End of 1st Nine Weeks
- 11 No School-Veteran's Day
- 16 Picture Retakes
- 23 Schools Closed
- 24-25 No School-Thanksgiving Holiday

December

- 16 Winter Class Parties-Afternoon
- 19-Jan. 3 Winter Break

January

- 4 Classes Resume
- 16 No School-Martin Luther King Day
- 26 End of 2nd Nine Weeks
- 27 No School-Inservice

February

- 14 Valentine's Parties-Afternoon
- 20 No School-Presidents' Day

March

- 2 Read Across America
- 5 Schools Closed
- 26-30 Spring Break

April

- 6 End of 3rd Nine Weeks
- 9 Schools Closed

May

- 7 Schools Closed
- 28 No School-Memorial Day

June

- 8 Last Day of School

KENNEDY DAILY SCHEDULE

Office Hours: 7:30-3:30

	M, T, Th, F	Wed.
Kindergarten AM session	7:55 – 10:40	7:55 – 10:20
Kindergarten PM session	11:45 – 2:30	11:05 – 1:30
Primary (grades 1, 2, & 3)	7:55 – 2:30	7:55 – 1:30
Intermediate (grades 4, 5, & 6)	7:55 – 2:30	7:55 – 1:30

Kennedy Elementary Medford School District 549C School Supply List 2011-2012



Kindergarten First Grade	Second Grade Third Grade	Fourth Grade Fifth Grade Sixth Grade
<input type="checkbox"/> Backpack	<input type="checkbox"/> Backpack	<input type="checkbox"/> Backpack
<input type="checkbox"/> Color markers - washable	<input type="checkbox"/> Color markers - washable	<input type="checkbox"/> Color markers - washable
<input type="checkbox"/> Crayons - 24 count	<input type="checkbox"/> Crayons - 24 count	<input type="checkbox"/> Crayons
<input type="checkbox"/> 2 Erasers	<input type="checkbox"/> 2 Erasers	<input type="checkbox"/> 2 Erasers
<input type="checkbox"/> 6 Glue sticks	<input type="checkbox"/> 6 Glue Sticks	<input type="checkbox"/> 4 Glue Sticks
<input type="checkbox"/> Pencils - 2 packages	<input type="checkbox"/> Pencils - 2 packages	<input type="checkbox"/> Pencils - 2 packages
<input type="checkbox"/> 1 Pair student scissors	<input type="checkbox"/> 1 Pair student scissors	<input type="checkbox"/> 1 Pair student scissors
<input type="checkbox"/> 1 Bottle Elmer's glue	<input type="checkbox"/> 1 Set color pencils	<input type="checkbox"/> 1 Set color pencils
	<input type="checkbox"/> Solar calculator	<input type="checkbox"/> Solar calculator
	<input type="checkbox"/> 1 Spiral Notebook	<input type="checkbox"/> 3 Spiral Notebooks
	<input type="checkbox"/> 2 Pocket folders	<input type="checkbox"/> 4 Pocket folders
		<input type="checkbox"/> Pens - 1 package
		<input type="checkbox"/> Notebook paper - 3 ring/2 pkgs

