



2018-2019
Parent & Student Handbook

Sherly Chavarria, Principal

Diana Lopez, Assistant Principal

2121 N. Keeler Ave | Chicago, IL 60639

(773)534-4375

nixon.cps.edu

Dear Nixon Families,

Welcome back! I hope you have had a wonderful, safe and joyful summer! We have been very busy this summer planning for the return of your students. The administrative team, teachers and all staff have been working hard to strengthen your child's experience at Nixon. Our goal is to ensure they are college ready, to support their emotional well-being, to foster their social growth, and to offer enrichment and extra-curricular experiences. We aim to expose them to new ideas in order to spark life passions and embed a lifelong love of learning. To that end, this year, you will continue to see many new initiatives and improvements.

We are proud to announce that Nixon Elementary has been selected as a Dual Language School. Once the program is implemented, this means that students in our Dual Language classrooms will graduate from Nixon, bilingual and biliterate in English and Spanish. The 2018-2019 school year is a planning year. Throughout the school year we will host multiple events and meetings for parents to learn about this new programmatic option that will be introduced to the Kindergarten class of 2019-2020.

Another big change this year is that we are moving to a six day Special Arts schedule. What this means is that rather than have students follow a Monday-Friday schedule for Special Arts, they will now follow a six day rotation schedule. This schedule will allow us to ensure that all students, in all grade levels will see all Special Arts teachers including: art, music, technology, library, and two physical education classes. I am excited about this schedule change as it will finally ensure that all students have the opportunity to equitably participate in all of our Special Arts classes. Your handbook details the change in schedule.

I am also happy to announce that your child will continue to have the opportunity to participate in many after school enrichment programs. We will continue to partner with multiple arts organizations to offer after school ballet, capoeira, latin dance, choir and beginning band classes, in addition to our regular after school programming. We also will continue offering our sports programs. In the Fall alone, we will be offering boys soccer, boys and girls volleyball, and boys and girls cross country. I hope everyone continues to take advantage of these opportunities.

I am very excited for the year to come. I know that through partnership we can continue to work together to ensure your child's success. As we head into the school year, I want to once again affirm that my door is always open. Please know that I am always available to meet with parents. I also will continue hosting monthly coffee chats, send email newsletters once a month and be present during entry and dismissal. Please, reach out, let me know how you are experiencing these changes; what's working, what's exciting, and what can be improved upon. Through open dialogues, and continued partnership, I am confident that we can work together to ensure that your child has a successful school year. I am happy to welcome you and your child back. It is going to be great year!

Sincerely,

Principal Chavarria

Nixon School Vision: All children will be empowered to meet the demands of their future, today!

Nixon School Mission: To provide academic and social opportunities that model positive and engaging learning activities in a college career ready environment.

LOCAL SCHOOL COUNCIL

Chicago Public Schools elects a Local School Council (LSC) to assist the principal with decisions and provide input related to federal and state funding, as well as educational input. To be eligible to run or fill a parent vacancy the individual must be a parent/guardian of a child that is registered in the school. Community representatives must live in the community. The council is composed of six (6) parents, two (2) teachers, one Education Support Personnel and two(2) community members. Elections are held every two years.

NIXON LOCAL SCHOOL COUNCIL MEMBERS

Parent Representatives:

Margarita Laguna - President

Erika Barrera

Erika Gomez

Maria Garcia

María Martínez- Vice President

Maria Solano

Community Representatives:

Colin Bird

Matilda Lugo

Teacher Representatives:

Stephanie Mejia – LSC Secretary

Rosenda Huevo

ESP Representative:

Carmen Carrion

The Nixon LSC meets are held every 2nd Wednesday of the month at 8:15 a.m. in Room 110

Minutes of all LSC meetings are maintained by the LSC secretary and are available for public review in the main office.

SCHOOL HOURS

AM Head Start:	7:45 A.M. - 10:45 A.M.
PM Head Start:	11:45 A.M. - 2:45 P.M.
Full Day Head Start - 6th Grade	7:45 A.M. - 2:45 P.M.

We ask parents to not send children to school earlier than necessary because of the limited resources in the building. Children will not be allowed to enter the building prior to entry (7:45 A.M.) unless there is inclement weather. Breakfast will be served upon entering the building at 7:45 a.m.

The following is a list of entry doors and grades assigned to each door:

- Parking Lot Door #1: 3rd, 4th, and 5th
- Dickens Main Building Door #4: 2nd and 6th
- Dickens Annex Door #5: Kindergarten and Head Start
- Playground Door: 1st

For our students' safety, the Annex main door located on Dickens is exclusively for students in Head Start, Kinder and 1st grade. Parents are not permitted to enter the building with their child upon entry. We kindly ask that parents wait to access the office until all children are in their designated classrooms. In addition, no students from 2nd – 6th grade will be allowed to use this door for entry, no exceptions.

DAILY ATTENDANCE

It is the responsibility of each parent to see that his/her children are in attendance each day of school.

Chicago Public Schools accepts only the following four reasons for excused absences:

1. Illness
2. Family emergency
3. Death in the family
4. Observation of a religious holiday

Following a student's return to school after an absence, he/she must bring a note signed by a parent/guardian indicating the date(s) and reason for the absence. All absences without the receipt of a note and/or not listed above will be considered unexcused.

Please call the school at (773) 534-4375 each day student is absent and give Name, Room, Grade and reason for absence. If we do not receive a call regarding the absence, at 9:00 A.M. someone from the school will call to find out the reason for the absence.

5, 10, and 18+ Days of Unexcused Absence Letters: The office will mail letters home on a monthly basis when a student accumulates 5, 10, or 18 days of unexcused absences.

5 or more unexcused absences: *Ms. Roberson, School Counselor, will schedule a Parent Conference* when a student has incurred **5 or more** absences.

10 or more unexcused absences: When unexcused absences are **10 or more**, a parent conference will be scheduled with **Mrs. Chavarría or Ms. López**.

Home Visits will be conducted after the student has accumulated a minimum of 5 unexcused absences and when parents fail to communicate with the office or teacher about their child's whereabouts. Home visits will be conducted by a staff member accompanied by a security guard.

TARDY

Students who arrive after the 7:45 a.m. bell will stop by the security guard to receive a tardy slip. Teachers will send students who enter the classroom after their door is closed back to the office to obtain the tardy slip. Parents of students who are experiencing punctuality difficulties will be contacted for a meeting with the administration so that a corrective action can be implemented. Students who arrive after 9:00 a.m. will be marked with a half-day absence.

EARLY DISMISSAL

Students may have an early dismissal due to illness. If a student is ill, the school office will contact the student's emergency contacts to request that the student be picked up.

Parents may request an early dismissal for other reasons. Early dismissals will only be excused if it is caused by one of the reasons listed in "Daily Attendance". If the student is picked up early due to a doctor's appointment, the school must receive documentation of that doctor appointment before excusing the absence. If the student is released before 2:15 p.m., the student will be marked with a half-day absence.

In the event of an early dismissal the parent must report to the office to complete and sign an Early Dismissal Form explaining the nature of the early departure. Office staff will only release students to persons listed on the student's Emergency Contact Form. ***No student will be allowed to leave the school unless an adult listed on the Emergency Contact Form signs for the student.***

LATE PICK UP

Students are dismissed at 2:45 P.M. Chronic late pickups of your child will result in a conference with administration to establish an action plan. Nixon adheres to the CPS late pickup policy and will follow through with all board prescribed actions. This includes calling the Department of Children and Family Services (DCFS) and the Chicago Police Department (CPD). Please make every effort to arrive on time for student dismissal. In the case of a rare and unexpected emergency, resulting in the inability to arrive on time, please contact the Main Office as soon as possible at (773) 534-4375.

INCLEMENT WEATHER

Inclement weather routines begin on November 5 and end April 5. In the event that it is raining or the weather drops below 35° we may call for inclement weather routines outside of the designated dates.

During inclement weather, students will only use main doors in both buildings. PK-1st grade students will use the Annex main door on Dickens and 2nd - 6th grade students will use door #2 in the main building. The normal entry doors will be marked with an announcement of inclement weather during unexpected inclement weather days.

SCHOOL UNIFORM

Shirts	<ul style="list-style-type: none"> ● PLAIN white or navy blue shirt with sleeves <ul style="list-style-type: none"> ○ If there is a brand logo on the shirt, it can be no larger than a quarter size ● Nixon Logo Shirts can be worn anytime ● Any shirt worn under the uniform shirt must also be plain white or navy blue
Sweaters and Sweatshirts	<ul style="list-style-type: none"> ● Must be plain, white or navy blue ● NO HOODIES ALLOWED ● NO sweaters or sweatshirts allowed with multiple colors, designs, or writing of any sort, unless Nixon logo
Skirts, Skorts, Jumpers, Capris	<ul style="list-style-type: none"> ● Must be Navy Blue or Blue Jeans ● Must be two inches above the knee or longer
Pants and Shorts	<ul style="list-style-type: none"> ● Pants must be solid dark blue jeans, solid navy blue slacks, cargo pants, sweatpants/nylon (athletic pants) <ul style="list-style-type: none"> ○ No yoga pants or leggings allowed ● All bottoms must fit properly at the waist; no undergarments, including shorts worn under pants, should show at any time ● Plain navy blue shorts may be worn, weather permitting ● All shorts must be no shorter than the knee and no longer than 2 inches below the knee ● Nixon pants can be worn at any time
Shoes:	<ul style="list-style-type: none"> ● Closed toe shoes, including gym shoes, sneakers, boots, dress shoes ● On gym days, athletic shoes must be worn

The following items are NOT allowed:

- Non-uniform colored undershirts
- House slippers, flip flops, high heels, opened toed shoes, platform shoes or any type of footwear that could constitute a safety hazard. Students are prohibited from wearing steel-toe boots or shoes to school.
- Hat, bandanas, do-rags, etc.
- Sagging pants
- Elastic bands restricting pant legs or sleeves
- Rips, holes, tears, drawings, artwork, or designs on clothing.
- Low cut or belly shirts

- Shirts tied to the side or in front/back

Any student whose attire including earrings/jewelry is distracting and disruptive to the educational process will result in the parent being contacted for a change of clothing or removal/covering of jewelry or earrings. No hats are to be worn in the building. Hats that are worn outside, on school property, must be worn in the correct manner.

Students who do not come to school in uniform will be sent to the office immediately to call home for clothes to be brought to school. If no one can bring clothes for them they will be issued a rental uniform. The students' clothes will be labeled and stored in the office until the student returns the clean rental uniform to school. It is the responsibility of all staff members to enforce the dress code. Students who do not return the rental uniform will not be issued progress reports and/or report cards.

SIX DAY SPECIAL ARTS SCHEDULE

Nixon follows a six day Special Arts schedule.

MAIN	MAIN	MAIN	MAIN	MAIN	MAIN	MAIN	MAIN	MAIN	MAIN
RM-GR	TEACHER	RECESS	LUNCH	A DAY	B DAY	C DAY	D DAY	E DAY	F DAY
103-2 BIL	SANCHEZ	10:35	11:00	11:45 ANX GYM	12:45 MAIN GYM	11:45 MUSIC	11:45 ART	12:45 LIBRARY	11:45 COMPUTER
106-2 BIL	CRUMP	10:35	11:00	11:45 LIBRARY	12:45 ART	11:45 COMPUTER	11:45 MAIN GYM	12:45 ANX GYM	11:45 MUSIC
102-2	BERLANGA-NUNEZ	10:35	11:00	11:45 MUSIC	11:45 MAIN GYM	11:45 ANX GYM	11:45 COMPUTER	11:45 LIBRARY	11:45 ART
108-2	ARROYO	10:35	11:00	11:45 COMPUTER	11:45 ART	11:45 LIBRARY	11:45 MUSIC	11:45 ANX GYM	11:45 MAIN GYM
112-3 BIL	NOGUERAS	11:05	11:30	1:45 ANX GYM	10:00 MUSIC	10:00 ART	1:45 MAIN GYM	10:00 COMPUTER	10:00 LIBRARY
114-3 BIL	VELAZQUEZ	11:05	11:30	10:00 MAIN GYM	10:00 COMPUTER	1:45 LIBRARY	10:00 MUSIC	10:00 ANX GYM	1:45 ART
111-3	LIDDELL	11:05	11:30	1:45 COMPUTER	10:00 MAIN GYM	10:00 ANX GYM	1:45 ART	10:00 LIBRARY	10:00 MUSIC
113-3	MAGDALENO	11:05	11:30	10:00 LIBRARY	10:00 ART	1:45 ANX GYM	10:00 COMPUTER	10:00 MAIN GYM	1:45 MUSIC
212-4 BIL	NIEVES-GARCIA	11:35	12:00	10:00 ANX GYM	1:45 MUSIC	1:45 COMPUTER	10:00 ART	1:45 MAIN GYM	1:45 LIBRARY
211-4 BIL	FERNANDEZ	11:35	12:00	1:45 LIBRARY	1:45 ART	1:45 MAIN GYM	1:45 COMPUTER	1:45 MUSIC	1:45 ANX GYM
210-4	ARZUAGA	11:35	12:00	1:45 MUSIC	1:45 MAIN GYM	1:45 ART	1:45 ANX GYM	1:45 LIBRARY	1:45 COMPUTER
214-4	BAUTISTA	11:35	12:00	10:00 ART	1:45 COMPUTER	1:45 MUSIC	10:00 LIBRARY	1:45 ANX GYM	1:45 MAIN GYM
307-5 BIL	GUADARRAMA	12:05	12:30	10:00 COMPUTER	8:00 MUSIC	10:00 LIBRARY	10:00 MAIN GYM	8:00 ANX GYM	10:00 ART
308-5 BIL	LUGO	12:05	12:30	8:00 ART	10:00 ANX GYM	10:00 MAIN GYM	8:00 LIBRARY	10:00 MUSIC	10:00 COMPUTER
209-5	WUENSCH	12:05	12:30	10:00 MUSIC	8:00 ART	10:00 COMPUTER	10:00 ANX GYM	8:00 LIBRARY	10:00 MAIN GYM
306-5	LAFER	12:05	12:30	8:00 MAIN GYM	10:00 LIBRARY	10:00 MUSIC	8:00 COMPUTER	10:00 ART	10:00 ANX GYM
201-6 BIL	VALENTIN	10:05	10:30	8:00 MUSIC	8:00 COMPUTER	8:00 LIBRARY	8:00 ANX GYM	8:00 MAIN GYM	8:00 ART
204-6 BIL	RAYO	10:05	10:30	8:00 ANX GYM	8:00 MAIN GYM	8:00 ART	8:00 MUSIC	8:00 COMPUTER	8:00 LIBRARY
202-6	JAMES	10:05	10:30	8:00 COMPUTER	8:00 LIBRARY	8:00 ANX GYM	8:00 MAIN GYM	8:00 ART	8:00 MUSIC
203-6	MEJIA	10:05	10:30	8:00 LIBRARY	8:00 ANX GYM	8:00 MAIN GYM	8:00 ART	8:00 MUSIC	8:00 COMPUTER
ANNEX	ANNEX	ANNEX	ANNEX						
RM-GR	TEACHER	Recess	Lunch	A DAY	B DAY	C DAY	D DAY	E DAY	F DAY
117-PK	DOMINGUEZ		10:00	9:00 MAIN GYM	9:00 ANX GYM	9:00 COMPUTER	9:00 MUSIC	9:00 ART	8:00 ANX GYM
221-K BIL	VALE	11:05	11:30	12:45 MAIN GYM	12:45 COMPUTER	12:45 LIBRARY	12:45 ANX GYM	12:45 ART	12:45 MUSIC
119-K BIL	VEGA	11:05	11:30	12:45 ANX GYM	12:45 MUSIC	12:45 COMPUTER	12:45 LIBRARY	12:45 MAIN GYM	12:45 ART
121-K	AFFATATO	10:05	10:30	11:45 ART	11:45 MUSIC	12:45 ANX GYM	11:45 LIBRARY	11:45 MAIN GYM	12:45 COMPUTER
217-K	BERNER	10:05	10:30	11:45 MAIN GYM	11:45 COMPUTER	12:45 MUSIC	11:45 ANX GYM	11:45 ART	12:45 LIBRARY
319-1 BIL	TORO-PEREZ	11:35	12:00	12:45 ART	12:45 LIBRARY	12:45 MAIN GYM	12:45 COMPUTER	12:45 MUSIC	12:45 ANX GYM
321-1 BIL	MOMOHARA	11:35	12:00	12:45 LIBRARY	12:45 ANX GYM	12:45 ART	12:45 MUSIC	12:45 COMPUTER	12:45 MAIN GYM
316-1	BOYD	10:35	11:00	12:45 MUSIC	11:45 ANX GYM	11:45 ART	12:45 MAIN GYM	11:45 COMPUTER	11:45 LIBRARY
219-1	AGUIRRE	10:35	11:00	12:45 COMPUTER	11:45 LIBRARY	11:45 MAIN GYM	12:45 ART	11:45 MUSIC	11:45 ANX GYM

BACK TO SCHOOL PARENT PACKETS

Your child will receive a back to school packet during the first week of school. Included in the packet will be important documents for you to review and submit to your child's teacher. Please review the documents and submit to the school by September 21.

EMERGENCY INFORMATION

Students must turn in current emergency information that informs the school how to contact parents and/or neighbors in case of accident or illness. It is important that the information on the emergency information form is up to date. Please inform the school when the information needs to be updated.

HEALTH REQUIREMENTS

Students new to Chicago Public Schools, as well as all Kindergarten and Sixth Grade students are required to have a current physical examination on file with the school. Students entering kindergarten, second and sixth grade are required to have a dental exam. Students are also required to have up to date immunizations. Students that are not compliant with physical and immunization requirements risk exclusion from school.

MEDICATIONS

The Administration of Medication Policy, Board Report 12-0125-PO2, was created to establish the requirements for students to receive medication during school hours. Please contact the school case manager for further information or to schedule a meeting regarding medications. The following information is taken directly from the policy:

Parent Submissions: When a parent/guardian reports that their child is diagnosed with a chronic or acute condition that requires medication during school hours, the school shall request the parent/guardian to provide the following: (1) Written authorization to obtain detailed information on the child's condition from the physician; (2) Written consent to share diagnosis and other information with school personnel; (3) Written physician diagnosis and care instructions, emergency action plan and any attendant request for the provision of medication during school hours. Physician requests for the provision of medication during school hours shall include the following: (a) Name of medication, dosage, route of administration; (b) Frequency and time of administrations; (c) Special circumstances in which medication is to be administered; (d) Side effects and/or intended effects which might be observed and reported to a nurse, teachers and parents; (e) Name, signature, address, office phone, fax and emergency numbers of physician and/or medical provider; (f) Other medication child may be receiving at home; and (g) Regimen of medical follow up. (4) When applicable, written parent/guardian consent to administer or carry and self-administer medications during the school day using the form established by the Chief Education Officer or designee. Additional requirements for self-administration are set out in section II.F. (5) Any medications necessary to treat the student's condition in their original container with prescription and dosage information. (6) A description of the student's past chronic or acute reactions; including triggers and

warning signs; (7) Current parent/guardian emergency contact information and prompt notice of any updates; (8) A description of the student's emotional response to the condition and the need for intervention; and (9) Recommendations on age appropriate ways to include the student in planning or care and implementing their 504 Plan. Parent/guardian must annually (re)submit the documentation noted in this section II.C.

Over the Counter Medication: Students requiring over the counter medication during school hours must be authorized in writing by the student's parent/guardian. When authorized, administration of over the counter medications student is further subject to the requirements set out in Sections II.G.-K. herein.

Students are not authorized by this policy to carry and self-administer over the counter medications during school hours.

Authorization to Carry and Self-Administer Medication: A student may carry and self-administer their medication during school hours as follows: (1) Asthma Inhalers – when authorized in writing by the parent/guardian (2) Epinephrine Auto-Injector (“Epi-Pen”) to treat life-threatening allergies – when authorized in writing by the parent/guardian; and (3) Diabetes Testing devices and Insulin - when authorized in writing by the student's health care provider and their parent/guardian. Parent/Guardian shall submit the requisite self- administration authorization(s) using the form(s) established by the Chief Education Officer or designee.

Please see Board report 12-0125-PO2 for the entire policy.

FIRST AID

If a student is injured, they should inform their classroom teacher or adult supervisor. The nurse or support staff will administer first aid to the child and will contact the student's parent or guardian. If the student's injury is emergent in nature, and the school is unable to reach an emergency contact, the school may contact ambulatory services to administer medical attention and take the student to the nearest hospital.

FIRE AND DISASTER DRILLS

The students and staff of Nixon practice emergency evacuation drills on a regular basis. In addition, one bus evacuation, one shelter-in-place and one emergency lockdown drill are held yearly for all Nixon students and staff as mandated by CPS. (During inclement weather students may not be allowed to grab their coats prior to evacuating the building.)

VISITS

In order to prevent disruption to instruction, Nixon parents are asked to abide by the following rules.

- During school hours all visitors (i.e. parents, volunteers, CPS employees) must enter Nixon using the main entrance in each building: Door #2 in the Main Building and Door #5 in the Annex.

- Visitors are required to sign in at the Security Desk and proceed to the office to obtain a visitor's pass. All visitors must wear a visitor sticker when in the building.
- Visitors walking in the hallways to visit a classroom must be accompanied by Nixon staff.
- Visitors are not allowed in the classrooms when Nixon staff is not present. We appreciate your support with this safety precaution.
- Classroom visits during the school day must be done with prior permission from your child's teacher and the principal. The main office has a form that interested visitors must complete.

PARENT CONFERENCES

Teachers are available for conferences during their prep time Monday through Friday. Teachers may also voluntarily speak with parents before 7:45 a.m. or after 2:45 p.m. but, conferences must cease when classes begin. When parents use class time, it is not fair to the rest of the class. For the safety of our students, parents and all visitors must report to the school office to obtain a pass prior to entering classrooms.

STUDENT LUNCHESES

In connection with the school lunch program, each family must complete and submit a Family Income Information Form. CPS provides all students with free meals for breakfast and lunch that meet the USDA's nutritional guidelines. If your child chooses to bring his/her own lunch, we encourage healthy, age-appropriate food portion. We ask that you refrain from sending your child to school with foods that have minimal nutritional value. We discourage students from sharing food because of possible allergens. If your child has allergies, notify the school nurse to ensure school records reflect your child's medical condition.

DISCIPLINE

THE STUDENT CODE OF CONDUCT OF THE CHICAGO BOARD OF EDUCATION will be followed. Students are expected to follow the generally accepted manner of speech and behavior which is necessary for effective teaching and learning in our school.

Nixon Elementary Discipline Policy

When a student is in violation of discipline codes Group 1 and 2, teachers or immediate supervisors are expected to use restorative practices to teach proper behavior. Possible teacher or resource person responses include, but are not limited to:

- Use restorative questions to understand what happened and the student perspective
- Teacher, student, parent conference
- Behavior contract
- Self-management plan

Teachers will create a tracking system, to monitor consist Group 1 and Group 2 disruptions. Repeated Group 1 & 2, Group 3 and up disruptions, will be referred to Administration using the referral form.

Nixon School has 3 simple behavior expectations: Be Safe, Be Respectful and Be Responsible

BEFORE & AFTER SCHOOL

- Stay in supervised areas
- Use crosswalks and sidewalks
- Avoid speaking to strangers
- Obey staff, safety patrol and supervisors
- Wear your uniform
- Be on time
- Line up quickly when bell rings
- Leave promptly at the end of the day

PLAYGROUND

- Play safely
- Follow the recess rules
- Avoid speaking to stranger
- Take turns
- Include everyone
- Keep your hands and feet to yourself
- Dress for the weather
- Report accidents or problems to school staff
- Immediately line up when you hear the whistle

HALLWAY

- Walk stairs one at a time
- Walk carefully
- Stay on the right side in a straight line
- Be silent
- Keep your hands and feet to yourself
- Keep hallways clean
- Use a hall pass when not with your class

WASHROOM

- Use the toilet
- Wash/Dry your hands
- Remain in line outside the washroom
- Inside voice
- Keep washroom clean
- Give others privacy
- Flush
- Exit as soon as you are done
- Rule of 2
 - 2 pumps of soap
 - 2 hands to wash
 - 2 paper towels

LUNCHROOM

- Keep hands, feet, body to yourself
- Keep food on your tray
- Remain in your seat
- Remain in your line

- Inside voice
- Make sure table and floor around you are clean
- Follow the staff's directions
- Use table manners

BIRTHDAYS AND SPECIAL EVENTS

We encourage parents to consider non-food treats when celebrating your child's birthday or special event. Some examples would be a classroom library book, pencils, or stickers. These types of treats ensure all children, including those with allergies, are able to participate in celebrations.

If parents want to provide a healthy snack for a celebration, this must be arranged with and agreed to by the homeroom teacher. Please see the list of approved CPS healthy snacks below:

FRUIT

Fresh

Apples
Applesauce
Clementine
Oranges
Nectarines
Peaches
Grapes
Strawberries
Blueberries
Raspberries
Blackberries

Suggested pairings: Fruit yogurt dip, low-fat caramel dip.

Dried

Sun-Maid Raisins
Sunsweet Raisins
Ocean Spray Cranberries
Nature's Promise Cranberries
Brothers Peach Crisps
Brothers Pineapple Crisps
Brothers Asian Pear Crisps
Brothers Strawberry/Banana Crisps
Sunsweet Prunes
Mariani Cherries
Made in Nature Apricots
Made in Nature Apples
Stretch Island Fruit Co. Fruit Leathers

- » Apricot
- » Cherry
- » Mixed Berry
- » Apple
- » Grape
- » Raspberry
- » Strawberry

Chips

Athenos Pita Chips (Whole Wheat)
Skinny Pop Popcorn (Snack Size)
Doritos (Reduced Fat) Cool Ranch

VEGETABLES

Carrot sticks
Celery
Cucumber
Grape tomatoes
Cherry tomatoes
Peppers
Snap peas
Broccoli florets
Cauliflower florets

Suggested pairings: Hummus, low-fat salad dressing, Greek yogurt vegetable dip.

DAIRY

Greek Yogurt

- » Chobani Non Fat Greek Yogurt (all varieties)
- » Oikos NonFat Greet Yogurt (all varieties)
- » Yoplait Greek Yogurt (all varieties)

NUTS

Emerald Almonds Natural – 100 Calorie Packs
Emerald Cashews Whole (160 calories)
Emerald Walnuts & Almonds Natural – 100 Calories Packs
Planters Peanuts Dry Roasted (160 calories)
Wonderful Pistachios Roasted Salted in Shell (170 calories)

WHOLE GRAINS

Snack Bars

Nutrigrain Cereal Bars

- » Apple
- » Blueberry
- » Strawberry

Nature Valley Bar

- » Chewy Trail Mix

Kashi Soft Baked Cereal Bar

- » Cherry Vanilla
- » Ripe Strawberry
- » Honey Almond Flax
- » Peanut Peanut Butter

General Mills Fiber One Chewy Bar
Kellogg's Special K Cereal Bar

FIELD TRIPS

Educational field trips are scheduled throughout the school year. A permission slip signed by the parent is necessary for participation on field trips and must be returned prior to the field trip. Children that fail to return a signed permission slip will remain in school the day of the trip. Every field trip must have one chaperone for every ten students. In order to chaperone a field trip, you must be an approved CPS volunteer. Your child's teacher will

arrange for the chaperones. Dress code during field trips are determined by the classroom teachers.

VOLUNTEER/CHAPERONE POLICY

All volunteer candidates must complete a volunteer application through the Chicago Public Schools CiviCore database. Please visit: cpsvolunteers.org. The Principal or Volunteer Coordinator at the selected school will review the application in CiviCore and must approve the candidate to move forward with next steps in the process.

As many of our students participate in field trips, both within traditional school hours and after school, it is imperative chaperones have completed the volunteer process. For day trips, potential chaperones need to complete the online application process at cpsvolunteers.org. We suggest that parents begin the application process as soon as they learn of their child's field trip. Please note that **chaperones must complete the application process** in order to join their student on the field trip.

MANDATED REPORTERS

As educators, school personnel are mandated reporters. According to House Bill 5375, it is a Class 4 Felony to not report an incident of abuse or neglect to the Department of Child and Family Services (DCFS). If, as a community member, you suspect abuse or neglect, you are encouraged to report it directly to DCFS.

CARE OF PROPERTY

Clothing identification - Please label all clothing, shoes and boots with student's first and last name. Lost property will be placed in the lost and found basket for one quarter.

Money - Please discourage your children from bringing more money than they need at school each day.

School Provided Books and Materials - There will be no charge for the use of student textbooks and certain related material. All parents should understand that their children are responsible for the care and safekeeping of all school materials provided for their use. Students will be required to pay for lost and/or damaged library books, textbooks and instructional materials.

Personal items - Nixon Elementary School and CPS are not responsible for the loss or damage of personal items brought to school without a request approved by the school administrator (i.e., tablets, toys, cell phones, etc.).

CELL PHONE POLICY

Students are to turn off all electronic devices and or cell phones prior to entering the school building. Teachers or staff may provide a one-time warning for usage of electronic devices or cell phones. After a second infraction, staff member will report the incident and confiscate the cell phone. A parent or legal guardian will be notified

and must come to school to retrieve the device from the staff member who contacted them.

TECHNOLOGY USAGE

We discourage students from bringing personal toys and electronic devices to school.

1. Appropriate Use

Students are expected to ***only*** utilize the technology devices for teacher-sanctioned activities. They may only access apps, Internet websites and other functions on the technology if ***specifically*** instructed to do so by their teacher. Any use of the technology – even previously approved applications – outside of the teacher’s directions will be considered a misconduct.

2. Prohibited Conduct

The technology devices ***may not*** be used in the following ways:

- Profane or inappropriate language
- Cyberbullying, intimidation, or harassment of any form
- Disruption of electronic communications
- Personal email
- Creating or sending inappropriate content including messages, video or pictures.
- Intentionally or unknowingly spreading viruses through the CPS network.

3. Security

The school cannot and does not guarantee the security of Internet content. Students are taught to make good choices while online and instructed to only visit sites sanctioned by their teacher.

4. Care for technology

Students are responsible for the care of and content on the school technology devices during the class period. Students will be expected to care for the device while using it. This includes holding it gently, placing it carefully in its charging station, holding it with two hands and never using it while walking. Students may be allowed to take the devices outside of the classroom for a project and will be expected to care for its safety at that time as well. Intentional damage of devices will be addressed through school administration as a discipline issue and could result in student fees/charges.

5. Consequences for inappropriate use

Should it be determined that a student has inappropriately utilized his or her technology device, that students could be refused access to technology at school, including, but not limited to the devices in the classroom. Other administrative consequences could also be applied.

AFTER SCHOOL PROGRAMS

Nixon School offers various academic and enrichment after school programs throughout the school year. The following is a list of programs we offer.

Fall Programs	Winter Programs	Spring Programs
Family Focus UI Soccer 5th/6th Grade Boys Soccer 5th/6th Grade Girls and Boys Volleyball 5th/6th Grade Girls and Boys Cross Country Steel Pan Reading and Math Support - Grades K-6 Capoeira Ballet Latin Dance Choir Art High School & College Readiness	Family Focus 5th/6th Grade Girls and Boys Basketball Choir	Family Focus UI Soccer 5th/6th Grade Girls Soccer Boys and Girls Track 5th/6th Grade Co-Ed Floor Hockey Reading and Math Support - Grades K-6 Capoeira Ballet Hip Hop Choir Art High School & College Readiness Drama/Dance

TRANSFERRING STUDENTS

Parents are requested to notify Nixon School the day before a transfer is to be issued in order to allow the requisite time for paperwork to be completed. It is necessary to have the new address, new telephone number, and if possible, the name of the new school.

TRANSPORTATION BY PARENTS

Parents who drive their children to school should be careful driving to and around the school grounds. Children may not pay attention to traffic and walk in the middle of streets when there is oncoming traffic. Also, we ask that you do not block fire lanes and be respectful of the street closures during entry and dismissal. Parents should not park on the school side of Keeler, Kedvale, Dickens or Palmer. Please do not enter the parking lot or double park in front of the parking lot.

Main Building: Please stand behind cones and wait for your child to be dismissed.

First Grade: Please stand outside of the circle and wait for your child to be dismissed.

Kindergarten: Please stand outside of the gate and wait for your child to be dismissed.

SCHOOL GROUNDS ETIQUETTE

Pushing or riding wheeled vehicles (wagons, strollers, bicycles, scooters, skateboards, roller blades, etc.) on the turf area of the playground will cause damage. Please keep all vehicles on the paved pathways. Dogs are not permitted on the school grounds; please curb your dogs outside the fence if you must bring them with you to school. In

addition, contact sports are not permitted on the grounds. Students will still have designated areas during recess to play touch football, but tackling/wrestling are not allowed. We will continue to enforce the student code of conduct for any rough play that appears to be fighting. Please speak to your children about playground safety.

LOST AND FOUND

Clothing items found on school grounds can be retrieved at the Lost and Found. The main building Lost and Found is located in the basement near the cafeteria. The Annex Lost and Found is located on the first floor near Room 115. Small items such as keys or glasses are kept in the school office. We encourage parents to mark clothing articles and other belongings with the student's name. At the end of each quarter, all unclaimed items are donated to charity.

CPS CALENDAR



Dr. Janice K. Jackson
Chief Executive Officer

2018-2019 CPS CALENDAR ELEMENTARY AND HIGH SCHOOLS

AUGUST				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22▲	23	24
27*	28+	29+	30+	31+

NOVEMBER				
			1Q	2#
5	6	7	8	9
12*	13	14ESPT	15HSPT	16
19	20	(21)	22*	23*
26	27	28	29	30

FEBRUARY				
				1#
4	5	6	7	8
11	12	13	14	15
18*	19	20	21	22
25	26	27	28	

MAY				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27*	28	29	30	31

SEPTEMBER				
3*	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
/24/	/25/	/26/	/27/	/28/
(31)				

MARCH				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE				
3	4	5	6	7
10	11	12	13	14
17	18Q	19#	20*	21e
24e	25e	26e	27e	28

OCTOBER				
1	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY				
	(1)	(2)	(3)	(4)
7	8	9	10	11
14	15	16	17	18
21*	22	23	24	25
28	29	30	31Q	

APRIL				
1	2	3	4Q	5#
8	9	10ESPT	11HSPT	12
/15/	/16/	/17/	/18/	/19/
22	23	24	25	26
29	30			

JULY				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

LEGEND

- Q End of Quarter
- + Teacher Institute Days
- # School Improvement Days
- * Holiday
- Day of non-attendance for students
- Anticipated Window for Summer Programs
- () Schools closed-- no salary paid
- // Schools closed—salary paid except as provided by budgetary action
- HSPT High School Parent-Teacher Conference Day (Report card pickup)
- ESPT Elementary Parent-Teacher Conference Day (Report card pickup)
- e Emergency day-school in session if student days fall below state requirement
- ◆ Each school is provided 2 professional development days
- ▲ School clerks begin working on Wednesday, August 22, 2018

***HOLIDAYS**

September 3	Labor Day	January 21	M. L. King Day
October 8	Columbus Day	February 18	President's Day
November 12	Veteran's Day	May 27	Memorial Day
November 22, 23	Thanksgiving Holiday		

Please note: December 25 and January 1 are holidays for the district offices.

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Nixon Elementary School

**Acknowledgement of 2018-2019
Nixon Parent & Student Handbook Policies**

I have read and understand Nixon Handbook policies and will adhere to accordingly.

Student Name: _____

Student Homeroom: _____

Parent Signature

Date

Student Signature

Date