

# James Logan Elementary School

## Family Handbook

### 2023-2024

#### James Logan School Creed

*I am a winner of excellence in every way.*

*What I think, I can write, I can read, and I can say.*

*I will always say "yes" to right. I will always say "no" to wrong. With all others, I will try to get along.*

*Respect I'll give, respect I'll earn. I know that I come to Logan School to learn.*

*There are some things no one can take from me: my pride, my self-discipline, and my awesome dignity!*

*I will do my best to excel in every way, for I am a winner of excellence today and always.*



1700 Lindley Avenue  
Philadelphia, PA 19141  
215-400-3670 (phone)  
[Logan.philasd.org](http://Logan.philasd.org) (website)

#### Administration:

M. Grill - Principal

K. Brady - Assistant Principal

R. Washington - Climate Manager

# JAMES LOGAN ELEMENTARY

**WHO WE ARE:** James Logan Elementary is a K -5th grade public school located in the Logan section of the city, pre-K is available. The staff of James Logan Elementary School provides a safe, nurturing environment where all students feel loved! We promote academic excellence, maintain high expectations; prepare our students for college and careers; foster a positive school climate that respects and values diversity. Logan Elementary is one of the 17 Community Schools in Philadelphia  
**JAMES LOGAN ELEMENTARY IS ABOUT THE SERIOUS BUSINESS OF LEARNING!!**

## **SHARED RESPONSIBILITY**

We work together and have a shared responsibility for what we do and for our learning.

## **HIGH EXPECTATIONS**

We have high expectations to be prepared for high school, college, and career.

## **KINDNESS**

We partner with our community and celebrate each other's success.



## **OUR SCHOOL PRIORITIES**

- 1) Culture:** We will create safe, welcoming and healthy spaces and relationships with all students, staff, and our Logan community.
- 2) Instruction:** We will provide culturally relevant and academically rigorous instruction to all students.

**School Phone:** 215-400-3670

**Principal:** Matthew Grill

**School Address:** 1700 Lindley Ave., Phila 19141

 THE SCHOOL DISTRICT OF  
**PHILADELPHIA**  
COMMUNITY SCHOOLS



**IN ADDITION TO THE AMAZING STAFF AT LOGAN  
WE OFFER THESE ADDITIONAL RESOURCES**

After-School Programming

Attendance Case Manager

Before Care

Community School Coordinator

STEP –Support Team for Educational Partnerships



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 **THE SCHOOL DISTRICT OF  
PHILADELPHIA  
COMMUNITY SCHOOLS**

*The School District of Philadelphia*  
**James Logan Elementary School**  
1700 Lindley Avenue  
Philadelphia, PA 19141



Matthew W. Grill, Principal  
[mgrill@philasd.org](mailto:mgrill@philasd.org)

Telephone: (215)-400-3670  
Fax: (215)-400-3671

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*The staff of James Logan Elementary School will provide a safe, nurturing environment where all students feel loved! We will promote academic excellence and maintain high expectations for all students. We will prepare our students for college and careers. We will foster a positive school climate which respects and values diversity.*

Dear Logan Families,

I would like to welcome you to the 2023-2024 school year! I hope that everyone had a relaxing and enjoyable summer and that your children are ready to learn. We are looking forward to working collaboratively with you to nurture your child's academic, social and emotional growth.

This year we will continue to work to foster open lines of communication between the school and the home to ensure student success. Here are several things you can do at home to help your child have a successful school year.

- Send your child to school every day and on time.
- Make sure your child gets eight hours sleep each night.
- Establish a routine for studying. Give your child a quiet corner to read and regular time to do homework.
- Keep in touch with your child's teacher via email, dojo, telephone, notes, or letters.
- Attend school-wide events, classroom events, and conferences.
- Celebrate your child's success (giving verbal praise), no matter how small it may seem. This will keep your child enthusiastic about learning and proud of their work.

Throughout this handbook there are checks for you to ensure you have taken the necessary steps to stay informed. There are clear directions in the appendices that will guide you through the process. A copy of this is available on Logan's website.

I am confident that this will be an outstanding school year and look forward to working with the staff and community to continue the James Logan Elementary School tradition of academic excellence! Please continue to watch for information about upcoming events including Back to School Night. I look forward to seeing you there!

Sincerely,

*M. Grill*

Principal

## **Mission Statement**

The staff of James Logan Elementary School will provide a safe, nurturing environment where all students feel loved! We will promote academic excellence and maintain high expectations for all students. We will prepare our students for college and careers. We will foster a positive school climate which respects and values diversity.

## **Vision Statement**

The staff of James Logan Elementary School works to ensure that all students achieve at high academic levels by using innovative approaches to teaching. We deliver the curriculum with enthusiasm and motivate all students to acquire and integrate knowledge in meaningful ways. Our students use technology and apply higher order thinking skills in multiple situations to solve everyday problems. We meet the needs of all students by providing interventions based on individual student performance. The staff of James Logan Elementary School engages parents so that they actively adhere to our policies, participate in school activities, and enthusiastically support all school initiatives. With the support of all stakeholders, our vision of high achievement for all students will be achieved and sustained.

## **Shared Values**

- All Children can learn and achieve.
- Education surpasses academics and includes: Social/Emotional Learning, the “Arts”, and educating the “whole” child.
- We encourage families to partner with us as we help children learn.
- We are committed to making our school successful by working with students, families and community members.

## **James Logan - A Community School**

James Logan Elementary is one of the 17 designated Community Schools in Philadelphia. Community Schools is a partnership between the City of Philadelphia, the School District of Philadelphia, and the school communities to remove barriers to learning and support the success of each student. The long-term goal of Community Schools is to ensure that every student graduates college-, career-, and community-ready, and that communities are healthy, safe, hopeful, and supportive. In each Community School, there is a Community School Coordinator, who supports strategic partnerships and programs that promote wellness, stability, and learning opportunities for students, families, and neighbors. In addition to the Community School Coordinator, there are two additional partners that support families at the school; ACM (Attendance Case Manager), who supports attendance to ensure students are in school daily and to identify any barriers that may affect attendance; OST (Out of School Time) and after-school program.



## General Information

### School Hours

School begins each day at 9:00 A.M. and closes at 3:39 P.M.

### Arrival & Breakfast

8:30-8:50

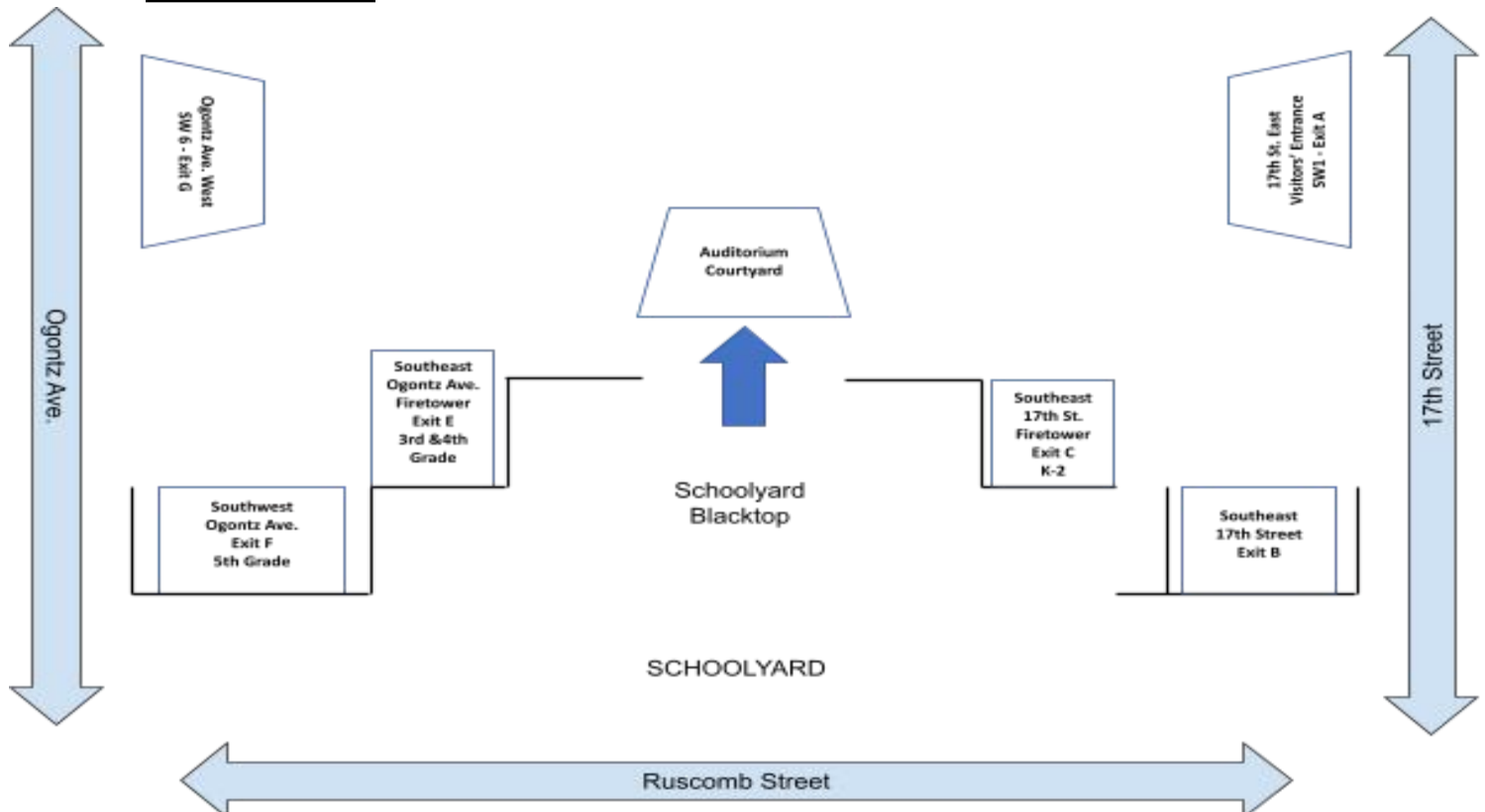
Students will enter through the doors near the cafeteria and have breakfast served until 8:45, when those doors will close. At 8:50 students will be transitioned to the auditorium for the inclusive welcome. There is no supervision of children before 8:30AM. For safety purposes, no parents will be allowed to enter the school building with their child. If a parent needs to come in for a legitimate concern they must go around the building and enter through the main entrance and sign-in.

Students who are not eating breakfast will enter the school building through the courtyard doors starting at 8:50. The student entrance will remain open until 9:00 A.M. Any students arriving after 9:05 A.M. will be issued a late pass and sent to class. After 9:05 A.M. late students must enter through the front entrance and obtain a late pass from the front desk or the main office.

### Dismissal

Students are dismissed at 3:30 P.M. Parents must pick their child up from the designated doors below. There will be no early dismissals after 2:30PM.

### Dismissal Doors:



### **Breakfast**

Research indicates that students who begin school with a healthy breakfast achieve greater academic success. Free breakfast is offered to all students at Logan daily. Students are offered breakfast at 9:00 A.M. upon arrival to school.

### **Lunch**

All students are entitled to a free school lunch. A monthly menu is sent home listing all breakfast and lunch offerings for each day. Students are also welcomed to bring lunch from home. Menus can also be found at <https://www.philasd.org/foodservices/about/menu/>.

### **Healthy Eating**

The Logan Community is a healthy one. Students are exposed to programming that teaches them to make healthy food choices and maintain an active lifestyle. **Shared treats for birthdays/celebrations are not permitted due to student allergies.**

#### **Parents, did you...**

- ☐ Complete your child's emergency contact form with the full and correct information on any adult that may pick up your child (including you)?
- ☐ Sign up for the Parent Portal and ensure that a current contact phone number and email address is on file?
- ☐ Sign up to receive phone, text and email alerts through the Parent Portal?
- ☐ Sign up for ClassDojo?

### **Attendance Policy**

#### **Attendance**

Each child's goal is to reach a 95% attendance rate. That means they cannot miss more than 9 days in the school year (excused or unexcused.) We take this very seriously. Punctuality and good attendance are two of the basic principles of good work habits and ensures a student's success in school. Poor attendance and lateness become a barrier to learning.

Upon returning to school after an absence, each student must provide the teacher with an absence note signed by the parent or caregiver including the *dates and reasons for the absence*. Failure to provide a note will mean a child's absence is coded as an unexcused absence. Be advised that an absence note does not excuse a student if a pattern of absences or lateness exists. Children are not excused for attending trips with parents. Being absent from school to go on vacation will not be excused. The parent should notify the school if a child is expected to be absent for an *extended period of time for medical reasons or some other urgent concern*.

If students arrive at school after 10:00 A.M. without a note or leave before 1:00 P.M. without a note, they will be marked half a day unexcused absence. The half day unexcused absences will accrue to full days. Arriving after 11:00 A.M. or leaving before 1:30 P.M. will be counted as an illegal ½ day absence, unless a note from a doctor is provided. Two ½ illegal absences are equal to one full illegal absence. Absences of 3 or more consecutive days will require a doctor's note in addition to a parent or caregiver's note.

**After the 8th non-doctor's note absence, every subsequent absence must have a doctor's note in order to be excused.** It is the parent's and/or child's responsibility to check with the teacher about make-up work and/or tests and assignments.

**10 unexcused absences, will result in a referral to truancy court/DHS and suspension of student participation in a range of school activities.** A student with 10 consecutive unexcused absences will no longer be enrolled in Logan Elementary.

*An absence note must be submitted to the teacher within three days of an absence or the absence will be coded unexcused. Families may also submit notes electronically at <https://forms.gle/kPCGwwwx1a17DARBA9>*



### **Late Policy**

Punctuality sets the tone for the school day. Students who are constantly late disrupt the instructional program and quickly fall behind in school. Students arriving at school after 9:05 A.M. are considered late. *Chronic lateness will be investigated.*

### **Early Dismissal**

It is imperative that your child remains in school the entire day in order to maximize the benefits of instruction. Instructional time is valuable and cannot be recouped once it is lost. Children with numerous early dismissals quickly fall behind in school so it is vital that parents schedule medical appointments after school and/or during school closures. If your child must be dismissed early, they must bring in a written note signed by the parents stating the time and reason for the early dismissal. Parents will then report to the office and sign the child out in the "Sign-Out Book." *All adults must show ID* to verify they are on the list of adults approved to remove a child for an early dismissal as indicated on the emergency contact sheet. The child will then be called to the office. For the safety and security of your child, no child will be dismissed without an identified adult (21 and over) to accompany him or her. There are no early dismissals after 2:30 P.M.

### **Emergency School Closing**

When school is closed due to extreme weather conditions, an announcement will be made over KYW RADIO 1060 and television stations early in the morning. The announcement "ALL PHILADELPHIA PUBLIC SCHOOLS ARE CLOSED" will be posted on the School District's website. When it is necessary to close school during the school day, television and radio stations will also make announcements. It will be announced as, "ALL PHILADELPHIA PUBLIC SCHOOLS WILL CLOSE AT (time)." In the event of an emergency closing at Logan Elementary School, parents will be notified by telephone messenger and School District website. It is imperative that we have current home information, emergency contact numbers, and work numbers on file. It is important to review with your child the instructions for what to do in the event that you are not at home when he or she arrives home from school. Parents can also download the KYW radio "app" so they can receive important alerts on their cellular telephones.

**Parents, did you...**



- ☐ Sign up for school closing alerts on KYW or other local news stations?
  - ☐ Did you sign-up for the Logan Dojo?

## **School Safety & Security**

### **Safety Drills**

The safety of your child and all children in our schools as well as the safety of the school staff and support personnel is very important to us. In order to maintain a safe environment for our children to study and learn, it is necessary that we practice our emergency and crisis response plans by having drills designed to exercise our procedures. We will be conducting various drills throughout the school year.

**FIRE DRILLS** - The school will conduct a “fire drill” each month that school is in session. This is a Fire Code requirement. We want each student to understand and be aware of the importance of this drill and not be afraid when the fire alarm is sounded. By practicing they will know what to do and how to do it.

**LOCKDOWN DRILLS** - The school will conduct one “Lockdown Drill” each school year. This type of drill will secure the school building and safely shelter all students, staff and visitors inside the building. The purpose of this drill is to keep the students safe from any danger outside or inside the building. During a “Lockdown Drill” all of the perimeter doors to the school building will be locked and will remain locked until the danger or issue outside or inside the building is removed. To enable everyone to remain safe, no one will be allowed to enter the building or leave the building until the authorities authorize such a release.

**SHELTER-IN-PLACE DRILLS** - The school will conduct one “Shelter-in-Place” drill each school year. The purpose of this drill is to be prepared to move to a safe location within the building in case of severe weather or tornadoes.

### **Visitors**

For the safety and security of staff and students, all visitors are required to sign-in and show identification at the front desk and obtain a visitor’s pass before gaining access to any part of the building. They must also sign-out prior to exiting the building. It is imperative to maintain an accurate record of who is in the building at all times. Visitors are not permitted to enter the building through school yard doors.

### **Legal Custody**

Parents/Guardians are asked to inform the main office and the child’s teacher when legal custody of a child resides with one parent. School personnel can only make decisions about the child (e.g., permission to pick up a child from school) based on official legal documents. It is important for the school to have a copy of the custody decree. Custodial parents/guardians likewise are asked to supply the school with copies of restraining orders.

### **Special Release**

The safety of your children is paramount. School district employees are required to follow strict guidelines for releasing students from school. Please read the letter and policy from the district at the end of this handbook. Children will only be released to an adult with proper photo identification that is also listed on the child's emergency contact form. Thank you for your cooperation in keeping Logan safe.

### **Volunteer Clearances**

The Pennsylvania Department of Education requires volunteers to obtain the following clearances:

- Report of criminal history from the Pennsylvania State Police (PSP); and
- Child Abuse History clearance from the Department of Human Services (Child Abuse)

Additionally, the School District of Philadelphia requires volunteers to complete the following:

- Volunteer Code of Conduct
- Volunteer Affirmation or FBI Background Check (if volunteer has lived outside of PA in the past 10 years)
- Volunteer Orientation (online or in-person)

Copies of the volunteer packet must be on file in Logan's office. ***You must complete these steps in order to chaperone field trips.***

#### **Parents, did you...**

- ☐ Review the drills with your child and explain that we practice them to keep everyone safe?
- ☐ Complete your volunteer registration packet?

### **Communication**

#### **School Messenger**

The administration sends important information through School Messenger. We will send important messages via all-calls, text messages and emails. These messages will be sent to the phone number and email addresses on file. If you are not receiving these messages, please log into the Parent Portal to ensure the correct information is on file.

#### **Folders**

Important handouts and information will be sent home via your child's folder each week. We strongly encourage you to check your child's folder daily for important updates.

#### **Agenda Books**

Students in grades K-5 will receive agenda books. They will write down their homework and important information in this book. Please check it daily.

#### **Parent Portal**

The Parent Portal is accessible through the School District of Philadelphia's homepage (<http://www.phila.k12.pa.us/>). PLEASE SIGN UP FOR THIS! Directions are found in the resources section of this handbook. Through this portal you are able to access the Student Information System (SIS) to check your child's grades and absences.

#### **Student Portal**

Students have access to the Student Portal where they can access online programs and resources. Students access this using their student ID number.

### **Translation & Sign Language Interpretation Services**

Translation and sign language interpretation services are available. Please inform the teacher or main office to take advantage of these services.

#### **Parents, did you...**

- ☐ Provide updated and accurate phone numbers and email addresses to the school?
- ☐ Sign up for messages via the Parent Portal?
- ☐ Check out your child's folder?

### **School Health Information**

#### **Immunization of Students**

All pupils must be completely immunized or exempted before admission to any public, parochial, or private school in Pennsylvania. This is required by the Pennsylvania Department of Health, the Philadelphia County Board of Health, and the School District of Philadelphia. The reason for requiring immunization is to protect pupils from preventable communicable diseases and their medical and educational complications.

<b>Immunization Disease:</b>	<b>Required for Admission Number of Doses:</b>
DTaP(Diphtheria, Tetanus and acellular Pertussis)	Five(only 4 needed if #3 was after 4th birthday)
Polio (IPV)	Four (only 3 needed if #3 was after 4th birthday)
MMR(Measles, Mumps, Rubella)	Two (first must be after 1st birthday)
Hepatitis B	Three
Varicella (Chickenpox)	Two (administered on or after the first birthday), or past disease

#### **Physicals**

All students entering kindergarten and all students entering the district for the first time are required to turn in a physical form completed by their primary care provider.

#### **Medication**

**Any medication to be administered during school hours requires an order from the student's physician. If your child requires medication in school, please see the nurse for a "MED 1" form. *Please do not send medication to school with your child until you have contacted the school nurse.***

### **Academics**

Logan teachers will provide your child with a rigorous standardized curriculum in a student-centered learning environment. Students' interests, and learning styles will be assessed in order to meet the needs of individual learners and motivate students. Our teachers participate in ongoing professional development that will enhance their professional practice.

The core subject areas of Reading, Mathematics, Science, and Social Studies will be taught daily, with many of the content areas being woven in through thematic units based on the PA Common Core Standards. These standards increase the focus on critical thinking in reading and writing and authentic problem solving and conceptual understanding in math. In science and social studies, students will learn like the experts in these areas.

Students will also have Physical Education, Art, and Digital Literacy as special classes.

### **Report Card Conference Dates**

The full academic calendar is available in the back of this handbook and on the School District of Philadelphia's website.

1st Marking Period - November 27, 2023- Full Day Conferences

2nd Marking Period - February 1 and 2, 2023- 12:30 PM Dismissal

3rd Marking Period - April 4 and 5, 2023- 12:30 PM Dismissal

Final report cards will be distributed at the end of the year.

### **HONOR ROLL:**

<b>First Academic Honors</b>	<b>Second Academic Honors</b>
A's in ALL subjects	A's and B's in ALL subjects
All positive comments	All positive comments

### **After-School Activities**

After-school activities include, but are not limited to, those that address students' academic needs and interests. Students will meet with their activity advisors immediately after school in the schoolyard. Parents/guardians must pick up their children immediately following activities at the designated time. Students absent from school the day of their activity may not attend on that day. Because participating in after-school activities is a privilege, an advisor may remove any student not adhering to school procedures.

### **TITLE I PROGRAM**

The No Child Left Behind Act of 2001 (NCLB) mandates that schools give information to parents/caregivers regarding:

2. The achievement of their children;

3. The choices they can make about their children's education;
4. The performance of their schools; and
5. Information regarding their children's teachers.

### **Highly Qualified Staff**

NCLB Section 1111 requires principals to notify parents of their rights to request information. Notices will be sent out in September regarding the qualifications of the child's teacher. Parents must also be notified if a child is being taught, for four consecutive weeks, by a teacher who is not highly qualified. These notices will be sent out at the end of September and at regular intervals if necessary, if students are being taught by a substitute who is not highly qualified.

### **Parent Involvement Policy**

Section 1118 of NCLB requires all schools receiving Title I funds to develop a written parental policy and to involve parents in planning, reviewing and improving parental involvement programs. A copy of the School District of Philadelphia Parental Involvement Policy, as well as the individual School Parental Involvement Policy is as follows:

### **Trips**

Trips will be taken during the school year to enhance the educational experience of the James Logan Elementary School students. When a trip is scheduled, teachers will generate a trip slip providing details such as the purpose of the trip, destination, departure time, mode of transportation, lunch needs, approximate return to school, and cost.

The following is a list of general policies regarding trips:

- Eligibility to attend trips is based upon the Logan Earned Rewards System
- All money and signed permission slips are due by the deadline given by the teacher
- Trip money (cash only) and signed permission slip are to be returned to the child's teacher
- Siblings are not permitted to attend trips
- Chaperones must be 21 years or older
- Parents/Guardians who are chaperoning a trip must return to school with the class
- Trip fees cannot be returned due to absence or exclusion for disciplinary reasons since tickets are purchased in advance of the trip

### **MTSS**

Students who are at-risk either academically and/or behaviorally will be referred to Tier II of MTSS, Multi-Tiered System of Support. Parents will be informed of the process and are invited to be active participants. Children in MTSS receive research-based intervention programs. These include:

English Language Arts  
*iReady Reading\**  
*Reading Mastery*  
*Corrective Reading*

Math  
*iReady Math\**  
*Corrective Math*  
*Connecting Math Concepts*

\*Denotes a program that can be accessed at home via the Student Portal.

### **Special Education**



As a parent, you are uniquely qualified to know your child's learning strengths and weaknesses. If it is determined that your child is eligible for special education services, school professionals will utilize your knowledge in designing a special education program for your child's benefit. Your child may be eligible for special education if your child:

1. Has an intellectual disability, emotional disturbance, an orthopedic impairment, deafness, a speech or language impairment, a visual impairment (including blindness), autism, traumatic brain injury, other health impairment, a specific learning disability, deaf-blindness, or multiple disabilities *and*
2. Needs special education, as determined by an evaluation team.

*Your child must meet both qualifications in order to be eligible for special education.* In Pennsylvania, all children eligible for special education have the right to a free, appropriate, public education (FAPE).

Students who have been identified with special needs will receive special education services in the Least Restrictive Environment as indicated in the Evaluation Report and Notice of Recommended Educational Program and as delivered by the Individualized Education Plan. In some cases, the Least Restrictive Environment will mean services must be provided at another location. Please see the resources section of this handbook for additional resources.

### **English to Students of Other Languages**

Students in grades 1 through 5 whose primary language is not English will receive language instruction from an ESOL teacher.

### **PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT (PSSA):**

The annual Pennsylvania System School Assessment is a standards-based, criterion-referenced assessment which provides students, parents, educators and citizens with an understanding of student and school performance related to the attainment of proficiency of the academic standards. These standards in English Language Arts, Mathematics, and Science and Technology identify what a student should know and be able to do at varying grade levels. School districts possess the freedom to design curriculum and instruction to ensure that students meet or exceed the standards' expectations.

- Every Pennsylvania student in grades 3 through 8 is assessed in English Language Arts and Math.
- Every Pennsylvania student in grades 4 and 8 is assessed in science.
- Individual student scores, provided only to their respective schools, can be used to assist teachers in identifying students who may be in need of additional educational opportunities, and school scores provide information to schools and districts for curriculum and instruction improvement discussions and planning.

### **Homework**

The completion of homework is an expectation at James Logan School. Teachers provide homework to practice and review class lessons and to get students ready for upcoming lessons. Homework must be completed on time. Completion of homework assignments will be reflected in students' report card grades. In addition to completing written homework, students should read each night. Please refer to the suggested chart for guidelines.

Kindergarten	20 minutes
Grades 1-2	30 minutes

As a parent, you can help your child learn at home in the following ways:

1. Set up a regular time and a quiet place for your child to work
2. Prepare all of the materials needed to complete homework (pens, pencils, erasers, calculator, paper, books, highlighters etc.)
3. Review homework with your child before it is submitted
4. Speak with your child's teacher on a regular basis about his or her progress

### **Computer Usage**

We are fortunate to have access to technology at our school. Students must take care of all equipment and may not access inappropriate websites. Willful damage to computer equipment and inappropriate usage may result in restitution and/or withdrawal of computer privileges.

### **Personal Electronics**

Personal electronics (such as an iPod, cell phone, hand-held video game, beeper, radio, CD player, pager) are not permitted in the school. These items are disruptive to learning and can be easily lost or misplaced. Any electronics brought to school will be confiscated and held for parents to pick up. The staff assumes no responsibility for confiscated personal items.

Cell phones are a direct violation of School District Policy. Cell phones will be confiscated and only returned to the parent.

#### **Parents, did you...**

- ☐ Mark your calendar with important dates such as days off, half days and report card conferences?

#### **Parents, did you...**

- ☐ Notify your child's teacher of any of the above supports that he or she should be receiving?

### **Student Behavior Expectations**

It is the responsibility of the school stakeholders to provide a safe and secure environment. Routine and structure is a key element for the safety of all our children. Clear expectations keep students accountable through active engagement. Good habits and appropriate behaviors are learned early in a child's development. It is also at this time, when parental involvement is at its highest, that it is important for school staff and parents to work together to achieve and maintain a school atmosphere conducive to learning.

At Logan we take a restorative approach to resolving conflict and preventing harm. Restorative practices are the procedures of proactively building healthy relationships and a sense of community to prevent and address conflict and wrongdoing. One method of resolving conflict with student voice is through peer mediation. Another restorative practice utilized at Logan is community conferencing which is a practice that provides students and educators with effective ways to prevent and respond to school conflict.

Parents, as an important part of the Logan team, can assist by teaching their children appropriate and proper behavior, respect and responsibility. It is a continuous process. What your child learns at home, can and will be carried into the school day. All students are expected to behave in an acceptable and responsible manner while at school, on field trips, riding the bus, in the school yard, lunchroom and other school related situations. Positive behavior, courtesy and cooperation are essential to learning. Logan School adheres to the *School District of Philadelphia Student Code of Conduct*.

Logan takes reports of bullying and/or harassment very seriously. In an effort to be as responsive as possible the School district of Philadelphia has created a centralized reporting form. This system ensures a consistent, immediate response and allows for collection of data to further inform our decision making. This procedure starts by filling out the Bullying and Harassment Reporting and Investigation form which can be found on the school district's website. Schools are required to investigate all reports within two (2) school days after receipt of the form.

Often parents and children use the term bullying to describe all types of conflicts between students. The correct definition of bullying is as follows:

- It is aggressive behavior or intentional actions that result in harm
- It is carried out repeatedly over time
- It occurs within an interpersonal relationship where there is an imbalance of power (e.g., one person is physically larger, stronger, mentally quicker, or socially more powerful)

Bullying, as defined in the policy, refers to direct or indirect action, which may include but is not limited to:

- *Physical*: hitting, kicking, pushing, shoving, getting another person to hurt someone
- *Verbal*: racial slurs, name-calling, teasing, taunting, verbal sexual harassment, gossiping, spreading rumors
- *Non-Verbal*: threatening, obscene gestures, isolation, exclusion, stalking, cyber-bullying (bullying that occurs by use of electronic or communication devices through means of email, instant messaging, text messages, blogs, photo and video sharing, chat rooms, bash boards, or websites)

There are clear expectations for student behavior in the cafeteria. Please review these with your child.

1. Enter quietly and sit in your seat
2. Remain seated at all times
3. Line up quietly to get your lunch when you are told.
4. Eat your lunch with appropriate table manners.
5. Speak in a calm and quiet voice at your table.
6. Clean up the area around you.
7. Wait until you are told to throw out your trash.
8. Raise your hand if you need help.
9. Line up quietly to exit the cafeteria.

The School District of Philadelphia's Code of Conduct can be found here:  
<https://www.philasd.org/studentrights/programsservices/discipline-office/>

**PERSONAL ITEMS/MATERIALS:** Only items and materials related to a student's education should be brought to school. Logan strongly discourages students from bringing **cell phones and**

**other electronics** to school. The school is **not responsible** for lost, damaged, or stolen devices. Students who choose to bring their cell phones/electronics to school are expected to use them responsibly and may only use them when directed. Students who fail to adhere to the school's cell phone and electronics policy will be required to serve a school consequence and there will be communication with the home.

## **Discipline**

The mission of the James Logan Elementary School is to provide students with a strong academic foundation for lifelong learning. We seek to guide them in developing a sense of respect, responsibility, and self-discipline. One of the school's most important goals is to establish an atmosphere in which students feel safe, welcome, and motivated to excel. At the James Logan School, it is understood that a successful, nurturing and high-achieving school in which the faculty and staff are committed cannot exist without discipline.

At the heart of the James Logan School Discipline Plan is the expectation of respect and responsibility for others. Our school has established a school-wide behavior plan known as the Logan Liftoff. The teachers in our school, with the support of the Devereux Foundation, developed this program. What is unique about our program is that we teach our students the expected behaviors throughout the school day during the first week of school. Each day our students are reminded to CPRK: Be Cooperative, Be Prepared for School, Be Respectful to others, and Be Kind to everyone.

### **Parents, did you...**

☐ Review the Code of Conduct with your child?

## School Uniforms

### **Dress Code**

The School District of Philadelphia mandates that all students wear school uniforms every day that school is in session. Parents will be notified if a student is in violation of the dress code.

- ❖ Boys- Plain, navy blue pants with yellow or navy blue, solid colored or Logan shirts. Sweaters (cardigan or pullover) or sweatshirts may be worn. Pants are to be worn around the waist.
- ❖ Girls- Plain navy blue pants/jumpers/skirts (knee length) with plain, solid yellow/navy blue or Logan shirts. Sweaters (cardigan or pullover) or sweatshirts may be worn.
- ❖ Students may wear shorts on warm weather days. Shorts must be plain, navy blue colored and be knee length. No shirts that expose a child's stomach area may be worn. **Sandals, crocs, bubble slides or flip-flops are not permitted.**

The following are **not acceptable** as part of the school uniform:

Holes/rips in pants  
No hoods may be worn  
Undershirts/T-shirts with logos  
Tank tops  
Crop tops, spaghetti straps or see-through clothing  
Sweatshirts need to be plain/school appropriate  
Large or dangling earrings and novelty jewelry  
Make-up, body glitter  
Head wear other than for religious purposes (no bandanas, scarves, hats, etc.)  
Sandals  
Open-toe/heel shoes





# **Important Resources, Communications and Policies from the School District of Philadelphia**

1. Parent & Family Portal Directions
2. Special Release Procedures
3. Parent and Family Engagement Policy
4. School-Parent Compact
5. Volunteer Paperwork Checklist
6. 2023-2024 Academic Calendar
7. Steps of Communication at Logan Elementary

# Parent & Family Portal

The School District of Philadelphia is proud to offer a tool that parents and family members may use to stay connected to their child and their school.

The School District of Philadelphia's Parent & Family Portal gives you access to valuable information about your child's education and school.

Through the Portal, View Your Child's:



**ACADEMIC HISTORY**



**TEST RESULTS**



**ATTENDANCE**



**AND MORE!**



**YOU CAN LOG IN ANY TIME FROM ANY COMPUTER, TABLET OR MOBILE PHONE!**

## GET ALERTS VIA



**TEXT  
MESSAGE**



**PHONE  
CALL**



**E-MAIL**

You can receive alerts about important issues that might impact your child (i.e. weather-related school closures, attendance alerts and upcoming events of interest to families).

### How do I sign up for the New Parent & Family Portal and set up my account?

You must have a personal email address to sign up for a Parent & Family Portal account. You can register for a free email account using Gmail, Outlook, Yahoo, or a similar service.

**For more information on how to set up your Parent Portal, flip the page over!**



THE SCHOOL DISTRICT OF  
PHILADELPHIA

# Parent & Family Portal: Getting Started

## 1) WHERE DO I START?

Just visit <http://signup.philasd.org> in your web browser, and have your **Confirmation Code** ready.

### WHAT'S A CONFIRMATION CODE?

Confirmation Codes are used by parents or guardians to register. The Confirmation Codes are only needed once and will expire on the first of every month. You can get your Confirmation Code from your student's school or you can register completely online!

## 3) IF YOU DON'T HAVE A CONFIRMATION CODE:

- Click on No, I would like to look up my Confirmation Code.
- Enter the personal information of your student (if you have more than one student, you only need to enter one student's information.)
- Select your name and a current telephone number from your student's record to request the Confirmation Code. The Confirmation Code can be delivered by voice or text message.
- Now that you have your Confirmation Code, click the link to return to Account Registration, and begin the process.

## 2) IF YOU HAVE YOUR CONFIRMATION CODE:

- Click on Yes, take me to Account Registration.
- Enter your Last Name and Confirmation Code. Click Next.
- Enter your email address.
- Confirm your email account by clicking on the link provided in the email message.
- Click on the web link inside the email message to complete your registration.
- After you confirm registration, you will set up your "Security Settings." Select a password and provide answers to three security questions.
- Log in to your new account with your email address and new password.

### WE'RE HERE TO HELP!

**CALL US!**  
(215) 400-4000

**EMAIL US!**  
[ask@philasd.org](mailto:ask@philasd.org)

**VISIT US!**  
[philasd.org/pfportal](http://philasd.org/pfportal)



THE SCHOOL DISTRICT OF  
PHILADELPHIA

**SPECIAL RELEASE PROCEDURES FOR SCHOOL DISTRICT OF PHILADELPHIA STUDENTS**  
**EFFECTIVE DATE: SEPTEMBER 9, 2013**

**I. Protocols**

- A. Only the principal or the principal's designee may grant the early release of students during the school day. The principal and designee must be fully informed regarding procedure and process.
- B. All of the following procedures apply to all of the students in the building, including pre-kindergarten students.
- C. Under no circumstance may a pre-kindergarten through 12<sup>th</sup> grade pupil be released to an adult who is not properly identified. In addition to obtaining valid identification from the individual who is picking up the student, school-based staff must also check the student's pocket/record to determine if the child's parent or legal guardian has approved or denied the individual access to the student. If there are any Judicial orders in the student's record/pocket and there are any concerns about those orders, please contact The Office of General Counsel at 215-400-4120.
- D. Valid identification must include the photograph and signature of the individual picking up the student. A government issued ID is preferred.
- E. The release must take place in the school office and not in any other location in the school. Students may not be released from the nurse's office. Under no circumstance are non-school staff to be wandering unaccompanied in the school building.
- F. Visitation by parents/guardians that do not have an educational purpose will not be permitted.
- G. If there is not an emergency situation, those individuals listed on the emergency pickup card cannot remove the child from school without the parent/guardian's approval.
- H. When a written request is received by the parent/guardian to release any student to someone other than the guardian, the authenticity of the request must be established. Telephone requests must be carefully screened. Parents/guardians should be advised that approval of release of their child to another adult, based on written or telephone requests, may be refused.

For all students released early, the following information must be recorded in the school office:

- 1. Date
- 2. Pupil's name
- 3. Room Number
- 4. Time of dismissal
- 5. Adult's name (*printed and signed*)
- 6. Relationship to student
- 7. Type of identification used
- 8. Staff initials
- 9. If age-appropriate, student initials

**Please See the attached Early Dismissal Log to be initiated daily**

**SPECIAL RELEASE PROCEDURES FOR SCHOOL DISTRICT OF PHILADELPHIA STUDENTS**  
**EFFECTIVE DATE: SEPTEMBER 9, 2013**

- I. All of the above procedures must also be followed when the school day has officially ended and there are remaining students who are being picked up late.
- J. When confirming an identification, all adults who are picking up students must remove their headwear, including but not limited to burqa, chadar, boshiya, niqab, or hats. All staff should be culturally sensitive in asking adults to remove these items and this activity should take place if at all possible in a private area and by the same gender.
- K. All students, including pre-kindergarten and kindergarten students, must enter through the main door.
- L. During the school day, parents/guardians may not come into the schoolyard during recess without the expressed approval of the school principal. Students may not, under any circumstance, be dismissed early from the schoolyard. All early dismissals must occur in the main office.
- M. All schools must establish and communicate a protocol whereby visitors are permitted into the building, (by Aiphone or another method). All visitors must be carefully monitored when entering a school building to ensure each travels directly from the entrance to the school's main office.
- N. All staff must wear their School District of Philadelphia identification badges, at all times, in part to distinguish staff from visitors.
- O. Emancipated minors with a court order may be released without an accompanying adult.
- P. Students 18 years of age or older, who live independently without a guardian, may be released without an accompanying adult.
- Q. All emergency contact information must be entered into the School Computer Network (SCN). Please contact the SDP help desk for assistance.

**II. Circumstances That Warrant an Early Release of a Pupil to be Granted**

- A. Medical and Dental Appointments
  - 1. Dismissal of students for medical or dental appointments may be permitted only for emergency purposes. A note from a physician or a dentist should certify the emergency (need not be submitted in advance).
  - 2. The School Handbook distributed to parents at the beginning of the school year must inform parents that medical and dental appointments should be scheduled during non-school hours. This policy should be reiterated during the school year, as needed.
  - 3. If a student is released for emergency medical or dental treatment, the date, time of the release and time of return must be on file in the school office
- B. Illness or Injury
  - 1. A parent or other responsible adult must be contacted to come to the school when a student's illness or injury requires immediate notification.
  - 2. The parent, guardian, or other designated adult representative of the family who comes to school must report to the office and provide valid identification, checked against school records, before the student is released.



**SPECIAL RELEASE PROCEDURES FOR SCHOOL DISTRICT OF PHILADELPHIA STUDENTS**  
**EFFECTIVE DATE: SEPTEMBER 9, 2013**

- C. Suspensions
  - 1. Students are to remain in the building until the close of the school day unless released to the parent, guardian or other responsible adult. The identification of the adult must be verified in accordance with this procedure.
- D. Hearings
  - 1. When a student or parent presents a summons from Juvenile Court, the principal must dismiss the student in accordance with this procedure.

*Note:*

- *It is the responsibility of the principal to inform and review with all school staff the Special Release Procedure, as well as post this procedure prominently throughout the school and on the website in multiple languages. This procedure should also be distributed throughout the year, at multiple occasions.*
- *Schools should forward reminders to parents, at every opportunity, to update: (1) parental contact information, (2) list of approved individuals who may pick up their child (once identification is confirmed), and, (3) court orders or special instructions regarding their child.*
- *All school staff must sign the accompanying form demonstrating receipt of this procedure and their acknowledgement of their understanding of the procedure. The signed, and dated form is to be maintained in the employee's folder.*

**Issuance Date: September 9, 2013**



William R. Hite, Jr., Ed.D.



# THE SCHOOL DISTRICT OF PHILADELPHIA

## ***James Logan School*** **Parent and Family Engagement Policy**

***School Year 2023-2024***  
***Revision Date: May 23, 2023***

In support of strengthening student academic achievement, James Logan School receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

### **James Logan School agrees to implement the following requirements as outlined by Section 1116:**

Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A,

- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school,
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children,
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities,

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

### **DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

#### **Section A: JOINTLY DEVELOPED**

planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

*- Invite parents and families to participate and share their input at the Winter and Spring Title I meetings. During the Spring meeting, the school and parents jointly develop the Parent and Family Engagement Policy and the Parent-School Compact.*  
*This work meeting was held on April 26, 2023.*

*This year's meeting was held on April 26, 2023.*

- Invite parents and families to attend monthly School Advisory Council meetings.*
- Use surveys and meetings to obtain feedback, ideas and suggestions from parents and families.*

## **Section B: ANNUAL TITLE I MEETING**

James Logan School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

*Our Annual Title I Meeting will be held during Back to School Night on September 14, 2023. At this time, staff will make a presentation to parents on state content academic standards, PSSA state assessments, parent rights to know under Title I, school curriculum and academic programs and ways to work with educators and monitor student progress.*

## **Section C: COMMUNICATIONS**

James Logan School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

- Distribute copies of the Parent and Family Engagement Policy and School Parent Compact to all students to be taken home. In addition, we will make copies available on the Parent and Family Resource Room that is located across from the Main Office. Provide information on the school website. We will also make a digital copy available on our website.*
- We offer a variety of meeting times for our parents. We have provided morning and evening meets as well as meetings during the school day in our individual classrooms that are organized by our grade room teachers.*
- We will continue to offer virtual meetings as an alternative to in person meetings during the 2023-2024 SY.*
- Parents are always welcome to bring students to meetings and we can provide staff to support students academically during the meeting time.*
- Provide letters to parents and families in various languages based on the information in the Student Information System and in parent friendly language.*

## **Section D: SCHOOL-PARENT COMPACT**

James Logan School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

- Invite parents and families to participate and share their input at the Winter and Spring Title I meetings. During the Spring meeting.*
- Invite parents and families to attend monthly School Advisory Council meetings.*
- Use surveys and meetings to obtain feedback, ideas and suggestions from parents and families.*

## **Section E: RESERVATION OF FUNDS**

If applicable, James Logan School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

*During the Winter Title I Parent Meeting, we explain what the school budget and Schoolwide plan are and why we need parent input. This year's Winter Title I Meeting was held on March 8, 2023. At this meeting we discussed specifics related to the current budget such as how much the total budget is and how funds are allocated. We also discussed the school's Title I budget and how the funds are being used for the current school year. Parents have the opportunity at the meeting to give input into the spending of the 1% Title I parent set-aside for next year.*



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## Section F: COORDINATION OF SERVICES

James Logan School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- *Provide information to local preschool programs about registration, Kindergarten Open House, and school-community events to encourage local pre-k parents to attend these events.*
- *Inform parents and community members via school website about available programs and services through the Office of Specialized Services and Office of Family and Community Engagement.*
- *Speakers from the School District of Philadelphia FACE Office, or outside agencies such as The Mayor's Office of Education, and Devereux will be invited to conduct the parent workshops.*

## Section G: BUILDING CAPACITY OF PARENTS

James Logan School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A
  - How to monitor their child's progress
  - How to work with educators to improve the achievement of their child

- *Workshops will be conducted throughout the year such as helping students access asynchronous tasks and virtual learning, accessing the Parent and Family Portal, Understanding the Core Curriculum through Literacy and Mathematics workshops, School Selection Process, Preparing for the PSSA, and a variety of other trainings based on parents' feedback.*
- *Breakfast with the Principal will allow parents to communicate issues or concerns that they may have directly with administration.*
- *The James Logan Elementary School Staff will conduct workshops meetings regarding the above-mentioned topics. Each monthly parent meeting will also have a component that addresses academic success and a review of the school's data.*
- *Speakers from the School District of Philadelphia FACE Office, or outside agencies such as The Mayor's Office of Education, and Devereux will be invited to conduct the parent workshops.*
- *The principal will notify the parents/guardians in the monthly newsletter and monthly calendar, of any and all workshops, seminars, Family activities, etc.*
- *Provide access to platforms such as Class Dojo that allow for a school wide effort to communicate with parents.*

## Section H: BUILDING CAPACITY OF SCHOOL STAFF

James Logan School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

- *School Leadership will provide annual training to school staff on building effective partnerships with parents. Parent survey results will be shared with staff as well. This PD will happen during one of the designated district PD days in the Fall or*

*Winter.*

James Logan School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- *Hosting and coordinating a Family Literacy Event and other workshops.*
- *School District website and Parent and Family Portal Training.*
- *Hosting and coordinating Volunteer Orientation.*
- *Provide necessary literacy training for parents to support school-home connections.*
- *Train parents to enhance the engagement of other parents to maximize parent and family engagement and participation in their child's education.*
- *Develop partnerships with community-based organizations and partners.*

Principal's Signature

*Matthew C. Hill*

Date Signed

May 23, 2023



**James Logan School**  
**Parent and Family Engagement Policy SUMMARY**  
**English**  
**School Year 2023-2024**  
**Revision Date: May 23, 2023**

This is NOT the entire Parent and Family Engagement Policy for this school. It is a summary that is meant to provide the

**How we developed this Policy and our Parent and Family Engagement programs with**

- *Invite parents and families to participate and share their input at the Winter and Spring Title I meetings. During the Spring meeting, the school and parents jointly develop the Parent and Family Engagement Policy and the Parent-School Compact. This year's meeting was held on April 26, 2023.*
- *Invite parents and families to attend monthly School Advisory Council meetings.*
- *Use surveys and meetings to obtain feedback, ideas and suggestions from parents and families.*

**Information about our Annual Title I Parent Meeting:**

*Our Annual Title I Meeting will be held during Back to School Night on September 14, 2023. At this time, staff will make a presentation to parents on state content academic standards, PSSA state assessments, parent rights to know under Title I, school curriculum and academic programs and ways to work with educators and monitor student progress.*

**How you can expect the school to communicate with you about parent and family**

**How we developed the School-Parent Compact with parent input:**

- *Invite parents and families to participate and share their input at the Winter and Spring Title I meetings. During the Spring meeting, the school and parents jointly develop the Parent and Family Engagement Policy and the Parent-School Compact. This year's meeting was held on April 26, 2023.*
- *Invite parents and families to attend monthly School Advisory Council meetings.*
- *Use surveys and meetings to obtain feedback, ideas and suggestions from parents and families.*

**How we share Title I budget information with parents and get parent input into how to**

*why we need parent input. This year's Winter Title I Meeting was held on March 8, 2023. At this meeting we discussed specifics related to the current budget such as how much the total budget is and how funds are allocated. We also discussed the school's Title I budget and how the funds are being used for the current school year. Parents have the opportunity at the meeting to give input into the spending of the 1% Title I*

**How we will work with businesses and other community partners to provide resources to**

**How we will build parents' capacity to support your child's academic success:**

- Breakfast with the Principal will allow parents to communicate issues or concerns that they may have directly with administration.
- The James Logan Elementary School Staff will conduct workshops meetings regarding the above-mentioned topics. Each monthly parent meeting will also have a component that addresses academic success and a review of the school's data.
- Speakers from the School District of Philadelphia FACE Office, or outside agencies such as The Mayor's Office of Education, and Devereux will be invited to conduct the parent workshops.

**How we will train school staff with parent input to communicate and work with parents as**

School Leadership will provide annual training to school staff on building effective partnerships with parents. Parent survey results will be shared with staff as well. This PD will happen during one of the designated district PD days in the Fall or Winter.

**Other ways we will support parent and family engagement:**

- Hosting and Coordinating a Family Literacy Event and other workshops.
- School District website and Parent and Family Portal Training.
- Hosting and coordinating Volunteer Orientation.
- Provide necessary literacy training for parents to support school-home connections.
- Train parents to enhance the engagement of other parents to maximize parent and family engagement and participation in their child's education.
- Develop partnerships with community-based organizations and partners.



# THE SCHOOL DISTRICT OF PHILADELPHIA

## **James Logan School School-Parent Compact**

**School Year 2023-2024  
Revision Date: April 26, 2023**

Dear Parent/Guardian,

*The parents, students, and staff of James Logan School collaborated to develop this School-Parent Compact. Parents are encouraged to attend annual revision meetings held in the Spring of each year to review the compact and make suggestions based on student needs and school improvement goals. This year, the Spring Title I Meeting was held on April 26, 2023. Parents are also encouraged to participate in the School Family Engagement survey that is also used as a tool to collect parent feedback regarding the current Title I programs, policies and family engagement.*

To understand how working together can benefit your child, it is first important to understand the district's and school's goals for student academic achievement.

[The Board of Education's updated Goals and Guardrails are available on the School District Website at www.philasd.org.](http://www.philasd.org)

### **James Logan School GOALS**

*At least 40% of grade 3-5 students will score proficient/advanced on the ELA PSSA  
At least 30% of grade 3 students will score proficient/advanced on the ELA PSSA  
At least 30% of grade 3-5 students will score proficient/advanced on the Math PSSA  
At least 60% of all students will attend school 90% of days or more*

To help your child meet the district and school goals, the school, you, and your child will work together:

#### **SCHOOL/TEACHER RESPONSIBILITIES:**

James Logan School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment.*
- Communicate with parents frequently through Class Dojo, monthly newsletters, school messenger, the school's website and provide quarterly progress reports and report card parent teacher conferences.*
- Provide opportunities for parents to volunteer and participate in school activities.*
- Host Family Literacy and Math Night events where families will receive strategies for at-home activities.*

#### **PARENT RESPONSIBILITIES:**

We, as parents, will:

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- *Ensure my child arrives at school on time and attends school every day.*
- *Ensure that homework is completed daily.*
- *Participate in decisions relating to my child's education.*
- *Promote positive use of my child's extracurricular time.*
- *Stay informed about my child's education and communicate with the school by promptly reading and responding to all notices from the school.*
- *Attend parent meetings and school related activities.*

#### **STUDENT RESPONSIBILITIES:**

- *Arrive on time and be prepared to participate in lessons.*
- *Follow school rules and demonstrate CPRK.*
- *Complete daily homework assignments.*
- *Read for at least 30 minutes every day outside of school.*
- *Take home all notices and information received from school every day.*

#### **COMMUNICATION ABOUT STUDENT LEARNING:**

*James Logan School is committed to frequent two-way communication with families about*

- *Class Dojo, Monthly calendars, Newsletters , Phone messenger, Text messages, School website, Google Classroom, Parent and Family Portal, Parent Teacher conferences, Translations as needed*

#### **ACTIVITIES TO BUILD PARTNERSHIPS:**

*James Logan School offers ongoing events and programs to build partnerships with families.*

- *Back to School Night*
- *Kindergarten Open House*
- *School Advisory Council meetings*
- *Parent/Family workshops*
- *Fall, Winter, Spring Title I Input Meetings*
- *Volunteer Orientation and volunteer opportunities*
- *Parent and Family Resource Table located in the Parent Resource Center*



What YOU need to do  
Before you volunteer!



## Volunteer Paperwork checklist

**Bring the following to your school to Begin Volunteering.  
Altogether, these make up the Volunteer Packet.**



### Volunteer Code of Conduct

Go to [www.philasd.org/FACE/volunteer](http://www.philasd.org/FACE/volunteer) to read, print, and sign our standards of behavior agreement, called the Volunteer Code of Conduct.



### Child Abuse History Clearance

Go to <https://www.compass.state.pa.us/CWIS/Public/Home> to fill out. Find directions on [www.philasd.org/FACE/volunteer](http://www.philasd.org/FACE/volunteer).



### PA State Criminal Background Check

Go to <https://epatch.state.pa.us/Home.jsp> to fill out. Find directions on [www.philasd.org/FACE/volunteer](http://www.philasd.org/FACE/volunteer).



### FBI Background Check OR Signed Volunteer Affirmation

If you have NOT lived in PA for the past 10 years, go to [www.pa.cogentid.com](http://www.pa.cogentid.com) to obtain an FBI Background Check. If you HAVE lived in PA for the past 10 years, go to [www.philasd.org/FACE/volunteer](http://www.philasd.org/FACE/volunteer) to print and sign the Volunteer Affirmation.



### Certificate of Volunteer Orientation Completion

You have 45 days from your volunteer start date to complete our Orientation, either online or in-person. Go to [www.philasd.org/FACE/volunteer](http://www.philasd.org/FACE/volunteer) to find both options.

**Bring your completed Volunteer Packet to the Main Office at Your School!**

Questions? Need Assistance?  
215-400-4180, Option #6 | [volunteer@PhilasD.org](mailto:volunteer@PhilasD.org)

## HOW TO PROBLEM SOLVE AT JAMES LOGAN ELEMENTARY SCHOOL

### **ACADEMIC CONCERNS (Grades/Assignments)**

- Step 1 – Contact the Teacher
- Step 2 – Contact the School Based Teacher Leader
- Step 3 - Contact the Principal

### **BEHAVIOR CONCERNS**

- Step 1 – Contact the Teacher
- Step 2 – Contact the Climate Manager
- Step 3 - Contact the Assistant Principal
- Step 3 – Contact the Principal

### **SPECIAL EDUCATION CONCERNS: (Accommodations, etc)**

- Step 1 – Contact the Teacher
- Step 2 – Contact the Special Education Compliance Monitor
- Step 3 – Contact the Principal

### **ATTENDANCE and EARLY DISMISSALS (Excuse notes, requests for early dismissals, reconciliation of absences or lateness)**

- Step 1 – Contact the Teacher
- Step 1 – Contact the Main Office
- Step 3 – Contact the School Counselor
- Step 4 – Contact the Assistant Principal

### **HEALTH CONCERNS AND MEDICAL ACCOMMODATIONS**

- Step 1 – Contact the Nurse
- Step 2 – Contact the Principal

### **BEHAVIOR HEALTH CONCERNS**

- Step 1 – Contact the Counselor
- Step 2 – Contact the Climate Manager
- Step 3 - Contact the Principal

### **ADMINISTRATIVE POLICIES/CONCERNS ABOUT A SPECIFIC TEACHER**

- Contact the Principal

### **CONTACT INFORMATION - Main Office Telephone Number – 215-400-3670 – Follow the Prompts**

M. Grill, Principal – mgrill@philasd.org

K. Brady, Assistant Principal- kjthomas@philasd.org

M. Washington-Leslie- School Based Teacher Leader- mgoodwinwashington@philasd.org

R. Washington, Climate Manager - rjwashington@philasd.org

M. Oppenheimer, Special Education Compliance Monitor - mmtimko@philasd.org

M. Hench, Counselor - mhench@philasd.org

S. McGarry, Nurse - smgarry@philasd.org

J. Huger, Secretary - jhuger@philasd.org

*Teachers' email addresses can be found on our website at: [logan.philasd.org](http://logan.philasd.org)*

James Logan Elementary Tentative School Calendar 2023-2024					
August		December~Winter Spirit~ Cooperation		April~ Autism Awareness~Honesty	
26	BET Expo and Back to School Event	1	1st Quarter Awards Assemblies K-5	1	Term 3 Ends
29-31	District-wide Professional Development- Logan Staff	5-7	K-5 Town Halls	4,5	12:30 Dismissal; Report Card Conferences
30	Logan Student Welcome Back Celebration Open House 3-4pm	8	Dress Down Day	5	Dress Down Day
September~ Welcome Back ~ Determination		12:30 Dismissal Students; Staff Professional Development		10	NO SCHOOL-Eid al-Fitr
1	Staff Professional Development	15	Interim Reports Due	10-14	Autism Awareness Week
4	NO SCHOOL- Labor Day	18-22	Winter Wonderland Spirit Week	11	3rd Quarter Awards Assembly K-5
5	First Day of School for Students	19	Winter Concert	19	Dress Down Day
6-8	K-5 Town Halls	21	STEP Parent Engagement: Family Holiday Craft Activity 3:30pm	22	PSSA Testing Begins; PSSA Pep Rally
8	PBIS Kickoff Assembly	22	Movie Day (Afternoon school wide incentive) /Student Month	22	Earth Day School Wide Event
5 - 11	Kindergarten 12:30 Dismissal; Kindergarten Interviews	25-29	NO SCHOOL- Winter Recess	26	Ice-Cream Social/ Student of the Month Celebration
14	Logan Back To School Night	7,14,21	Pretzel Days	4,11,18,25	Pretzel Days
15	Hispanic Heritage Month Begins	January~ Empathy		TBD	Parent Summer Program Registration
25	NO SCHOOL- Yom Kippur	1	NO SCHOOL-New Year's Day (Observed)		
27	STEP Parent Engagement: Narcan Training 9:30AM	2	Staff Professional Development- No School for Students		
29	12:30 Dismissal Students; Staff Professional Development; Dress Down Day	5	Dress Down Day - School-Wide 2024 Bowling Kickoff		
29	Interim Reports Due	9-11	K-5 Town Hall		
14, 21, 28	Pretzel Days	15	NO SCHOOL-Dr. Martin Luther King Jr. Day		
21	International Day of Peace	17	SAC Meeting - 9:30AM	May~ Accountability	
Goodbye to Summer Event ( Waterice & Mini Pretzels) / Student of the Month Celebration		19	Dress Down Day	1	SAC Meeting- 9:30AM
October~Bullying Prevention Month~ Responsibility		26	Term 2 Ends	3	Interim Reports Available
3	Chat-n-Chew with Leadership	31	Masquerade Party Incentive/ Student of the Month	6-10	Teacher & Staff Appreciation Week
3-5	K-5 Town Hall	4,11,18,25	Pretzel Days	10	STEP Parent Engagement: Muffins with Mom 8:30AM
4	Community Schools "Know Your Numbers" Fair	February~Kindness-Black History Month		10	Dress Down Day
15	Hispanic Heritage Month Ends	1,2	12:30 Dismissal; Report Card Conferences	10	12:30 Dismissal Students; Staff Professional Development
20	School-Wide Fox Chase or Shady Brook Farm Trip	2	Dress Down Day	13-17	College and Career Readiness Week
27	Staff Professional Development - No School	8	2nd Quarter Awards' Ceremonies	15	BET Day of Success
5,12,19,26	Pretzel Days	5-9	BLM Week of Action	17	Mental Health Awareness Day
20	STEP 2nd Annual Anti-Violence March	12	STEP Parent Engagement: 2nd Annual Share the Love Event 8:30AM	23	Election Day (Tentative)- NO SCHOOL
27	Staff Professional Development -No School	12-16	Random Acts of Kindness Week	24	Dress Down Day - Zoo Trip
24-28	Red Ribbon Week	16	Dress Down Day	27	Memorial Day- NO SCHOOL
TBD	Read By 4th Reading Promise Fair	19-23	Scholastic Book Fair	2,9,16,23,30	Pretzel Days
TBD	Storybook Character Day	23	Interim Reports Available	31	Glow Party/ Student of the Month Celebration
27	Game Day Incentive / Student of the Month Celebration	27	Logan Wax Museum / Learning Exhibition/ Student of the Month Celebration		
November~ STEM~Prepared		TBD	100th Day of School Celebration	June~ Accountability	
1	SAC Meeting - 9:30AM	1,8,15,22,29	Pretzel Days	7	Field Day/Student of the Month Celebration
6-9	K-5 Town Hall	March~ Respect~ Women's History Month		11	Move Up Days & Awards Ceremonies
7	NO SCHOOL- Election Day	1	Dress Down Day	13	12:30 Dismissal; Staff Professional Development
7-11	STEM Week	4-8	Literacy Week	14	12:30 Dismissal: Last Day for Students and Staff; Term 4 Ends
10	Dress Down Day	6	SAC Meeting - 9:30am	17	Eid al-Adha; (Observed)School & Offices Closed
16	Term 1 Ends	8	12:30 Dismissal Students; Staff Professional Development		
20	Spelling Bee	14	Pi Day		
21	STEP Parent Engagement: Family Movie Night 5PM	14	Dress Down Day - School Wide Trip - Adventure Aquarium		
22	12:30 Dismissal for Students & Staff	20	Family Night		
22	Fall Festival; Student of the Month Celebration	20	Sneaker Ball Incentive/ Student of the Month Celebration		
23-24	NO SCHOOL- Thanksgiving Holiday	22	STEP Parent Engagement: Dudes & Donuts 8:30AM		
2,9,16,30	Pretzel Days	25-29	NO SCHOOL-Spring Recess		
27	Term 1 Report Card Conferences (Full Day); School Closed for Students	7,14,21	Pretzel Days		
TBD	School Pictures				
Mr. Matthew Grill, Principal		Ms. Kia Brady, Assistant Principal			
PRETZEL DAYS WILL BE HELD EVERY THURSDAY for \$1.50					
* Monthly Calendars will be distributed with more dates*					
Last Modified: 5/31/23		1700 Lindley Avenue Philadelphia, PA, 19141 215-400-3670 <a href="https://logan.philasd.org/">https://logan.philasd.org/</a>			





THE SCHOOL DISTRICT OF  
PHILADELPHIA

# Academic Calendar

## 2023-2024

August 2023

SUN	MON	TUES	WED	THUR	FRI	SAT
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023

SUN	MON	TUES	WED	THURS	FRI	SAT
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023

SUN	MON	TUES	WED	THURS	FRI	SAT
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

August 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

■ School Closed for Students and Staff

■ Three Hour Early Dismissal for Staff and Students

■ First Day of School for Students

■ Last Day of School

■ Staff Professional Development (Full Day); School Closed for Students

■ Staff Professional Development (Half Day); Three Hour Early Dismissal for Students

■ Report Card Conference (Full Day); School Closed for Students

■ Report Card Conference (Half Day); Three Hour Early Dismissal for Students

# Academic Calendar

## 2023-2024



- School Closed for Students and Staff
- Three Hour Early Dismissal for Staff and Students
- First Day of School for Students
- Last Day of School
- Staff Professional Development (Full Day); School Closed for Students
- Staff Professional Development (Half Day); Three Hour Early Dismissal for Students
- Report Card Conference (Full Day); School Closed for Students
- Report Card Conference (Half Day); Three Hour Early Dismissal for Students

Term 1	Term 2	Term 3	Term 4
<b>Dates:</b> 9/5/23 - 11/16/23 <b>Full Instructional Days:</b> 49 <b>Early Dismissal Instructional Days:</b> 1 <b>Interim Reports Due:</b> 9/29/23 <b>Report Card Conf:</b> 11/27/23	<b>Dates:</b> 11/17/23 - 1/26/24 <b>Full Instructional Days:</b> 38 <b>Early Dismissal Instructional Days:</b> 2 <b>Interim Reports Due:</b> 12/15/23 <b>Report Card Conf:</b> 2/1/24-2/2/24	<b>Dates:</b> 1/29/24-4/1/24 <b>Full Instructional Days:</b> 36 <b>Early Dismissal Instructional Days:</b> 4 <b>Interim Reports Due:</b> 2/23/24 <b>Report Card Conf:</b> 4/4/24-4/5/24	<b>Dates:</b> 4/2/24-6/14/24 <b>Full Instructional Days:</b> 46 <b>Early Dismissal Instructional Days:</b> 5 <b>Interim Reports Due:</b> 5/3/24

### August 2023

0 Student Days; 3 Staff Days

SUN	MON	TUES	WED	THUR	FRI	SAT
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 29th: Staff Professional Development or Reorganization (Varies by School)
- 30th-31st: Staff Professional Development

### September 2023

18 Student Days; 19 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 1st: Staff Professional Development or Reorganization (Varies by School)
- 4th: Labor Day; Schools closed for students and staff; Administrative offices closed
- 5th: First day of school for students
- 5th-11th:** Kindergarten interview days (Three Hour early dismissal K only)
- 25th: Yom Kippur; Schools closed for students and staff; Administrative offices closed
- 29th: Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students
- Additional Important Dates:** 16th-17th: Rosh Hashanah (Weekend)

## October 2023

21 Student Days; 22 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

 **27th:** Staff Professional Development (Full Day); School closed for students



**Additional Important Dates:**

**9th:** Indigenous Peoples' Day of Learning (In-school day)


## November 2023

18 Student Days; 19 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

 **7th:** Election Day; Schools closed for students and staff

 **22nd:** 3-hour Early Dismissal for students and staff

 **23rd-24th:** Thanksgiving Recess; School closed for students and staff; Administrative offices closed

 **27th:** Term 1 Report Card Conferences (Full Day); School closed for students



**Additional Important Dates:**

**5th:** Daylight Saving Time ends

**11th:** Veterans Day


**12th:** Diwali


## December 2023

16 Student Days; 16 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

 **15th:** Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students

 **25th:** Christmas Day; School closed for students and staff; Administrative offices closed

 **26th-29th:** Winter Recess; School closed for students and staff; Administrative offices closed


## January 2024

20 Student Days; 21 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 **1st:** New Year's Day; School closed for students and staff; Administrative offices closed

 **2nd:** Staff Professional Development (Full Day); School closed for students

 **15th:** Dr. Martin Luther King Jr Day; School closed for students and staff; Administrative offices closed



**Additional Important Dates:**

**3rd-17th:** Keystone Testing Window

**6th:** Three Kings Day



## February 2024

20 Student Days; 20 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

- 1st-2nd:** 2nd Term Report Card Conferences (Half Day); Three-Hour Early Dismissal for Students
- 9th:** Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students
- 19th:** Presidents' Day; School closed for students and staff; Administrative offices closed
- Additional Important Dates:**  
**10th:** Lunar New Year (weekend)

## March 2024

16 Student Days; 16 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 8th:** Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students
- 25th-28th:** Spring Recess; Schools closed for students and staff
- 29th:** Good Friday; School closed for students and staff; Administrative offices closed
- Additional Important Dates:**  
**10th:** Daylight Saving Time starts  
**11th:** Ramadan begins

## April 2024

20 Student Days; 20 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 4th-5th:** Report Card Conferences (Half Day); Three-Hour Early Dismissal for Students
- 10th:** Eid al-Fitr; School closed for students and staff; Administrative offices closed
- 23rd:** Election Day; School closed for students and staff
- Additional Important Dates:**  
**8th:** Ramadan ends  
**22nd:** PSSA testing window begins

## May 2024

22 Student Days; 22 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 10th:** Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students
- 27th:** Memorial Day; School closed for students and staff; Administrative offices closed
- Additional Important Dates:**  
**3rd:** PSSA testing window ends  
**13th- 24th:** Keystone testing window

## June 2024

10 Student Days; 10 Staff Days

SUN	MON	TUES	WED	THURS	FRI	SAT
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- **13th:** Staff Professional Development (Half Day); Three-Hour Early Dismissal for Students
- **14th:** Last Day of School for students and staff; Three-Hour Early Dismissal for Students, Full day for Staff
- **17th:** Eid al-Adha; Administrative offices closed
- **19th:** Juneteenth; Administrative offices closed
- ➔ **Additional Important Dates:**  
**12th-14th:** Graduation window

## July 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- **4th:** Independence Day; School closed for students and staff; Administrative offices closed

## August 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

- **21st:** Reorganization
- **20th, 22nd, 23rd:** Staff Professional Development
- **26th:** First day of school for students
- 26th-30th:** Kindergarten interview day; Three-Hour Early Dismissal (K only)

**Please note the following:** Some religious holidays begin at sundown on the evening before the holiday. Additionally, some holidays include fasting practices. Please be mindful of these holidays when scheduling tests, activities and events.