



# INCOMING 2<sup>ND</sup> GRADE PARENT/GUARDIAN ORIENTATION



Park Elementary School  
100 Glen Street SW  
Hutchinson, MN 55350  
(320) 587-2837

[www.isd423.org/park-elementary/](http://www.isd423.org/park-elementary/)

# OFFICE STAFF

- ❑ Mrs. Mary Getzke, Assistant Principal
- ❑ Mrs. Jill Bridge, School Counselor
- ❑ Mrs. Valerie Huepenbecker, School Counselor
- ❑ Mrs. Amanda Kaping, School Social Worker
- ❑ Mrs. Johanna Hanneman, School Secretary
- ❑ Mrs. Sara Peterson, Receptionist/Secretary
- ❑ Mr. Dan Olberg, Principal

# PARK'S MISSION

- ☐ Together we build a school community that encourages respect, learning and communication.
- ☐ Focus on Reading and Math
- ☐ Host to grades 2-5



PARK **C**ooperation

Character  
Education



**A**ssertiveness

**R**esponsibility

**E**mpathy

**S**elf-Control

# ABOVE THE LINE

COOPERATE

BE ASSERTIVE

SHOW EMPATHY

BE RESPONSIBLE

USE SELF-CONTROL

*Listen*

*Follow Directions*

*Work Together*

*Be Fair*

*Tell the Truth*

*Care About Others*

*Be Safe*

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# BELOW THE LINE

NAME-CALLING

PUSHING

BEING UNKIND

TEASING

PUT-DOWNS

BEING A POOR SPORT

# BOTTOM LINE

HITTING

LYING

STEALING

WEAPONS

INAPPROPRIATE LANGUAGE / GESTURES

CHEATING

HARASSMENT

PROPERTY DAMAGE

FIGHTING

# FIRST DAY OF SCHOOL



- ☐ **Second graders will meet near the United States of America painting (located just feet away from the playground)**
- ☐ **Classroom teachers will meet their respective classes outside for the first week**
- ☐ **Numerous Park staff will be outside to assist students as they get off the bus**

# MORNING AT PARK ELEMENTARY

## ☐ Drop-off Zones:

- ☐ Busses drop off on Grove Street
- ☐ Family drop off on Glen Street
- ☐ Bicycles are locked to bike racks near 2<sup>nd</sup> avenue



- ☐ Supervision of students begins at 8:15 a.m. on playground
- ☐ Breakfast is served from 8:15-8:35 a.m.— free for all students
  - ☐ Students enter building through door 3 to go to the cafeteria
- ☐ Entrance bell rings at 8:35 a.m.
- ☐ School starts at 8:45 a.m.
- ☐ Video announcements are projected on a SmartBoard
- ☐ Call Park Elementary Office to report any student absences or tardies by 9 a.m., if possible.



# DAILY SCHEDULE

- ☐ Homeroom teacher presents core subjects
  - ☐ Differentiated Instruction
- ☐ Snack break
  - ☐ Pack a healthy snack
  - ☐ Some teachers use a community snack whereas others have students bring own
- ☐ Lunch and Recess by grade levels
  - ☐ Students use lunch numbers
- ☐ 4 day color cycle for Specialists





# SPECIALISTS



☐ Park has six content areas in which Certified Specialists provide instruction:

☐ Art, Music, Phy Ed, Media/Technology, Science Lab and Keyboarding

☐ 4 day color cycle for Specialists that rotates throughout school year

☐ Example:

☐ Red Day – Music and PE

☐ Green Day – Science Lab and Art

☐ Yellow Day – Music and PE

☐ Blue Day – Media/Technology and Keyboarding

# END OF DAY AT PARK ELEMENTARY

- ☐ Bell rings at 3:25 p.m.
- ☐ Classroom teacher escort students to the exit door/bus
- ☐ Walkers assisted by Crossing Patrol
- ☐ If getting picked-up, students should meet their families by the office or outside, in front of the building
- ☐ Bicyclists should wear helmets and cross roads with the help of Crossing Patrol Members
- ☐ Students bring home gold folders each day
- ☐ After school activities are provided by Community Education



# ACADEMICS



- ☐ **Everyday Math**

- ☐ **National Geographic (same curriculum that is used by West Elementary 1<sup>st</sup> Grade Teachers)**

- ☐ **Homework: Reading and Math**

- ☐ **Average of 20 minutes/night**

- ☐ **Gold Take Home Folder – similar to “Bee” binder with “take home” and “bring back” section**

# **SAFE AND SECURE SCHOOLS**

- ☐ **Secure entry– similar to West Elementary – must be buzzed into office**
- ☐ **Doors are locked, except for Door 1 during the school day**
- ☐ **All visitors and parents must sign in and out of the office**
  - ☐ **Visitor stickers must be worn and visible while at school**
- ☐ **Staff members wear ID badges**
- ☐ **Staff members will approach visiting adults without visitor stickers and redirect them to the office**
- ☐ **Students must be checked-out in the office if it's before the end of the school day**
- ☐ **Lunch guests must be approved by parents/guardians.**
  - ☐ **Permission should be provided by either calling the Office or emailing the secretaries**

# TRANSITION FROM WEST TO PARK ELEMENTARY

- ☐ **1<sup>st</sup> graders will attend the 3<sup>rd</sup> Grade Musical in May**
- ☐ **1<sup>st</sup> grade tour will take place in May-date T.B.D.**
- ☐ **No enrollment papers are necessary if your child attended West Elementary as a 1<sup>st</sup> grader**
- ☐ **Classroom assignments mailed in August**
- ☐ **PTO Open House – Wednesday, August 29<sup>th</sup> from 4:00-7:00**
- ☐ **School Begins- Tuesday, September 4<sup>th</sup>**
- ☐ **Park Partners**
- ☐ **Similar schedules for all Grade 2 students**
- ☐ **Valerie Huepenbecker will be the counselor for all 2<sup>nd</sup> graders**
- ☐ **22 students per classroom projected for incoming 2<sup>nd</sup> graders**

# SUPPORT

## Important Building/District Numbers

Position	Staff Member	Phone Number	Extension (if available)
School Health Staff	Jessica Neid	(320) 587-2837	Ext. 2734
School Counselor	Jill Bridge	(320) 587-2837	Ext. 1007
School Counselor	Valerie Huepenbecker	(320) 587-2837	Ext. 1006
Food Service Director	Lesli Mueller	(320) 587-2860	Ext. 2607
Food Service Secretary	Renee Farenbaugh	(320) 587-2860	Ext. 2603
District Nurse	Antonia Barrick	(320) 587-2151	Ext. 2731

## Other Important Contact Information

Company/Organization	Phone Number
Hutchinson Bus Lines-Student Transportation	(320) 234-0888
Community Ed/Park and Recreation	(320) 587-2975

# SCHOOL COMMUNICATIONS

- ☐ **School communication is conducted through Campus Messenger, Twitter Text Feeds, and the Gold Take-Home Folders**
- ☐ **Be sure to provide current contact information (i.e., phone numbers and email addresses) listed with our district.**
- ☐ **See the office secretaries or call the school if any changes need to be made.**





**Keep up-to-date with news and information from Park on our Twitter feed (@parkelem)! You may also receive this information via text message. Just send the message “follow @parkelem” to 40404. (Notice the space between follow and @ symbol.) Text messaging fees may apply according to your contract.**

**Tweets include school closings, upcoming events, and school information.**

# PTO- PARENT/TEACHER ORGANIZATION

**Show your support for the PTO by following us on Facebook!**

- ☐ **Just search for “Hutchinson, MN. K-5 PTO” and “Like Us” to get the most up-to-date information on Facebook!**
- ☐ **We post reminders about upcoming events and meetings, as well as updates about opportunities to get involved.**
- ☐ **Reminders are also sent in the monthly newsletter.**



# OPEN HOUSE



**Wednesday, August 29<sup>th</sup>, from 4:00-7:00**

☐ **Meet Your Teacher**

☐ **Deposit Lunch Account Money in Cafeteria**

☐ **Bring school supplies**

☐ **Supply list will be available in stores and on our website**

☐ **It will also be included in a Campus Messenger sent to 1<sup>st</sup> grade parents/guardians in May**

☐ **Visit the PTO Table in Foyer**

☐ **Explore!**

FOR MORE INFORMATION:

Park Elementary's Website

[www.isd423.org/park-elementary/](http://www.isd423.org/park-elementary/)

Or call us at (320) 587-2837