Hattie B Stokes Elementary

Back to School Night

August 5: K/1/2 6-6:30pm; 3/4/5 6:45-7:15pm



Mrs. Amber Walters Principal

School Start/ EndTimes

School Start Time: 9:00am

***doors open @ 8:45am

School End Time:

3:45pm



Mrs. Maureen Rhoades Assistant Principal

July 25th, 2024 5-6:30 nm

Mark Your Calendar

July 25- Popsicles w/ the Principals @ HBS 5pm-6:30pm August 5- Back 2 School Night K/1/2 6-6:30pm; 3/4/5 6:45-7:15 August 6- First day of School August 22-Meet the Team Night October 11-Fall Picture Day

Parent/ Teacher Communication

Please call the school, send a parent square message or email the teacher directly if you need to arrange a time to meet, discuss progress, or have questions or concerns. You should receive a response within 48 hours. Our teachers are working with students and planning during their prep time each day. We won't be able to interrupt instruction while teachers are teaching unless there is an emergency.

Please make sure your child comes to school each day with their lunch/ lunch money, water bottle, and all supplies needed.

Things to do with your child over the Cummer!

- Read, Read, Read
- Practice math facts
- Enjoy family & friend time outside
- Play a board game

• 1005 Hendricks Drive Lebanon, IN 46052

765.482.5950



🧿 @hattiebstokes 🛮 🚻 Hattie B. Stokes Elementary



https://www.leb.k12.in.us/HBS

Amber K. Walters, Principal (ext 13810) Maureen Rhoades, Assistant Principal (ext 13811) Officer Smith, SRO (ext 31831)

Carla Merritt, Nurse (ext 13830)





Dear Hattie B Stokes Families,

We hope that you and your family are looking forward to a wonderful school year! We are excited to welcome each of our students back to school. We are dedicated to the individual success, health, and safety of our school family while providing a high-quality education to each student. Please read all the information in this letter, as some procedures may be a little different than in previous years.

We have been working hard to make the first day back to school welcoming for all. We are committed to providing a highly effective and safe educational environment for all students. At HBS, we want all members of our school family, staff, students and parents/guardians, to take PRIDE in Hattie B. Stokes. It is going to be an outstanding year at HBS. We can't wait to see each of you in August!

Sincerely,

Amber Walters Proud Principal

Maureen Rhoades Assistant Principal

Rack to School Night

Monday, August 5:

Grades k/1/2 6pm-6:30pm & Grades 3/4/5 6:45pm-7:15pm

At Back to School Night you will be able to:

- Tour the building with your student.
- Find out your student's teacher
- Drop off school supplies in your child's classroom
- Drop off any medications to our school nurse
- Pay for your child's lunch account with cash or check OR complete a Free/Reduced lunch application. Each of these can be done in Skyward.
- Pick up a Car Rider Tag- (only needed if your child will be a regular car rider in the afternoon)
 - Enjoy an ice cream treat. (Thanks to our HBS PTO!)

Hattie B. Stokes Meet the Teacher Night All parents are invited to join us for meet the teacher night on

August 22, 2024.

We ask that ONLY PARENTS attend on this night.

- August 22:
 - K/1/2-6:00pm-6:45 pm
 - 3/4/5 7:00pm- 7:45pm



Arrival & Dismissal: Car Rider Procedures

Morning:

- Cars will be in the east parking lot near doors 2 and 3.
- All students must remain in their cars until the 8:45 bell rings.
- Parents/guardians should <u>NOT</u> park and walk students in across the parking lot.
- The students will follow the sidewalk and enter the building through door 2 @ the media center.
- The SRO and Principal will help guide traffic at arrival and dismissal.
- Pull curbside and allow your child to exit on the passenger side. Pull forward and exit once students are out of the car.

Afternoon:

- Dismissal will begin at 3:45pm.
- Cars should line up as they did for AM drop off.
- Parents picking up should wait in their car at all times.
- All cars should display their car rider line number on their rearview mirror
- Students will wait inside the building and will wait until their car rider number is called to walk outside.

Other important information:

- We assume all students are to ride the bus home unless we receive a phone call or written note in the FRONT OFFICE. (or you indicated differently at Back to School Night)
- We cannot make a change to transportation based on what the student shares with us verbally.
- All changes to afternoon transportation must be received by 3:00pm each day in the HBS front office.

Volunteers & Field Trips

Anyone volunteering/entering the building must have a criminal background check on file. This is free of charge to you. Forms can be sent home or picked up in the office. Please reach out to your classroom teacher or PTO for volunteer opportunities.

To volunteer at anytime you MUST have a state issued ID to enter the school.

NO PICTURES are allowed to be taken of the students while on site. At this time, we do not accommodate lunchroom visitors..

Safety is our #1 priority.

Anyone wishing to volunteer must complete the following prior to volunteering or chaperoning with LCSC:

- Link: volunteer form
- View LCSC Anti-Bullying Training
- Submit Volunteer Criminal History + Bullying Form

Bus Information



Bus information for the 2024-2025 school year will be available on via VersaTran at the start of August.

https://transportation.leb.k12.in.us/elinkrp/Login.aspx

See the LCSC Transportation for Bus Conduct & Safety Expectations

KYWARD

Skyward

Skyward is our student management system. You're able to access your child's assignments, grades, attendance, annual registration, lunch account payments and more. skyward.leb.k12.in.us

Parent Square

This is the app we use to communicate with our parents. We encourage all parents to download this app and be sure to turn your notifications on so you don't miss any important school announcements. To get signed up parentsquare.com/signin or install the parent square app on your phone. You MUST use the email and phone number that is on file with the school. You will verify your email and you can access the FAQ on the website.

Attendance: Arrival & Dismissa

Please call the school at 765- 482-5950 by 10:00 am if your child will be absent from school.

- •If your child arrives after 9:00am, the student must be walked in and signed in by an adult.
- •If your child needs to be picked up early from school, a parent/guardian/ emergency contact must come in to the office to sign the student out. Please have a photo ID with you at early dismissal.
- •Please call the front office if you are picking your child up early from school so that we can do our best to have the student ready for you when you arrive.
- Bus riders: Buses will drop students off in the west parking lot (right off the front doors). All students will remain on buses until the 8:45 bell rings. Students will enter the school through the front doors.
- Communication with school is essential. Please call in absent students
 daily and follow the prompts. All absences are unexcused until a doctor
 or parent note is provided upon return after absence. Attendance is the
 second option on the main phone line's menu.
- Parents/Guardians are responsible for ensuring their child(ren) is at school. Students who accumulate 10 or more unexcused absences are considered "habitually truant" according to IC-20-18-265. LCSC is required to report if a student is habitually truant to the Boone County Prosecutor's office or the Department of Child Services, and the parent may be prosecutedd for educational neglect.

What's for Breakfast & Lunch?

- Lunch is available for purchase in the cafeteria each day.
- Breakfast is also available for purchase each morning
- Free & Reduced lunch applications must be filled out via the food service portion of the Skyward Parent Portal

Student Lunch prices:

Elementary:

Breakfast: Paid \$1.35
Lunch: Paid \$2.95
Reduced: \$.30
Reduced: \$.40

• Important: No fast food or soda is permitted in the cafeteria/no food deliveries will be accepted. We are NOT able to accept food deliveries for students. A student must have a lunch made from home and/or purchase the school lunch.

LCSC Elementary Parent & Student Handbook

Please access the student handbook on the school website for more information. https://www.leb.k12.in.us/domain/70

HRS PTO

Our Parent Teacher Organization (PTO) organizes multiple events and fundraisers throughout the year. Please reach out to PTO on facebook or their email, hattiebpto@gmail.com, for more information on volunteer opportunities and meeting times. PTO Facebook: Hattie B. Stokes PTO

Student Cell Phones, Smart Watches & AirPods

- Students do NOT need their cell phones, smart watches, or air pods at school for any reason.
- Airpods or other bluetooth/wireless earbuds are NOT permitted.
- If students need to call a parent, they can call using a school phone at an appropriate time.

If a student has a cell phone/ smart watch out during the school day, these are the procedures that will be followed:

- 1st time: teacher will give student a warning and the student will be asked to put their phone/smart watch in their locker.
- 2nd time: teacher will hold on to student's phone/smart watch until end of the day and give back to the student before dismissal. Teacher will notify parent via parent
- 3rd time (or more): teacher will hold on to the student's device and take to the front
 office at the end of the school day. The teacher will notify parents that they must
 pick up the phone from the front office during school hours.











Hattie B. Stokes Elementary School: 2024-2025 School Supply List

Kindergarten Supplies

- 2 (24 count) pack of crayons
- 1 (10 count) box of markers, broad line
- 4 chisel tip dry erase markers, black
- 2 bottles of glue
- 1 (10 count) box of markers, thin tip
- *Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

Optional

Last Name Ends A-M

- 1 roll of paper towels

Last Name Ends N-Z

- 1 large rectangle box of tissues

1st Grade Supplies

- 3 (24 count) pack of crayons - 1 supply box (plastic 8.25x5.25) - 4 solid colored plastic pocket folders - 1 pack of dry erase markers, black

- 2 composition notebooks (solid color)

- 2 glue sticks

*Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

2nd Grade Supplies

- 12 pencils #2 - 4 glue sticks (large) - 1 pair child's scissors

- 1 thin tip marker, black - 1 composition notebook (not spiral)

- 2 highlighters

- 1 supply box (plastic 8.25x5.25)

- 1 pack of white index cards (3x5) - 1 (10 count) box of markers

- 2 (24 count) pack of crayons - 4 chisel tip dry erase markers, black

- 4 pocket folders (1 red, 1 blue, 1 yellow, 1 green)

- 1 clear view binder (1 inch)

*Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

Optional

- 2 boxes of tissues (pop-up)

3rd Grade Supplies

- 6 glue sticks

- 2 (24 count) pack of crayons - 2 (10 count) boxes of markers

- 1 pair child's scissors - 1 box (24 count) #2 pencils

- 1 supply box (plastic 8.25x5.25)

- 2 packages index cards

- 4 composition notebooks

- 2 packages wide-ruled notebook paper - 2 chisel tip dry erase markers

- 5 plastic 2 pocket folders

- 1 package sticky notes

Optional

Last Name Ends A-M

- 1 package wipes

- 1 box zipper sandwich bags

Last Name Ends N-Z

- 1 package wipes

- 1 box zipper gallon or quart bags

*Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

4th Grade Supplies

- 1 supply box (plastic 8.25x5.25)

- 2 boxes (24 count) #2 pencils - 1 skinny (12 pack) markers

- 3 glue sticks - 4 composition notebooks

- 3 packages loose leaf paper

- 1 binder at 1 inch

- 4 pocket folders with 3 holes punched - 2 dry erase (4 count) markers, black

- 1 package colored pencils

- 3 large erasers

*Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

5th Grade Supplies

- 1 supply box (plastic 8.25x5.25) - 1 pack of sticky notes - 2 boxes (24 count) #2 pencils - 1 binder at 1 inch - 4 glue sticks - 4 dry erase markers - 2 composition notebooks

- 1 (12 pack) markers (skinny)

- 5 hole punched folders (no prongs)

- 1 (24 count) pack of crayons

- 2 large erasers

3 packages loose leaf paper





^{*}Pair of TENNIS SHOES marked with child's name on both shoes, to be left at school. *BACKPACK large enough to hold folders (no wheels, to fit in locker).

Bus Conduct & Safety

Our bus conduct and safety rules are designed to promote student safety on the school bus. These rules are to be followed at all times. The safety of our students is always our first priority.

The authority of the school bus drier is recognized and supported by everyone. The school bus driver must be obeyed at all times to provide a safe and pleasant ride. Each student is expected to fully cooperate by obeying all of the rules. Transportation on a school bus is a privilege and is not guaranteed by Indiana law and service may be denied if a student violates any of the safety or conduct rules.

Due to the large number of riders on our school buses, there is no room available for students to have a friend ride with them. Only those students assigned to a bus are allowed to ride that bus.

All students are expected to be at their assigned bus stops five minutes prior to the scheduled arrival of their school bus.

Expected Bus Behavior • At the Bus Stop

- o Be on time. Board and leave the bus only at your regularly assigned stop.
- o Stay out of the street and away from the road. Help protect the surrounding property while you wait for the bus.
- o Students are expected to exhibit appropriate and courteous behavior at the Bus Stop. The same rules and routines apply at the Bus Stop and On the Bus.
- o Wait until the bus has come to a full stop and the door has been opened by the driver before you enter. Take your turn and do not push when you enter or leave.

On the Bus

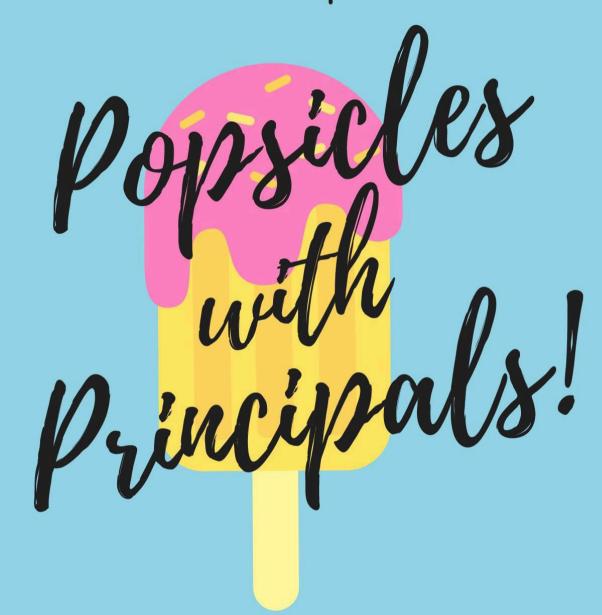
- o Always obey the driver.
- o Promptly be seated and stay in your assigned seat. § All busses will have assigned seating charts.
- o Keep all books and materials on your lap or contained in a backpack or sack.
- o No Wireless Devices can be used on the bus.
- o Be courteous and do not use profane language. Speak in low tones.
- o Never push, shove, scuffle, or horseplay, as it is considered to be a serious safety hazard.
- o Keep your head, hair, hands, feet and all belongings inside the bus and to yourself.
- o No tobacco products are allowed on the bus.
- o Fighting is prohibited.
- o Never throw objects inside or outside the bus.
- o Do not eat or drink on the bus.
- o All students should respect everyone while riding on the bus.
- o Keep the bus clean and orderly.

Leaving the Bus

- o Take your turn and do not push.
- o Once off the bus, clear the area immediately. If crossing the street, wait for a signal from your driver.

Lebanon Community Schools Transportation Department: 765-482-1499

July 25th, 2024 5-6:30 pm



Please join us for a meet and greet at the Hattie B. Stokes Playground for popsicles with your Principal, Mrs. Walters, and Assistant Principal, Mrs. Rhoades!

Hattie B. Stokes elementary 2024-2025

Back to School Night August 5, 2024 K/1/2 6:00-6:30 3/4/5. 6:45-7:15

Come meet your teacher, drop off supplies & enjoy some ice cream! First Day of School

Tuesday, August 6

Doors open @ 8:45am School dismisses @ 3:45pm

UPDATE! CHANGE IN TIMES:

Meet the Teacher Night

August 22, 2024 K/1/2 6:00-6:45 3/4/5. 7:00-7:45

This evening is for parents only so that you can meet your child's teacher & learn important school & classroom information.

School Supply Lists 2024-2025

Check out the Hattie B.
Stokes website for
supply lists!









