

# SOUTH PARK ELEMENTARY CENTER 2022-2023 FAMILY GUIDE

## STUDENT SCHEDULES

Student schedules and homeroom assignments are now available in the PowerSchool Parent Portal.

### POWERSCHOOL PARENT PORTAL

To learn more about the PowerSchool Parent Portal including an overview, instructions on how to create a Parent Portal account, and how to link additional students to an existing Parent Portal Account visit our Parent Portal website at [sparksd.org/2022-2023/powerschool](https://sparksd.org/2022-2023/powerschool).

## CANVAS

Canvas is the learning management system used for all elementary center in-person students. Canvas is where students will find assignments, announcements and other course information to support learning throughout the year. Visit [sparksd.org/2022-2023/canvas](https://sparksd.org/2022-2023/canvas) for more information.

### STUDENT SCHEDULES: SPECIALS CLASSES

With the addition of a counseling specials class to the existing specials rotation of art, music, physical education, library, and technology, South Park Elementary Center will transition to a six-day specials rotation calendar. On your child's schedule in the PowerSchool Parent Portal, you will see Days 1-6 listed. The specials class (counseling, art, music, physical education, library, or technology) listed for each day will remain consistent for the entire school year. For example, if your child's schedule has art listed on day 1, he/she will have art on every day 1 throughout the school year. [Click here](#) to see the August/September calendar. Each month's calendar will be emailed to families.

## BREAKFAST & LUNCH

As a reminder, unlike in previous school years, the United States Department of Agriculture (USDA) has announced that breakfast and lunch meals will not be free for all students in the 2022-2023 school year. Families who believe they qualify are encouraged to complete a free and reduced-price meal application [available by clicking here](#). Applications are also available in the school office.

Breakfast is served every morning at South Park Elementary Center. The cost of breakfast is \$1.50. The reduced-price cost of breakfast is \$.30.

Lunch at South Park Elementary Center costs \$2.45. The reduced-price cost of lunch is \$.40.

Throughout the school year, lunch menus will be posted on the food services page. To view the menus, [click here](#).

A student's ID number is used at the cafeteria cash register. You can help your child by helping him/her to learn his/her student ID, which can be found at the top of your transportation letter. This year, the elementary center will provide each student with a "lunch lanyard" to wear to lunch if purchasing a meal from our school cafeteria. The lanyard will include a badge with the student's name and ID number just in case they don't know or remember their six-digit ID number.

## ARRIVAL & DISMISSAL

Elementary Center car-rider drop-off is from 8:50-9 a.m. Classes begin at 9 a.m. Any student arriving after 9 a.m. will need to be accompanied by a parent/guardian to the school office.

When dropping off your child in the morning, please follow the traffic pattern detailed below. There will be significant traffic on campus during the drop-off window, so your patience and adherence to district personnel and signage are needed. Please drive carefully on campus!



- Pull up to the sign that states “Pull Up To Here” in the drop-off area
- Children must exit the vehicle from the curb-side
- Please do not use your cell-phone during drop-off
- Avoid large gaps between vehicles
- Follow directions of the school police or staff member
- Drivers are not to exit their vehicles in the drop-off zone

Dismissal at South Park Elementary Center will begin at 3:40 p.m. (Note: The dismissal process begins at 3:40 p.m. and usually takes 15-20 minutes.) Those authorized to pick-up their children may begin arriving around 3:30 p.m. The elementary center will once again use a number-based system for pick-up where everyday car riders will receive a number (at the beginning of the year) to place on their backpacks. The authorized adult will receive a card with that same number. This is to ensure the safety of students. All adults picking up students must be authorized by the parent/guardian. Contact the school office with any questions.

## DAY-OF AFTERNOON CAR RIDER CHANGE

Sometimes due to certain situations, your child who typically rides the bus in the afternoon may be a car-rider for a day. It is critical that the elementary center knows about this change so that your child can be dismissed with the car-riders that afternoon. That is why we have created an online “Day-Of Afternoon Car-Rider Form.” If your child will switch to a car-rider for one day, please complete the form available by clicking here no later than 2:45 p.m. that day. You may also notify the school office by phone by calling (412) 655-3111, extension 4000 or 4001 by 2:45 p.m.

If your child will be a car-rider in the afternoon every day or on a consistent schedule every week (for example, every Monday, Wednesday and Friday), please notify your child’s teacher by sending a note to school. You do not need to complete this online form every day if your car-rider schedule is consistent every week.

Thank you for helping us make the afternoon dismissal process effective and safe.

## OFFICE EFORMS

This school year, South Park Elementary Center will continue to use electronic forms for attendance excuses, early dismissal requests and tardy/late arrivals. The links to the elementary center forms can be found at the top of the elementary center website, [spec.sparksd.org](http://spec.sparksd.org).

Please note, these forms will be activated the week of August 22.

## SCHOOL DAY REMINDERS

All students may bring reusable water bottles to use at water bottle refill stations. Single-use plastic bottles cannot be used at these stations.

## SUGGESTED SUPPLIES

Suggested supply lists created by our grade-level teachers are available on our website [by clicking here](#).

## ELEMENTARY CENTER HANDBOOK

The South Park Elementary Center 2022-2023 Parent/Student Handbook is now available online at [spec.sparksd.org/academics/student\\_handbook](http://spec.sparksd.org/academics/student_handbook). It is the responsibility of all elementary center parents to review the handbook and be familiar with the policies and procedures outlined therein.

## STUDENT INFORMATION VERIFICATION FORM

All in-person students will receive a Verification Form at the beginning of the school year. This form will outline all of the contact information (addresses, email addresses, phone numbers) we have in our system for your child. All families are to review the verification form, note any changes, add any emergency contacts and return the completed form to their homeroom teacher by Wednesday, August 31.

## LOCATIONS OF SPECIALS CLASSES

As the elementary center continues to manage a growing student population and a limited number of available classrooms, we will need to make a modification to the locations of two of our specials classes. This school year, Mrs. Casale, our technology teacher, and Ms. Bersamina, our art teacher, will rotate through one shared classroom. Each quarter, one teacher will have a dedicated classroom while the other teacher goes into students' classrooms. Our school counselors will go into students' classrooms for the new counseling class. All other specials (music, library and gym) will be in their usual locations throughout the building. Thanks for your understanding!

## CLASSROOM SNACKS

Due to food allergies and dietary restrictions, food treats from home will not be passed out in the classroom. If your child is celebrating a special day, we strongly encourage non-food items. If you send in a food item, it must be individually wrapped so that it can be sent home. Treats that are not individually wrapped will not be passed out.

## RECESS

The elementary center tries to get students outside for recess whenever possible. So please have your children prepared, especially in the cold weather months, for outdoor recess. The exceptions are when it is raining, snowing or when the temperature or windchill are below 32.

When recess must be held indoors, it will be held in students' classrooms or the gymnasium depending on the building's schedule. During indoor recess, it has been customary to let students bring certain items with which to play. It should be noted that nothing the child brings to indoor recess is allowed to be traded, bought or sold. This will result in a school consequence. The South Park School District is not responsible for student's personal items.

Acceptable items include, reading/coloring books, dolls/stuffed animals and Matchbox cars. Some items that are not allowed would include (but not limited to) trading cards, playing cards, figures for trading, personal electronic devices, anything of personal or financial value and fidget spinners.

## ATTENDANCE

A maximum of 10 days of lawful absences, verified by parental notification may be permitted during a school year. Each absence beyond a total of 10 days during a school year will require a state licensed physician's excuse. Parents/guardians are to review the district's attendance policy outlined in the student/parent book at [spec.sparksd.org/academics/student\\_handbook](http://spec.sparksd.org/academics/student_handbook).

## TRANSPORTATION

Students are not permitted to ride to or from school on another student's bus, per District Policy. District procedures require an authorized adult to accompany kindergarten students to and from the bus stop. If an adult is not present to meet a kindergarten student at the dismissal bus stop, the child will be transported back to school where a parent or guardian will need to sign out the child.

# EBACKPACK

Once again, the South Park School District will be utilizing an eBackpack to send home the normal beginning-of-the-school-year paperwork electronically. Check your email the week of August 22 for your school's eBackpack or visit our 2022-2023 school year website on [sparksd.org](http://sparksd.org).

## CONTACT INFORMATION

Mrs. Kelli Dellarose, Principal (K-1)

[kelli.dellarose@sparksd.org](mailto:kelli.dellarose@sparksd.org)

(412) 655-3111, option 3

Dr. L. Robert Furman, Principal (2-4)

[rob.furman@sparksd.org](mailto:rob.furman@sparksd.org)

(412) 655-3111, option 3

Mr. Brandon Smoker, Food Services Director

[brandon.smoker@sparksd.org](mailto:brandon.smoker@sparksd.org)

(412) 655-3111, extension 2930

Mr. Isaac Tarbell, Director of Special Education

[isaac.tarbell@sparksd.org](mailto:isaac.tarbell@sparksd.org)

(412) 655-3111, option 5

Mrs. Angela Cieslak, Counselor (K-1)

[angela.cieslak@sparksd.org](mailto:angela.cieslak@sparksd.org)

(412) 655-3111, extension 4410

Mrs. Kari Havel, Counselor (2-4)

[kari.havel@sparksd.org](mailto:kari.havel@sparksd.org)

(412) 655-3111, extension 4406

Mrs. Kim Mosi, School Nurse

[kim.mosi@sparksd.org](mailto:kim.mosi@sparksd.org)

(412) 655-3111, extension 4040

Matthews Bus Company

412-384-8810