

Sunnyside Elementary School Expectations and Procedures

Supplement to Red Wing School District Student & Parent Handbook

2024 - 2025



Our mission at Sunnyside School is to foster a safe and nurturing community that promotes belonging and academic success for all learners through Winger Pride.

RED WING PUBLIC SCHOOLS
CREATIVE • COURAGEOUS • UNITED

Red Wing Public Schools Strategic Directions

VISION

Red Wing Public Schools strives to provide an innovating and meaningful educational experience that:

- Fosters curiosity.
- Pursues and applies best practices.
- Embraces diversity by respectfully engaging all students, families, and staff.
- Connects and partners with our community.

MISSION

The mission of the Red Wing Public Schools is to educate and inspire all students as they realize their full potential and become respectful, responsible, productive citizens.

OUR SHARED IDENTITY

RED WING PUBLIC SCHOOLS

WE ARE CREATIVE

Discovering our strengths

WE ARE COURAGEOUS

Honoring our stories

WE ARE UNITED

Building a future for everyone

August, 2024

Sunnyside Families,

Welcome to Sunnyside Elementary School! We're excited you are part of our Sunnyside family. We believe strongly in the importance of relationships and in the value of rigor. Your child will be challenged here, but supported every step of the way by caring adults. Please don't ever hesitate to reach out to your child's teacher or to me with questions, suggestions, or concerns.

This year, Sunnyside will continue our work with Positive Behavior Intervention & Supports. PBIS is a framework in which we build our common behavior expectations, align our commitment to positive school experiences for all, and collaborate to strengthen our school's safety, culture, and climate. PBIS is not a "program." It is simply a means to ensure consistency of expectations and support across our school. Our mission at Sunnyside School is to foster a safe and nurturing community that promotes belonging and academic success for all learners through Winger PRIDE. Specifically, we want all Sunnyside students to "**Be Safe, Be Kind, Be Responsible!**" At the end of this document you will find our Sunnyside School-wide Expectations for our students. Take some time to review these and talk about them with your child.

Sunnyside will also continue to grow our literacy curriculum with the addition of a new foundational skills program called UFLI out of the University of Florida, and our teachers will continue to receive significant literacy professional development around the science of reading. In addition, a few teachers at Sunnyside will be piloting three different math curriculum options this year, and the district will use the data collected from these teachers to determine which of the three will be adopted for next school year across grades K - 5. We're excited about the opportunity to continue improving academic outcomes for students with these initiatives. Sunnyside students in grades K-1 will also continue to enjoy daily access to Specials such as Physical Education, Music, and Art, as well as a variety of field trips, special events, and unique opportunities throughout the year.

Sunnyside will be an exciting place to be this year, and we're glad you are part of our family. There is a lot of Winger Pride here at Sunnyside, and we're excited to get the new school year started. On behalf of all of us here at Sunnyside, welcome!

Sincerely,



Mike Pagel, Principal
mjpgael@rwps.org

Sunnyside Elementary School Expectations and Procedures

A supplement to the RWPS Student & Parent Handbook

Contact Information

Main office: 651-385-4570

Attendance: 651-385-4580 or SESattendance@rwps.org

Principal: Mike Pagel – 651-385-4574 or mjpagel@rwps.org

Student Support Coordinator: Tricia Perau – 651-385-4570 or tmperau@rwps.org

School Social Worker: Analise Dressen – ajdressen@rwps.org

Building Administrative Assistants: Brenda Voth – blvoth@rwps.org

Laura Wyttenbach – lkwytttenbach@rwps.org

Teachers' contact information can be found at rwps.org. Click on "Staff Directory."

School Day Hours & Daily Procedures

School hours:

- Students may be dropped off at the front entrance off Southwood Avenue beginning at 7:25 a.m. Beginning this school year, all students will proceed directly into the building when they arrive.
- The warning bell rings at 7:42 as a signal to students and staff to move into the classroom if they are not already there. The school day officially begins at 7:45 a.m. with the start bell.
- Breakfast will be served as students enter the building for those who are interested. Students may pick up breakfast and then proceed to their classrooms to eat. Breakfast is FREE for all students again this year.
- Arrival after 7:45 is considered tardy and requires parents to check their child in at the main office.
- Classes are dismissed at 2:15 p.m. Bus riders walk to the bus loading zone beginning at 2:15. Walkers and parent pick-ups are walked to the front of the building beginning at 2:20.

All student drop-off and pick-up occurs in the front parking lot off Southwood Avenue. The lot off Maple Street is for buses only and not intended for student drop-off.

School supervision for students is not available before 7:25 a.m. or after 2:40 p.m.

Kids Junction, our school-age childcare program, is available if you need care outside of school hours. Contact Justin Plein at jjplein@rwps.org or 651-385-4621 for more information.

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Attendance

Attendance is vitally important for your child's success as a student. You can email an absence to SESattendance@rwps.org or call 651-385-4580. Please leave a message with your child's name, classroom teacher, and the reason for the absence. If your child's absence has not been reported, you will receive a robo-call around 9:00 am.

Birthdays, Gifts, and Invitations

Birthday parties for individual students are not permitted on school grounds. Students are not allowed to bring in treats for their class. This must be strictly enforced in all buildings. Thank you for your understanding. Students' birthdays, or half-birthdays for those born during the summer months, are announced each day during Sunnyside's morning announcements.

Due to a change in state law in 2023, individual student contact information is no longer available to the public. This means we no longer can provide addresses for invitation lists.

Busing

Busing is a collaborative effort:

- The Transportation Department handles routing, bus assignments, etc., and can be reached at 651-385-4795.
- First Student provides busing service and bus drivers, sets emergency procedures, and enforces behavior expectations. They can be reached at 651-388-8244.
- The school handles temporary bus changes and collaborates with First Student on behavior concerns and disciplinary actions. Tricia Perau, Sunnyside's student support coordinator, is the best person to contact for behavior concerns. She can be reached at tmperau@rwps.org or 651-385-4570.
- First Student will again be using the FirstView app, a bus tracking and communications app for your smartphone or desktop. Please note that ***no personal identifying information*** is required or shared, but a district code is required for app set-up. The code will be made available to families in early September.

The school bus is a component of the school day and maintaining high behavior expectations for students is important for everyone's safety. Please reinforce with your child how important it is to use appropriate voice levels, stay seated and safe, and to be kind to all who are around them. Violation of bus rules may result in suspension from the bus. See the RWPS Student & Parent Handbook for detailed description of the bus behavior expectations and consequences.

Calendar

The 2024-2025 District Calendar is available on the RWPS website, which can be found at www.rwps.org. Add Sunnyside Elementary School's online calendar of building events and reminders by visiting the RWPS [calendar page](#).

Conferences

Back-to-school conferences are held prior to the start of the school year. This 15-minute conference is an opportunity for teachers and students to meet before school begins.

Traditional parent-teacher conferences are held formally twice per year. Again this year, conferences will be held on two non-student days rather than after school as they've been held in the past. Conferences will be held in November and March.

We use an online system for signing up for conferences. A link is sent to all families approximately 3 weeks before conferences. Signing up promptly ensures a time that works for your family.

Conferences with teachers may occur anytime throughout the school year and may be initiated by home or by school. Please contact your child's classroom teacher directly if you would like to set up a conference.

Drop-off and Pick-up Procedures

Students may arrive beginning at 7:25 a.m. Crossing guards are on duty from 7:20 - 7:45. Parents may drop off children by using the loop in the main parking lot on Southwood Avenue or by parking in a designated parking spot and walking children out of the parking lot. Please do not use the back parking lot or Maple Street to drop off.

Students who walk home or are picked up are released at 2:20 p.m. Parents may pick up by using the loop in the main parking lot on Southwood Avenue or by parking in a designated parking space and walking to the pick-up zone. On inclement weather days, parents will need to park in a designated space and walk to the main gym to pick their child up. To keep students safe, please keep the following in mind while using the drop-off/pick-up loop:

- Please drop off or pick up only in the loop (or park in a designated spot and walk your child through the parking lot)
- Please use only the right lane to drop off curbside. The left lane is for pull-through only.
- Students should only enter and exit on the right (passenger) side of the vehicle.
- Once you have picked up or dropped off, move to the left lane to exit.

Walkers are expected to walk to their destinations immediately. Please see *Appendix A: Sunnyside Drop-Off & Pick-Up Procedures* for a more detailed description of Sunnyside's drop-off and pick-up procedures.

End of Day Changes

It is really important for your child to know their end of the day plan. Please notify your child's teacher as soon as possible for any changes in your child's end-of-the-day plans. If a change needs to be made for the same day, please call the main office at 385-4570 before 1:45 p.m. if possible. Sending a note or email to your child's teacher for a same-day change is not recommended as the teacher may not have time to check email, or, if the teacher is gone for the day, a guest teacher will not have access to email.

With many young students at Sunnyside, we work diligently to assure a smooth end of the day. Calls after 1:45 p.m. create uncertainty for students, increase the likelihood of confusion, and should be avoided if at all possible.

Fundraising

We currently have two major school-wide fundraisers planned for the 2024-2025 school year. Funds generated are deposited in the Innovative Learning Fund (ILF). The fund's purpose is to support efforts to enhance student learning through a variety of innovative strategies and tools which may include but are not limited to field trips, special events, and enrichment opportunities.

- Club's Choice is a fundraising company used in Red Wing Public Schools for many years. They provide a variety of items including pizza, cookie dough, and gift wrap. Our fall, 2024 fundraiser will kick off on Sept. 16, and families are encouraged to sell from through Oct. 1. Pickup of items for delivery will take place on October 30th in the Sunnyside gym. General website for Club's Choice: clubschoicfundraising.com
- The APEX Fun Run is our spring fundraiser. Students will begin seeking pledges from friends, family, and neighbors from April 14 - 23 for the number of laps they run during the Fun Run on April 24. In addition to providing a very successful fundraising opportunity for our school, APEX promotes healthy lifestyles and leadership development. General website for APEX Fun Run: myapexevent.com
- If you would like to contribute directly to the Innovate Learning Fund instead, please contact the Sunnyside main office at 651-385-4570.

Health Services

Children will do their best work in school if they are healthy. Our nurse, Sally Simanski, is available to attend to your child's school health needs. The following procedures have been set up to help accomplish this:

Illness: In case of accident or illness during the school day, you will be notified. Transportation home and medical care need to be provided by you or someone you have designated. If you cannot be contacted, the person(s) you have listed as an emergency contact will be called. Please be sure we have current emergency phone numbers!

Criteria for keeping a student home from school:

- 1) Temperature above 100 degrees F.
- 2) Vomiting or diarrhea within the last 24 hours.
- 3) A cough that does not stop with cough syrup or cough drops.

Please notify our school office immediately if your child becomes ill with a communicable disease.

Immunizations: State law mandates that every student attending school have immunizations up to date and verified. As a result, your child will not be allowed to enter school without immunizations. Parents may file a medical exemption signed by a health care provider or a conscientious objection signed by a parent/guardian and notarized.

Medications: To allow disbursement of medications during the school day, parents/guardians are required to deliver a note signed by a physician, directions for administering the medication, and medicine in the original container labeled by a pharmacist. A release form must also be signed. No child is allowed to bring medication to school to take on their own. Over-the-counter medicine such as cough drops or pain medication also requires parental permission. Students are not allowed to carry medicine unless the building nurse approves an exemption.

Homebound Instruction: School-age children who are unable to attend school because of prolonged illness or physical handicap are provided with homebound instruction. A certified teacher will come to the home or hospital to provide the instruction. If you are in need of this service, please contact our school office at 651-385-4570.

Kids Junction Before/After-school Care

Per the RWPS Student & Parent Handbook:

Kids Junction School-age Childcare

Kids Junction is school-age childcare serving children in kindergarten through age 12. The program provides a safe, creative environment where children are given choices to participate in a variety of individual and group activities. The program is fee-based, but scholarships are available. During the school year, Kids Junction sites at each elementary school are open before the school day beginning at 6 a.m. and after school until 6 p.m. The program is also available during the summer, non-school schools, and when school is released early. Contact Justin Plein, coordinator, at 651-385-4716 or jjplein@rwps.org.

Lost & Found

Labeling your child's sweatshirts, winter gear, etc., is very important. Sunnyside's Lost & Found is located along the ramp just off the main lobby. Please encourage your child to check the Lost & Found regularly. Unclaimed items are donated to a local charity multiple times each school year.

Newsletters

At Sunnyside Elementary School, we utilize an online newsletter tool. Our monthly newsletter is emailed directly to families, and is also posted on the school website. If you prefer a paper copy, please contact the main office at 651-385-4570.

Pets

Per RWPS Student & Parent Handbook:

Pets

Parents of elementary students who would like to share their pet with a class should contact the classroom teacher to make arrangements. Due to allergies and other health concerns, pets must remain outdoors.

Recess

All students are scheduled for a daily 30 minute recess. Recess is supervised by trained educational assistants who collaborate with classroom teachers, as well as school administration, to provide a safe and fun play experience for all children.

Cold Weather: As we know, Minnesota winters can get very cold. School staff closely monitor temperatures during the winter. If the "feels like" temperature is at or above 0 degrees, all students will be outside for recess. If the "feels like" temperature at recess time is below 0 degrees, a decision will be made in collaboration with recess supervisors, the school nurse,

and administration on whether to go outside. Simply put, Sunnyside students go outside even when it is cold, so proper attire in the winter is very important. Please ensure your child comes to school with a winter coat, snow pants, hats, and mittens during winter months. If you need any assistance in securing winter outerwear, please contact your child's teacher or Analise Dressen at ajdressen@rwps.org or 651-385-4570.

Report Cards

Official report cards will be sent home at the end of each semester. For grades K-4, we use a standards-based reporting system which replaces the traditional A-F system with a scale of 1-4 of each standard. Please note, it is not uncommon for students to receive 1's or 2's, especially early in the school year, as they work toward mastering end-of-year standards. Connect with your child's teacher for more information on the grade-specific report cards. Please see *Appendix B: Standards-Based Grading* for more detailed information about Standards Based Grading.

Responsive Classroom & PBIS

At Sunnyside School, our goal is to provide an environment that supports and fosters social-emotional, behavioral, and academic development. We are interested in and dedicated to developing the whole child. To that end, Sunnyside utilizes proactive strategies rooted in the "Responsive Classroom" approach to teaching and learning, and has developed a Positive Behavioral Interventions & Supports (PBIS) framework to provide clear and consistent expectations, strive for positive interactions to overrule negative interactions for all, and meet children where they are in terms of their own social and emotional needs.

Responsive Classroom is a research- and evidence-based approach to elementary education that leads to greater teacher effectiveness, higher student achievement, and improved school climate.

The seven key principles of the Responsive Classroom approach are:

1. The social curriculum is as important as the academic curriculum.
2. How children learn is as important as what they learn: process and content go hand in hand.
3. The greatest cognitive growth occurs through social interaction.
4. Children need certain social skills in order to be successful academically and socially. These include: Cooperation, Assertion, Responsibility, Empathy, & Self Control.
5. Knowing the children we teach – individually, culturally, and developmentally – is as

important as knowing the content we teach.

6. Knowing the families of the children we teach, and inviting their participation is essential to children's education.
7. How the adults at school work together is as important as individual competence: lasting change begins with the adult community.

Positive Behavioral Interventions & Supports provides an evidence-based framework for preventing problem behavior, providing instruction and support for positive and pro-social behaviors, and supporting social, emotional, and behavioral needs for all students. Schools throughout the state of Minnesota, including all Red Wing Public Schools, have implemented PBIS. We are excited to continue developing our PBIS framework to ensure consistent behavioral expectations and supports building-wide.

See *Appendix C* for our school-wide behavior expectations.

School Closings, Late Starts, & Early Releases

Please see the RWPS district calendar for scheduled school closings.

School may be canceled or delayed when the safety of students is threatened by severe weather or other circumstances. When possible, the Superintendent makes decisions before 5:00 AM and no later than 5:30 AM and notifies parents via phone calls, emails, rwps.org, and the district's Facebook page. A brief text message alerting people to the email also may be sent; message frequency varies and standard message and data rates may apply. Reply STOP to cancel text notifications. The district also will post closures, delays, or early releases on WCCO Channel 4, KSTP Channel 5 and KARE Channel 11.

The district may not always be announcing closures, delays, or early releases on radio or television stations.

Individual Circumstances: It is difficult to anticipate weather conditions in advance, and weather conditions may be different in different parts of the School District. Do not send your child to school if it is unsafe. Call your school's attendance line to indicate your child is unable to attend due to severe weather or poor road conditions.

Late Starts: Generally, if school starts late due to poor weather or other emergency, the School District announces a two-hour late start. In that case, estimated bus pick-up times, entrance bells, and starting times for school will be two hours later than usual.

Early Releases: If there is a potentially dangerous storm arriving during the school day, school

may be released early. It is important for all students to know what to do if school closes early. Please review procedures with your child and update your child's emergency contact card with contact information.

Social Media

At Sunnyside Elementary School, we utilize Facebook and Instagram to connect with our community and to highlight the great things happening within our building. If you would prefer your child's image (which is considered "directory information" under RWPS district Policy 515: Protection and Privacy of Student Records) not be used on social media, the RWPS website, or other district publications, please follow the procedure below. Per Policy 515:

Procedure for Obtaining Non Disclosure of Directory Information: The parent/guardian's or eligible student's written notice shall be directed to the responsible authority (school principal is fine) and shall include the following:

1. Name of the student and/or parent, as appropriate
2. Home address
3. School currently attended by student
4. Adult's legal relationship to student, if applicable; and
5. Specific categories of directory information to be made not public without the parent/guardian's or student's prior written consent, which shall only be applicable for that school year.

Please note, such notification needs to be submitted each school year.

Specialists

All students will participate in Music, Art, and Physical Education throughout the school year. Students receive 50 minutes of Specialist instruction each day on a 3-day rotation.

Visitors / Volunteers

We welcome visitors at Sunnyside School! Every adult who is not a school employee must enter through Door #1 (off our main parking lot) and scan a state-issued ID in order to enter the building beyond the main office without escort. Office staff can assist you with our self-serve scanning kiosk if needed. Visitors will not be admitted by staff through any door other than Door #1, and ID badges are required during the normal student contact hours of 7:45 am - 2:15 pm. Please do not be offended if school staff ask to see your badge during this time frame, as student safety is our first priority.

Families are welcome to join us for lunch at any time! If you would like a school lunch, please

pay in the office when you arrive.

Website:

The Red Wing Public Schools' website is located at www.rwps.org. The site is full of useful information about curriculum, assessments, and services offered by the District, as well as links to various departments, documents, and calendars. The Sunnyside webpage, located under the "Schools" drop-down, contains all kinds of Sunnyside-specific information, and is a great place to start with any questions you may have.

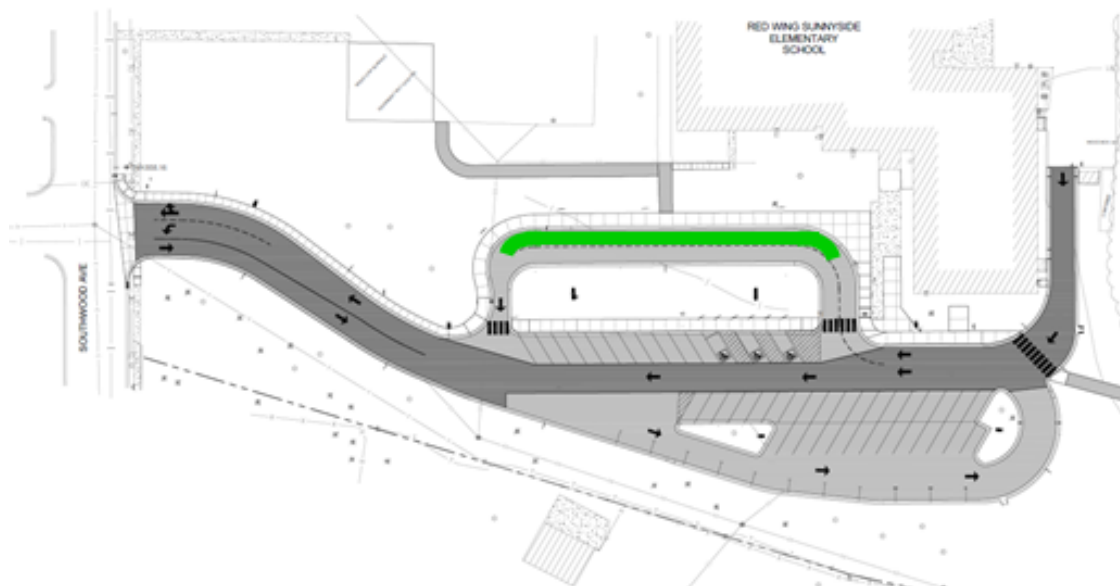
Appendix A: Sunnyside Drop-Off & Pick-Up Procedures

With the restructuring of Sunnyside's main parking lot over the summer of 2018, there have been some significant changes to our student drop-off and pick-up procedures. We do encourage students to ride the bus to school if possible. However, if you do choose to drive your child to school, there are designated areas and procedures that families must follow for the safety of all students. Please read the following procedures very carefully, and do not hesitate to contact Sunnyside at (651) 385-4570 if you have any questions.

Morning Drop-Off Procedures:

Option 1: Use the Drop-Off Lane

Parents may drop off students in the front drop-off loop from 7:25 - 7:45 a.m. Parents must stay in the car, and students should exit on the curb (passenger) side only. Students should never be dropped off in the pull-through lane, nor should they exit on the traffic (driver's) side of a vehicle. In addition, please avoid dropping students in other areas of the parking lot, for both safety and traffic-flow reasons. See the diagram below for more detail – only the green shaded area is approved for direct drop-off.



Option 2: Park and Walk

If parents prefer to walk their child to their entry door or need to enter the office for any reason, they will need to park in one of the designated spaces in the main lot off Southwood Avenue. If the lot is full, parents may park along Southwood Avenue. Please do not park anywhere along designated fire lanes within the parking lot. Any parent who needs to enter the office will need to enter through the front door only (don't forget your ID!).

Afternoon Pick-Up Procedures:

Option 1: Use the Pick-Up Lane

Students being picked up will be lined up by class outside near the pick-up lane at 2:20 pm (see inclement weather exception below). To pick up in this lane, simply pull forward to the farthest available spot in the pick-up (right) lane. Your child may then walk to the vehicle and enter on the curb (passenger) side only. Students will be taught to wait until their parent's vehicle has fully stopped and to notify an adult supervisor before walking to their car. Please use the pull-through (left) lane to exit to the main lot. Some other considerations:

- If your child does not see you or recognize the vehicle you are driving, please roll your passenger window down and talk to one of the staff members stationed along the sidewalk.
- If your child is not in the pick-up lines for some reason, you may be asked to park in a designated space and report to the office.

Option 2: Park and Walk to the Pick-Up Zone

Parents may park in one of the designated spaces in the main lot off Southwood Avenue and walk up to the pick-up lines to meet their child(ren). If the lot is full, parents may park along Southwood Avenue. Please note the following:

- Please wait until students have reached the pick-up zone before notifying the adult monitoring your child's line and taking your child. Picking up students on the way to the pick-up zone can cause confusion and inadvertently create an unsafe situation. Please be patient – the safety of all students is our first priority. Students will not be dismissed before they reach the pick-up zone.
- If your child is not in the pick-up lines for some reason, you may be asked to report to the office to resolve the situation.

Inclement Weather Procedure

In the case of inclement weather (rain, temps below zero, etc.), student pick-up lines will be moved to the main gym. In that case, all parents will need to park in a designated space or along Southwood Avenue and enter the building to pick up their child(ren). Please do not park in designated fire lanes (including the drop-off/pick-up loop).

Other Points of Emphasis

- Please be patient! With a building full of young students, it always takes a few weeks at the beginning of the year for pick-up and drop-off to run smoothly and efficiently.
- Student safety is No. 1! We know some of this can be inconvenient at times, but student safety needs to take precedence over parent convenience.
- Avoid the Maple Street (back) entrance! Our buses enter off Maple Street and this is not a safe area for students to be dropped off.
- If your child's end-of-day plans change, it is really important that you notify Sunnyside early. Late changes tend to lead to confusion.

Appendix B: Standards-Based Grading (K - 4)

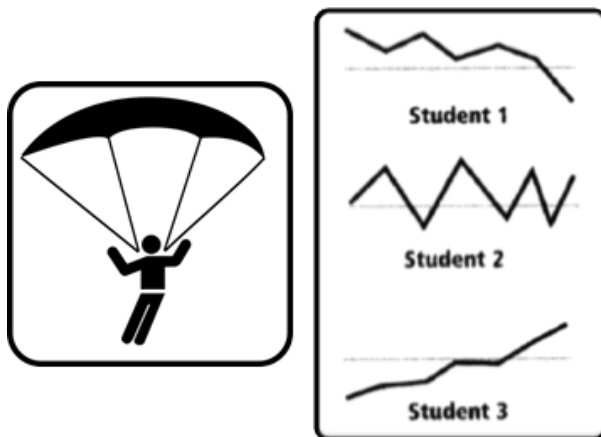
What is standards-based grading?

Standards-based grading communicates how students are performing on a set of learning targets called standards. The purpose of standards-based grading is to identify what a student knows or is able to do currently, instead of simply averaging grades/scores over the course of a grading period, which can mask what a student has (or has not) learned in a specific subject.

How does standards-based grading differ from traditional grading?

A standards-based grading system measures how a student is doing right now. If students make mistakes learning something new, staff help students learn from the mistakes with the goal of having the student understand the material at the end of the unit. A student is not penalized for the mistakes, but is assessed on what they know at the end of a unit. In a traditional grading system, a student's performance for an entire grading period is averaged together. Early scores that may be lower would be averaged together with higher scores later in the unit, resulting in a lower overall grade. This does not accurately show what the student knows.

Example: Imagine there are three students learning how to pack parachutes. Their ability to pack a parachute correctly over time is shown in the graphic below:



Under a traditional grading system, each student currently has the same average performance score, represented by the gray horizontal line. However, if we look at their score trends instead, it becomes clear which student we would want to pack a parachute for us tomorrow! Standards-based grading weighs your most recent scores more heavily, and provides a more accurate gauge on how your child is progressing toward important end of the year standards.

What about behavior?

Standards-based report cards separate academics from work habits and behavior in order to provide parents a more accurate view of a student's progress in both academic and behavioral areas. Variables such as following rules, respect, being organized, staying on task, completing assignments, and showing effort are reported separately in the *Lifelong Learning Skills* section of our report card.

How are my child's grades determined?

A student's performance on a series of assessments will be used to determine a student's grades in a subject. Practice assignments and homework are just that, practice, and serve as a source of important feedback for both students and teachers. Scores on practice assignments are not used as a major component of a student's academic grade. Instead, they inform a teacher's instruction and help her respond to your child's individual needs.

How will I know if my child needs help?

Receiving a 1 on a report card is generally a sign that a student is in need of extra help in that skill. Talk to your child's teacher. Earning a 2 on a report card can be deceiving. Many parents worry unnecessarily during the first part of the school year when they see a 2 on a report card. A 2 means a student is making progress toward meeting a standard, but isn't quite there yet. Given that the skills listed on the report card represent end of the year goals, 2's are to be expected, especially early in the year.

What about a 4 for Exceeding?

Red Wing Public Schools works to make sure all students are learning, even if they are successful at meeting their standards or goals. Teachers will continue to push them to learn more complex concepts. The goal is for students to earn a 3, which means they have successfully met grade level expectations. A 4 is reserved for students who are consistently exceeding the grade level standard and succeeding on above level tasks. Typically, this applies to few students – it may not even occur at all in a given class! One of the tendencies for those of us who grew up within a traditional grading system is to naturally equate any grading scale with an "A/B/C/D/F" scale. Please don't! It is important to read and understand each report card indicator to understand what the scale means.

So what do the Report Card Indicators mean?

- 4 - Exceeds proficiency expectations based on grade level standards:** I know this skill/concept so well I could explain it to others, or extend it to new situations. I am significantly above my grade level for this concept.
- 3 - Meets proficiency expectations based on grade level standards:** I know this skill/concept well enough to have mastered the end of year grade-level expectation.
- 2 - Partially meets proficiency expectations based on grade level standards:** I am still working toward the grade-level expectation, and getting closer. I have not yet mastered end-of-year standards, but I'm making progress toward doing so.
- 1 - Does not meet proficiency expectations based on grade level standards:** Even with help, I do not understand this skill/concept. I still need support to perform in this area.

Appendix C: Sunnyside School-Wide Behavior Expectations

Voice Levels	Sunnyside Elementary 22-23 SCHOOL-WIDE EXPECTATIONS						
	Hallway	Playground	Bathroom	Cafeteria	Classroom	Office	Bus
Be Responsible	<ul style="list-style-type: none"> Stay to the right Body to self Follow directions Walking feet Eyes forward 	<ul style="list-style-type: none"> Body to self and objects to self Follow directions Use equipment safely Wait your turn 	<ul style="list-style-type: none"> Eyes and body to self Feet on the floor Keep water and soap in the sink 	<ul style="list-style-type: none"> Hands and feet to self Follow directions Two hands on tray Pay attention Walking feet 	<ul style="list-style-type: none"> Follow directions Use materials appropriately Use walking feet Body to self 	<ul style="list-style-type: none"> Enter with walking feet Body to self 	<ul style="list-style-type: none"> Body to self and belongings to self Follow directions Stay seated facing forward Cross in front of the bus
Be Kind	<ul style="list-style-type: none"> Voice Level 0-1 Maintain personal space Greet others with a smile 	<ul style="list-style-type: none"> Voice Level 0-3 Show good sportsmanship Share and take turns Include others 	<ul style="list-style-type: none"> Voice Level 0-1 Wait your turn Allow privacy 	<ul style="list-style-type: none"> Voice Level 0-2 Use manners Include others 	<ul style="list-style-type: none"> Voice Level 0-2 Allow others to learn Use encouraging words Listen to other's ideas Share and take turns 	<ul style="list-style-type: none"> Voice Level 0-2 State your request/ask question Be polite Wait your turn 	<ul style="list-style-type: none"> Voice Level 0-2 Use kind words
Be Responsible	<ul style="list-style-type: none"> Keep hallway clean Admire items with eyes only 	<ul style="list-style-type: none"> Put equipment away Nature stays in nature Things on the ground stay on the ground Ask for help 	<ul style="list-style-type: none"> Get to business Flush Wash your hands with one pump of soap for 20 seconds Keep it clean 	<ul style="list-style-type: none"> Clean up after yourself Place garbage carefully Raise hand for help Stay seated 	<ul style="list-style-type: none"> Keep your space clean Take care of materials Ask questions Ask for help Do your work Do your best 	<ul style="list-style-type: none"> Use office materials correctly 	<ul style="list-style-type: none"> Keep belongings in backpack Watch for your stop Line up quickly Ask help



Winger Pride
Sunnyside Elementary 22-23
SCHOOL-WIDE EXPECTATIONS

0 – Voice Off 1 – Whisper Voice 2 – Normal Voice 3 – Outside Voice