

Maples Elementary School
Parent Handbook
2024-2025



Address: 6801 Mead Street, Dearborn, MI 48126

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iBlog: maples.dearbornschools.org

Principal- Mrs. Donna Jakubik

Assistant Principal- Mrs. Hanan Reda

August 28, 2024



Dear Maples Families,

Welcome back to the 2024-2025 school year. I hope that your summer break has been restful, joyful with your families and friends.

Regular and timely communication between guardians and school staff is vital to student success. We will continue to make a special effort to stay in touch with you throughout the school year. Maples Blog will continue to be used as one of the methods for communicating with the parents. I am proud to inform you that this year all the teachers will be using their ClassDojo to communicate their events, schedules, assignments, activities, and expectations on a weekly basis. All teachers will communicate your child's progress using various methods including student planners, blogs, ClassDojo, flyers, etc.

If you have any questions, please call the school at (313) 827-6450. You can also find the staff information on Maples' Blog.

To subscribe to Maples' Blog, go to: <https://maples.dearbornschools.org/staff-directory/>.

Enter your email address under Maples eNews.

Maples eNews Sign up to get classroom news. You can opt out anytime.

Email address: **(Enter your email address in the box, then click on the "Create Subscription Button")**

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Create Subscription

Throughout the school year, it is very important to continue to take part in your child's education by inquiring about their time spent at school and attending our monthly parent meetings. Encourage your child to read for at least 20 minutes every night, and help them master their computational skills. I am confident that your child will demonstrate greater motivation as you continue to show interest in their academic and social experiences. We will certainly work from our end to provide all students with the best education possible. Let's work together to make this another excellent school year in every way!

The suggested supply list is posted on Maples Blog and Class Dojo. **Class lists will be posted on the entry door windows by 4:00 pm Friday, August 25, 2023.**

Teachers will be sending a DOJO message to their students on Thursday, August 22 after 3:00. Open House and Meet the Teacher will be Friday, August 23 at 1:30-3:00 at Maples!

We wish you a great start to the school year!

Mrs. Jakubik

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School Start Procedure for Grades 1-5

Maples staff is looking forward to another positive and productive school year. We will be ready to greet your child on Monday, August 26 at 8:55 a.m. for a half day of school. Dismissal will be at 12:05 p.m.

Tuesday, August 27 will be a full day of school (Dismissal at 3:55).

School Soft Start Procedure for Kindergarten

Dearborn Public Schools is initiating a "Soft Start" program for incoming kindergarten students. The purpose of the Soft Start program is to provide shorter days and an introduction to the kindergarten teacher and of your child's school on a part time schedule for the first week of school. The goal is to ensure the kindergarten start is positive and successful for all students. This is an exciting time in the lives of children and families. Our goal for Soft Start is to make the start to school successful for all students. Thank you for your patience with the part time schedule. **This is effective only for the first week of school.**

Kindergarten Schedule for Week 1 and Week 2:

<u>Monday, August 26</u> ½ Day All students Dismissal at 12:05	<u>Tuesday, August 27</u> Dismissal at 12:05	<u>Wednesday, August 28</u> Dismissal at 12:05	<u>Thursday, August 29</u> Dismissal at 12:05	<u>Friday, August 30</u> No School for all students
<u>Monday, September 2</u> No school for all students	<u>Tuesday, September 3</u> Dismissal at 3:55	<u>Wednesday, September 4</u> Dismissal at 3:55	<u>Thursday, September 5</u> Dismissal at 3:55	<u>Friday, September 6</u> Dismissal at 3:55

Kdg will start a regular schedule starting Tuesday, September 3, 2024.

Regular School Day Procedure for Grades K-5

Starting Tuesday, August 27 students will be served breakfast at 8:25 AM. Students are expected to use appropriate behavior during breakfast and lunch. We are committed to creating a positive learning environment and being part of a community which cares for its children and their education. Together we will work to create a strong elementary school and help your children grow and learn in many ways.

Help your child to prepare for the back to school schedule at home. Elementary students should get 10 to 12 hours of sleep each night. Move bedtime earlier so that getting up for the first week of school won't be so difficult.

Office hours are 8:00 AM to 4:00 PM daily and our phone number is (313) 827-6450.



Entry/Dismissal Procedure Grades K-5

8:55 Entry Bell	9:00 Instruction Begins	3:55 Dismissal
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All students who arrive to school before 8:45 go to breakfast through door # 5 in the playground. (Students will be monitored by school staff, so there is no need to stay with them).

- After eating breakfast students will exit the cafeteria through door #5 and walk to his/her respective spot.
- Kdg teachers will pick up their students from the cafeteria.
- Late arrivals must be buzzed in through door #1

Teacher Assignments & Entry/Dismissal Doors for all grades:

	Kdg	First	Second	Third	Fourth	Fifth
Entry Door #	Door # 6	Door # 6	Door # 8	Door # 7	Door # 1	Door # 2
Dismissal Door #	Door # 6	Door # 6	Door # 8	Door # 7	Door # 1	Door # 2
Door Location	Playground	Playground	Mead	Mead	Arthur	Payne
Teachers	Ms.Algalal Mrs. Lesniak Mrs.McGrath Mrs. Sauve Mrs.Wozniak	Ms. AlAziz Mrs. Ayach Mrs. Gerwatowski Ms. Sands	Mrs. Alnasir Mrs. Lee Ms. Restum Mrs. Spence	Ms. Charara Ms. Maffesoli Ms. Naert Mrs. Osman	Mr. Bell Mrs. Sandweg Mrs. Whitford Mrs. Winkel	Ms. Aljemelawy Mr. Dayne Mrs. Poulos Mrs. Stage

Please be sure to wait outside for your child at dismissal time. The teachers will walk students out to their designated doors at 3:55. Older siblings in different grades are encouraged to walk around the building to the younger sibling's door to meet the parents.

Please do not block the crosswalks, bus loading zones, or stop in the middle of the street to let your child out of the vehicle. Student Safety comes first! Traffic around the school is one way during entry and dismissal time. We need your help to ease the traffic congestion. We need to maintain a safe school for our children. Your help is needed and greatly appreciated.

Attendance



The entry bell will sound at 8:55 AM, the tardy bell will ring at 9:00 and classes will begin promptly at 9:00 am. Students will be marked **tardy** when coming to school after that time. Students are to line up at their assigned door, with their class. Students are not to come early to school to play. The playground is not supervised before school.

Students arriving after 9:00 must sign-in at the office so that their attendance can be changed from absent to late.

Regular school attendance is in your child's best interest. There is a clear correlation between good attendance and academic achievement. Students need to attend school to fully maximize their educational opportunities. In addition, the law in Michigan governing compulsory attendance requires a parent, legal guardian, or other person having control or charge of a child age six to sixteen, shall be required to send such child to the public school during the entire school year except under limited circumstances.

Starting the summer vacation before the end of the school year or taking a vacation in the middle of the school year is NOT in your child's best educational interest. Therefore, this is considered an unexcused absence.

Maples School has a procedure in place for addressing excessive absences/tardiness. After any student has shown a pattern of unexcused absences, parents will be contacted to discuss the issue. If absences continue, a letter will be sent to the parent/guardian. The letter will be a gentle reminder of the importance of regular school attendance. Subsequent letters will be sent for additional absences. All of these contacts are to assure that home and school are working together on the issue of attendance. One outcome of numerous absences, even if they are excused, is for the school to require a doctor's excuse for each absence. This is an extreme measure used only in extreme situations. In addition, unexcused absences can lead to a truancy referral to Student Services.

Please call 827-6451 to report your child's absence during the year. We are looking forward to a great school year!

Maples School Hours

Monday - Friday

Grades K – 5 8:55 am – 3:55 pm

HALF DAY

Grades K – 5 8:55 am – 12:05 pm

Entry bell rings at 8:55 and instruction starts promptly at 9:00 am

SUGGESTED School Supplies for Maples School 2024-2025						
Maples School teachers have prepared the following SUGGESTED school supply list to help you make grade level appropriate choices while shopping for supplies. Even though the school will continue to provide basic supplies for your children, we chose to send you this list so you can get what your children may need while items are on sale in August. Please save this list on your fridge for later use. This list will also be available on Maples blog and the web page. We appreciate your contributions.						
	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade
REQUESTED FOR YOUR CHILD'S INDIVIDUAL USE ALL YEAR LONG						
Pencils	1 dozen	1 dozen	2 dozen (24 total)	2 dozen (24 total)	1 dozen	1 dozen
Crayons	2 boxes of 24 crayons	1 box	1 box -16 or more	1 box	1 box	1 box
Colored Pencils	1 box	1 box	NONE	1 box	1 box	2 boxes
Markers	2 box	1 box	NONE	1 box	1 box	1 boxes
Glue	12 glue sticks	10 glue sticks	10 glue sticks	10 glue sticks	5 glue sticks	10 glue sticks
Eraser	NONE	NONE	2 packages of large erasers	2 big erasers or pack of pencil top erasers	2 big erasers or pack of pencil top erasers	2 big erasers or pack of pencil top erasers
Blue Pen	NONE	NONE	NONE	NONE	NONE	2 pens
Black Pen	NONE	NONE	NONE	NONE	NONE	2 pens
Red Pen	NONE	NONE	NONE	2 packs	NONE	2 pens
Highlighters	NONE	1 pack	NONE	1 pack	1 pack	1 pack (yellow)
Dry Erase Marker	2 packs	2 packs	2 packs (thin)	2 packs (8 total)	1 pack	1 pack (thin)
Pencil Box/Case	NONE	NONE	NONE	1	NONE	1 soft pouch
Spiral Notebook	2 (Wide Ruled)	1 one subject wide ruled	NONE	3 Wide Ruled	5 Wide Ruled	5 Wide Ruled
Composition Notebook	3 (black and white)	1 (black & white)	2	2	2	2 (black & white)
Pocket Folder	NONE	NONE	NONE	NONE	6	3
Post Its	NONE	NONE	1 pack	NONE	1 pack	1 pack
Paper (Loose leaf)	NONE	NONE	NONE	NONE	2 packs	3 packs
Pencil Sharpener	NONE	NONE	NONE	1	1	1
Scissors (safety)	NONE	NONE	1	1	1	1
Ruler	NONE	NONE	NONE	1 (cm/in)	NONE	1 (cm/in)
Backpack	1	1	1	1	1	1
Tissues	2 boxes	2 boxes	2 boxes	4 boxes	2 boxes	2 boxes
Brown paper lunch bags	1 pack	NONE	1 package	NONE	NONE	NONE
OPTIONAL - FOR CLASSROOM USE						
Band Aids	NONE		2 boxes			
Hand Sanitizer	2 (pump sanitizer)	1	2 bottles	1	1	1
Paper Towels	1 roll	2	2 rolls	1	1	2
Index Cards	NONE	1 pack	1 pack of white cards	NONE	1 pack	1 pack
Anti-Bacterial Wipes or baby wipes	2 baby wipes only	2	2 containers	2	1	1
Zip Lock bags	1 box snack 1 box sandwich 1 box quart 1 box gallon	1 gallon 1 quart 1 sandwich	1 gallon 1 quart 1 sandwich	1 gallon 1 quart 1 sandwich	NONE	OPTIONAL sandwich (girls) 1 gallon (boys)
Playdoh	2 cans	2 cans	1 container (any color)	NONE	NONE	NONE
Paper Plates	NONE	NONE	1 package	NONE	NONE	NONE



2024-25 Dearborn Public Schools calendar

Aug. 21, 2024	No school for students - Professional development day
August 22	No school for students - Professional development day
August 23	No school for students - Teacher duty a.m., school open houses p.m.
August 26	First day of school , half day all students a.m., Teachers professional development p.m.
August 30	No school, pre-Labor Day holiday
September 2	No school, Labor Day
September 3	First early release Tuesday
October 1	No school, Professional development day
October 25	Half day elementary only, teacher duty p.m. Secondary full day of school
November 5	No school (elections) - Professional development day
November 27	No school -Conference release day
Nov. 28 and 29	No school -Thanksgiving
Dec. 23, 2024 to Jan 3, 2025	No school winter break
January 6	Half day all students, Teacher duty p.m.
January 7	Half day secondary only, teacher duty p.m., Elementary early release day
January 20	No school- Martin Luther King Jr. Day
February 17	No school, mid-winter break/Presidents Day
February 25	No school - Professional Development Day
March 24 to 28	No school, spring break
March 31	No school, Eid
April 18	No school, Good Friday
May 26	No school, Memorial Day
May 27	Last early release day
June 6	Last day of school, half day all students, teacher duty p.m.
June 9	No school - Conference release day

Early release days: Sept 3, 10, 17, and 24; Oct. 8, 15, 22, and 29; Nov. 12, 19 and 26; Dec. 3, 10, and 17; Jan. 7, 14, 21 and 28; Feb. 4, 11 and 18; March 4, 11, and 18; April 1, 8, 15, 22 and 29; and May 6, 13, 20 and 27.

March 19, 2024

