

PRINCIPAL'S MESSAGE

By Jenna Berumen

Welcome back to school! I hope you all had a restful and relaxing summer.

Please take time to review the information provided in our Oak Creek School Handbook. The monthly calendar provides you with activities known to us as of the publication date. The information pages are designed to inform you of important policies and practices of the IUSD and Oak Creek School. The intent of this handbook is to keep you informed and to encourage your participation in school activities. As the year progresses, additional information and dates will be sent home through fliers and e-newsletters.

We are counting on you to become an integral member of the school community. Education is a partnership that cannot occur without the support of every staff member, the involvement of every parent, and the commitment of every student.

OAK CREEK SCHOOL MISSION:

Our mission is to enable all students to become contributing members of a society empowered with the skills, knowledge, and values necessary to meet the challenges of a changing world and to provide the highest quality educational experience we can envision.

OAK CREEK SCHOOL BELIEFS:

To provide the highest quality experience, we are dedicated to:

- Valuing each child's uniqueness and celebrating diversity.
- Providing an instructional program that instills a joy of learning and empowers all children to reach their potential.
- Practicing ethical life skills.

ATTENDANCE PROCEDURES

Please notify the office **before 8:30 a.m. each day** if your child will be absent from school. We maintain a separate line for this purpose. The attendance line is open 24 hours a day and it is the parent's responsibility to report a student's absence. The phone number for our **Attendance Hot Line** is **(949) 936- 8551. Please report known absences ahead of time.**

As of July 1st, 1998 the law states that schools receive state funding only for students who actually attend school. If you find it necessary to keep your child out of school for reasons other than an illness, we encourage you to send your child to school for at least part of the day so that your child will not be counted absent and will not miss out on important school assignments. It is crucial that local schools continue to receive the financial resources necessary to provide your child with a quality education and avert or minimize program cuts. We want to avoid

unnecessary absences that reduce district resources and limit your child's opportunity to obtain his/her education.

Studies show that there is a direct correlation between good school attendance and student achievement. Therefore, we encourage you as parents to reinforce the importance of being at school each and every day and to make every effort to send your child to school on a regular basis. Attendance and tardies are monitored at the District level and letters will be generated if your child has 3 or more tardies of 30 minutes or more, 10 tardies of less than 30 minutes or 3 unexcused absences. **If you wish to pick up homework for an absent child, please contact the teacher directly and please recognize that teachers will not be able to collect materials for your child during instructional hours.**

If your child is tardy to school, he/she must report through the front office to allow us to update our attendance records for that day. Consistent tardiness also impairs your child's ability to perform well at school and will result in parent contact and appropriate consequences.

Should you find it necessary to schedule a medical/dental appointment during the student's class time, please notify the teacher & school office by note in advance so that we may keep class interruptions to a minimum. All students leaving school before dismissal time must be signed out in the front office by a parent, guardian, or other adult listed on the Emergency Information Card. Students will be released only to those whose names are listed on the Emergency Information Card.

INDEPENDENT STUDY

Independent study requests for extended absences of **five (5)** or more consecutive school days, and no more than 20 consecutive school days of total absence, must be requested **two (2) weeks in advance** to provide the classroom teacher the time to compile materials and plan appropriate activities. Please notify the classroom teacher and the front office when an independent study contract needs to be created for your child.

LUNCH AND SNACK

A hot lunch, including milk, is available at school for **\$3.25**. Menus are available in the school office, or at <http://www.iusd.k12.ca.us/food/>. The menu also has information on how to order lunch tickets for your child. We strongly recommend this procedure as it eliminates the need to send money with your child each day. Milk is available for \$.50 for those children who wish to bring their lunch to school. Please check each morning to see that your child has a sack lunch, a lunch ticket, or money. It is quite upsetting for a young child to learn at lunchtime that he/she has no lunch. And, children that have a healthy lunch will perform better in class.

All students are required to sit at the lunch tables for 10 - 15 minutes at the beginning of the lunch period to eat their lunch before being excused to play. Because Oak Creek is a closed campus, students may not go home for lunch unless the parent signs the child out through the front office.

A breakfast or snack will also be offered at recess time every day. Cereal with milk and juice will be \$2.00, and other snacks will be available for \$.50 to \$1.00 each. A menu will be posted at school, and parents are encouraged to purchase breakfast tickets so students do not have to bring money to school.

CLASSES WILL NOT BE INTERRUPTED TO DELIVER LATE LUNCHES. STUDENTS ARE TO CHECK IN THE OFFICE IF THEY DO NOT HAVE A LUNCH TO SEE IF A LUNCH WAS DELIVERED FOR THEM. PLEASE DO NOT DELIVER A LUNCH TO YOUR CHILD IN THE LUNCH AREA WITHOUT FIRST SIGNING IN AS A VISITOR IN THE FRONT OFFICE.

PARENT INVOLVEMENT

Oak Creek welcomes and values our volunteer assistance. Without our volunteers, many programs and activities would not be possible. There are a variety of avenues for parents to volunteer their time and talents to our school. These include:

- **Classroom/Library Assistance:** Classroom teachers and our library staff will recruit parent help at the beginning of the school year. There are opportunities for parents to work directly with students, to complete clerical tasks, and to complete tasks at home. If you are interested in serving in this way, please contact your child's teacher. If working in the library is an interest to you, you may contact our library staff.
- **School Site Council:** This group is composed of staff and parent members whose responsibility it is to plan, monitor, and evaluate our School Improvement Plan. Parent members are selected by a vote of all parents in the spring at Open House. Meetings and the agenda are listed in the front office, and all parents are welcome to attend.
- **Parent-Teacher Association (PTA):** This volunteer group is composed of all parents who wish to join. Its elected and appointed representative's goal is to support the programs here at Oak Creek and the overall educational system. A variety of programs and activities are scheduled throughout the year and coordinated by the PTA Board, which is elected in the spring of each year. PTA meetings are held on Wednesday evenings, and all parents are encouraged to attend.
- **Legislative Action Network:** This group of volunteers from across the Irvine area is committed to responding in writing or by telephone to our state and federal legislators on critical issues impacting education. We believe that the expressed voice of the people is one of the best ways to insure legislative support for our schools. Our involvement in this process is coordinated through the PTA board.
- **ELAC:** The English Language Advisory Committee is composed of parents of English Language Learners who meet to review our instructional support of all their children.

VOLUNTEERS AND VISITORS

All parents or guests volunteering in the classroom or helping in any way at school must have a completed Volunteer *Form* on file. This form needs to be completed only once for Irvine Unified School District. While visiting the school or volunteering in a classroom, **you must sign-in and sign-out in the front office and wear a volunteer sticker to indicate to staff that you have signed in at the office.** All student information is to remain confidential.

Please recognize that when volunteering in the classroom, you are offering your assistance to the classroom teacher. If you are interested in observing in your child's classroom, you are offered up to three observations of no more than one hour each during the school year, per IUSD regulations. Please schedule your desired observation in writing at least two school days in advance.

LOST AND FOUND

We urge parents and students to label EVERYTHING that is sent to school. Our Lost and Found rack and bin fills up very quickly with many items that are never reclaimed. We encourage parents and students to check it regularly for lost articles. Unclaimed clothing is donated to charity bimonthly.

CHILD CARE

We have on-site before and after school child care, provided by Child Development Center (CDC). For additional information, call 949.551.3275.

LIBRARY BOOK CHECK OUT

Students are able to check out 1 to 3 library books a week, depending upon their grade level. These books are due the week following check out unless the student renews the book(s). Overdue notices are sent home if the student has overdue book(s). Should any book be lost or damaged, payment must be made to cover the cost of the book's replacement.

PETS ON SCHOOL GROUNDS

Pets are not allowed on school grounds unless special permission has been granted by a teacher or the principal. Please be aware that pursuant to Orange County Ordinance 41.46 dogs are not to be on school grounds at any time. If you choose to bring your dog when walking your child to and from school, please wait for your child off school grounds.

TRANSPORTATION TO SCHOOL

The Safe Route to School is printed in this booklet for your information. Please discuss it carefully with your child and plan the route that is best for him/her to travel when walking or riding to school.

Students who are transported to school by bus are expected to adhere to the IUSD rules governing bus riders and to conduct themselves in a safe and respectful manner at all times when they are on the bus.

Many parents choose to drive their children to school. It is imperative that drivers adhere to the following rules and the enclosed drop-off and pick-up procedures:

- Drivers are asked to respect the handicapped spaces. Do not park in them or block them in any way, unless you have the appropriate placard.
- Oak Creek has ample curbs for the dropping-off and the picking up of students. Cars may **not be parked** at those curbs for **any** length of time. You may use any of the empty spaces in the adjacent park, in the street, or unmarked spaces in school parking lot and walk your child safely onto school grounds.
- **Please provide ample time for dropping off your child before school to alleviate undue stress for you and your child.** Plenty of adult supervision is offered by Oak Creek staff from 7:45 am until the start of school. You are encouraged to drop your child off as early as 7:45 am in order to avoid the morning drop-off congestion.

BICYCLES

It is requested that each parent discuss the bicycle rules below with your rider:

- Parents assume **FULL** responsibility and liability for the rider's conduct and bicycle
- Bicycles are allowed in **grades 3 – 6** only
- All bicycles **MUST** be parked in the bike rack and **LOCKED**. Students may not share a bicycle lock – **only one bicycle per lock!**
- **Helmets MUST be worn** by all students riding to and from school
- All bicycles must be walked on school grounds
- Children should never ride two on one bicycle
- Bicycles must be in safe working condition
- Students are not to loiter in or around the bike rack area at any time
- **ALL STUDENTS RIDING BIKES TO AND FROM SCHOOL MUST HAVE A PERMIT ON RECORD IN THE SCHOOL OFFICE.**

Infraction of these rules may result in loss of permission to have the bicycle on school grounds. The school cannot legally assume any **RESPONSIBILITY OR LIABILITY** in connection with a child's bicycle if it becomes lost, stolen or damaged. We suggest that every bicycle be licensed through the Irvine Police Department.

Also, please remember that **SKATEBOARDS, ROLLER SKATES, IN-LINE SKATES AND RAZORS/SCOOTERS OF ANY KIND ARE NOT ALLOWED AS A MEANS OF TRANSPORTATION TO OR FROM SCHOOL AND SHOULD NOT BE RIDDEN ON CAMPUS DURING ANY SCHOOL EVENT.**

MEDICATION AT SCHOOL

Any time your child requires medication at school, the medication must be stored in the nurse's office and administered by school personnel. **LEGALLY**, the school requires:

- Medication **MUST** be in the **ORIGINAL** pharmacy bottle, labeled by the pharmacist.

- The parent **MUST** sign a consent form (available in the office) prior to any medication being administered.
- The physician **MUST** sign a consent form (available in the office) prior to any medication being administered.
- Medication **MUST** be brought to school by a parent. At no time should medication arrive at school in a lunch box, backpack, Baggie, etc.

These regulations also apply to any **NON-PRESCRIPTION MEDICATIONS**. Non-prescription drugs include aspirin, vitamins, cough syrup, cough drops, ointments, etc.

PLEASE DO NOT ASK SCHOOL PERSONNEL TO ADMINISTER ANY MEDICATIONS SUPPLIED BY YOU UNTIL THE ABOVE MENTIONED REQUIREMENTS HAVE BEEN MET.

PLEASE DO NOT ASK SCHOOL PERSONNEL TO SUPPLY YOUR CHILD WITH MEDICATIONS AS NO MEDICATIONS ARE AVAILABLE AT SCHOOL.

PLEASE DO NOT SEND YOUR CHILD TO SCHOOL WITH MEDICATIONS OF ANY KIND UNLESS YOU HAVE COMPLIED WITH ALL THE REQUIREMENTS STATED ABOVE.

HEALTH SERVICES

A District nurse will be on campus periodically to complete required screening in vision and hearing. It is more important than ever before to ask parent cooperation in keeping your child at home if they are not feeling well. Because of the generosity of our PTA and support from the Irvine Public School's Foundation, our health clerk will be on campus for five days a week, four hours a day. The clerk along with the office staff will assist with the illness/injury of children and contact parents to pick up these children who need to go home or see a physician.

Germes spread quickly. If your child tells you that he/she does not feel well, **TAKE TIME TO ASSESS ALL THE SYMPTOMS AND CHECK HIS/HER TEMPERATURE BEFORE SENDING YOUR YOUNGSTER TO SCHOOL.** We know that a child does not always have a fever when feeling ill, but most often we find ourselves sending home children who do. Listen to your child and take that temperature!

STUDENT ACCIDENT INSURANCE

The Irvine Unified School District makes available to parents a low-cost accident insurance for their children. Forms are distributed to parents the first week of school. Additional forms are available in the school office. The desirability of having such a plan is that it can provide additional benefits and coverage if help is needed.

REPORTING TO PARENTS

Our commitment is that we will regularly and thoroughly communicate with parents. This communication will be accomplished through a variety of formally scheduled activities throughout the year:

- **Back-to-School Night** - During the first month of school, we will hold a formal evening meeting for parents in which you'll listen to a presentation by your child's teacher on the year's program.
- **Report Cards** - Three times per year, report cards will be issued for all students in grades K-6. The report card is kept by the parent and its envelope is to be signed and returned to school.
- **Parent Conferences** - Conferences are scheduled two times per year, in early October and late March. The fall conference is to select goals for the student for the year and to review early progress. The spring conference is optional and serves as a follow-up to Goal Setting when necessary. Teachers are always available to schedule an individual meeting to discuss a concern or issue.
- **E-Newsletters, E-mail, Website and Fliers (sent home in backpacks)**

STUDENT BIRTHDAY CELEBRATIONS

While we all enjoy the celebration of birthdays, we choose to celebrate at school **without** sweet treats such as cakes, cookies, brownies or cupcakes. If, however, you plan on bringing a healthy edible item to school for a birthday celebration, **please check with the teacher for permission and determine if there are any food allergies.** Of particular concern are those students with peanut allergies.

A more lasting celebration would be the donation of a Birthday Book to our library. Our library/media clerk has excellent suggestions for choosing an appropriate Birthday Book. A special dedication card will be placed in the book. Then, the book will be shared with your student's class. After that, the book will be placed in the school library as a continuing memory of your child's special day.

TELEPHONE USAGE BY STUDENTS

ALL CELLULAR PHONES MUST BE TURNED OFF DURING SCHOOL HOURS INCLUDING RECESS AND LUNCH. Any violation of this policy will result in the confiscation of the cellular phone. Thank you for discussing this policy with your young cell phone user.

Students are not allowed to use the phone for non-urgent matters. We ask that you take care of all after-school arrangements with your child before he/she leaves for school. Because we strive

to keep classroom interruptions to a minimum, we are not able to deliver messages phoned in to the office to individual classrooms. Your assistance is greatly appreciated.

STUDENT DRESS CODE

Local schools are granted the authority to establish school-based dress and grooming standards coordinated with District Policy. Oak Creek's Student Dress Code follows the guidelines provided by the District Policy, which has been simplified to address the basic issues usually associated with elementary age students.

Students are not allowed to wear any items to school that may be deemed inappropriate, unsafe, or disruptive to the educational process:

- Pants or shorts must be the proper size, (not too small or too large), fitting securely at the waist above the hipbone without a belt. Any article of clothing that does not cover the mid-section or undergarments are not appropriate for school.
- Any clothing that prohibits students from participating in all activities of the educational program, including P.E., should not be worn at school. Examples are:
 - Sandals, platforms, heels, sling-type shoes, wheelies, or jellies are considered unsafe and not allowed. Tennis shoes are the ideal shoe for play and exercise.
 - Dangling earrings are dangerous and are not appropriate school attire.
- Students should not wear shirts or tops that contain offensive or obscene symbols that promote alcohol, tobacco, drugs, gangs, tagging, violence, or that degrade any gender, cultural or ethical values. Spaghetti straps and halter tops are not appropriate. Tank top straps must be 1.5 inches in width.
- Make-up or unnatural hair color or extreme hairstyle is not allowed at school.
- Hats may be worn outside for protection from UV Rays but should not be worn indoors.

Staff members monitor our school dress policy. Parents are contacted when students violate our dress policy. Inappropriately dressed students will phone their parents for a change of clothes.

PLAYGROUND SUPERVISION

Playground supervision at Oak Creek begins at 7:45 a.m. **Students should not arrive on campus before that time.** At the end of the school day, students are expected to leave the school grounds immediately unless they are attending the on-site day care program. Our child care program (CDC) has exclusive use of the playground after school. The only exception is an organization that has completed and has an approved Use of Facility Permit. **Please leave campus with your students in an efficient manner at the end of the school day. Many after school issues are reported to the school office even when the students are under the supervision of their parents. Please also refrain from instructing your child to remain at the park adjacent to school grounds, unsupervised to wait for after school pick-up.**

Parents who are in need of before or after-school care are encouraged to contact the Child Development Center at 949.551.3275 to make arrangements. The center is located on our campus and is open from 7:00 a.m. to 6:00 p.m.

OAK CREEK BEHAVIOR SYSTEM

What is Effective Behavior Support (EBS)?

EBS is a school-wide behavior system that is also known as Positive Behavior Support (PBS) and School-Wide Positive Behavior Support (SWPBS). In a nutshell, it is a systems approach, used in schools across the nation, for establishing the social culture and individualized behavior supports needed for schools to be effective learning environments for all students. The system focus is clearly defined behavior expectations and positive reinforcement for all students.

Why do Oak Creek students and staff need EBS?

Oak Creek staff wants to create a sense of unity and pride amongst the students at Oak Creek. The system will enable Oak Creek staff to consistently promote, teach, and maintain appropriate student behavior.

What are the behavior expectations for students?

- W inning Attitude
- I ntegrity
- S how Respect & Responsibility
- E ncourage Others

How will students learn the WISE behavior expectations?

Oak Creek staff has created videos demonstrating the inappropriate behavior alongside the WISE Owl behavior in each of the settings on campus. Students will view these videos and the positive incentive system will be introduced on the first day of school during grade level assemblies with Mrs. Berumen. On the second day of school, the entire staff will conduct a “kick-off” for the EBS system by walking the students through the different areas of the campus where they will review expectations, demonstrate appropriate behavior, and role play making positive choices. Every student will earn a passport with a stamp from each setting verifying that they have learned the WISE expectations and what they look like in that area.

How does the program reinforce positive behavior?

Oak Creek staff has worked diligently to develop meaningful and fun incentives for our students. Recognizing areas for growth among our students, the staff has decided to focus on awarding students for **timely completion of homework, arriving to school on time, and WISE behavior**. Students will have the opportunity to earn five points (grades K-3) or ten points (grades 4-6) per week for meeting the expectations for each of these areas. The classroom teacher will award the students their points on Friday afternoons. In addition, students will have an opportunity to earn WISE Owl Tickets (worth one point each) throughout the school day from any staff member that observes the student behaving in a WISE manner. The staff has come up with many incentives that will appeal to students that prefer to use their points immediately and to those who would rather save for a “big ticket item.” The incentives are described on a poster in your child’s classroom and award opportunities occur every other Friday.

What happens if my child has a behavior problem at school?

Behavior citations (small quarter sheet size) will be given to students for minor behaviors that occur outside of the classroom. The citation serves as a warning that the behavior choice was inappropriate. We hope you will take the opportunity to discuss WISE choices with your child and return the signed copy to your child's teacher indicating that you received notification of the behavior. Full page Office referrals are given when a student displays major behaviors anywhere on campus. These referrals are handled by Mrs. Berumen in the front office. Once the situation is investigated, she will make contact with the parents of the student referred to discuss the incident. **NEITHER THE CITATION NOR THE REFERRAL GO ON YOUR CHILD'S PERMANENT RECORD.**

Playground game rules are taught and reviewed throughout the school year. Students are held responsible for learning and following these rules.

Oak Creek Students will be using the following Conflict Resolution Strategies to help them become better problem solvers:

1. Talk it over
2. Walk away
3. Say "I'm sorry"
4. Do something else
5. Take Turn
6. Share
7. Ignore
8. Ask for help (first from a peer then from an adult after using three or more of the above tools first)

PLEASE REFER TO THE NEXT PAGE TITLED **EBS QUICK REFERENCE GUIDE FOR AN EXPLANATION OF OUR OAK CREEK BEHAVIOR SUPPORT SYSTEM.**

DISASTER PREPAREDNESS

At Oak Creek, we are constantly concerned for the safety and welfare of each of our students. We hold regular drills to teach children the appropriate way to safely exit the building in the event of a fire, to "duck and cover" in the event of an earthquake, and to respond to our "Secure the School" drill. The school is fully equipped with supplies for both First Aid and search and rescue through the donations of parents and purchases made by PTA. In addition, many of our staff members are trained in First Aid and CPR. Our school staff is prepared to deal with a major emergency and to provide for the physical and emotional needs of students while they are under our supervision as well as their orderly and safe release.

To assist us in this effort, we **require parents** to do the following:

- Please see first day packet from PTA regarding donations for disaster supplies and follow their instructions/suggestions. They have collaborated with school staff.
- **Complete an Emergency Information Card and update it whenever there is a change in your contact information.** Remember, in the event of a disaster, access to students will be

carefully controlled so that we may account for every child. **Students will be released ONLY to adults designated on their emergency data.** All adults must check in at the central command area to request student release and to sign out students in the designated manner.

ZERO TOLERANCE (IUSD Board Policy)

We enforce a policy of Zero Tolerance, which means that the following violations will result in immediate SUSPENSION or EXPULSION from the Irvine Unified School District.

- Possession of a firearm
- Brandishing a knife
- Sale of Controlled Substance
- Committed or attempted to commit a sexual assault

In addition, the following violations will result in immediate SUSPENSION and a determination of further action that may result in EXPULSION proceedings.

- Serious physical injury to others
- Possession of knives, explosives or other dangerous objects
- Possession of controlled substance
- Robbery or extortion
- Assault or battery upon any school employee

HOMEWORK POLICY

Kindergarten: *In Kindergarten we teach the skill of responsibility through the daily routine of reading and homework. At this age level, students are dependent upon their parents to model and help reinforce skills taught in class. Kindergarten homework should reflect your child's thinking, and may be used to provide further instruction if necessary. Kindergarten students will typically have homework Monday - Thursday and should be completed within 15 minutes. If your student takes longer to complete assignments, please notify the teacher. An additional 10 minutes of reading is required daily. Adults may read to the child, or the child may read to them. Homework is reviewed by the teacher and returned with any necessary comments. Homework is not reflected in academic grades on the report card; however, it is a component of the work habits and social skills section.*

First Grade: *In first grade homework assignments are given to provide practice and reinforcement of newly learned skills, help develop a sense of personal responsibility, encourage self-discipline, extend learning and build each child's ability to study independently. Parents should assist in the following ways: support the concept that homework is important, encourage the child to study at home, read directions to the child, and check to see that all homework is completed neatly and correctly in pencil. First grade expectations consist of 15-30 minutes of nightly homework practice in addition to 15 minutes of independent reading. Reading selections can include, but are not limited to, class stories, self-choice selections, or stories the parent reads to the child. Homework is not reflected in academic grades on the report card; however it is a component of the work habits and social skills section.*

Second Grade: *In second grade, typical weekly homework assignments are given to provide practice and reinforcement of skills, help develop a sense of personal responsibility and encourage self-discipline. Nightly homework includes 20 minutes of reading in addition to 15-30 minutes of assigned practice,*

excluding long-term projects such as book reports. Parents should support the concept that homework is important, encourage the child to study at home, and check to see the child has completed all the homework neatly and correctly in pencil and has followed all the directions carefully. Homework is not reflected in academic grades on the report card; however, it is a component of the work habits and social skills section.

Third Grade: *Homework should be a reinforcement or an extension of what has been taught in the classroom. Homework is an important part of the child's learning and encourages strong organizational skills and study habits. Nightly homework includes 20 minutes of reading per day in addition to 30-40 minutes of assigned practice, excluding long-term projects and reports. Parents should check to see that homework is complete and done neatly. Homework is a component of the work habits and social skills section on the report card.*

Fourth Grade: *At fourth grade level, students are required to write their own homework assignments daily in the Oak Creek school planner. They are responsible for the organization, completion and turning in of all assignments on time. Homework consists of 30-60 minutes per night from the following: 1-2 review or practice assignments pertaining to classwork, 20 minutes of reading per night, periodic long term project work pertaining to classwork (created with minimal parent support), preparing for tests, and review of basic skills such as math facts. Homework is graded based on completion and timeliness. It comprises a small percentage of students' grades, in both achievement and effort/work habits.*

Fifth Grade: *For fifth graders, the purpose of homework is to review what is learned in class. Parents should provide a distraction-free study area and the supplies needed to complete assignments. Parents should also encourage the child to complete the work but not do it for him/her, and let the teacher know if their child experiences difficulties with the work. Students will typically have homework Monday – Thursday. Long term projects will be assigned during the year for which students will be informed about instructions and due dates in a timely manner. Homework consists of 60-90 minutes per night including the 20 minutes of independent reading. Parents should recognize that the amount of time spent on homework reflects the child's ability and work/study habits. On the report card, homework counts for a maximum of 25% of the student's academic grades and a majority of the effort/work habits sections.*

Sixth Grade: *Homework is an integral part of the sixth grade curriculum. It is primarily intended to be practice of the concepts introduced in class and to develop strong study skills in preparation for middle school and higher education. Homework teaches responsibility and personal organization. It is graded and assessed to provide teachers with the knowledge needed to prepare upcoming lessons and to remediate learning problems when necessary. Homework should take a sixth grade student approximately 90 minutes per night to complete, including independent reading. Parents should encourage their child to complete the work, but not do it for him/her. On the report card, homework counts for a maximum of 25% of the student's academic grades and a majority of the effort/work habits sections.*

**OAK CREEK ELEMENTARY SCHOOL
DAILY SCHEDULE**

KINDERGARTEN

EARLY BIRDS	LATE OWLS
8:00-9:55 Instruction	10:20-11:25 Instruction
9:55-10:15 Snack/Outdoor Activities	11:25-11:45 Snack/Outdoor Activities
10:15-11:20 Instruction	11:45-1:40 Instruction

GRADES 1-2

REGULAR DAYS	WEDNESDAYS & MODIFIED DAYS
8:00-10:00 Instruction	8:00-10:00 Instruction
10:00-10:30 Recess	10:00-10:30 Recess
10:30-11:30 Instruction	10:30-11:30 Instruction
11:30-12:25 Lunch Recess	11:30-12:25 Lunch Recess
12:25-2:25 Instruction	12:25-1:17 Instruction

GRADE 3

REGULAR DAYS	WEDNESDAYS & MODIFIED DAYS
8:00-10:00 Instruction	8:00-10:00 Instruction
10:00-10:30 Recess	10:00-10:30 Recess
10:30-11:55 Instruction	10:30-11:55 Instruction
11:55-12:45 Lunch Recess	11:55-12:45 Lunch Recess
12:45-2:23 Instruction	12:45-1:17 Instruction

GRADE 4

REGULAR DAYS	WEDNESDAYS & MODIFIED DAYS
8:00-10:30 Instruction	8:00-10:30 Instruction
10:30-10:50 Recess	10:30-10:50 Recess
10:50-12:20 Instruction	10:50-12:20 Instruction
12:20-12:55 Lunch Recess	12:20-12:55 Lunch Recess
12:55-2:28 Instruction	12:55-1:28 Instruction

GRADES 5-6

REGULAR DAYS	WEDNESDAYS & MODIFIED DAYS
8:00-10:30 Instruction	8:00-10:30 Instruction
10:30-10:50 Recess	10:30-10:50 Recess
10:50-12:40 Instruction	10:50-12:40 Instruction
12:40-1:15 Lunch Recess	12:40-1:15 Lunch Recess
1:15-2:28 Instruction	1:15-1:28 Instruction