

## **Welcome to the 2021-2022 school year at Pinedale!**

This packet contains information to help keep the school year running smoothly for everyone! If you have specific questions or concerns, please contact our office at 605-394-1805. A complete RCAS District handbook is also available upon request.



### **DAILY SCHEDULE**

7:35 AM – Earliest arrival time. Students go straight to playground; *parents say goodbye at gate.*

7:35 AM – School bus arrives at Pinedale to drop off bus students.

7:35-7:55 AM – *All students arrive and proceed to the playground; breakfast will now be offered after the bell rings.*

**7:55 AM – First bell rings.** Students line up outside at their classroom doors.

8:05 AM – Tardy bell rings. Students should be in their seats. Late students need a tardy pass from office.

K & 3<sup>rd</sup> Morning Recess– 9:30-9:45

2<sup>nd</sup> & 4<sup>th</sup> Morning Recess– 9:45-10:00

1<sup>st</sup> Morning Recess– 10:00-10:15    5<sup>th</sup> Morning Recess – 10:45-11:00

**K, 1<sup>st</sup>, 4<sup>th</sup> Lunch & Recess – 11:40-12:15**

**2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup> Lunch & Recess – 12:00-12:35**

K & 3 Afternoon Recess– 12:50-1:00

1 & 4 Afternoon Recess– 1:00-1:10

2 & 5 Afternoon Recess– 1:10-1:20

**2:50 PM – Dismissal bell rings.** Students exit from classroom doors to playground outside; *parents meet at gate.*

2:50 PM – Bus students board school bus.

3:00 PM – School bus leaves Pinedale with bus students.

3:00 PM – Latest pick-up time. School grounds cleared. Playground can be visited again after 4:00 PM.

**Orchestra 4<sup>th</sup> Grade** – Tuesdays & Thursdays 2:00-2:30

**Orchestra 5<sup>th</sup> Grade** – Mondays & Wednesdays 2:00-2:30

**Band 5<sup>th</sup> Grade** – Monday-Friday 10:45-11:20 (Monday - flutes, Tuesday – clarinet & saxophone, Wednesday - percussion, Thursday - trombone, baritone, tuba, Friday – ALL)

### **ABSENCES & TARDIES**

When your child will be absent or late, please let us know (605-394-1805). If there is no parent contact, the absence will be considered unexcused. Unexcused absences count toward truancy and truancy is in violation of state law, so please make sure you contact the school any time your child will be absent or late!

### **CHECK-IN & CHECK-OUT PROCEDURES**

- Our building doors are locked throughout the school day. Visitors will use the front entrance only. Visitors will need to press the button on the brick wall near the front door and wait for office staff to respond. The red light behind the glass will turn green when the door is unlocked for you to come in.
- Once you have entered the building, please stop into the office to sign in and obtain a Visitor Pass before going anywhere else on school grounds.
- If you need to pick up your child for an appointment or to be checked out for the rest of the day, *please call when you are on your way (605-394-1805)* and we will have them ready and waiting at the office for you to sign them out.
- Please discuss after school arrangements ahead of time so we can try to minimize messages and classroom disruptions.
- If possible, please consider scheduling appointments, visits, drop-offs and other non-urgent interruptions for outside of school hours. We want to make attendance and education a priority while minimizing disruptions to the classroom and to other students.

## **LUNCH/MILK PROGRAMS**

Exciting news! The USDA is once again funding **FREE BREAKFAST AND LUNCH** for all students throughout the 2021-2022 school year. Milk is included with meals, but milk purchased alone for home-brought lunch is \$.55. Funds can be added through Family Access. Menus can be found online at [www.rcas.org](http://www.rcas.org).

## **SNACKS & BIRTHDAY TREATS**

Lunch and snacks – homemade items ARE allowed for lunch and snacks. Most teachers encourage an individual mid-morning snack. These snacks should be a healthy choice brought from home in an appropriate container and not intended to be shared with other students. Please keep in mind any allergy or peanut restrictions that your child's teacher may have for their specific classroom.

Birthdays - in order to provide a safe and healthy learning environment for all children, *please do not deliver balloons, flowers, stuffed animals, food orders, etc.* Birthday treats can be brought in, but must be store-bought and clearly labeled. As an alternative to treats, a student may bring small party favors, pencils, or other small items.

## **SCHOOL NURSE**

If your child is feeling sick or has a temperature of 100 degrees or above, please allow them to stay home and rest. We have limited nursing options at Pinedale and we want our students to stay in a place where they are comfortable and can recover completely before they return to school. Students need to be fever-free and diarrhea/vomit free without medication for 24 hours before returning to school.

## **WEATHER, RECESS & PLAYGROUND**

Each grade goes outside for recess multiple times a day, in all types of weather. Please assist your child in making sure they are dressed appropriately. If the wind chill is below zero, it will be a RED FLAG DAY and all students will be kept inside before school and/or at recess. No students are allowed to exclude other students from play for any reason. Playground activities during the school day should be a time to encourage safety, social skills, learning, teamwork, fair play, and cooperation between all levels of skill.

## **BEHAVIOR & DISCIPLINE**

Our District's behavior and discipline plan focuses on positive reinforcement, relationship building, and restorative justice. At Pinedale, "Panther Pride" encourages us to be respectful, responsible, and safe. Social-emotional and life skills are taught through self-management and independence, communication, empathy, and personal progress.

## **PERSONAL ITEMS**

Note the District policy regarding cell phones, smart watches, tablets, etc. All personal devices must remain turned off and out of sight during school hours. Your help in following this policy is greatly appreciated.

All coats, hats, gloves, masks, and other personal items should be clearly labeled with your child's name. Lost & Found items are located near the front office. Unclaimed items will be removed and donated regularly.

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Your child's teacher is your first stop with any classroom questions or concerns, either in person, via email or phone call, or through Class Dojo. You may also email our principal, Mr. Chip Franke, at [chip.franke@k12.sd.us](mailto:chip.franke@k12.sd.us) or call the Pinedale office at 605-394-1805. Office hours are M-F 7:30-4:00. Pinedale is also on Facebook!

Thank you for taking time to familiarize yourself with our school routines! Don't forget that open, honest communication and a dedication to education is a key to your child's success!

**Go Panthers!! Learn like a Champion Today!!**

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