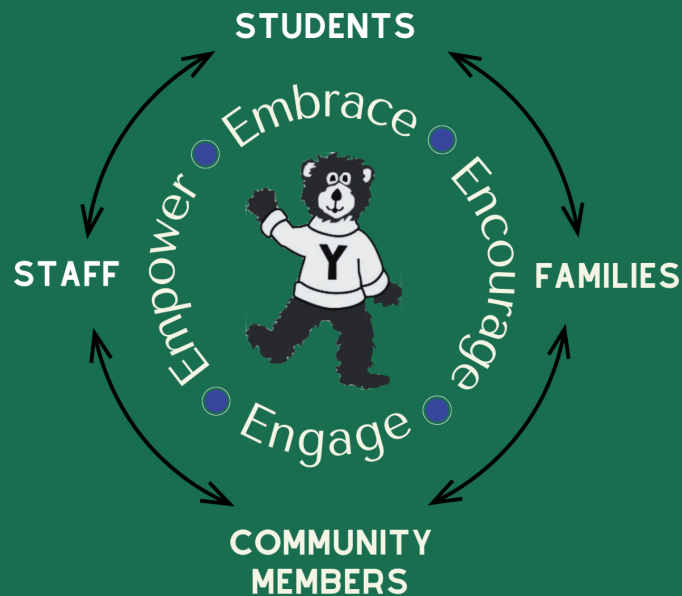




YOUNG SCHOOL

Our Vision



Our Mission: In partnership with families and the Saco community, we encourage all learners to reach their greatest social-emotional and academic potential through intentional interactions.

STUDENT HANDBOOK

**YOUNG SCHOOL
75 TASKER STREET
SACO, ME 04072
(207) 284-7053**

Young School

Shared Statement of Commitment

Young School is committed to building a collaborative learning community of students, parents, and school staff.

Our school community respects the differences among learners and responds to their individual needs. We provide a safe and nurturing environment that promotes intellectual, social, emotional, and physical achievement.

We encourage the development of our core values, including honesty, respect, responsibility, compassion, citizenship, and fairness; and we celebrate our success in this endeavor.

OUR MISSION

In partnership with families and the Saco community, we encourage all learners to reach their greatest social-emotional and academic potential through intentional interaction.

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SACO PHONE DIRECTORY

Superintendent of Schools		284-4505
Superintendent	Ext. 7035	
Special Education Services	Ext. 7034	
Receptionist/Secretary	Ext. 7061	
Food Service Director		282-0211
Transportation Director		494-9631
C. K. Burns School		282-5800
		284-5081
Governor John Fairfield School		282-1322
		282-6443
Saco/Old Orchard Beach Adult Ed.		934-7922
Saco Middle School		282-4181
		282-4182
Saco Pre-K		494-9630
Thornton Academy		282-3361
Young Elementary School		284-7053
	Fax	282-1510
Saco Police	Business	284-4535
	Emergency	911
Saco Fire		282-3244
Saco Parks & Recreation Center		283-3139
Dyer Library		283-3861
York Institute Museum		282-3031

**Saco School Department
School Board of Education**

90 Beach Street
Saco, ME 04072

Found on our District website -

http://cms9.revize.com/revize/sacoschoolme/leadership/school_board/board_members.php

SUPERINTENDENT: Jeremy Ray
SPECIAL EDUCATION DIRECTOR: Jessica Clark
MAINTENANCE/TRANSPORTATION DIRECTOR: Mike Garrity
FOOD SERVICE DIRECTOR: Susan Morrell

YOUNG SCHOOL DIRECTORY

PRINCIPAL: Jeffrey Mears
ADMINISTRATIVE ASSISTANT: Joddie Fournier

KINDERGARTEN:

Sophie Dubois	Melonie Koss
Keely Gendron	Margaret Gregoire
Pamela Kenney	Michelle Perreault

FIRST GRADE:

Ariana LeClair	Sally Pulsifer
Kerra Cartwright	Jocelyn Rocray
Allison Cox	

SECOND GRADE:

Melissa Blunt	Shaun Jordan
Libby Collins	Carrie Lawler
Keilly Lynch	Shani Plante

NURSE: Miranda Couture

LIBRARIAN: Elizabeth Blanchard

LITERACY COACH: Jamie Paige

LITERACY ED TECHS: Sandy Cartwright, Kristina Tobey

LITERACY INTERVENTIONIST: Nicky Braley, Stephanie McKinnon

PHYSICAL EDUCATION: Jared Bernard

SCHOOL COUNSELOR:

SOCIAL WORKER: Jessica Hall

RESILIENCY COORDINATOR: Adele Lawler

SPECIAL EDUCATION: Jennifer Marines, Eric Swift, Jeremy Allen, Deb Lynch

SPECIAL EDUCATION ED TECHS: Carol Crowell, Betty Heatley, Sarah Morton,
Heather Palmeter, Jennifer Simard, Michele Webb, Rachel Roberge,

SPEECH THERAPIST: Carly Gill

SCHOOL PSYCHOLOGIST: Hallie Tuller

CUSTODIANS: Donna Jose, Anna Jean Goldthwait, Artemio Jumapit

SHARED PRIMARY STAFF

ART: Justine Frappier, William Temple

MUSIC: Elizabeth Blanchard

EL: Holly Trottier

OCCUPATIONAL THERAPIST: Maighan LeBlanc

PHYSICAL THERAPIST: Kelsey McVey

BCBA: Matt Thebarger

SCHOOL RESOURCE OFFICER:

Math Coach: Ashley Rennie

ARRIVAL & DISMISSAL

Supervision with students begins with the arrival of the first bus at 7:35 A.M. **Children may not be dropped off at school before 7:35 A.M.** The bell rings at 7:55A.M. Children are marked tardy after 7:55 A.M.

Dismissal is at 2:15 P.M. All students being picked up at the close of the school day will be released from the hallway adjacent to the multi-purpose room. Parents entering the building to sign-out and pick-up their child(ren) will be limited in number. Parents not identifiable by the staff member supervising this process will be required to show identification (i.e. license).

Students **will not** be dismissed directly from a bus line without the parent notifying the office first.

ATTENDANCE

State law requires that your child attends school every day unless there is a legitimate reason for the absence. Please read the following steps that will be taken to ensure the safety of your child:

1. If your child is going to be absent from school, parents are expected to call Young School between the hours of 7:45-9:00 A.M.
2. If we are not notified of a student's absence, we will assume that the absence is unexcused and you will be called.

The Saco School Board of Education requires this procedure be followed in order to protect the child's best interest.

BIRTH CERTIFICATES

Birth certificates (from the city or town, not from the hospital) must be presented for all students entering Maine schools for the first time within 60 days.

CANCELLATION OF SCHOOL/DELAY OF SCHOOL

An announcement will be made through Talking Points and on the radio/TV if school is to be closed or if there is to be a delayed opening due to weather conditions or other emergencies. There may be delayed openings if it appears that a one or two hour delay will make it possible to safely operate the buses. If there is a two-hour delay of school, breakfast will not be served.

“Talking Points” will automatically call, text or email the phone number or email listed with your child’s information. Listed below are the stations that will air Saco School Department cancellation:

Television:

WCSH	TV6
WMTW	TV8
WGME	TV13
FOX	23

Internet:

www.sacoschools.org
www.wmtw.com
www.wcsh6.com
www.wgme.com


DAILY TIME SCHEDULE

7:35 AM	Parent drop-off / buses arrive
7:55 AM	Bell rings / Start of school day
9:30- 9:45 AM	Kindergarten Recess
10:00-10:15 AM	1 st Grade Recess
10:30-11:00 AM	2 nd Grade Recess
11:30-11:55 AM	1st Grade Lunch (11:55-12:15 PM Lunch Recess)
12:00-12:25 PM	Kindergarten Lunch (12:25-11:45 PM Lunch Recess)
12:30-12:55 PM	2nd Grade Lunch
2:15 PM	Bus dismissal begins
2:15 PM	Walkers/Riders are dismissed

DRESSING FOR THE WEATHER

The children are expected to go outside for school recess unless there is inclement weather. Therefore, students should be sent to school dressed for possible daily weather changes. The school needs a doctor's note if your child is expected to stay in for recess. Please label all outerwear with your child's name (boots, shoes, hats, etc.) so that lost articles may be returned quickly.

EARLY RELEASE DAYS

Early release days, for the purpose of professional development, have been incorporated in the school calendar. Students will be dismissed at 12:15 PM on some Wednesdays. Please see the distinct calendar for early release dates.  2024-2025 Saco School Calendar - Board Approved 4.9.24.pdf

Parent/Teacher Conference Days

Thursday, November 7th, 2024 (3:30-7:00 pm)
Thursday, April 3rd, 2025 (3:30-7:00 pm)

Saco School Department's Vision Statement: Embrace, Engage, and Empower

Young School's Shared Statement of Commitment

Young School is committed to building a collaborative learning community of students, parents, and school staff.

Our school community respects the differences among learners and responds to their individual needs. We provide a safe and nurturing environment that promotes intellectual, social, emotional, and physical achievement.

We encourage the development of our core values, including honesty, respect, responsibility, compassion, citizenship, and fairness; and we celebrate our success in this endeavor.

Responsive Classroom

Young School is a Responsive Classroom School. We believe that social and academic learning are of equal importance as children grow. At Young School, we aim to provide all students with a safe, nurturing learning environment that encourages all children to take risks and achieve academic and social goals.

Once a month, we gather as a school community for a whole school morning meeting to welcome, celebrate and grow together. Students take responsibility for their school by creating a school wide constitution that sets expectations and consequences. The children at Young School learn how to be Cooperative, Assertive, Responsible, Empathetic, and have Self-control (C.A.R.E.S.). Students are expected to demonstrate CARES through their daily routines at school.

At Young School, we feel it is important to know each student and their family and continuously encourage families to participate in school events.

Young School Classrooms

All classrooms strive to foster the Responsive Classroom approach to learning. All classrooms provide:

- *A safe and supportive environment
- *A strong sense of belonging and community
- *Acceptance and respect for individuals
- *Challenging activities and instruction for children at all levels of ability
- *An environment that fosters self-directed learning
- *An environment that supports academic and social curriculum
- *Student centered decision-making
- *Strong relationships among children, teachers, parents and community

Curriculum

Math

All kindergarten, first, and second grade classrooms use a standards-based curriculum called Eureka². The program is designed to help students develop a deep conceptual understanding of mathematical concepts and maximize math learning.

Eureka2 intentionally organizes lessons and modules to leverage connections between concepts and to progress conceptual understanding from simple to complex to help students access new learning and problem-solving. Additionally, the lessons are connected to real-world math which helps with student engagement.

Literacy

English Language Arts builds a strong foundation for effective communication. Young School teachers guide our students to become effective communicators through lessons and activities that focus on listening, speaking, observing, reading, and writing. Classroom teachers use structured phonics lessons, skill-based small groups, interactive read-alouds, and the Lucy Calkins Units of Study for Teaching Reading and Writing to immerse students in literacy.

Art

The art curriculum is designed to provide students with the ability to express themselves through a variety of art processes and materials such as drawing, painting, printmaking, and sculpture. Students will also learn about the Elements of Art: line, shape, texture, color, form, and pattern. Through practice and application, students will develop problem-solving and decision-making skills as well as get in touch with their imagination, personality, and voice of their artwork. Students will learn about and recognize the works of various artists and cultures beginning in Kindergarten. All lessons are aligned with the Maine Learning Results for Visual and Performing Arts: Creative Expression, Cultural Heritage and Criticism, and Aesthetics.

Library

The Young School library is a place where imaginations run wild! Students visit the library on a weekly basis to hear stories, engage in technology, and explore books of different genres. Stories read to the students connect to current events, holidays, and classroom topics.

Book Check Out Rules:

- *Students choose one book at a time.
- *Books are checked out for one week.
- *Students must return their last library book before they can check out a new one.
- *Chapter books may be renewed.
- *Families will be responsible for the cost of any lost or damaged books.

Music

The goal of the music program at the K-2 level is to introduce students to a variety of musical activities to enrich their lives so they may become life-long learners of music. Current research shows that children involved in music perform better in school and achieve higher test scores.

Students have music class once a week for 30 minutes. Basic music skills are introduced using the spiral approach to teaching skills. Skills taught in Kindergarten are reintroduced at a more complex level through second grade where the recorder is introduced. Music skills taught include pitch, tempo, rhythm, structure, and dynamics. Activities in a typical music class may include singing, movement, listening, creating, performing and playing instruments.

Physical Education
“You’re not fully educated until you’re physically educated”.

Our physical education program provides students with a sequential age-appropriate curriculum of fundamental motor skills, physical fitness, and cooperative skills relative to each grade level aligned with the Maine State Learning Results.

The primary goal is for students to achieve individual success and enjoyment as an active participant in various activities that will help them begin to develop self-confidence and self-esteem leading to improved academic and social skills needed for a lifetime of healthy living.

Student Support Services

Social Work and Counseling

Young School has a school counselor, a social worker, and a resiliency coordinator to service our students and families and support their needs. The school counselor is primarily responsible for guiding students as they learn self-regulation strategies and communication skills to develop positive peer and adult relationships. This is done using a curriculum that addresses social emotional and social thinking skills. The social work team will visit classrooms for lessons and hold groups to provide this instruction proactively. The social worker’s role is primarily to support children and families who may be experiencing a range of challenges at any point during the school year and need more consistent school-based support. The guidance counselor, social worker, and resiliency coordinator can also connect families with school and community based resources.

Response to Intervention (RTI)

Young School is committed to helping all children succeed. RTI is an integral way we help support achievement for all of our students. RTI is the practice of providing high-quality instruction for all students based on their individual learning needs.

Tier 1:

At Young School, screening for reading, math, and writing are conducted throughout the year. Benchmark screenings are completed to be sure students are on track to meet achievement milestones. Based on screening results, classroom teachers may accommodate students’ needs or provide group intervention within the classroom.

Tiers 2 & 3:

Students who are not meeting achievement benchmarks are provided additional instruction (intervention) and their progress is closely monitored. Tier 2 interventions are provided by the classroom teacher, or a literacy or math specialist. Tier 3 interventions are provided by a literacy or math specialist as an out-of-classroom intervention. Data is used to make decisions regarding appropriate intervention.

RTI Support Team:

Students not making adequate progress in multiple areas of intervention are referred to the school’s RTI team where the student’s intervention plan and progress are reviewed. A specific plan for that student is developed. The team reviews RTI plans every 6-8 weeks. Progress monitoring reports are sent home to families.

Emergency Information

Please make sure that the office has all up to date emergency contact information for your child. There may be times when school personnel will need immediate access to information about your child. We also ask that you provide **more than 2** emergency contacts in case the first 2 cannot be reached in an emergency.

Please be sure to update the school office with any changes that occur during the year, for example, any changes in address or phone numbers or changes of people to contact if you are unavailable.

Fire Drills

State law requires schools to conduct drills each year. Emergency evacuation plans are posted in each workspace throughout the school. These plans are practiced periodically to ensure the safety of all in case of emergency.

Evacuation /LockDown Drills

Our mission is to provide a safe school for our students, employees and volunteers.

In the event of an emergency, a Lockdown would be called when students need to remain in the building. A Lockdown is an indoor safety procedure. Students practice remaining calm, staying quiet, and patiently waiting for directions.

An Evacuation will be used when students need to exit the building. In the event of an evacuation, students will be relocated to the Saco Parks and Recreation Building on Franklin Street.

First Day Suggestions

In order to ease the confusion of the first few days of school, please:

1. Provide a backpack marked with your child's name for carrying snacks and important papers.
2. Pin an i.d. tag to your child's backpack including name, address, phone number and bus number (to and from school).

*Your child will receive a letter from the classroom teacher prior to the first day of school with instructions about first day events and supplies needed in the classroom.

*All students will be escorted to their classroom where they will begin the day!

*Your child will need a snack every day at school. Due to the brief time available for snacks, children should only bring one item to eat. Please help us by providing your child with a healthy and simple snack that will fuel their brain! (For example: fruit, cheese, crackers, or half a sandwich).

FOOD SERVICES

Breakfast Program - Breakfast is served daily from 7:55-8:10AM. Students choosing to eat breakfast at school will eat once they come in from the playground. All students qualify for free Breakfast at this time.

Lunch Program - Lunch is served daily. Free lunches are available every day to all students regardless of financial status at this time.

PARTIES

The subject of “parties” often comes up for classroom teachers. Though we appreciate the special circumstance, we have learned over the years that the best practice is to allow the classroom teacher to schedule “classroom” celebrations as they see fit. Celebrations represent opportunities to reinforce and refine the social skills that students have learned.

Personal Items

Personal items that should not be brought to school include, but are not limited to the following: toys, sports equipment, cell phones, game boys, finger widgets, etc. The school is not responsible for any of these personal items. We will provide a variety of playground balls, jump ropes, and other equipment for students to enjoy during recess.

Dress Attire

Appropriate attire is expected for all students. Please refrain from wearing short belly shirts, extra short shorts or anything that reveals an excessive amount of skin.

PTO

Young School has a very active Parent Teacher Organization, which sponsors many different activities within our school to help enrich student educational experiences. The Young School P. T. O. meets on the first Wednesday of each month beginning in September. Meetings begin at 6:00 PM (Office Conference Room).

Some of the PTO sponsored events include:

Scholastic Book Fairs	Bingo
Catalog Fundraiser	School Educational Programs
Family Fun Night	Field Trips
Scholastic Book Fairs	And many more.....

Young School PTO Officers for 2024/2025

Co-Presidents:	Kelsey Gallant
Vice President:	Sarah Mitchell
Treasurer:	Jennifer DeBurro
Staff members:	Danielle Day / Melissa Blunt

PTO sponsored websites: <https://facebook.com/youngschoolpto>

REPORTING TO PARENTS

THURSDAY FOLDERS

To help with communication and to assure that parents receive all school notices, all paperwork will be sent home from school via Thursday Folders. Students need to return “folders” to school each Friday morning.

Conferences:

Family conferences are scheduled in the fall and in the spring. This is an opportunity for families, students, and teachers to discuss and plan for academic and social growth

Conference Pointers:

Parents might ask:

- *What is my child working on now?
- *Does my child contribute to class activities?
- *What does my child do easily and well?
- *With what is my child having difficulty?
- *Does my child complete work correctly?
- *Does my child listen and follow instructions?
- *Does my child get along well with others?
- *What can we do to support the educational process?

Teachers could learn:

- *To know you as an adult.
- *About your child’s playmates/family/interests.
- *What your child tells you about school.
- *How she/he accepts responsibility at home.
- *How your child uses his/her free time.

Report Cards:

Report Cards are distributed three times throughout the school year. Our report card is based on a continuum that measures growth over time. The report card is based on local curriculum that is aligned with Maine’s Learning Results and Guiding Principles, and Common Core State Standards.

School Wellness

It is our intent to provide quality health care for all the students during the school year. Each child who presents to the clinic requires careful monitoring to ensure his/her safety. Due to the increase in volume of injuries and illnesses sustained at school, we ask that your personal physician evaluate all health concerns that occur outside of school. We are happy to work with you and your child's physician to provide assessment of long-term illnesses and injuries. We would also like to encourage you to keep your child home if they are sick so as not to infect other children with their illness, while at school. Our goal is to keep everyone as healthy as possible.

The protocol used for determining when to send a student home and when you need to keep your child home is as follows:

- *Fever greater than 100 degrees
- *Vomiting or diarrhea
- *Injury that requires further medical attention or parent instructions
- *Chronic medical conditions that may require further evaluation parent instruction
- *Any other conditions which the health staff determines a medical evaluation is necessary (i.e. Chicken pox, Fifth's Disease, conjunctivitis, head lice)

Should your child need medication while at school, please contact the School Nurse and she will be happy to assist with this process.

Please do not send medications or cough drops to school in your child's backpack.

5-2-1-0 For Wellness

Our schools support the 5-2-1-0 philosophy. What can you do to help keep kids healthy? 5-2-1-0 is defined as follows:

Follow 5-2-1-0 countdown to good health!

- 5:** Eat at least 5 servings of fruit & vegetables on most days.
- 2:** Limit screen time to 2 hours or less daily.
- 1:** Participate in at least 1 hour or more of physical activity every day.
- 0:** Avoid soda & sugar-sweetened drinks; limit fruit juice to a half cup or less per day. Instead, encourage water and 3-4 servings/day of fat-free milk.

WELCOME VOLUNTEERS

Volunteers at Young School are held in high esteem. For volunteers, we strive to plan meaningful responsibilities and provide guidance that leads to enjoyable and valuable learning experiences for all children.

Volunteers are required to read and sign a “school volunteer registration form” , “confidentiality agreement” and a copy of your driver’s license for an annual background check. Once approved, upon arrival at Young School, volunteers are required to “sign-in” at the Office. The administrative assistant will provide each volunteer with a “volunteer badge”. Please contact your child’s classroom teacher if you are interested in learning more about volunteer opportunities.

[Volunteer Form](#)

[School Volunteer Confidentiality Agreement](#)

Thornton Academy Mentor Program

The Thornton Academy Mentor Program is dedicated to serving K-8 classrooms within the greater Saco community. The TA students volunteer their time in a classroom every other day for ninety minutes. The TA mentors provide academic, social, and emotional support within the classroom.

POLICIES

AND

PROCEDURES

Please be informed that additional Saco Board of Education Policies and Procedures can be found on the Saco website, www.sacoschools.org,

or by contacting the
Saco School Department
Superintendent's Office

Saco School Board Policies and Procedures are subject to change.