

HENKING HAPPENINGS

The Primary School Newsletter July, 2017

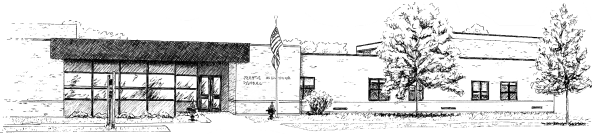
2941 Linneman Street

Glenview, IL 60025

847-998-5035 he.glenview34.org



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 6	7	8	9	10 Walk in Day 9:30-11:30am 5:00-6:30pm <i>1st & 2nd New student meet & greet @ 4:00pm</i> <i>KDG Orientation @ 6:30pm</i>	11	12
13	14	15	16	17	18	19
20	21	22	23 ☺ First Day of School 1 st - 2 nd grades <i>Kindergarten - Meet your teacher 10am & 1pm</i>	24 A-L Kdg attends	25 M-Z Kdg attends	26
27	25 All Kdg attends	29	30	31 Curriculum Night Parents only 6:00-7:00pm	September 1	2
3	4 <i>Labor Day</i> No School	5	6	7	8	9



Glenview Public Schools - Henking School

Mrs. Patty Puetz - Principal

Dear Henking Families,

Welcome to the 2017-2018 school year! My name is Patty Puetz and I am honored to introduce myself as Henking's new principal. Henking's proven commitment to students, their families and the community make it an incredible school, a school I am proud to be joining!

Over the past 15 years, I have worked as a teacher, a teacher leader, and an administrator. Although my role has changed, my main objective which is to provide children with a safe, healthy, and happy learning environment will always remain the same. I am passionate about supporting the whole child and meeting their unique and individual needs. I truly believe that our students' varied interests and experiences should be used to optimize teaching and learning and ultimately meet our district mission, "*To empower children to be self-directed learners and responsible decision makers.*"

I look forward to working with you on behalf of your children. Please know that families are encouraged to participate in the education of their children. One way to become involved is to join the Henking/Hoffman PTA. The Henking/Hoffman PTA website at www.henkinghoffmanpta.org provides valuable information about how to become a member and the various happenings throughout the school year.

Once again, I am very thankful to have the opportunity to bring all that I have experienced and learned with me to this wonderful community. I look forward to continued learning and to building the relational trust needed to successfully serve our students. I will be working most days this summer to ensure a smooth transition and opening in August. Please feel free to stop by and say "Hello!" or to share with me any thoughts, ideas and/or observations.

Sincerely,

Patty Puetz
Henking Principal

WALK IN DAY

NEW STUDENT MEET AND GREET

Come to Henking School on Thursday, August 10. The school will be open at 9:30-11:30am and 5:00-6:30pm. This is the day to pick up your child's class list, receive bus route information, pick up pre-ordered school supplies from our Henking/Hoffman PTA, obtain lunch information, and deposit money for your child's lunch account, if applicable. If you are unable to come to school on that day, you are welcome any day after August 10. New students (not kindergarteners) and parents please come at 4:00pm for an informal session about your upcoming year at Henking. Kindergarten parents are invited to a repeat of the orientation meeting at 6:30pm.

OFFICE HOURS FOR THE SUMMER

The summer office hours vary, so please call before coming to make sure we don't miss you. If you would like to leave a message on voice mail, you may do so by calling 847 998-5035. Your call will be returned as soon as possible.

RESIDENCY

Proving your residency is required for all incoming Kindergarten students and new 1st and 2nd grade students. This must be completed at the Glenview School District 34 administration office that is located at 1401 Greenwood Avenue, Glenview IL 60025 Tel./ 847 998-5000. Hours: Monday – Thursday from 8:00am – 3:00pm.

Verification applies to students new to District 34, students whose families have moved within the district during the previous school year, those entering early childhood, kindergarten, 3rd grade, 6th grade, families with a lease that expired during the previous school year, and other families as determined by the district.

SCHOOL FEES

If you have not paid your school fee for the year please send them to school as soon as possible. The fee for Kindergarten is \$127.00, Grades 1 and 2 is \$203.00. Make checks payable to "Glenview Public Schools."

PHYSICALS & VISION EXAM FORMS

Kindergarten physicals ***SHOULD*** be on file before the first day of school. All kindergarten and new students to an Illinois school need to have their vision exam forms into the office by October 15.

MEDICATION

State law will not allow your child to receive medication, prescription or over the counter, in school without written permission from you AND your child's doctor. Please do not send your child's medication to school without that written permission. This pertains to all daily medications and specific condition medications. Your child is NOT ALLOWED to carry any form of medication, including cough drops, in his/her backpack or clothing.

If your child regularly takes medication at home please make sure this information is in their health record. In an emergency your child's medical folder will accompany him/her to the hospital emergency room. The medical staff at the hospital would need this information so they would have a clear picture of your child's medical background and be able to provide adequate care.

EMERGENCY INFORMATION

Keep the office informed of any changes in your home, work, and cellular or emergency contact phone numbers. This information will allow us to reach you in a timely manner in case of illness or a medical emergency.

HEALTH OFFICE REQUEST

Are you looking to give your outgrown soccer shorts and jerseys a new home? If so, please consider donating them to our Health Office. We are in need of easy, unisex items for quick changes after spills in the lunchroom or jumping in puddles. If you have any AYSO shorts or jerseys that you would like to donate, we will gladly accept them anytime! As a reminder, if your child comes home wearing clothes given to them at school, please remember to return them, washed, to the Health Office.

STUDENT ATTENDANCE

Whenever your child is going to be absent you are **REQUIRED** to call the Health Office 847-657-2694 to report that absence by 9:00am. You may also email Kathy Walstrom: kwalstrom@glenview34.org The school needs notification of every day your child will be absent.

CLASSROOM SNACKS

As in the past, all daily classroom snacks will be fruit or vegetables. Please do not send other types of snacks or dips of any kind for your child's snack.

HENKING HAPPENINGS

The Henking Happenings is our school newsletter. This is our main line of communication for parents that will include essential information. It is important that you read the newsletter regularly. The September and subsequent newsletters will be sent electronically. Special arrangements may be made with your child's teacher if you need a printed copy.

SCHOOL HOURS

School hours for 1st and 2nd graders are 8:55am – 3:30pm. Supervision begins at 8:40am...**do not drop off your child before 8:40am.** Morning Kindergarten hours: 8:55 to 11:25am; afternoon Kindergarten hours: 1:00 to 3:30pm.

FIRST DAY OF SCHOOL -- Wednesday, August 23

1st and 2nd Graders:

The 2017-2018 school year begins on **Wednesday, August 23** for our first and second graders only. School will begin at 8:55am and end at 3:30pm. Children are to line up outside the building at the spot identified with their teacher's name. **Outdoor supervision begins at 8:40am. Students will be brought into the building at 8:50am.** If your child arrives after 8:55am they will need to check in at the office for a late admittance slip. Your teacher assignment will be included in your child's packet on walk-in day. **Students new to Henking will also line up outside.** For the 1st week of school ALL staff will be outside to assist the children. In case of rain, students will report to the West Gym.

Kindergartners:

Wednesday, August 23: Kindergartners and their parents meet the teachers at the Henking playground. Morning Kindergarten will meet at 10:00am and afternoon Kindergarten will meet at 1:00pm.

Thursday, August 24: Kindergartners whose last name begins with **A – L** will attend their scheduled morning or afternoon session.

Friday, August 25: Kindergartners whose last name begins with **M – Z** will attend their scheduled morning or afternoon session.

Monday, August 28: All Kindergarten students attend.

CURRICULUM NIGHT

Thursday, August 31, 6:00-7:00pm

This evening is for parents only, please arrange childcare. You will have an opportunity to hear from your child's teacher about curriculum, classroom expectations and highlights of the school year.

SCHOOL PICTURE DAY

Student pictures will be taken on Tuesday, September 26, 2016. More information will be sent home at a later date.



Glenview School Café Best Bites:

1st Grade students have lunch/recess from 11:30am – 12:10pm

2nd Grade students have lunch/recess from 12:10pm – 1:00pm

All School Lunches have FIVE food components:

FRUITS VEGETABLES PROTEIN GRAINS DAIRY

To add money to your child's lunch account you have a couple of options:

1. Online – to pay with a credit card go to <http://www.glenview34.org/parents/foodservices/>
2. Send cash or a check with your child to school. Please be sure to include your child's name and teacher

2016-17 Meal Lunch Prices:

Henking, Lyon and Westbrook- Complete Lunch \$ 2.60, Incomplete Lunch \$ 3.10
Breakfast is currently not available at these schools.
Milk Price- \$.60

If you have any questions regarding meals and the changes for the 2016-17 school year or your child's account please email:

Kimberly Cleveland, Director of Food Services, kcleveland@glenview34.org

Or Contact

Cheri Flicek, Administrative Assistant for Food Services, cflicek@glenview34.org or 847-486-7702

FOOD GUIDELINES FOR DISTRICT 34

Glenview School District is continuing to promote healthy living and lifestyle choices for its students. The Wellness Policy was adopted to educate students about healthy food choices and help reduce childhood obesity.

NO FOOD ITEMS AT BIRTHDAY PARTIES

District 34 does not allow food or beverages at birthday parties at school. Instead, there are several suggestions below for parents and children who still want to celebrate a birthday without food, including:

- Special time/special recognition during class. Examples include the student reading to the class, sharing a personal story with the class or selecting a fun activity from a list provided by the teacher.
- Purchase a book for the classroom library. This might include the student's name in the front of the book indicating it was donated by the student in celebration of a birthday.
- Bring in a non-food item/party favor (i.e., pencils, erasers, stickers). Please, no disruptive items. If you need help deciding, please contact the school for guidance.
- Donate an indoor recess game to the classroom.

Please know all celebratory activities should be cleared with the classroom teacher in advance, but that no food or beverages will be allowed as part of these celebrations. Administrators throughout the District are responsible for implementing this practice.

FOOD GUIDELINES FOR NON-BIRTHDAY CLASSROOM CELEBRATIONS

Food and beverage can be a part of non-birthday classroom celebrations like Halloween and holiday parties. However, those food and drink items will be chosen from a list of menu options developed by the Food Service Department.

These food/drink items can be purchased through the Food Service Department by ordering 30 days prior to the event on a first-come, first-served limited basis. If the PTAs decide to purchase the food directly, the menu must be followed. This will guarantee that the food/drink provided would be nutritious, balanced and offer choices for everyone. As always, any food brought in for these celebrations must be purchased through the Food Service Department or store bought and in the original packaging. **No homemade foods are allowed.**

If you have questions or comments you may contact the District office at 998-5000.



Glenview School District 34
1401 Greenwood Road
Glenview, Illinois, 60026-1511
www.glenview34.org

July 2017

Dear District 34 Families,

As part of the district's continued review of its security procedures, you will experience a significant -- but important—change when visiting our buildings this coming school year. We appreciate your attention to this communication given its impact on all visitors to District 34 schools.

Recently, we installed new technology that locks the interior doors from the main vestibule into the front office at each school and at district office. This change will allow for increased safety and security for students and staff, and more closely align District 34 with the practices of surrounding districts.

Moving forward, whenever visiting a District 34 building, you will no longer have immediate access to the front office. Instead, our front office staff will first need to correctly identify you through a security camera and have a confirmed reason for your visit. You will then gain access. As with past practice, you will still need to be run through our Raptor System prior to entering the school from the front office.

This method for how visitors enter school buildings is all rooted in the understanding that locking the interior door would provide another method to slow down a potential threat to school environments. If, for instance there was a perceived threat, main office staff could have additional time to utilize panic hardware to alert staff, students and first responders with a pre-recorded lock down message.

With that said, we understand this will be a cultural shift for our community. However, it is an important change to provide increased security measures to everyone in our schools. We also appreciate being able to work closely with Glenview Police, Glenview Fire and a security consultant in order to receive their critical input to inform all changes we consider as it relates to the well being of our community.

We appreciate your patience and understanding as we make this change to enhance the safety and security of our buildings.

Sincerely,
Dane Delli, Ph.D.
Superintendent



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Frequently Asked Questions (FAQ) *Change in Access to District 34 Schools*

Q: When can we expect this change to occur?

A: The change is effective beginning the first day of school.

Q: Why is District 34 making this change?

A: After discussion with Glenview first responders, the district learned it was inconsistent with recommended security measures. It was also inconsistent with other districts that all keep their interior or exterior school doors to the front office locked. Additionally, as we continued to review several long-term health life safety projects and finalized our crisis plans, it became clear that additional measures should be made as it relates to visitor management at all of our schools.

Q: Was this change in practice made in response to any one specific event in District 34?

A: No. These security measures are considered common practice in schools based off the recommendations of first responders and security experts.

Q: How does this enhance the overall security of the building?

A: This change in security essentially allows us to slow down a potential threat to school environments. If, for instance there was a perceived threat, main office staff could have additional time to utilize panic hardware to alert staff, students and first responders with a pre-recorded lock down message.

Q: What if I am just coming to school to drop off my child's lunch or need to leave something at the front office? In other words, I do not need full access to the school?

A: All visitors to District 34 schools will need to state the purpose of their visit before they can enter the front office. Even if you need to just drop something off, you will need to be visible to our front office staff in the security camera and state the reason for your visit.

Q: What can we expect during afternoon pick-up when many parents are entering the building or children are leaving?

A: We have every expectation that all visitors will continue to utilize this new security system in order to gain access to the building. Any staff member holding the door to allow for children to exit the building will still require you to utilize the security system to have access to the front office.



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Q: Can we expect there to be additional changes to school security in District 34?

A: In the near future, no, there will not be any significant changes. However, we are continually reviewing our emergency preparedness in District 34 and making necessary changes in support of the safety and security of our students and staff.