

Hutchinson Magnet School at Allen



Parent-Student Handbook

2007-08

Vision Statement

Hutchinson Magnet School at Allen will be a highly effective school in every aspect.

Mission Statement

Learning Today for Success Tomorrow

Belief Statements

- ❖ The school must provide a safe and healthy learning environment.
- ❖ The school must maximize the use of current technology.
- ❖ While at school, the student's basic needs will be met.
- ❖ Time and resources must be allocated wisely.
- ❖ Children shall be nurtured to develop responsibility for their own learning and behavior.
- ❖ The school shall provide an environment that fosters respect for individuals and their property.
- ❖ Teaching shall be adapted to individual academic and personal differences.
- ❖ Mastery of basic academic skills is essential for success now and in the future.
- ❖ All those involved with the school shall have a positive and supportive attitude.
- ❖ The school shall utilize community resources in fulfillment of its mission.

Basic Concepts for the Magnet School

- ❖ The school will be organized around a strong value system, which emphasizes certain characteristics (i.e. respect, responsibility, personal best).
- ❖ Classes will be self-contained for most academic instruction.
- ❖ The curriculum will emphasize the following: phonemic awareness, phonics, fluency, vocabulary, and text comprehension instruction as researched for "Building Blocks for Teaching Children to Read".
- ❖ The curriculum will emphasize reading, mathematics, research, writing, speaking and communication skills. In all grades, achievement in basic skills lays the foundation for the development of critical thinking, stressed within all subjects.
- ❖ High standards will be developed and students will be expected to master curriculum.
- ❖ Relevant homework will be assigned as needed.
- ❖ Good conduct will be expected. Respect is expected for authority, for others, and for differences.
- ❖ Accurate and frequent reporting to parents will be expected from the staff.
- ❖ In conjunction with the principal and teaching staff, the site council will play a strong role in offering advice and counsel.

Specific Characteristics and Regulations for the Magnet School

- ❖ Current HMS at Allen families will be given priority enrollment for each school year. Additional admission to the magnet school will be made on the basis of available space and acceptance of the student's application. Out-of-district students may be admitted to the magnet school if there are no district residents on the waiting list for admission.
- ❖ The magnet school is a public school. It will incorporate all of the required characteristics of a public school, including separation of church and state, a prohibition against corporal punishment, and accessibility for student of all backgrounds and ability levels.
- ❖ The magnet school will adopt the best current practices in education, including the use of modern technology in the teaching-learning process.
- ❖ Class size for the magnet school will adhere to suggested district guidelines. An attempt will be made to obtain reasonable gender balance and include students at the magnet school for diverse ethnic and socioeconomic backgrounds.
- ❖ A compact between families and the school will outline expectations for all parties and will be signed by the student, parent/guardian, teacher and principal.
- ❖ Students will be required to wear an approved standard of dress.
- ❖ Discipline will be stressed with self-discipline preferred.
- ❖ Attendance and punctuality will be strictly enforced.

- ❖ Parents will be expected to support their children in partnership with the school by:
 - Providing a suitable place and time for homework and assisting them if necessary.
 - Supporting the school's teachers and administrators as they work to create a structured and cooperative environment in the school.
 - Assuming responsibility for reading communications from the school, as well as signing and promptly returning communications (including student agendas/planners) requiring a parent/guardian signature.
 - Joining and/or supporting the Parent/Teacher Association of the magnet school.
 - Assisting the school through volunteering time and/or available resources which can enrich the school experience.

A student application will be approved unless: a classroom/grade level is at capacity; the student's discipline record at the magnet school or his/her previous school is not in good standing; the student did not meet the disciplinary, academic, or attendance guidelines the preceding year.

Student Daily Schedule

7:30 a.m.	Earliest arrival time for students	8:05 a.m.	Students to class
7:40 a.m.	Breakfast begins	8:15 a.m.	School Day begins
8:10 a.m.	Breakfast ends	3:30 p.m.	Dismissal

Staff Daily Schedule

7:00 a.m. to 4:00 p.m.	Secretary on duty
7:55 a.m. to 3:50 p.m.	Professional teaching staff on duty

Student Information Sheet

Please notify the office immediately if any of the following information changes:

- Home address
- Place of employment
- Telephone numbers (home/work/cell/care provider)
- Name of day care provider
- Contact person

Moving in or Out

If, during the school year, you must move your child, please let us know as soon as you can. If you are moving to another school within USD 308, letting us know early helps staff to work together and ease the transition between schools. If you are moving out of district, it allows us to get your student records to your new school on a timely basis.

Should you move or change your telephone number and remain at our school, please let us know that information as well. That will keep important communication lines open between school and home.

Sources of Information and Regulations

- USD 308 Policies and Regulations – available for viewing in the principal's office
- USD 308 School Year Calendar
- USD 308 Parent/Student Information Booklet
- Hutchinson Magnet School at Allen web site: www.usd308.com/magnet
- District and school newsletters, notes, and notifications
- The Hutchinson News and public radio stations

Homework Requests

All homework requests must be made by noon in order to be picked up after school.

Standard Dress and Grooming

Hutchinson Magnet School at Allen students will follow a standard code of dress. We do not indicate the company from which to purchase, but the following MUST be followed:

Selected Colors

Khaki, Navy Blue, red, white and Hunter Green – NO LOGOS

Boys' Articles

Pants – Trouser Style

Khaki or navy in color – may be one size larger if needed
NO hanging or sagging. No jeans or jeans style. No sweat pants.
NO CARGO PANTS (pants with pockets down on the legs)

Shorts

Khaki or navy walking shorts, mid thigh or knee length. NO gym and no knit shorts. NO below-the-knee shorts. NO CARGO SHORTS.

Shirts

Polo/turtle neck shirts – red, white, navy, Hunter green – long/short sleeves
Must be plain white, red, navy, or Hunter green

Sweaters

Cardigan, V neck, or Crew neck sweaters – red, white, navy, or Hunter green

Socks

White or appropriate color to match khaki or navy pants, shorts, etc.

Belts

If pants/shorts have belt loops

Girls' Articles

Pants – Trouser Style

Khaki or Navy in color – may be one size larger if needed. **No hanging jeans or “jeans style” pants (this includes the 5 – pocket style with/without rivets.) Hip huggers, cargo, sweat, and/or Capri pants are NOT ALLOWED.**

Shorts/Skorts

Khaki or navy – mid-thigh in length. No gym or knit shorts. No below the knee shorts.

Pleated skirt/jumper

Khaki or navy

Sweaters

Cardigan, V neck, or crew neck sweaters are allowed. May be navy, red, white, or Hunter green.
NO HOODED sweaters.

Shirts

Polo/turtle neck shirts – red, white, navy, Hunter green – long/short sleeves

Oxford shirts

Red, white, navy, Hunter green – long/short sleeves

Peter Pan Shirts

Must be plain white, navy, red, or Hunter green

Socks or Tights

White or appropriate color to match khaki or navy pants, shorts

Belts

If pants/shorts have belt loops

Questions?

Logos or name brands are NOT to be worn. Tags must be removed from the outside of garments when they designate a certain name brand. There will be No sagging. All pants/shorts will be worn at the waistline. NO hip huggers.

All shirts will be worn tucked in with NO “blousing” over the waistband. Sweatshirts, jackets, and coats are NOT part of the standard dress code and are up to the parents' discretion, **however sweatshirts, jackets and coats are NOT to be worn in the classroom.**

Shoes, although not specifically part of the standard dress code, should be practical for physical education, and provide safety. Shoes should be avoided that make black marks on the floor. Socks are part of the overall footwear and are to be worn with ALL footwear.

- Belts are considered part of the standard dress code and are to be worn when pants or shorts have belt loops.
- Shorts, skorts, and jumpers which are mid-thigh length may be worn.
- No pocketed shirts or Henley tee shirts.
- Sweatpants, headscarves, tricorn scarves, and sweatbands are NOT approved.
- Shirts, other than turtlenecks, must have a collar.
- Colored or hair cut that is disruptive to the educational process are not permitted.
- Hats will not be worn in the building.
- Clothing, jewelry, and haircuts indicating gang membership will not be permitted.
- Parents and students should plan on outside play during the day. Children need to dress accordingly. Namcs should be placed on all coats, jackets, hats and gloves.
- No tattoos

Counseling Program

Each elementary school is served by a member of USD 308's elementary counseling program. Student involvement with the counselor is considered an integral part of a student's educational experience. Along with individual and small group counseling, crisis intervention and family support, counselors provide classroom instruction in career, academic and personal/social (character education) content areas.

Parties

Room parents will organize Halloween and Valentine's parties which ay begin at 2:30 p.m. Students may wish to share treats on their birthdays. The last 10 minutes of the day should be reserved for distribution of treats for birthday parties.