



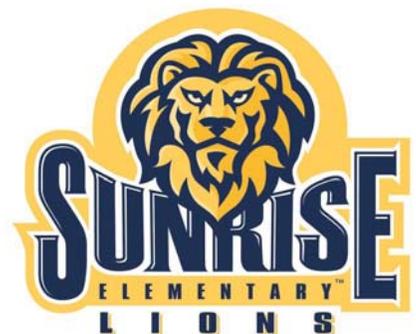
QUICK REFERENCE GUIDE

2021-22

Additional information can be found in the Bismarck Public Schools Student and Parent Handbook located at <https://www.bismarckschools.org/Page/2208>

SUNRISE ELEMENTARY

3800 Nickerson Avenue
Bismarck, ND 58503
(701) 323-4300
<https://www.bismarckschools.org/sunrise>



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Bismarck, ND 58503
(701) 323-4300

Sarah Jordan – Principal
Michaela Froseth – Assistant Principal
Linda Anderson – Counselor

Our Mission: "Empower every learner to thrive."

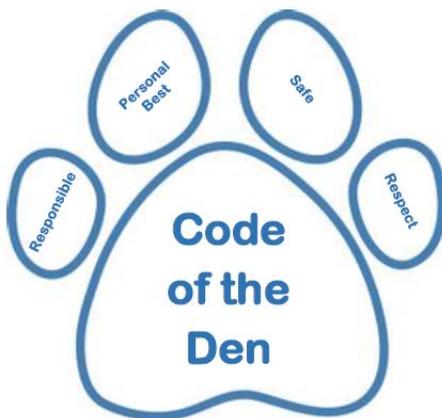
Our Vision: "Together, our strong relationships build inclusive, collaborative, and innovative environments that create agency and inspire a passion for learning, excellence, and discovery."

Our Values: Excellence, Innovation, Inclusion and Leadership.

We Value

Sunrise's Code of the Den is a set of standards for behavior by students, staff and parents. The set of expectations creates a learning environment that enhances students' capacity to learn.

**I promise to be responsible for my choices,
do my personal best,
always act safely,
and respect myself, others, and property.**



Lifeskills

In the Code of the Den, our personal best is defined by 18 Lifeskills that guide students to an understanding of the personal and social behaviors that will enable them to do their personal best. These are some of the key skills needed to prepare our students for college, career, and community life.

CARING: To feel and show concern for others
COMMON SENSE: To use good judgment
COOPERATION: To work together toward a common goal or purpose
COURAGE: To act according to one's beliefs despite fear of adverse consequences
CURIOSITY: A desire to investigate and seek understanding of one's world
EFFORT: To do your best
FLEXIBILITY: To be willing to alter plans when necessary
FRIENDSHIP: To make and keep a friend through mutual trust and caring
INITIATIVE: To do something, of one's own free will, because it needs to be done
INTEGRITY: To act according to a sense of what's right and wrong
ORGANIZATION: To plan, arrange, and implement in an orderly way; to keep things orderly and ready to use
PATIENCE: To wait calmly for someone or something
PERSEVERANCE: To keep at it
PRIDE: Satisfaction from doing one's personal best
PROBLEM SOLVING: To create solutions to difficult situations and everyday problems
RESOURCEFULNESS: To respond to challenges and opportunities in innovative and creative ways
RESPONSIBILITY: To respond when appropriate; to be accountable for one's actions
SENSE OF HUMOR: To laugh and be playful without harming others

School Hours

Breakfast: 7:45-8:15

Playground Supervision: 8:00-8:30

School Day: 8:35-3:05

Office Hours: 7:30-4:00

Reminders:

- If students arrive earlier than 8:00, they are to enter through the front doors to the commons area.
- We do not have playground supervision until 8:00. Only supervisors are permitted on the playground.
- Playground supervision is not provided after 3:05.

Attendance

Consistent, timely attendance in school is not only required by law but is necessary for a student's learning and educational career. Letters informing parents of attendance or tardiness issues will be sent home after every fifth absence or tardy. After the 10th absence or tardy, a parent meeting will be set to develop a plan for improving attendance. If the 20th absence is reached, Child Protection Services will be contacted and a report will be filed for educational neglect.

It is clear, however, that times exist when not attending school is in the best interest of a child or the entire school. If a child is ill, he/she should not attend school and risk transmitting the disease to others.

Reporting Absences: If you know in advance that your child will be absent, please notify the office by calling (701) 323-4300 or by sending an email. The office will notify the teacher of the absence.

Leaving Early: In the event that a student must leave the school during the day, a parent or guardian must come to the office and sign them out. Please do not call the office to have your child waiting in the office. They will be called down when you arrive.

Classroom Interruptions

To help minimize disruptions of your child's valuable learning time and education, we suggest the following:

- Make after school arrangements before arriving to school in the morning. Students are not allowed to make phone calls for social activities after school.
- Unless it is an emergency, students and teachers will not be interrupted for phone calls.
- Delivering forgotten items, such as homework, gym shoes, lunches, library books, etc., disrupts the entire class. Parents can drop off items in the office and we will call students down to have them pick up items.
- Cell phones are not to be used during the school day. All phones are to be silenced and kept in backpacks.

Healthy Snacks

Bismarck Public Schools implemented Physical Activity and Nutrition Policy in 2006. The Bismarck Public Schools policy states: "Snacks served during the school day will make a positive contribution to children's diet and health, with an emphasis on serving fruits and vegetables as the primary snacks and 100% juice, milk or water as the primary beverages." Keep the children's health in mind when bringing snacks. The Healthy Snack List provides recommendations for a light snack appropriate for fueling young bodies and minds and is available on the Sunrise website.

- **Birthday Treats:** Bismarck Public Schools is instituting a healthier birthday initiative. Instead of sweet treats on every student's birthday, we are offering students an opportunity to choose an activity from a menu for their birthday treat. Some of these options include: dance party, extra recess, lunch with special guest, and many more! The classroom teacher will send home the birthday activity menu with your child.

Inclement Weather

The health and safety of your child will be the major consideration when making decisions about the appropriateness of going outside during extremely cold or wet conditions. Students should come to school dressed appropriately to be outside during the weather expected that day. Bismarck Public Elementary Schools have jointly developed a guideline which states that outdoor recess will not normally occur when the wind chill drops below -15 degrees F. Keep in mind that actual outside recess break is generally limited to about 10-15 minutes. Based on relative openness or protection of a particular school site, variations in this guideline may exist.

Invitations to Birthday Parties

If your child is having a birthday party, we ask that you do not send invitations to school. Please send invitations by mail or deliver them personally outside of the school setting. While we know that all of these acts are done with the best of intentions, there have been numerous instances where children end up fighting and /or crying because of who is or who is not invited to a party. Invariably, some children end up with hurt feelings and the school staff spends time resolving the conflicts during learning time.

Lost and Found

Lost and found items are collected at Sunrise and are stored in the front entrance area. Please check the lost and found as new items are found daily. Items remaining at the end of the year are donated to a charitable organization.

Meals

Student Breakfast: \$1.45 Adult Breakfast: \$2.20
Student Lunch: \$2.35 Adult Lunch: \$3.60
Milk Only or Additional Milk: \$.40

Breakfast is served from 7:45-8:15 each school day. Students may bring a cold lunch from home or purchase a school-prepared lunch. Parents can deposit money in student's food service account by sending cash or check to the office or by creating a FREE online account at www.mypaymentsplus.com. We encourage you to create an account online so you can make deposits, view your child's account balance, see what your child is purchasing and receive email reminders when the account balance is low. You will need to have your child's ID number (same as lunch number) to create the account.

Medication

If a student must take or receive prescription or non-prescription medication while on school property, his/her parent must first submit written authorization.

All medication authorization forms and student health plans are on the district website. If your child has a Health Plan and needs to take medication for that condition, the Health Plans now include the authorization to give that medication. If your child must take medication for any different reason, use the general medication authorization form, Medication Administration Authorization.

Students who require an **inhaler** at school must have the appropriate health plan completed. If the student is going to self-administer their inhaler, their healthcare provider must sign the Health plan, according to state law. Students who require an **EpiPen** at school must have the

appropriate health plan completed by parents as well as the Healthcare Provider Action Plan completed by their healthcare provider.

All medications brought onto school grounds must be in their original packaging, with the pharmacy label (prescription) or package instructions (non-prescription) clearly intact and readable. Medications brought to school in baggies, envelopes, or other types of containers will be kept in the office but not administered. A parent will be notified.

Parent/Teacher Organization

The purpose of our PTO is:

- To promote and support good education for the students attending Sunrise Elementary
- To advise and report educational concerns to school personnel and to act as a sounding board for good education
- To disseminate information to parents and students of the school
- To organize activities that might help provide resources for special school needs not funded by the district.

Our Sunrise PTO meets the second Monday of the month (some exceptions) at 7:00 pm. All parents and teachers are welcome and encouraged to attend. The PTO sponsors a number of events. Please watch the school newsletter and Facebook page. Child care is provided for the PTO meetings.

PowerSchool

Parents and students can access PowerSchool to view current grades, assignment scores and attendance. A Username and Password are required to access PowerSchool. If you do not have a Username and Password, please contact the school office.

Student Pick-Up

We encourage you to pick up your child promptly at 3:05. The buses park on Nickerson in the clearly marked areas. Please do not park in the bus stop area. The loop in front is primarily for handicapped parking, please refrain from picking up your child in this area. All parents who enter the building to pick up their child(ren) are to meet them in the building foyer. Parents are not allowed in the hallways by the classrooms. Please refrain from dropping off or picking up children in the SW parking lot. A map can be picked up in the office. Our students' safety is of high priority to us, please **do not walk between buses - cross at crosswalks only!**

Visitation

All visitors to school must check in at the office and receive a visitor's badge. Parents/Guardians may visit their child's classes on school days, subject to the advanced approval of building administrator. Only supervisors are permitted on the playground.

The Bismarck Public School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

*Stacey Geiger, Human Resource Manager/Title IX Coordinator/Section 504 Coordinator
806 N Washington Street, Bismarck, ND 58501
Telephone number is (701) 323-4071.*

§504 Child Find Notice:

Pursuant to Section 504 of the Rehabilitation Act of 1973, the District has a duty to identify, refer, evaluate and if eligible, provide a free, appropriate public education to disabled students. For additional information about the rights of parents of eligible children, or for answers to any questions you might have about identification, evaluation and placement into Section 504 programs, please contact the District's Student Section 504 Coordinator Mike Yantes by phone at 701-323-4102 or by email at Mike.Yantes@Bismarckschools.org