



BRENT
ELEMENTARY
SCHOOL

Brent Elementary Student and Family Handbook



2011-2012

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Message from Principal

Dear Brent Families:

Welcome to the 2011-2012 school year at Brent Elementary School!

Brent is an amazing school, and I look forward to maintaining and ultimately enriching the high quality of instruction delivered to our students each and every day. You will see me walking around the building and spending time in classrooms, knowing that in order to improve instruction and student production, I need to be a visible presence in the classroom. Even with all the changes, my vision for Brent is very much wedded to the existing vision statement, and one that we will carry forward with us as a school.

Brent Elementary strives to be a diverse learning community that prepares all students for an increasingly competitive global society. Together we encourage our students to be self-motivated learners, critical thinkers, and complex communicators.

Parents will see high quality teaching and learning, every minute of every day for every child. Families and staff together will create a learning culture of respect and responsibility. We are committed to open and timely communications and encourage you to do the same.

Brent families have established a high bar for family involvement in school. "Respect for each and all" is our first commitment. Students need to arrive on time and ready to be part of our learning community. Every day, students need 8-10 hours of rest, healthy diets, physical activity and limited or no television viewing during the school week.

Families also need to create a learning culture at home by having daily dialogue about their child's experience that day and 20-30 minutes of family reading and math time. In grades K-5, families need to review completed homework to ensure student's understanding, mastery and confidence.

Through sharing responsibilities for nurturing each child's academic and social growth and community well-being, Brent will meet its goal of ensuring each student is thriving on or above our rigorous DCPS learning and Brent community standards.

Warm Regards,

S. Peter Young II, M.Ed.
Principal

Brent Elementary School

Vision Statement

Brent Elementary strives to be a diverse learning community that prepares each student for our increasingly competitive global society. Together we encourage our students to be self-motivated learners, critical thinkers, and complex communicators.

Mission Statement

To ensure high quality, engaging and effective teaching and learning, every day in every setting for every Brent student.

Core Values

We believe in responsive classrooms and families that nurture and educate the whole child, recognizing the importance of physical education, social-emotional development, and multiple intelligences. Our rigorous academic program is enhanced through museum studies, arts integration and Chinese language studies. We enthusiastically organize inclusive classrooms for exceptional learners and varied support services that scaffold the mastery learning needs of students presenting with a continuum of academic and social challenges.



Admissions Policy

Age Requirements to Enter School

Students must be the following ages to enter school:

- Three years old before September 30th of the current school year for Pre-School 3-year-old entry.
- Four years old before September 30th of the current school year for Pre-Kindergarten entry.
- Five years old before September 30th of the current school year for Kindergarten entry.
- Six years old before September 30th of the current school year for first grade entry

It is required that you present a **birth certificate**, an **immunization record** for your child and **proof of District of Columbia residency** when registering your child. All incoming students must have a physical examination and a dental examination as required by law. Forms and further information are available in the DCPS enrollment packet, available both in the Main Office and on the DCPS website.



Arrival and Dismissal

Key arrival and departure times at a glance:

- 8:00 a.m. Students are welcomed into the school and the cafeteria begins serving breakfast, which is free to *all* students (see page x for more information on school breakfast and lunch). *Please note that students must be supervised by parents/guardians until 8:15 a.m.*
- 8:35 a.m. Students who are K- 5 begin lining up with their classrooms in the playground (weather permitting) or in the cafeteria (during inclement weather). Students who in preschool and pre-kindergarten remain in the playground until k-5 students are lined up.
- 8:40 a.m. Teachers for K – 5 lead their students from playground or cafeteria to their respective classrooms.
- 8:45 a.m. The school day officially starts. Students arriving to their classrooms after this time will be marked tardy.
- 3:15 p.m. Students are dismissed; teachers for K – 5 lead their students to pick-up areas in the playground or cafeteria, depending on weather, there parents/guardians may collect children.
- 3:30 p.m. Students who are not picked up by 3:30 will be brought into after care and parents will be charged \$20, payable upon pickup.
- 3:20–6:30 p.m. Students enrolled in after care and enrichment classes will be brought to the appropriate areas shortly after class is dismissed at 3:15 p.m. After care lasts until 6:30 p.m., while extra-curricular classes tend to last until 4:15 or 4:30 p.m.
- 6:30 p.m. School closes.

Arrival

The **North Carolina Avenue entrance is the building's main entrance**, and is staffed by a security guard who will require visitors to sign in upon arrival and report to the main office. The doors on the D Street side of the school will be locked from 8:40 a.m. to 3:15 p.m. and 6:30 p.m. to 6:30 a.m. to control access and security.

Students must be supervised by parents or guardians until 8:15 a.m. Students who participate in the breakfast program will be welcomed to enter the cafeteria at 8:15 a.m., through the North Carolina entrance. During breakfast, students must remain quiet and seated.

Children should arrive by 8:35 a.m. in order to line up with their classmates. At 8:40 a.m., teachers will meet students on the playground or in the cafeteria and bring them to their classrooms. If your child arrives after 8:45a.m., he or she will be marked tardy.

Dismissal 3:15 P.M.

Given the importance of academic time in school, every child should attend school every day. All children should know how they are getting home and who is picking them up. Parents should communicate clearly and frequently with their children about before and after school logistics. At 3:30 p.m., students participating in the after- school program will be escorted to their after-care classrooms.

Dismissal time is at 3:15pm. Unless there is a compelling reason, individual children will not be dismissed early to prevent disruption of the classrooms. If your child needs to be picked up early for an appointment that cannot be scheduled any other time, please provide your child's teacher with a note. When you arrive to pick up your child, stop by the office to sign your child out. Your child will then be brought to the office.

Note: The 3:00 p.m.–3:15 p.m. closing meeting is critical instructional and evaluation time for all students. During this time, individual children will not be dismissed early as to prevent disruption in instruction.

- Children participating in after care are dismissed at 3:30 p.m. to and received by their after care leaders.
- Dismissal for all others occurs from the playground, unless there is inclement weather and must be completed through direct hand off with teacher or teacher assistant.
- Students must provide teachers with a “security stick or signal” before leaving the playground or inside location (on inclement weather days).
- Older siblings may not be released to go to classrooms to pick up younger siblings. Students should meet their siblings outside after being dismissed.
- Only adults or caregivers on your child's contact list holding your child's official pick-up permission certificate with their name on it will be allowed to pick up your child from school. There are no exceptions to this policy.
- Infrequently, you may be delayed so children who are not picked by 3:30 and who are not enrolled in after-care will be enrolled in after-care for that day and their families will be assessed the \$5 drop in fee. Please have payment available on arrival.

The end of the day is a busy time in the classrooms. Teachers are handing out folders and paperwork; children are gathering their belongings. To ensure that this time goes as smoothly as possible, parents may ONLY meet their children on the playground or first floor inclement weather areas for pick up.

Note: Children riding the Bolling Air Force Bus are dismissed from the Front Office Hall when the bus arrives. They go directly to the bus for transport back to the base. Please notify the Office or your child's teacher when your student will not be returning to base on the bus.

Bringing your Children to School and Picking them up

Whether walking, biking or driving, our number one priority at Brent is to ensure students arrive safely. This year we are instituting a new drop-off scheme for families who drive their children to school. Please read on for details.

- For the safety of our children and out of respect for our neighbors, families are never permitted to double-park or park in any residential alleys when dropping off and picking up students.
- Non-Ward 6 residents are not allowed to park in areas designated for “Ward 6” parking only.
- Ward 6 residents must display valid parking permits when parking in residential areas.
- Cars that do not adhere to parking restrictions are parked illegally and are subject to ticketing and/or towing by the city.
- Please use the crosswalk at the corner of 3rd and North Carolina Avenue to cross the street.
- Parents may not park in the staff parking lot at any time nor leave cars blocking entry and exit for drop off.
- For families who bike to school, children are encouraged to bring locks and use the bike racks on North Carolina, in front of the main entrance to the school.



Attendance Policy

Attendance

It is critical for children be prompt and present at school every day. Inconsistent attendance negatively impacts a student's learning experience and may result in their children having difficulty adjusting to the daily schedule, accepting classroom procedures, and interacting positively with peers. **It is absolutely crucial that students arrive to school on time each day. It is the expectation that each student arrives prepared to learn each day.**

The school day begins at 8:35 a.m. with all children in line ready to walk to their classrooms at 8:40 a.m. Students who are not in their classrooms at 8:45 a.m. must be marked tardy.

Brent follows the District of Columbia Office of the State Superintendent of Education Attendance policies. A student's absence will be considered "excused" only if it meets one of these requirements:

- Illness or other bona fide medical cause experienced by the student
- Death in the student's immediate family
- Exclusion by direction of the authorities of the District of Columbia due to quarantine, contagious disease, infection, or other condition requiring separation from other students for medical or health reasons
- Observance of a religious holiday
- Medical or dental appointments for the student

Families will receive a phone call if their child is marked absent to ensure that parents are aware of the absence. In addition, whenever a child is absent or tardy from school, a letter reviewing the attendance policies will be sent home. **In order for absences to be excused, families must provide the office with a written note containing the student's name, teacher name, and reason for the absence on the noted date.**

Students with more than three unexcused absences as well as students with frequent tardiness will be referred to the social worker for counseling and an intervention plan.

Tardiness

Children should attend school on time every day. Frequent tardiness jeopardizes student success and is disrespectful to the entire class and prevents students from having a smooth transition into the day. Staff will remind late-arriving students about the importance of on-time arrival. Parents may also be required participate in tardy intervention meetings.

Before and After Care

Brent is alive with activities for children after the official school day ends. This year, Brent will offer after school care through the DCPS Out-of-School Time Program, which includes academic and extra-curricular activities; enrichment classes will also be offered through a PTA-run program.

Enrolling in After-Care

To enroll in after-care, families must complete an after-care enrollment packet and supply the required documentation. After-care programming is available for all students at a cost of \$9.72 per student/day. For more information and updates on after care, please see the Brent website at www.brentelementary.org or visit the main office.

PTA Sponsored Enrichment Classes

In addition to after care, Brent offers classes after school on everything from chess to soccer to art and drama; these enrichment classes are organized by the PTA. Children may be enrolled in the classes on a first-come, first-served basis for fees that are payable to the PTA. Enrichment classes start the second week in September.

For more information, contact Meagan Berg at BrentEnrichment@gmail.com.

Hours of Operation

- **Before Care:** 7:30 a.m. to 8:00 a.m. on school days
- **After Care:** 3:20 p.m. to 6:30 p.m. on school days

The program begins on the first day of school in August and runs through the final day of school in June.

Communications

There are several ways Brent communicates with families on a regular basis, including:

- **Tuesday News:** Each week, Brent puts out a Tuesday Newsletter, known as the “TuesNews.” This newsletter will provide valuable school-wide information about upcoming programs, classroom highlights, weekend activities, and other essential information. Please plan to set aside time every Tuesday evening to read over this newsletter.
- **Website:** The Brent website can be found at www.brentelementary.org. The site provides a calendar of upcoming events, information on each classroom teacher and special programs, in addition to copies of important forms. Check the website regularly for updates and new pictures!
- **The Student Handbook:** This comprehensive handbook with details on school policies, uniforms and other important issues can be found on the website, or pick one up in the main office.

- **Communication folders:** Each family will be provided a Brent Elementary folder to be used as the classroom communication folder. These folders will be sent home periodically with information for families. Classroom teachers will provide more information about how they will use these folders throughout the year.
- **Connect Ed Phone Calls:** Brent Elementary along with DCPS uses Connect Ed Phone calls to communicate critical information. If parents or guardians do not receive at least one Connect Ed phone calls before Labor Day, please contact the Office to verify the home phone number on record.

Communicating with your Teacher and Classroom

Brent faculty and staff welcome families and visitors to our school and classrooms. It is however, also our responsibility to ensure that our students are able to focus and concentrate on their learning during the school day. If you would like to observe a particular classroom, please contact the teacher to set up an appropriate time for you to do so.

If you would like to volunteer in your child's class (or another classroom) please contact the teacher and ask when would be a good time to come in and what you can do to help. You may be asked to work with an individual child, monitor a small group, read with students, or do administrative tasks (like making copies or helping set up a bulletin board). **We ask that all families participate in volunteer activities, which includes chaperoning on field trips or helping set up for school-wide events.**

Parents should wait until after the first six weeks of school to observe or volunteer extensively in classrooms in order to allow classes to develop their classroom culture. During this time teachers and students will set the rules, routines, and expectations for their classroom so they are prepared for volunteers to come in and support their teaching and learning.

Room Parent System and Classroom Listserv

Each classroom has a volunteer room parent. The room parent's job is to help make the teacher even more effective by communicating with other classroom families about issues such as upcoming events, field trips, and important notices.

Parent Teacher Conferences

There are three Parent-Teacher Conferences during the year for parents to meet with their child's teacher to discuss social and academic progress, questions, and concerns. Parent-teacher conferences are mandated by DCPS and it is critical for families to attend. In addition, parents can contact their child's teacher via the DCPS email (teacher's first name.lastname@dc.gov).

Field Trips

Brent seeks to combine the real world into classrooms as much as possible, and we have a strong field trip program for all students. This takes a lot of coordination and effort and volunteers are a crucial piece of making the trips happen. If you would like to volunteer to be a field trip organizer for your classroom, please get in touch with your teacher.

Meeting with Principal Young

Mr. Young has an open-door policy to parents. If you would like to meet with Mr. Young informally to check in on a student's progress or ask a question, please feel free to stop into the Office. If you would like to meet regarding an in-depth question, concern, or problem that you or your child is experiencing, please contact the Office to set up a specific time to speak with Mr. Young and any other faculty or staff members. Contact Mr. Young at peter.young@dc.gov or at 202-698-3363.

Daily Schedules

Classroom teachers will provide parents with more specific classroom schedules at the beginning of the year. Readers' and Writers' Workshop are a minimum of 120 minutes and Math 90 minutes daily. Content special classes include Art, Music, Chinese, Science, and Physical Education for all grades. Advanced Studies will supplement classroom instruction.

Pre-School/Pre-Kindergarten Schedules

Content special class times vary by grade level and classroom teacher.

- Lunch 11:30 am -12:15 p.m. (in classrooms)
- Rest Time 1:00-2:00 p.m. (may vary by class)
- Learning through Play Approximately 1 hour total during the day (varies by class)

Kindergarten – 2nd Grade Schedule

Content special class times vary by grade level and classroom teacher.

- Lunch 11:45 a.m. – 12:15 p.m. (in cafeteria)
- Recess 12:15 p.m. – 12:45 p.m.

3rd – 5th Grade Schedule

Content special class times vary by grade level and classroom teacher.

- Lunch 12:15 p.m. – 12:45 p.m. (in cafeteria)
- Recess 11:45 a.m. -12:15 p.m.



Discipline Approach

Brent Elementary uses the *Responsive Classroom* approach to discipline. The *Responsive Classroom** approach is a way of teaching that emphasizes social, emotional and academic growth in a strong and safe school community. Students learn how their choices impact their own and others' progress, are perceived by others, and understand their consequences for living and learning together in a peaceable community. Any behavior, which negatively impacts staff, other students' safety and security or classroom learning, is NOT tolerated. A committee of parents and teachers will be working during the first quarter of school to confirm school safety and orderliness as well as adapting guidelines for Responsive Homes and Communities as well.

Guiding Principles

Seven principles, informed by the work of educational theorists and the experiences of practicing classroom teachers, guide the *Responsive Classroom* approach:

1. Social curriculum is as important as the academic curriculum. There must be a balanced approach to learning.
2. How children learn is as important as what they learn. Process and content go hand in hand.
3. The greatest cognitive growth occurs through social interaction. It is in sharing that children make their biggest cognitive leaps.
4. To be successful academically and socially, children need a set of social skills: cooperation, assertion, responsibility, empathy and self-control.
5. Knowing the children we teach – individually, culturally and developmentally – is as important as knowing the content we teach.
6. Knowing the families of the children we teach and working with them as partners is essential to children's education.
7. How the adults at school work together is as important as their individual competence: Lasting change begins with the adult community.

At the heart of the *Responsive Classroom* approach are **ten classroom practices**: Morning Meeting, Rule Creation, Interactive Modeling, Positive Teacher Language, Logical Consequences, Guided Discovery, Academic Choice, Classroom Organization, Working with families, and Collaborative Problems solving.

These guiding principles are consistent within our school and community, including in the cafeteria, on the playground, at school-wide assemblies, as well as before and after care.

Brent Elementary is committed to using the Responsive Classroom approach to ensure all our students grow and develop both academically and socially. When it is necessary to remove a student from the class or activity, the D.C. Public Schools procedures set forth in Chapter 252 of the Rules of the Board of Education will apply.

A rigorous curriculum in the regular classroom setting is available for all students; however, we are open to implementing alternative strategies to ensure that students are in the optimum setting for them to develop physically, emotional, socially, and cognitively. Alternative strategies may include assignment to another classroom for instructional purposes, consultation with parents, meeting with student support team, school social worker, principal, and/or additional learning specialists.

* Information about the Responsive Classroom approach was adapted from materials on the Northeast Foundation for Children, Inc., website and Origins – a website for educators (www.orginonline.com)



Emergencies and Evacuation

Personal Emergencies

In case of a personal emergency, unanticipated and without a previous note, that requires a student to leave school early, the adult picking up the student must report to the Office with proper identification. All students must be signed out at the security desk on the early dismissal log. We cannot send your child home with another child.

Injury or Illness

In case of an injury, limited first aid will be provided to students. We will immediately contact the student's parent/guardian or other person listed on the emergency contact form. If any student sustains an injury or develops an illness that requires emergency treatment, 911 and an ambulance will be called. A staff member will accompany the student and wait in the emergency room until the parent arrives.

Please be sure that the information on your child's personal emergency form is correct with a minimum of two emergency contact persons. If any information changes during the year, please notify the school office and your child's teacher immediately.

Evacuation

If the building must be evacuated for an extended period, the follow are designated areas for students:

- **Washington City Church of the Brethern:** 337 North Carolina Ave. SE; 202-547-5924
- **American Legion Post #8: 224 D Street SE;** 202-543-9163
- **Results Gym: 315 G Street SE; 202-234-5678**

School Services

Breakfast and Lunch

Currently, DCPS utilizes a food service management company to operate its food services: Chartwells-Thompson School Dining Services.

Breakfast is free for all students and is served in the cafeteria from 8:15 a.m. to 8:35 a.m. daily. Parents can view lunch account status and pay online on www.mylunchmoney.com. Lunch costs \$1.25 daily. Free and Income based reduced priced are also available. Contact the main Office for more information.

Whether you buy your food at the school cafeteria or bring it from home, Brent encourages families to pack healthy snacks and lunches for their children that include lots of fresh fruits, vegetables and whole grains.

To facilitate healthier eating, last year we received a \$3,000 grant to start a new salad bar for students. The salad bar will be available at lunch times to grades 3, 4 and 5 for a cost of \$1.00. The salad bar came thanks to PTA volunteers who won a grant from Whole Foods via a national organization called Let's Move Salad Bars to School. This means students have the option of fresh greens and veggies along with hot lunches, or side salads along with lunch they bring from home.

Brent is a Nut-Free School! This includes both peanuts and tree nuts (such as almonds, walnuts, pecans, etc.). Brent has students with severe allergies to nuts that can be triggered simply by coming into contact with a surface that has nut residue on it, including keyboards and tabletops.

Healthy alternatives to peanut butter that do not trigger allergies include soy-nut butter and sunflower seed butter, which is available in many super markets.

Health and Wellness Services

If your child needs medication or medical intervention during the school day, please speak with the principal or Nurse about your child's physical health or behavior health condition and intervention requirements. Forms are available with your school nurse for the required parent/guardian administration of medication permission and the physician medication order.

Medications

Students are not allowed to be in possession of any prescription drugs or over-the-counter medications. All medications must be kept in the nurses' office and administered by the school nurse or authorized trained school personnel. Medication cannot be administered without the parent's or guardian's signed consent and the physician's written medication authorization order. Medication must be in the original pharmaceutical container, labeled with the appropriate information, including physician's name, date, drug, dosage, frequency of administration, and any other instructions.

A separate medication authorization must be on file for each medication a student is to receive at school. At the end of each academic year, parents are responsible for collecting all unused medication and equipment from the office. Any such materials not claimed within two weeks after the close of school will be discarded.

Severe Weather Closings & Early Dismissals

Listen to your radio or local television station to receive up to date information regarding severe weather closings and early dismissals. *Please plan to explain family procedures in the event of any school schedule changes with your child.*

- **Code Red:** Schools and administrative offices are closed.
- **Code Yellow:** Schools are closed and administrative offices are open.
- **Code Orange:** Schools and administrative offices are open 2 hours late.
- **Code Green:** Schools will open two hours late. Administrative offices will open on time.



Uniform Policy

All students are expected to adhere to the uniform policy.

The uniform consists of a **hunter green** or **white collared shirt** blouse and **hunter green or khaki pants**, shorts, skirts, skorts or jumpers. Shorts may not be more than three inches above the knee. Brent Elementary School shirts (t-shirts, polo shirts and sweatshirts) are also appropriate with green or khaki bottoms. Brent school T-shirts are permissible.



Children must wear their school uniform every day, unless otherwise notified. If students arrive at school without their uniform, parents will be contacted to bring appropriate clothing and/or students may be asked to change into school provided uniform clothes.

- Families must provide an extra change of clothes for preschool through 2nd grade students in case of bathroom accidents. Change of clothes must include underwear, socks, shirts and pants/shorts/skirts/skorts/ jumper. Clothes should be sent in a labeled zip lock/plastic bag.
- Students are expected to wear safe, functional clothing and shoes that they can use independently. Tennis shoes are required for physical education classes.
- Preschool and pre-kindergarten students are strongly encouraged to wear elastic waist pants since most young children are not able to secure buttons, snaps or belts independently.
- Preschool and pre-kindergarten students are also strongly encouraged to use Velcro or zipper shoes since most young children are not able to tie shoelaces.

Where to Buy Uniforms

Brent does not have a specific uniform vendor. If you are ordering from French Toast (www.frenchtoast.com) Brent's school code is QS4SG6. Brent will earn 5% of orders placed.

- **Brent School Store:** Brent sells school merchandise including t-shirts and collared shirts and sweatshirts that are acceptable clothing for students. To view what the school store has to offer, see the website at www.brentstore.org. You can buy the merchandise on line, or go to the school office and buy it there. The Brent online store is operated by the PTA, so buying through the school store helps support our school! For more information about the store, contact Kelly Sherman at sherman.kelly@gmail.com.
- **French Toast:** This is a uniform vendor available online (www.frenchtoast.com) which stocks clothing in Brent's colors. If you are ordering from French Toast you can help raise money for Brent by using our school code; 5% of each purchase will be refunded to the school. The code to use is QS4SG6.
- **Other vendors:** Brent parents have also shopped for school clothes in places such as Land's End (www.landsend.com), Dickies (www.dickies.com) and LL Bean (www.llbean.com).



Additional School Policies

Allergies and Nut-Free Policy

Brent is a Nut-Free School. This includes both peanuts and tree nuts (such as almonds, walnuts, pecans, etc.). Brent has students who have severe allergies, which can be triggered simply by coming into contact with a surface that has nut residue on it, including keyboards or tabletops. Children and adults who are allergic to nuts can face a severe allergic reaction (known as anaphylaxis) from even the smallest exposure to peanuts (including peanut butter) or tree nuts, which can result in death.

All families and staff members must work to provide a nut-free zone within the school. Please keep Brent's Nut-Free Policy in mind both when packing your child's food for the day and when providing classroom snacks, and help us to ensure that no foods containing peanuts, tree nuts or products made from them are brought into the classroom areas under any circumstances, both during regular school hours and for all school-related activities.

Snack Policy

Our Pre-School and Kindergarten classes receive a daily snack. We ask that each family in the class bring in snack for the whole class for an entire week, approximately twice during the year. In order to teach our students proper nutrition and ensure they have the energy and nutrition they need to learn in school, we ask that families are mindful of the foods they send in. Natural foods with minimal artificial colors or flavors, no high-fructose corn syrup or excessive sugars, and foods without additives are highly preferred. Teachers may ask parents to provide an alternative snack if a snack is sent in which does not meet the nutrition guidelines. In the beginning of the year, classroom teachers will provide a list of suggested snack, serving sizes, and additional information about allergies or other requirements.

Sleep Guidance

Sleep is a vital need, essential to a child's health and growth. Sleep promotes alertness, memory and performance. Children who get enough sleep are more likely to function better and are less prone to behavioral problems and moodiness. That is why it is important for parents to start early and help their children develop good sleep habits. Each child is different and has different sleep needs. This chart presents recommended hours of sleep that includes naps for children up to five years of age.

Age	Hours Of Sleep
0 - 2 months	10.5 - 18
2 - 12 months	14 - 15
1 - 3 years	12 - 14
3 - 5 years	11 - 13
5 - 12 years	10 - 11

We ask that parents do everything they can to establish a calming bedtime routine that allows students to fall asleep at a reasonable hour so that they can get the recommended amount of sleep for their age.

Reaching Students During the Day

Phone messages to students during the day are to be used for emergencies only and should be made directly to the school office. Parents are strongly discouraged from calling at the end of the day with messages to be delivered to students. The office will only deliver messages to students if there is an emergency. Pick-up arrangements should be made before the school day begins and communicated to both teacher and student.



Parent Involvement

As the saying goes, it takes a village to raise happy, healthy and well-educated children. We at Brent are proud of the amazing volunteer efforts that have made our school what it is today, and we depend on families to keep the cycle going by becoming involved. There are many ways to help the school, and here are some of them:

Join the PTA

Brent has an active PTA, and all parents are strongly encouraged to participate. The PTA serves as a support system for the school's faculty and staff. They conduct fundraisers that augment academic and extra-curricular activities, enabling Brent to ensure each student receives the highest level of learning.

Brent's PTA is welcoming and fun! PTA meetings are held monthly at the school, with child care provided. There is a \$20-per-year fee to join the PTA, which entitles you to become a voting member. To join the PTA, go to <http://brentelementary.org/pta> and download the application form. The PTA also has a board, whose members and contact information is listed below, as well as on the website. Email addresses for all PTA members can be found on the Brent website at www.brentelementary.org/pta.

PTA Board 2011-2012

Voting members

President:	Jason Townsend
Co-President:	Adondra Woods
Development:	Greg Herrick
Communications:	Allison Lewis
Community Building:	Melissa Williams
Staff Liaison:	Michelle Dinkes
Room Parents:	Donna Holley Beasley
Operations:	Diana Williams Corless
Secretary/correspondence:	Heidi Johnson
Secretary/minutes:	Elizabeth Vogel-Rogers
Treasurer:	Brian and Barbara Williams
Ex Officio:	Daniel Holt

Non-Voting members

Principal:	Peter Young
	Denise Diggs
	Paul Sherman
	Kevin Moore
	Sam Batts
	Ben Feldman

Spring Fundraising Event: Brent Spring Gala – Taste of the Hill

This is the biggest fundraiser of the year and is conducted by the PTA. Taste of the Hill always includes wonderful food, lots of dancing and an auction of tempting goods including student art, vacation trips, services and more. This is the single biggest source of revenue for the PTA each year and in recent years has enabled the school to augment art and sports classes for students. Please email Denise Diggs at denise.diggs@verizon.net if you are interested in participating.

Capital Campaign

The Capital Campaign is the other major revenue source for Brent’s PTA. Last year, this annual campaign funded physical education, art supplies, professional development for teachers and much more! To learn more about supporting the Capital Campaign, contact Greg Herrick at gregherrick26@gmail.com.

Brent Green Team

The beautiful gardens you see outside Brent, and the play structures, are the work of Brent’s all volunteer “Green Team.” Beginning in 2005, these neighbors, parents and community members started to enhance Brent’s learning environment, both inside and outside of the school. Schoolyard greening efforts started with the planting butterfly, vegetable and flower gardens in the back of the schoolyard along D Street. Since then, many more environmental improvements have been made that make Brent’s schoolyard a play and learning amenity that is valued by the community, used by educators and enjoyed by children.

Whether you support physical fitness, science, after-care, gardening, grant writing, or anything else, your involvement is critical to keep the momentum and progress moving forward. The Green Team needs help on an ongoing basis. You can email the contacts below or just join the team every other Tuesday to help plan and implement projects. Contact Jacqueline Emanuel, 202-579-7194 - jemanuel@fs.fed.us or Heidi Johnson, 202-544-4672 - heidi.j.johnson@gmail.com

Museum & Field Studies Program

Brent’s museum and field studies program draws on the splendors of Washington’s museums to make history, science, literature, and the arts come alive. In an age where more and more experiences are virtual, we are encouraging our students to visit actual works of art and historical artifacts – and to gain a sense of artistry by creating their own exhibits and performances.

This year, a group of parents and teachers are working harder than ever to further develop the “museum magnet” part of Brent’s identity. Your help is needed! If you are interested in being part of this project, please contact Paul Sherman at paul@techwiremedia.com.

Local School Advisory Board (LSAT)

DCPS requires that every school have an elected, well-functioning advisory body. The purpose of the school advisory board is to advise the principal with the goal of creating and/or continuing to grow a school and school community that is focused on high expectations and high achievement for all students. The Brent Elementary has a Local School Advisory Team consisting of elected parents, teachers and community representatives. LSAT meetings are posted on the main school calendar found on the Brent website, www.brentelementary.org.

Supporting Brent Through Shopping

An easy way to support Brent is to sign up for shopping accounts at local and on-line businesses. Under these programs, Brent receives a portion of all sales – so if you have a grocery bill of \$100 and the program donates 5% of the sales, Brent gets \$5 – free of cost to you and to Brent. It's a win-win way to help raise funds for the school. Tell your family and friends, too, because you do not have to live locally or even have a child in Brent to participate. Here are some of the places where Brent has accounts:

Grocery Store Savings & Rewards Cards

To find a complete listing of store codes visit the Brent website.

Safeway and Harris Teeter: Register your **Safeway Club Card** and **Harris Teeter VIC Cards** to save money on your grocery bill and help the PTA earn several thousand dollars that these grocery stores contribute directly to Brent Elementary School. *Remember that your cards have to be re-designated at the beginning of each year.*

Harris Teeter Together in Education: Visit Harris Teeter to link your VIC card to Brent. **Our school code is 7117.** Call 1-800-432-6111, option 3, if you do not know the first eleven digits of your Harris Teeter VIC number. Click [HERE](#) to reach the Harris Teeter webpage to link your card to Brent.

eScrip (includes Safeway): eScrip is a hassle-free way for Brent to raise funds through everyday purchases made at eScrip merchants. eScrip and hundreds of merchant partners, including **Safeway, Amazon.com, Nordstroms, eBay** and **Sears**, have created a system that rewards customer loyalty by contributing a percentage of purchases to your chosen group. You shop the way you like to shop for groceries, clothing, travel and entertainment. It's simple and convenient, all you need to do is register your grocery club card and debit/credit card(s). Log on to www.escrip.com and go to "sign up". Designate Brent Elementary School to receive contributions. Our **escrip Group ID is # 11873183**. Register your grocery club cards from a participating merchant and your debit, ATM and credit cards if you wish.

French Toast: French Toast sells school uniforms and other kids' clothes. Brent will receive 5% of each purchase when the school's source code **QS4SG6** is entered at the time of purchase. For additional information and to shop online, visit the French Toast website.

Box Tops for Education

The Box Tops are on General Mills food products including Pillsbury, Betty Crocker, ZipLoc, Kleenex, and Hefty product lines. Each Box Top is worth 10 cents. So save your Box Tops and have your children deliver them to the school's Boxtop treasure boxes located in the main office at Brent Elementary. Proceeds from Box Tops for Education are deposited directly to Brent Elementary School during the months of December and April.

Box Tops Marketplace: Provides links to online retailers such as Target, Land's End, Oriental Trading Company and Pottery Barn. The link to enroll and get information on the merchants who participate in the program can be found [here](#). *Please note that the school is listed by its full name, Robert Brent Elementary School.*

Box Tops Reading Room: Once you have signed up for the Box Tops Marketplace you can also earn up to 6% on purchases made online at Barnes & Nobles. Additional information can be found [here](#).

