



AUGUST 2011

THE BOBCAT

A PUBLICATION OF THE WEST JEFF ELEMENTARY PTA

UPCOMING EVENTS

Aug 22	First Day of School
Sep 2/6	Assessment Days
Sep 5	No School, Labor Day
Sep 8	Curriculum Night
Sep 27	Picture Day
Sep 28	Early Release, 1:05pm
Oct 28	Trunk or Treat
Oct 26	Early Release, 1:05pm

WELCOME BACK BOBCATS!

I am so excited to be joining such a great school! You have so much to be proud of as West Jeff Bobcats. Every day I am impressed by something new I hear about West Jefferson Elementary. I am also proud to be a part of a school in the community where I live. I hope that I was able to meet many of you at our Back to School Night, and look forward to many more occasions to get to know both students and parents at school functions throughout the year. I would also like to invite you to stop by and say hello when you have a chance. If you would like you can also call our office to make an appointment to be sure I will be available.



September 8th is our Curriculum Night. Please be looking for more information coming home with your child in the next couple of weeks! Unfortunately, I will not be able to attend this event because I plan to be out on maternity leave starting at the beginning of September until about Halloween. We will have an interim principal at West Jeff while I am away on maternity leave. That person will be Summer Guerrina, who has been Assistant Principal at Columbine High School.

Again, it is an honor to work in such a fine school. I have already met many students and parents and it has been a great pleasure to do so.

Here's to a wonderful school year!

Wendy Woodland
Principal



West Jeff Bobcats

ROAR!!!

Respect

Ownership

Attitude

Responsibility

West Jeff Elementary School
26501 Barkley Road
Conifer, Colorado 80433
303.982.2975
www.wjepta.org

Brave Enough to ROAR!



JOINING PTA

by Kelli Silvernale, WJE PTA President

The PTA (Parent/Teacher Association) is an active association that assists in bringing the community and the school together to help enhance our child(ren)'s education. They assist in fundraising for events, supporting teacher classrooms, assisting in effective education programs, and much more. The PTA is an integral part of the community and enjoys the help of all who can donate time, money, or any other support available.

With budget cuts this year and more to come next year, now is the time that we all need to help our school. The PTA will be assisting the school in creating a volunteer pool to help make sure this school continues to be academically successful as well as nurturing and caring.

Myth: Joining the PTA means I have to attend PTA meetings.

Fact: We love to have more folks involved with PTA but it does not require you to attend PTA meetings.

Myth: My PTA membership is for the PTA only.

Fact: Your PTA membership allows the PTA to assist in sponsoring functions such as Trunk or Treat, Reflections, Science Fair, Assemblies and

many other activities. These funds allow us to purchase ribbons, pins and supplies for our school.

Myth: PTA's are full of cliques. I will not fit in.

Fact: One of our PTA's goals this year is to increase parent/ guardian participation. This cannot happen if people do not want to join because we are not welcoming or friendly. Our executive board is committed to eliminating the feeling of cliques at our meetings and PTA sponsored events. We want all parents/ guardians to feel welcome and we will do all we can to achieve that goal. One way we will do this is by organizing events and appreciation nights for all PTA board members and volunteers.

Myth: Only stay-at-home moms have time to be involved in PTA.

Fact: The entire 2011-2012 PTA executive board works either full time or part time jobs outside of the home and many of our board members and volunteers work outside of the home as well.

Myth: Only moms are actually involved with PTA.

Fact: This is not the MTA (Moms & Teachers Association). We want participation from dads,

grandparents, guardians, older siblings, and moms.

Myth: PTA mainly does events during the day Monday-Friday and I work during the daytime.

Fact: During 2010-2011 we held multiple events for the kids in the evenings. A couple examples are movie nights, Spring Fling, and Trunk or Treat.

Myth: The PTA has all the help they need. My participation will not make a difference.

Fact: This is the biggest myth of all. We need your help and participation. We have chair positions that need to be filled. If we do not fill them we will have to cancel activities. Even if you cannot commit to filling a chair position we need your help! We need volunteers to help at all of our events. If you choose to volunteer, you get to decide your time commitment.



WJE PTA Board of Directors
Kelli Silvernale, President
Laurie Darmofal,
Vice President
Karen Moran, Treasurer
Tina Bertsch, Secretary

“The goal of the WJE PTA is to bring the Staff, Parents and Community together in our mountain area.”

**Holiday Elf Shoppe
Tuesday & Wednesday,
November 29th & 30th**

Save the date and start creating those beautiful gifts to sell at this years' Elf Shoppe. Information will be coming home soon to reserve table space or you may call Laurie Darmofal, 303.816.1260.



COOPERATIVE DECISION MAKING

CDM (Cooperative Decision Making) is a committee that discusses curriculum options, student requirements, school goals, accreditation goals, budget issues, and other items pertaining to educational programs. It is comprised of staff, parents, and community representatives. All are encouraged to attend. CDM acts as a communication link

within the school community and as an advisory group to the school administration. It helps keep parents informed regarding budgetary, district, and local community issues and allows parents to have an active role in guiding your child(ren)'s education. We value your input.

This committee is completely separate from the Parent/Teacher Association.



PARENT INVOLVEMENT - FUNDRAISING

We all feel the pain of fundraising. It is imperative this year that we have either contributions to the school and/or PTA or successful fundraising programs.

The PTA this year will work extremely hard to limit the number of fundraising programs that are held throughout the year.

In order to accomplish this goal, we NEED YOUR HELP!

Box Top and Labels for Education

Save any and all Box Tops and Campbell's Labels for Education and drop them in the Campbell's Soup basket in the lobby. Ask your family, friends, and neighbors to help save them for you as well. These are turned into points/cash that we can use to purchase

items for our school. Last year, we purchased soccer goals for the playground after the 5th graders requested them. You can go to www.boxtops4education.com or www.labelsforeducation.com to see a complete list of items that participate in the program. A comprehensive list is located behind these pages.

CAPRI SUN Drink Pouches

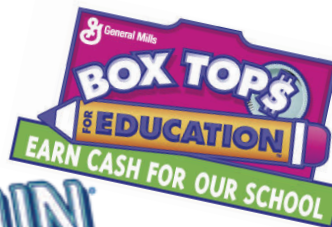
Keep our landfills empty of CAPRI SUN and Honest Kids Drink Pouches! Save your drink pouches to earn cash for your school! Drop the empty drink pouches in the Capri Sun barrel in the lobby at anytime.

REFLECTIONS ART SHOW

The Reflections Art Program provides opportunities for students to express themselves and to receive positive recognition for their artistic efforts. Reflections is a National PTA sponsored art program for kids from preschool to high school. Students create original works of art in any of 6 categories—Music Composition, Visual Arts, Photography, Dance Choreography, Film/Video, and Literature—based on a theme. The theme this year is "Diversity Means..."




The show will take place in mid-October, so it's never too early to start preparing those works of art! Watch for additional information coming home soon. If you have questions, please contact Susan Whatley at 303.838.8681.





August 2011 Elementary Menu

Monday	Tuesday	Wednesday	Thursday	Friday
Weekly Breakfast Options				
Cereal w/Yogurt or Mini Pancakes w/Sausage P	Cereal w/ Toast or Breakfast Sandwich	Cereal w/Toast or Breakfast Burrito	Cereal w/Toast or Breakfast Bagel	Cereal w/Yogurt or Mini Pancakes w/Sausage P
<p>STUDENT MEAL PRICING</p>  <p>BREAKFAST Full Price Elementary \$1.50 Reduced K- 6 at No Charge</p> <p>LUNCH Full Price \$2.50 Reduced Price for Grades K—2, No Charge Reduced Price for Grades 3—6 \$.40</p>	<p>PAYMENT</p>  <p>MealPay Manage your child's school lunch account Prepay by Internet by logging on to www.mealpayplus.com or phone 1.866.609.0949</p>			
22 Cheeseburger/Hamburger Oven Fries Entrée Salad V Cold Cut Combo	23 Bean Burrito V Q Spanish Rice Corn Dog Turkey & Cheese Sandwich	24 Macaroni & Cheese Q Peas Turkey Ham & Cheese Wrap Entrée Salad V	25 Turkey & Gravy on Mashed Potatoes Galaxy Pizza "Back Pack Lunch" (Yogurt, Seeds, & Muffin) V	26 French Toast V w/Sausage P Hot Fruit Compote Beef Ravioli Entrée Salad V
29 Hot Dog w/Chili Roasted Potato Wedges Entrée Salad V Cold Cut Combo	30 Soft Taco: Beef or Chicken Pintos and Cheese Stuffed Bread Sticks V w/Marinara Turkey & Cheese Sandwich	31 Spaghetti & Meatballs Q Green Beans Crispy Chicken Wrap Entrée Salad V	September 1 Chicken Nuggets Baked Beans Hot Ham & Cheese on a Bun "Back Pack Lunch" (Yogurt, Seeds, & Muffin) V	2 Cheese V or Pepperoni Pizza Broccoli Entrée Salad V Sun Butter & Jelly Sandwich w/Cheese Stick V
Daily Side Choices				
Side Salad Fresh Relishes #1 - Carrot & Celery Sticks Dill Pickle Spear (8/22) Apple, Cantaloupe, or Mandarin Oranges	Side Salad Fresh Relishes #2 - Carrot, Cauliflower, & Broccoli Orange, Watermelon, or Pears	Side Salad Fresh Relishes #3 - Broccoli, Cucumber, & Tomato Wedge Banana, Peach, or Mixed Fruit	Side Salad Fresh Relishes #1 - Carrot & Celery Sticks Apple, Cantaloupe, or Pineapple Tidbits	Side Salad Fresh Relishes #2 - Carrot, Cauliflower, & Broccoli Orange, Watermelon, or Applesauce
<p>Whole Wheat Dinner Roll or Bread Stick is available everyday. Students select one entrée, a variety of sides and milk. A choice of an Entrée Salad is available everyday. Choices include: Chef, SW Chicken, Mandarin Chicken or Vegetarian. Vegetarian Entrée = V . Items that Contain Pork = P, Quick Scratch = Q, **Menus are subject to change due to price and product availability. We can not guarantee all menu choices will be available for all students</p>				

In accordance with federal Law and USDA policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Ave. SW, Washington, DC 20250-9410 or call 800.795.3272 or 202.720.6382 (voice and TDD). USDA is an equal opportunity provider and employer.

BREAKFAST

1 items on the menu include juice or fruit and milk.

A breakfast option of cereal, juice or fruit is offered daily. Check with your school for breakfast availability.



MILK

Milk is offered with every meal. Milk Choices include 1% unflavored, 1% chocolate and unflavored skim.



ChooseMyPlate.gov

The website features practical information and tips to help Americans build healthier diets.

It features selected messages to help consumer focus on key behaviors. Selected messages include:

- o Enjoy your food, but eat less.
- o Avoid oversized portions.
- o Make half your plate fruits and vegetables.
- o Switch to fat-free or low-fat (1%) milk.
- o Make at least half your grains whole grains.
- o Compare sodium in foods like soup, bread, and frozen meals—and choose foods with lower numbers.
- o Drink water instead of sugary drinks.

ChooseMyPlate.gov, includes much of the consumer and professional information formerly found on MyPyramid.gov.

PARENT INVOLVEMENT—EVENTS & ACTIVITIES

We need your PAWS! (People Actively Working in School)

Volunteers are needed at all levels for any of these events and more. Many things can be done from home or at your convenience. If you can assist with any of these activities or in any other way, please contact any member of the PTA Board or administration.

Arts in March:

Every student displays a piece of art, whether it is a painting or poetry with readings the night of the event. The students also provide the music for the event.

Back to School Night:

Students enjoy meeting their teachers and catching up with friends while bringing in their school supplies. Parents can meet with teachers, administration and PTA to help answer any questions.

Bake Sale:

At the Conifer Holiday Parade
Hot chocolate and cookies will be sold at the parade. Donating time, food or money for this event would be a great help in raising funds to support the school.

Elf Shoppe:

Have those relatives that are hard to buy presents for? Come to the Elf Shoppe for those unique gifts at great prices. You can have a booth for your unique craft too. Make sure your child(ren) save their allowance to do their Holiday shopping here! The kids love the gifts and all are priced below \$12.

Field Day:

Students get to be outside and do fun activities that show off their physical fitness and skills. This is held in the early fall so plan ahead!

**Kindergarten has a second field day in the Spring also.

Morning Meeting/2nd Step:

Every morning from 9:00-9:30, each classroom gathers together and covers many subjects introduced by teachers, students and parents. The purpose is to set the mood for the day, establish a climate of trust, and help promote students' needs for a sense of belonging and significance. It aims to merge social, emotional and intellectual learning.

2nd Step is a part of Morning Meeting and our positive behavior discipline approach. Positive behavior works to recognize behavior that is "right" rather than emphasize the "wrong" behavior. Students learn core values of empathy impulse control, problem solving and anger management.

Movie Nights:

2nd Friday of every month
Movie Night is open to the community and shows a new children's movie. Kids come in their pajamas and bring their sleeping bags as they hang out, watch the movie and enjoy snacks like popcorn, hotdogs, candy, water & soda. Parents remember to bring your chairs. **This is not a drop off event.**

Reflections Art Show:

Reflections is a fun theme based national art program held at the beginning of the school year. The 2011-2012 theme for Reflections this year is **"Diversity Means ..."**. Media includes visual arts, photography, literature music, dance and video/film. See the West Jefferson Elementary website for specifics.

Science Fair:

The Science Fair is held in late January – early February. This is a great event the children can participate in to express their scientific side.

Spirit Days and Spirit Wear:

There are several days a year everyone in the school gets to show their Bobcat pride by wearing a West Jeff t-shirt, sweatshirt or something green. There is an assembly three times each year where children receive recognition for outstanding work in various categories.

Student Directory:

There is a student directory of those families that allowed their information to be published. The directory is available in early fall for \$5 or free with PTA membership.

Teacher/Staff Appreciation:

Late spring is your opportunity to celebrate and thank everyone working with your children and helping them get to and from school safely.

Trunk-or-Treat:

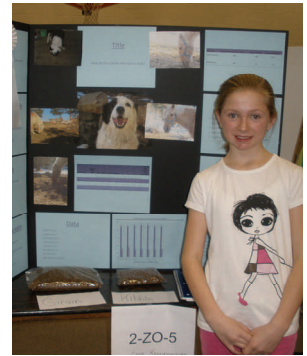
Friday October 28th

Come and enjoy a safe environment where kids can dress up and trick or treat with their friends and the community. Choose to participate in the Car Decorating Contest and hand out treats or come to visit with others while the kids enjoy a safe Halloween. There is a minimal charge for this event and it is open to the community.

Yearbook:

The yearbook comes out the last week of school so your kids have enough time to get all of those special signatures. Early orders are discounted and accepted as early as registration. Make sure to take pictures at events you attend and submit them to the Yearbook Committee on the school website.

For additional information or to volunteer for any of these events, please contact Kelli Silvernale at 303.816.9619.



Science Fair



Field Day



Reflections Art Show



Elf Shoppe



Trunk or Treat



standardTM response protocol

Student Safety

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

Lockout - "Secure the Perimeter"

Lockdown - "Locks, Lights, Out of Sight"

Evacuate - "To the Announced Location"

Shelter - "Using Announced Type and Method"

Training

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveguys.org>



Lockout Secure the Perimeter

Lockout is called when there is a threat or hazard outside of the school building.

Students:

- Return to inside of building
- Do business as usual

Teachers

- Recover students and staff from outside building
- Increased situational awareness
- Take roll, account for students
- Do business as usual
- Take roll, account for students



Lockdown Locks Lights Out of Sight

Lockdown is called when there is a threat or hazard inside the school building.

Students:

- Move away from sight
- Maintain silence

Teachers:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



Evacuate To the Announced Location

Evacuate is called to move students and staff from one location to another.

Students:

- Leave stuff behind
- Form a single file line
- Take the hands of person in front and behind
- Be prepared for alternatives during response.

Teachers:

- Grab role sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



Shelter Using the Announced Type and Method

Shelter is called when the need for personal protection is necessary.

Types:

- For Tornado
- For Bomb
- For Hazmat

Methods:

- Drop, Cover and Hold
- And Seal
- In Silence

Students:

- Use Appropriate Method

Teachers:

- Use Appropriate Method
- Take roll, account for students



WEST JEFFERSON ELEMENTARY 2011-2012 CALENDAR

August 22	First Day of School
September 2	Modified Day (Assessment Day)
September 5	No School-Labor Day
September 6	Modified Day (Assessment Day)
September 8	Curriculum Night
September 27	Picture Day
September 28	Early Release – 1:05 pm
October 26	Early Release – 1:05 pm
November 8	Picture Retakes
November 16	Parent Teacher Conferences
November 17	Parent Teacher Conferences
November 21 – 25	No School – Thanksgiving Break
December 19 – Jan 2	No School – Winter Break
January 3	No School – Staff Development
January 16	No School – Martin Luther King Day
January 25	Early Release – 1:05 pm
February 17	No School – Staff Development
February 20	No School – President's Day
February 29	Early Release – 1:05 pm
March 21	Parent Teacher Conferences
March 22	Parent Teacher Conferences
March 26 – April 2	Spring Break
April 11	No School – Furlough Day
April 12	Picture Day
April 25	Early Release – 1:05 pm
May 3	Modified Day (Assessment Day)
May 4	No School – Furlough Day
May 7	Modified Day (Assessment Day)
May 16	Early Release – 1:05 pm
May 28	No School – Memorial Day
May 30	Last Day of School for students
May 31	Last Day for Teachers

Please check our website: sc.jeffco.k12.co.us/wje for calendar updates.

WEST JEFFERSON ELEMENTARY IMPORTANT CONTACT INFORMATION



Wendy Woodland	Principal	(303) 982-7513	wwoodlan@jeffco.k12.co.us
Kristie Becker	Principal's Secretary	(303) 982-2974	kbecker@jeffco.k12.co.us
Becky Schreuder	Enrollment Secretary	(303) 982-2957	rschreud@jeffco.k12.co.us
Susan Glueck	Clinic Aide	(303) 982-2968	sglueck@jeffco.k12.co.us
Alicia Beabout	Kindergarten	(303) 982-2972	abeabout@jeffco.k12.co.us
Jackie Gardner	Kindergarten	(303) 982-2990	jgardner@jeffco.k12.co.us
Courtney Bradley	1st Grade	(303) 982-2956	ckanebra@jeffco.k12.co.us
Karen Duquette	1st Grade	(303) 982-2752	kduquett@jeffco.k12.co.us
Jami Bay	2nd Grade	(303) 982-2940	jbay@jeffco.k12.co.us
Joan Grawe	2nd Grade	(303) 982-2948	jgrawe@jeffco.k12.co.us
Gail Bolin	3rd Grade	(303) 982-2978	gbolin@jeffco.k12.co.us
Renee Decker	3rd Grade	(303) 982-2938	rdecker@jeffco.k12.co.us
Pat Andres	4th Grade	(303) 982-2966	pandres@jeffco.k12.co.us
Sue Lambert	4th Grade	(303) 982-2973	tlambert@jeffco.k12.co.us
Derek Bahlmann	5th Grade	(303) 982-8016	dbahlman@jeffco.k12.co.us
Mike Wisniewski	Art	(303) 982-5167	mwisniew@jeffco.k12.co.us
Mike Jagel	Music	(303) 982-2961	mjagel@jeffco.k12.co.us
Susan Foster	Instrumental Music	(303) 982-2931	sucfoste@jeffco.k12.co.us
Chris Chambers	Physical Education	(303) 982-5135	chachamb@jeffco.k12.co.us
Steve Heidenfelder	Physical Education	(303) 982-5166	sheidenf@jeffco.k12.co.us
Wendy Bittner	Librarian	(303) 982-5168	gbittner@jeffco.k12.co.us
Julie Williams	Instructional Coach	(303) 982-9568	jtankwil@jeffco.k12.co.us
Deborah Coates	Special Ed Teacher	(303) 982-2954	dcoates@jeffco.k12.co.us
Ann Hoy	Special Ed Teacher	(303) 982-4545	ahanson@jeffco.k12.co.us
Jill Long	Speech/Language Pathologist	(303) 982-2944	jlong@jeffco.k12.co.us
Jeri Lehmkuhl	ESL Tutor	(303) 982-3686	jelehmku@jeffco.k12.co.us
Heather Malcolm	Social Worker	(303) 982-5459	hmalcolm@jeffco.k12.co.us
Deborah Steffensen	SIED Lab Teacher	(303) 982-2965	dsteffen@jeffco.k12.co.us
Esther Adler	Para Professional, SIED Lab		esadler@jeffco.k12.co.us
Sandy Anderson	Para Professional		slanders@jeffco.k12.co.us
Laurie Eisenhart	Para Professional, Tutor/Notetaker		leisenha@jeffco.k12.co.us
Julie Job	Para Professional		jjob@jeffco.k12.co.us
Kim McCallum	Para Professional		kamccall@jeffco.k12.co.us
Monique Urban	Para Professional		murban@jeffco.k12.co.us
Tracy Weber	Para Professional		tlweber@jeffco.k12.co.us
Kathleen Widlund	Para Professional		kwidlund@jeffco.k12.co.us
Trevor Lightfoot	Technology	(303) 982-2935	tlightfo@jeffco.k12.co.us
Judy Beichley	Cafeteria Manager	(303) 982-2970	jbeichle@jeffco.k12.co.us
Carma Kvidera	Cafeteria		
Sam Beichley	Facilities Manager	(303) 982-2969	sbeichle@jeffco.k12.co.us
Bill MacEwen	Custodian		
Kelli Silvernale	WJE PTA, President	(303) 816-9619	pres@wjepta.org
Laurie Darmofal	WJE PTA, Vice President	(303) 816-1260	vicepresident@wjepta.org
Tina Bertsch	WJE PTA, Secretary	(303) 816-1236	corresponding@wjepta.org
Karen Moran	WJE PTA, Treasurer	(303) 697-5334	treasurer@wjepta.org

WEST JEFFERSON ELEMENTARY FACT SHEET 2011-2012

Fact Sheet 2011-2012

Arrival at School

Students are not to arrive at school before 8:50am, unless they are being supervised by the before/after school program personnel. Students who are bused will be dropped off at 8:55am. On arrival, all students are expected to line up outside the exterior door of their classroom.

Class Times / Tardiness

At WJE, our belief is that kids need to begin taking responsibility for their learning. School begins at 9:00am and ends at 3:35pm. Students are expected to be here on time and ready to learn. The first bell will ring at 9:00am to inform students that they are to enter their classroom. If a student arrives at school after the 9:05am bell has rung, he/she must report to the office to get a pass to be admitted to class.

Absences

In accordance with the Colorado Compulsory Attendance Law, daily attendance in class is of prime importance in the educational process. Regular attendance is vital to a student's educational development. However, there are times when a student must be absent from school. For the safety and security of our children, we strongly request that parents call the attendance line to report the absence before 10:00am.

Make-Up Work Policy

If a child's absence exceeds three days, parents may call school and request homework. The appropriate teacher(s) will be informed and homework will be available the day after the request is made. For



prearranged absences other arrangements can be made through the teacher ahead of time.

Early Sign-Out

We strongly encourage parents to NOT sign out their child early on a regular basis, but only when absolutely necessary. A parent or approved guardian must come into the office to sign your child(ren) out. If your child is checked out before 2:05pm they will be considered absent for a half day.



Guest Check-In

We encourage parents, relatives, and community members to visit school. Due to security and safety concerns, all parents and visitors must report to the office to sign the guest log and obtain a visitor name tag to be worn in all areas of the building.

Parking Lot Safety



Due to bus changes, volume in the parking lot may be heavier than in the past.

- Honor all stop, speed and directional signs.
- Enter to the right and exit down the center lane.
- Honor designated drop-off zones, bus zones, and crosswalks.
- Pick up children in designated areas or park and escort them to vehicle.
- Do NOT allow students to walk through the parking lot unattended.
- Please model courteous behavior.



School Bus

All students who are eligible to ride the bus must pay fees and have a Bus Card. There will be a grace period during the first 2 weeks of school.



If a student needs to take another bus besides his/her regular bus, or to be let off at a different stop, he/she must bring a signed, written note from his/her parents with the Child's name, date, bus number and bus stop. Students without a Bus Card will **not** be issued bus passes at any time.

We encourage responsible behavior on the bus at all times. Bus drivers will write discipline referrals if needed.

Snow Days



The decision to close school due to snow is made by the Area Superintendent and will be announced on all major radio and TV stations beginning at approximately 5:00am. The school bulletin board at 303-982-2950, option 5, has the most up-to-date school closure information.

Important Contact Information

West Jeff Elementary	303.982.2975
Attendance Line	303.982.2950, Option 1
Lunch Menu	303.982.2950, Option 4
Transportation, Bus Barn	303.982.5215
Little White School House	303.838.5820
West Jeff Middle	303.982.3056
Conifer High	303.982.5255
Principal Voice Mail	303.982.7513
Principal Email	wwoodlan@jeffco.k12.co.us
Web Site	www.jeffco.k12.co.us/elemwestjeff



Refer to the WJE Family Handbook on our website for complete policy details.

WEST JEFFERSON ELEMENTARY FACT SHEET 2011-2012

School Clinic



Susan Glueck
303.982.2968
sglueck@jeffco.k12.co.us

Hours: 9:00am - 2:00pm

Clinic can always use donations of:

Lightly used boys and girls clothing (pants t-shirts, underwear, socks), PLAIN Band aids, Tissues, 5 oz. Dixie Cups, Breakfast Bars, Saltines, Small juice boxes.

WJE maintains a health clinic to address first aid and unexpected illness. Students who become ill at school may come to the school clinic with a pass from their teacher.

- Students will be allowed 10 minutes of rest; if they are not feeling better and have a temperature or visual signs of illness, parents will be contacted.
- Students with contagious diseases (including strep throat) must stay home until they have been on medication for 24 hours.
- With any type of head injury a parent or responsible party will be notified. If it is determined to not be a serious head injury, the student will be observed in the clinic, sent back to class, and a head injury report sent home with the student. If the head injury is determined to be even potentially serious, the parent and/or 911 will be called.

Medications

- **No student is allowed to carry medication.** All medicine, including prescription, over-the-counter and inhalers, must be checked into the clinic. Prescription medications must be in an original pharmacy container.
- Non-prescription medication must be provided in a pharmaceutical company labeled container, and will be administered only in accordance with specific written instructions from the student's parent or guardian. The only exception to this standard is in the administration of acetaminophen (Tylenol or other brand names). Parental consent for the use of acetaminophen is now a part of the emergency card.



Toys, Etc.

- Toys, radios, ipods, cell phones, video & computer games, recreational equipment, roller shoes, etc. are not to be used in school.
- Items which are brought to school that are determined to be nonessential to the teaching-learning process, and that interfere with a student's "on-task" behavior, will be taken by the teacher and/or school adult and returned to the parents.
- Students are not allowed to buy or sell personal items to other children unless they are related to a curricular objective and are approved by the school principal.
- *Items prohibited by the District Code of Conduct, including knives, weapons, chains, laser pointers, drugs, alcohol, paraphernalia and tobacco items are not allowed.*

School Lunch

Judy Beichley,
303.982.2970
jbeichle@jeffco.k12.co.us



An individual hot lunch or milk only may be purchased on a daily basis from 11:30am—12:45pm.

School Lunch Price	\$ 2.50
Reduced Lunch	\$ 0.40
Milk	\$ 0.50
Water	\$ 0.25
Adult Lunch	\$ 3.50

Go to www.mealpayplus.com, or call 866.609.0949, to view your child(ren)'s purchase history and to add funds to the account. You can also send cash or checks in an envelope with your child's name and ID number.

Dress Code

Students dress can affect the learning environments. Therefore, all children should dress in a manner that is not distracting to the wearer and/or those in their presence. We must request that our students, with parent help, make responsible decisions regarding their dress. If you are unsure, please refer to the Family Handbook. Weather conditions change frequently in the mountains; therefore, a child's outdoor apparel should be appropriate.

During wet and cold weather, coats, boots, and mittens are recommended. Students go outside most days for recess and should dress accordingly.



Gym Shoes

Each classroom has space to accommodate an extra pair of gym shoes. Make sure your child(ren) keep an extra pair in the classroom. Specials are on a rotating schedule and this ensures your child will always be able to participate.



School Messenger

You will periodically receive phone messages and (if elected) email messages directly from the school or county regarding important announcements, events, activities or emergencies and school closures involving your school or community.