

**2021-22**



# **Family + Student Handbook**

Prescott Elementary School  
10410 NE Prescott St.  
Portland, OR 97220



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# A Message from Principal Watson!

Welcome to Prescott Elementary School - Home of the Panthers! I am ecstatic to be the instructional leader of such an incredible campus and community!

The Family + Student Handbook provides a great deal of important information regarding our programs and services; as well as our policies and procedures for the upcoming school year!

As we prepare for in-person instruction for the 2021-22 school year, this handbook will also serve as a resource for students and families. Please take the time to read the handbook.

The relationship between home and school and community is vital to our students, as it fosters a greater sense of belonging and well-being for our children and their learning process.

If there is a question, you and your parents or guardians may refer to this handbook, to the district calendar, and may also contact your child's teacher, the school counselor, the front office or principal.

In other words - we're here to serve you and your family as best we can! Here's to an exciting year!

In Service to Our Children,

Nichole Watson

Principal, Prescott Elementary



# 2021-2022 CALENDAR —Elementary Student- FINAL

## July - 2021

M	T	W	Th	F	SA	SU
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## August - 2021

M	T	W	Th	F	SA	SU
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## September - 2021

M	T	W	Th	F	SA	SU
		01	02	03	04	05
06H	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27PD	28	29	30			

## October - 2021

M	T	W	Th	F	SA	SU
				01	02	03
04	05	06	07	08 <i>i</i>	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25PD	26	27	28	29	30	31

## November - 2021

M	T	W	Th	F	SA	SU
01	02	03	04	05G	06	07
08	09	10	11H	12PD	13	14
15	16	17	18	19	20	21
22P#	23C	24C	25H	26	27	28
29	30					

## December - 2021

M	T	W	Th	F	SA	SU
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Grey Shade

Breaks – No School

Yellow Shade

Holiday – No School

Turquoise Shade

Planning, Grading, Professional Development – No School

## January - 2022

M	T	W	Th	F	SA	SU
					01	02
03P	04	05	06	07	08	09
10	11	12	13	14	15	16
17H	18PD	19	20	21	22	23
24	25	26	27	28	29	30
31						

## February - 2022

M	T	W	Th	F	SA	SU
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18PD	19	20
21H	22	23	24	25	26	27
28						

## March - 2022

M	T	W	Th	F	SA	SU
	01	02	03	04G	05	06
07	08	09	10C	11C	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28PD	29	30	31			

## April - 2022

M	T	W	Th	F	SA	SU
				01	02	03
04	05	06	07	08	09	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25PD	26	27	28	29	30	

## May - 2022

M	T	W	Th	F	SA	SU
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27PD	28	29
30H	31					

## June - 2022

M	T	W	Th	F	SA	SU
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Key Symbol	Explanation	Key Symbol	Explanation
+	First Day for Students	<i>i</i>	Statewide In Service Days – No Students
K	See Soft Start for Kindergarten	H	Holiday
PD	Professional Development/Planning – No Students	P	Planning Day – No Students
G	Grading Day – No Students	R	Progress Report – No Students
C	Conference Days – No Students	17	Last day for Students
#	Evening Conferences		

# What We Value

“Education is our passport to the future,  
for tomorrow belongs to the people who  
prepare for it today.” -Malcolm X



## ACADEMICS

At Prescott Elementary School, we are committed to building academic excellence within a family environment. By working together as a community, all scholars can become lifelong learners who not only succeed academically, but thrive! The state of Oregon adopted the [Common Core State Standards](#), which are rigorous standards that prepare our scholars for high school graduation, career readiness and beyond. Scholars will receive report cards and progress reports that showcase their academic development.

## ARRIVAL

The school day begins at 8:00am. Scholars should arrive on campus around 7:50am, as this is when adult supervision will begin at Prescott. Preschool through 2nd grade scholars will enter at the West Entrance (nearest 102nd street). 3rd through 5th grade scholars will enter through the Cafeteria Entrance (on Prescott Street). Bus riders will exit the bus on 105th street and walk to their respective entrances. Preschool through 2nd grade scholars will be escorted by an adult. Scholars that arrive after 8:00am, should enter through the Main Entrance. All scholars will have access to breakfast until 9:00am.

- **Early pick-ups** - Please use the Main Entrance (ring the doorbell) to inform the Front Office of a scholar that needs to be picked up early. Please be mindful that early pick-ups are extremely challenging for our Front Office staff.
- **Late Arrivals** - Scholars that arrive after 8:00am should enter through the Main Entrance. They will get a Tardy Slip from the Front Office before being sent to class. All scholars will have access to breakfast until 9:00am.

## ATTENDANCE

Attendance is an essential part of every scholar's success; and not just at school. Developing a value around “showing up” is a skill that will benefit our scholars well beyond elementary school. Please partner with us by making sure that your scholar(s) are at school, on time, everyday!

And we know that life happens! Here's what you should know when it does:

- **Absent Students** - Please notify the scholar's classroom teachers about any prearranged absences. We understand that unexpected absences are necessary. In these events, you can send a note with the scholar when they return to school.
  - Absence from school or class will be excused under the following circumstances:
    - Illness of the student;



- Illness of an immediate family member when the student's presence at home is necessary;
- Emergency situations that require the student's absence;
- Field trips and school-approved activities;
- Medical or dental appointments. Confirmation of appointments may be required;
- Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence

## **BICYCLES/SCOOTERS/SKATEBOARDS**

Scholars may ride their bicycles, scooters or skateboards to and from campus; however, we strongly encourage families to develop a safe route to/from school and spend considerable time practicing the route with their children. All scholars who use alternative transportation (including walking students) are required to complete a Student Traveling Home Alone form. [Printed Form](#) | [Electronic Form](#)

## **BIRTHDAY & CLASS PARTIES**

Due to COVID, class parties (for any occasion) are prohibited. We will revisit this rule as the COVID restrictions change. However, virtual celebrations and other creative approaches to special days are open to consideration.

## **BUS SAFETY**

Scholars are required to follow all Parkrose School District rules and expectations in regards to bus transportation. Bus transportation may also be used in the event of a school field trip. Classroom teachers will send home permission slips and transportation plans for every outing.

Please visit the Bus Transportation policy in the [2021-22 Parkrose School District Parent/Guardian-Student Handbook](#).

## **CHAMPIONS**

Discover Champions is a childcare program offered at Prescott Elementary. The cost for childcare services is determined by the Champions staff. All parents interested in registering for care, should visit: [Discover Champions at Prescott!](#)

## **COVID PROTOCOLS & HEALTH SERVICES**

Parkrose School District has released the [School Year Health and Safety Measures Against COVID-19](#).

Prescott Elementary has/will...

- A universal mask requirement that includes all adults and scholars PreK-12, indoor and outdoor, regardless of vaccination status
- A minimum of 3-feet physical distancing for scholars and staff is to be maintained to the extent possible
- 30% outside air and Merv13 filter or an in-room HEPA air cleaner in every classroom and student-occupied space
- Access to onsite rapid testing for students developing systems throughout the day. Testing requires parent approval. Please complete a [Consent to Test form](#).
- Follow local public health guidance and requirements regarding COVID-19 isolation and quarantine procedures
- Continue to implement regular cleaning procedures in all District facilities. Special attention by custodial staff will be given to high-touch surfaces throughout the day
- Continue to provide ready access to soap, water and alcohol-based hand sanitizer with at least 60% alcohol
- Use classroom cohorts for students to the extent possible
- All scholars will eat lunch outdoors until inclement weather requires a change

Scholars who are exhibiting COVID-19 primary symptoms must stay home! This includes cough, shortness of breath or difficulty breathing, fever/chills, muscle aches, vomiting or diarrhea and loss of taste/smell.

If a child becomes ill or experiences symptoms during the school day, the Front Office will contact the parent/guardian to make arrangements for the student to be picked up. Students will wait in the Care Room, located in the Front Office, until parent/guardian arrives. Students in the Care Room have a specifically designated restroom and will have very limited access to other students and adults while waiting to be picked up.

Other health-related concerns, including any changes in a child's health status, should be brought to the attention of the classroom teacher and front office. All medications that are required to be taken during the school day must be registered and administered by the Front Office staff. This includes over-the-counter medications.

Please contact Ms. Garcia ([liz\\_garcia@parkrose.k12.or.us](mailto:liz_garcia@parkrose.k12.or.us)) or Ms. Chelsea ([chelsea\\_lopez@parkrose.k12.or.us](mailto:chelsea_lopez@parkrose.k12.or.us)) for more information.

## **DISMISSAL**

The school day ends at 2:00pm. Preschool through 2nd grade scholars will be dismissed at the West Exit and wait for pick-up under the covered area at the Lower

Playground. Scholars who ride the bus will be escorted through the Breezeway behind campus to the school bus on 105th street. Scholars with older siblings will wait to be picked up by the older sibling (or will be escorted by an adult) to wait under the covered area at the Upper Playground.

Scholars who are still on campus after 2:10pm will be in the Front Office. Please ring the doorbell at the Main Entrance for assistance.

Although we understand that life happens, please make every effort to pick scholars up on time. When you are late, our staff get home late. Let us know how we can support you at any time!

## **DRESS FOR SUCCESS**

For the 2021-2022 school year, Prescott Elementary will not require scholars to wear uniforms. We recognize the impact that the pandemic has had on many of our scholars and their families. This year, we are prioritizing relationships and celebrating our in-person learning experiences! Scholars are encouraged to represent their identities through their preferred styles of dress. We ask that scholars avoid clothing that is culturally offensive, distracting or inappropriate. We will use this year as an opportunity to model inclusive practices on a campus that celebrates the diversity of our Prescott campus.

## **DROP-OFF / PICK-UP**

Our first priority is the safety of our children; not convenience or timesaving for parents. When dropping off or picking up scholars:

- Please DO NOT double park
- Please DO NOT park facing the wrong direction
- Please DO NOT park on the wrong side of the street
- Please DO NOT leave vehicles unattended with the motor running

It is everyone's responsibility to observe designated crosswalks, and no-parking zones.

There is no supervision for scholars who are not picked up by 2:15pm.

## **FRONT OFFICE**

The school hours are 7:30am until 3:00pm. During COVID there are NO visitors allowed to enter the building. If you need assistance, while on campus, visit the Main Entrance and ring the doorbell.

The Prescott Front Office is managed by Liz Garcia, the Principal Secretary.

- Ms. Garcia can be reached via email at [liz\\_garcia@parkrose.k12.or.us](mailto:liz_garcia@parkrose.k12.or.us)

- Ms. Garcia speaks English and Spanish

Our School Registrar and Family Liaison is Chelsa Lopez.

- Ms. Chelsea can be reached via email at [chelsea\\_lopez@parkrose.k12.or.us](mailto:chelsea_lopez@parkrose.k12.or.us)
- Ms. Chelsea speaks English and Spanish

The school hours are 7:30am until 3:00pm. The Front Office telephone number is 503-408-2150. The office fax number is 503-408-2190. If you need to reach Principal Watson, please contact Ms. Garcia to schedule an appointment. All appointments are required to be virtual at this time.

## **PARENT/GUARDIAN CONCERNS**

It is our goal to build authentic relationships with all of our parents and guardians. We recognize that there are times when concerns arise or clarification is needed. The first point of contact is your scholar's teacher to discuss the concern and/or seek clarification. If the concern is not resolved, the next step would be to contact Principal Watson. Please reach out to Ms. Garcia to schedule an appointment. All appointments are required to be virtual at this time.

## **PARENT/TEACHER CONFERENCES**

Parent/Teacher Conferences are brief conversations between parent/guardian and your scholar's classroom teacher. Prescott Elementary will host Parent/Teacher Conferences in the fall (November 22, 2021 - November 24, 2021) and in the spring (March 10, 2022 - March 11, 2022). Conferences will be hosted virtually this year.

If you have an immediate concern with your scholar's academic progress, please contact your classroom teacher.

## **REMIND & FLASH ALERT**

To communicate with families, Prescott Elementary uses the REMIND mobile system and Flash Alert. All families should have both the REMIND App and Flash Alert!

To download the REMIND App, visit: [Get Remind App](#) from your mobile device. Visit the [Parkrose School District](#) for tutorials on how to access the REMIND App.

To sign up for Parkrose School District Flash Alert messages, visit: [www.flashalert.net](http://www.flashalert.net)

## **RESTORATIVE JUSTICE**

Restorative Justice is an alternative response to discipline that centers relationships, mediation and agreement, rather than exclusionary disciplinary practices. Prescott Elementary is committed to a school climate that is inclusive of every scholar. And we

believe that Inclusive communities are created (and sustained) when every participating member commits to a posture of healing when harm and conflict occurs. Restorative Justice at Prescott is both a guide and a lens.

## **SAFE CAMPUS**

Prescott Elementary is working diligently with PBOT's Safe Routes to School and District personnel to continue ensuring safety on campus grounds. As our school is uniquely designed, scholars and families are encouraged to be extremely cautious during arrival and dismissal everyday. Gates surrounding the school are locked during the instructional day for the safety of all our scholars and staff. We recognize that sometimes there are events that take place near campus that impact scholars during the school day. We will practice safety drills (fire, earthquake etc) to provide scholars the opportunity to learn the expectation during our emergency procedures.

## **SEESAW, CLEVER & GOOGLE CLASSROOM**

Prescott Elementary requires that all scholars have access to a classroom Seesaw or Google Classroom. Our online platforms provide extended learning opportunities for scholars and access to their academics while away from campus. Your scholar's Seesaw should be updated often with activities, projects and class work. Clever will remain our main platform for students to access all of our online tools (Seesaw, Ready Pathway etc). Google Classroom may be an online platform used in intermediate grades in preparation for middle school.

All scholars will be encouraged to complete a [Technology Check](#) form to indicate their access to a personal device while away from campus.

## **SUN SCHOOL**

SUN (Schools Uniting Neighborhoods) at Prescott Elementary is provided in partnership with [Multnomah County Department of Human Services](#), the City of Portland Parks & Recreation and our lead agency, [Self Enhancement, inc.](#) SUN School provides after school care for our scholars from 2:00pm to 4:00pm, Monday through Friday.

During COVID, program dates are still being finalized.

Michelle Braxton-Williams, SUN Site Manager  
[michelle\\_braxton@parkrose.k12.or.us](mailto:michelle_braxton@parkrose.k12.or.us)  
503-935-6695 (call/text)

## TRAUMA INFORMED CARE

We will make every effort to maintain a safe and inclusive environment for all scholars at Prescott Elementary. We recognize that many of our scholars experience life events that impact them mentally and emotionally. Our goal, as a campus, is to create an environment that has the capacity to care for every scholar and their emotional well-being. Trauma Informed Care is an approach that acknowledges the complete picture of a scholar's experiences; both past-and-present. It is through this approach that educators can serve as caregivers who provide effective and culturally responsive instruction in partnership with wrap-around supports.

Here is a great article that explains [Trauma Informed Care](#) from an educational lens.

## VISITORS & VOLUNTEERS

During COVID, there are no visitors or volunteers permitted on campus at this time.

### Prescott Elementary School

10410 NE Prescott Street  
Portland, OR 97220

Principal Watson's Monthly Newsletters:

<https://www.smore.com/u/nicholewatson>

Like us on Facebook  
[@PrescottPanthers](#)

Follow us on Instagram  
[@Prescott\\_School](#)

Follow us on Twitter  
[@Prescott\\_School](#)

Contact Us:

503-408-2150 (Main) | 503-408-2190 (Fax)

Website:

<http://pr.parkrose.k12.or.us/>

Parent Groups:

Prescott Family and Community Association (PFCA)  
Co-Chair Erin Bray | Co-Chair Sarah Calberg  
[prescotelementarypfca@gmail.com](mailto:prescotelementarypfca@gmail.com)

Padres Unidos de Prescott:

Co-Chair Chelsea Lopez | Co-Chair Michelle Braxton  
[chelsea\\_lopez@parkrose.k12.or.us](mailto:chelsea_lopez@parkrose.k12.or.us)