



Lincoln Elementary School

Dr. Matthew E. McFarland Sr.
Principal

July 26, 2019

Important Dates

July:

- ✓ 29th (week of) – Back to School Teacher Letters and Information Mailed to Students and Families

August:

- ✓ 7th – Kindergarten T-Shirt Delivery
- ✓ 19th – Kindergarten Orientation 6:00pm
 - Sailing New Seas (Orientation – Students Grades 1-5 New to Lincoln) 5:00pm
- ✓ 21st – 1st Day of School

September:

- ✓ 5th – Back to School Night, Grades 1-5; 6:00pm



Important Announcements/Reminders

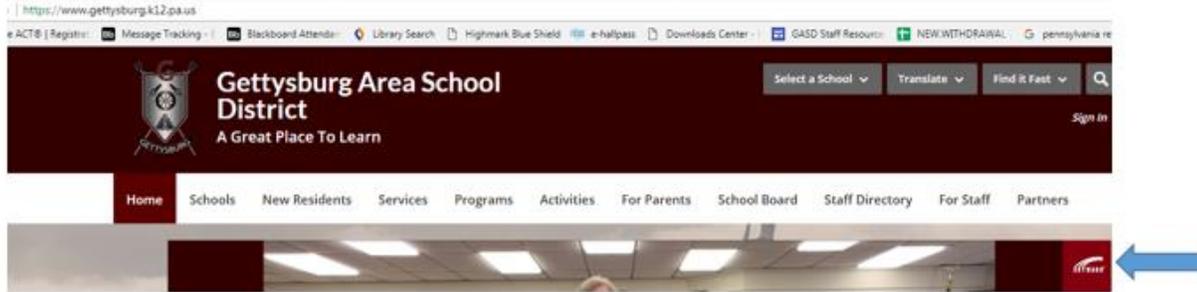
- ✓ Student Day
 - 8:20 – Doors open for breakfast
 - 8:30 – Doors open
 - 8:45 – Late bell
 - 3:20 – Dismissal begins
- ✓ Please welcome our new Lincoln Staff Members
 - Mrs. Judy Sartori - Paraprofessional
 - Ms. Lydia Stith – Art Teacher
 - Ms. Renee Winters-Dunn – Nurse
- ✓ Staff members serving in new positions
 - Mrs. Kelsey Baker – Office Staff
 - Ms. Mindy Bortner – 5th Grade
 - Mrs. Michelle Rickell – Office Staff
 - Mr. Andrew Slaybaugh – 4th Grade
- ✓ Food Service prices for the 2019-2020 school year
 - Breakfast - \$1.15
 - Lunch - \$2.25

Skyward: Family Access

We are just a few weeks away from the start of the 2019-20 school year. The first day of school is on Wednesday, August 21, 2019. This note is to inform you of a change to how back-to-school forms will be completed this year.



All back-to-school forms districtwide and including elementary schools will now be completed through Skyward/Family Access. **To access Skyward**, go to gettysburg.k12.pa.us and click on the **Skyward block** on the **right-hand side of the page**.



Please complete these forms at your earliest convenience, but before the start of the school year. Computers will be available at all elementary schools during back to school nights and during kindergarten orientation for form completion.

Access to Skyward will be made available to all elementary parents/guardians on August 5, 2019. An email will be sent with instructions. If you currently have access, you will also receive the email stating you must change your password.

If you have any questions, please reach out to the elementary building secretaries.

Student Drop Off

- Please be cautious as you are dropping off your students in the morning for school. Here are some helpful guidelines to ensure that all of our students and family are able to arrive at school safely.
 - When dropping of your child/children stay in one lane using the curb closest to the school.
 - Utilize the entire curb for drop off. If you are the first/only car pull the entire way up past the school to make room for others behind you.
 - Do not pass other vehicles for any reason.
 - Please be sure not to block the crosswalk with your vehicle.
 - Look prior to moving your vehicle again after drop off.
- It is our goal to ensure that each student arrives safely to school.

Summer Work

Our custodial, grounds, and maintenance staff have been working tirelessly all summer to best prepare our school, staff, and students for the upcoming school year. Even during a heat wave in the beginning of July where our heat was shut off to conserve energy and the thermostats reached above 90. The work that they have completed shows how proud they are of our school. I thank everyone who had a hand in successfully preparing our school, staff, and students for yet another great year.



We are just finishing another successful summer school session (we have had air conditioning for that, so far.) Many students from across the district are benefiting from the instruction and leadership of our teachers and support staff for the past few weeks. I want to thank the summer school staff for their diligent efforts and dedication during our summer school session.

Safety

At Lincoln Elementary, the safety of our students is our top priority. As a result, there is a continued focus both at the district and at building level regarding the most effective means to keep our students safe. We continue

MAKING SCHOOL SAFE

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to reflect and analyze our current procedures in order to take appropriate action to improve our current standing. For the safety of our students, we do not make our current safety operating procedures public. However, I am happy to inform you that our district and building has implemented the following to improve the safety of our students:

- Increased safety measures at our front doors and office.
 - Please be prepared to buzz to gain access, state your name and purpose, and show your identification at the office.
- Increased number of safety drills throughout the school year.
- Consistent and frequency evaluation of protocols and procedures.
- Numerous initiatives that will result in an increased law enforcement presence at Lincoln Elementary.
- Contracted a Student Resource Officer (SRO) for the 2018-2019 school year.
 - An SRO is a “real” police officer who will be serving the Gettysburg Area School District in that capacity.

School-Wide Positive Behavior Plan

At Lincoln Elementary it is our goal to create and maintain a learning environment that encourages and expects appropriate behavior from all of our students. As a result, during the 2019-2020 school year we will continue the implementation of our Lincoln Elementary School-Wide Behavior Plan. Each homeroom classroom will utilize/implement a five (5) “clip” behavior system.

- ✓ The students will begin the day on Green. This is where we expect students to start and stay throughout the school day.
- ✓ If a student shows exceptional behavior, they may move to blue.
- ✓ If a student is not following the rules they will clip down to Yellow with a verbal warning.
- ✓ If this occurs again, then the student will clip down to Orange with parent contact by teacher and/or student and consequences of teacher’s choosing.
- ✓ If behavior concerns continue, the student will clip down to Red. If a student clips to red, an office referral will be completed in Skyward by the teacher. The student and/or teacher will call home. The principal will also take appropriate action.
- ✓ If a student is harming self or others, they will be moved directly to red. The teacher will fill out an office referral form in skyward. The student and/or teacher will call home. The



student will be sent to the office. The principal will also take appropriate action.

- ✓ **Blue** Exceptional Behavior
- ✓ **Green** Starting Point of the Day (Expectation)
- ✓ **Yellow** Verbal Warning
- ✓ **Orange** Notification sent to Parents from Teacher and/or Student
Consequence of Teacher's choosing
- ✓ **Red** Teacher completes office Referral in Skyward
Teacher and/or Student will call home
Principal will take appropriate disciplinary action

In addition to the implementation of our school-wide behavior plan we will continue to improve upon our already well-instituted school-wide positive behavior reward system in the following ways:

- ✓ Improved system of handing out and recognizing daily and weekly "whale dones"
- ✓ Continued monthly "whale done" recognitions and rewards
- ✓ Bulletin boards dedicated to students who are recognized
- ✓ School-wide behavior goal and reward



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Enjoy your summer.

Yours in education,

Dr. Matthew E. McFarland Sr.
Principal
Lincoln Elementary School
Gettysburg Area School District
"Make Every Minute Matter"