

Office 586-797-6400

Attendance 586-797-6499

Switzer Eagle Sentinel

Switzer Elementary

53200 Shelby Road

Shelby Township, MI 48316

<http://www.macomb.k12.mi.us/utica/switzer/index.html>

Jacob Palmer, Principal

Fax 586-797-6401



August/September 2019

**2019-20 Calendar dates
PTO Meetings**

**Open House
Reporting Absences**

**Picture Day
Visitor Procedures**

Principal's Corner

Welcome Switzer families to another exciting school year! The big question on everyone's mind is, who is my teacher? This year, we will communicate grade level classroom assignments for your child in a convenient and secure manner. We will be emailing the classroom assignments to you directly using the e-mail addresses on file in PowerSchool on Wednesday, August 28, 2019. Your child's assignment can also be viewed via the PowerSchool Parent Portal that will be available beginning Wednesday, August 28, 2019. If you do not receive an email or are unable to access the information through the Parent Portal by the end of the day on Wednesday, August 28, 2019, please contact Switzer at 586-797-6400.

As a special bonus, our **KINDERGARTEN** teachers will host a meet and greet on Wednesday, August 28 @ 6:30PM in their classrooms.

Our **1st Grade** teachers will host a meet and greet on Wednesday, August 28 from 10-11am. We will start on the small playground located outside the 1st grade classrooms.

The first day of school is Tuesday, September 3rd. School starts at 8:25 and remember it is a half day for elementary students. We will dismiss at 11:29. Many parents choose to walk their child to class on the first day of school so please be prepared for lots of smiles and MANY cars.

Please mark your calendars for Tuesday, September 10th at 6:30PM. That is the night for Open House and the chance to meet your teachers and see all the exciting tools and curriculum for the 2019/2020 school year. We will gather in the gymnasium for a short presentation and then we will meet our classroom teachers

immediately following. There will be sign-up sheets in the media center for fall conferences.

Our first week is a busy one. first school wide event is outdoor movie night Friday, September 6. Welcome back faces, water, popsicles and "Incredibles 2" is on the agenda and free of charge to all Switzer families. You can visit 7-11 or bring some extra special treats on your own if you would like. Our volunteers have worked very hard putting a fun night for all let's hope the weather will cooperate! Our PTO is a fantastic group and supports all our children. If you are interested, Switzer could use your help with all our extra events. Our first PTO meeting is at 7:00pm on September 16th, everyone is welcome.

As you probably noticed Super Switzer is a busy place and so is our **BRAND NEW PARKING LOT** in the morning and afternoon. Please review our parking lot procedures and help keep our school safe for all our children. Remember our sidewalks are the safest place to be, so please only cross with the crossing guards or at the designated areas to meet your rides. We strongly encourage parents to drop off curbside. If you are parking and coming in, please make sure to cross with your child at the crosswalk. **Together we can make sure everyone arrives to and from school safely.** Please take some time to look at our enclosed information about some important information regarding Switzer. For example, we now offer breakfast for all students and Picture Day is September 18.

Switzer is off to a great start and I look forward to a super school year!

Sincerely,
Jacob S. Palmer

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	26	27	28 1 st grade meet and greet 10am-11am KDG meet and greet 6:30pm	29	30	31
1	2 Labor Day 	3 First Day of School Boo Hoo/ Woo Hoo for parents our front of Switzer ½ Day Dismissal 11:29	4 First Full Day Dismissal @ 3:15	5	6 Outdoor Movie Night Switzer playground Incredibles 2 Movie starts at 8pm	7
8	9	10 Open House 6:30PM	11	12	13	14
15	16 PTO Meeting 7PM	17	18  Picture Day	19	20 FUN”D” RUN KICKOFF ASSEMBLY	21
22	23	24	25	26	27 6 th Grade Band Fitting @ school	28 

Tagging younger students

Kindergarten and First Grade students are given a bus tag indicating their name, address, telephone number, bus number and teacher. In this manner, school staff can assist students in getting on the correct bus. The bus driver has their name and address and will make sure they get home safely. The children will receive their tags on the first day of school. Please make sure your child wears it for a couple of weeks. The first few days of school can cause new parents to worry about the pickup and arrival time of their first child in school--buses *will* generally run late until our drivers are familiar with their routes.

Switzer information packets

Your child will bring home some additional paperwork on the first day of school. All the forms are very necessary for your child's safety and well-being. Please take the time to read everything and process the paperwork accordingly.

Practice your smile-picture day

Wednesday, September 18, 2019 is an important day at Switzer Elementary. It is **SCHOOL PICTURE DAY!** Please watch for further information to come home with your child.

Mark your calendars for Open House

Please mark your calendars for Switzer's annual Open House. This year it will be held on **Tuesday, September 10, 2019 at 6:30 PM.** This will be an opportunity for parents to meet their child's new teacher and learn about the curriculum and policies of their classroom. This is not an evening designed for students. We hope all parents can attend.

Boo Hoo/ Woo Hoo

Sometimes the 1st day of Kindergarten can be an emotional day for PARENTS. The PTO invites new and veteran parents for tea and refreshments after they drop their child off for the first day of school.

Lunch times and lunch moms needed

Switzer lunch will be from 11:20-12:05
K,1,4,6 will eat first and go to recess.
2,3,5 will go to recess first and then eat lunch.

Lunch moms are needed for the 2019-2020 school year. This is a paid position. For more information, please contact the Switzer office at 797-6400.

Switzer Elementary doors open at 8:15 AM. School starts at 8:25 AM. To ensure the safety of your student(s), please be sure your child is not dropped off in the morning before 8:15 AM. No adult supervision is available.

Automated telephone alert system in place for UCS parents

The Utica Community Schools takes advantage of technology innovations by using an automated telephone notification system for staff and parents. The system is used to announce emergency school closings such as those related to weather. Individual buildings also use it for periodic school-specific updates and reminders.

Please make sure that your child's emergency contact information is up to date to assure you receive these important updates.

The district will continue to utilize local media, UCS-TV cable stations 15/22 and the district website, www.uticak12.org to keep parents apprised of closings.

Homework requests

Homework requests will be honored only after your child has been absent 2 or more days, unless arrangements have been made with the teacher. Please have your request in by 10:00 AM in order to be picked up in office after 3:15 PM.



Birthdays at school

Birthdays are special for everyone but believe it or not these tasty treats can cause severe allergic reactions to some students. Mr. Palmer is issuing a creative challenge to the Switzer community. Parents spend around \$20.00 on birthday treats per student. (That's about 12,000.00 dollars at Switzer) Instead of edible treats how about an indoor recess game, nerf football, nerf soccer-ball, hula hoops, or even special pencils or erasers. If edible treats are your only option please make sure to inquire about the allergy restrictions in your class so that all students can participate on this special day.

Calling in absences

Switzer Elementary has an attendance line for reporting your child's absence. Since your child's safe arrival to school is important to us, we account for each child that is absent. Also, for an absence to be considered excused we must hear from you. We encourage you to keep our phone number near your phone and call us when your child is either ill or will be late in arriving due to an appointment. The attendance line phone number is: **586-797-6499**.

When you place your call, clearly state your child's name, teacher, reason for absence, length of absence, and if your child will be buying hot lunch when they return. Your cooperation is very much appreciated.

Meeting with teachers

Our teachers are always glad to meet with you. If you would like to meet with them before or after school, please make an appointment, as their schedules usually do not allow for unannounced conferences. Please call or send a note for an appointment so that we might keep the interruptions of our instructional days to a minimum.

Utica Community Schools is a smoke-free environment!

The use of tobacco products is not permitted at any time on district property or at school-related functions. This policy promotes a healthy environment for our students and families in conjunction with the state Tobacco-Free Schools Law and the Michigan Indoor Air Act. Your cooperation in promoting healthy choices for our students is greatly appreciated.

We do background checks

As part of our continuing effort to maintain the health, safety and welfare of our students, Utica Community Schools request all volunteers to allow the district to conduct a criminal background check. All volunteers are required to have a background check. Those who do not have one on file with UCS are required to sign the volunteer request form, which authorizes the district to request a criminal check from the Michigan State Police. This procedure also applies to all volunteers who act as chaperones for field trips or off-site learning experiences and coaches.

School visitors must sign in at office

In accordance with school district policy, all visitors and guests must show photo ID, sign in at the office and wear a visitor sticker. This includes all parents and volunteers that may be helping in any area of the building. If you need to see your child, our office staff will be glad to assist you. If you are volunteering in the building, you are asked to sign **IN** and **OUT** on the clipboard in the office. This will enable us to know who is working in the building and where we can find you if necessary. All outside doors will be locked during the day to insure your child's safety. Of course, everyone is always able to exit the building in case of emergency simply by pushing the doors open from the inside. Thank you for your support.

School Aged Child Care (SACC) available before and after school

School Age Child Care (SACC) is available before and after school from 6:30 AM until 8:25 AM and from school dismissal until 6:00 PM. Fees are as follows:

- Registration Fee of \$60.00 per child or \$75.00 per family (non-refundable)
- Rate of \$4.50 per hour (minimum charge of one hour each morning and/or each afternoon)
- Remaining fees billed in half-hour increments.

Also, please note that you will be responsible to send in your child's snack. The hours for Child Care will be extended on days when school is only in session half days. Should you need further information regarding the Child Care Program, please call 586-797-6980.



Breakfast is served!

A healthy, nutritious breakfast is a critical ingredient to the success of our students. To help our students succeed, the school breakfast program is available in all of our schools. Healthy choices include cereal, whole-grain breakfast bars, yogurt, fruit and milk in the elementary buildings. Those choices, along with fresh-made hot breakfast sandwiches and other favorites are featured in the secondary buildings. Fresh-made fruit smoothies are also available in all schools on certain menu days. Breakfast is served in the cafeteria prior to the start of the school day. For menu information and serving times at your student's school, please check the school's website or on the Utica Community Schools Mobile App.

It takes two

From time to time, students will be visiting each other after school. For the safety of these students the school needs permission letters from **BOTH** students' parents. This includes **ALL** walkers and bus riders. Notes cannot be written by office personnel, nor will calling home to get permission at the last minute be permitted. Only those students who ride a bus will be permitted to ride another bus and, only if there is room on the bus.

Cell phone use prohibited during school day

The use of cell phones, pagers/beepers or other electronic communications devices (ECD) by students is prohibited at any time while in school or on a district vehicle. Secondary students may carry ECDs, during the school day, but they cannot be displayed or used. Elementary students are not permitted to possess an ECD at any time. The use of an ECD's picture-taking or internet connection capability is not permitted. Utica Community Schools will not be responsible for the theft, loss or damage of any ECD. Appropriate disciplinary action will be taken against students who violate the policy regulating ECDs.

Nondiscrimination in Education

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, the Elliot-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act, it is the policy of Utica Community Schools that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Executive Director of Human Resources at Utica Community Schools, 11303 Greendale, Sterling Heights, MI 48312 or call (586) 797-1000.



Where should you park at dismissal?

Parents, please do not park curbside. This area is reserved for buses and emergency vehicles. If you plan on picking up your child after school please give the buses the right of way. Switzer staff supervises the children at the front walkway. Please use the crosswalk to enter the parking lot. Please see attached map.

Join ranks with our research center staff

Our Switzer Research Center plays a significant role in your child's education, but we need your help. The Research Center is not only a place to borrow books, it also provides training in information gathering skills, supports the curriculum, and maintains the audio-visual equipment and materials.

If you are willing to offer at least one-half day per week, we would like you to join our active group of volunteers. *No previous experience is necessary!*

Please clip and return
to school for
Research Center Volunteer.
One of the Research Center Staff will contact you.

Requesting early dismissals

If you find it necessary to pick up your child earlier than the regular dismissal time, please notify the teacher by note or contact the school office by phone before 11:00 AM. Parents are asked to come to the office to pick up their children and sign them out. We cannot stress enough the importance of our knowing the whereabouts of all our students.

Please be patient with us if we ask for identification when you come to pick up a student. This includes siblings who are old enough to drive. If they aren't on the emergency release card, we can't release our students to them. In many cases, there are restrictions with whom the child can be released. We would rather be overcautious when it comes to this important matter. Any changes in home or work telephone numbers, addresses added or deleted, and names must be up to date.

Use of school telephone restricted

Our telephone at school is to be used primarily for business purposes. Children will be permitted to use the telephone **only** in case of emergency. Notes will be required from a teacher before a student is allowed to come to the office and use the phone. In addition, teachers can allow calls home from the classroom at their discretion.

We hope this policy keeps the phone lines open and builds responsibility in our students. Please encourage your children to remember their homework, band instruments, library books, notes and lunches **before** they leave for school.

_____ Name _____ Phone

I would like to volunteer

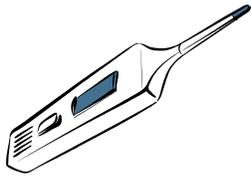
_____ AM _____ PM

MON. _____ TUE. _____ WED. _____

THUR. _____ FRI. _____

Administration of medication

Students sometimes need to take medication. Parents should administer medication to their children at home. In the event that is not possible, the school may administer either prescription or non-prescription medicine – but only when authorized by the student’s parent/guardian and the child’s physician. Requests must be made by completing an Authorization for Medication form, available from the school office. The form must be signed by the child’s physician.



Ill students will be sent home

If, in the judgment of school personnel, a child becomes too ill to remain at school, the parents will be called immediately. A child with a fever will be required to go home. It is necessary that children with sore throats, fever, or coughs remain at home until recovered, since they will be endangering their own health and the health of other children by returning too soon.

Pop vs. Water

Please do not send canned pop to school in your child’s lunch. Sugared pop adds extra calories to their diet without adding any nutrition. Caffeinated beverages also cause dehydration. Our brains need water to function. Please encourage your children to bring bottled water or juice instead of canned pop in their lunch.



Plan for student lunches

Students may bring their own lunch to school or purchase a school lunch. If a student wishes to buy lunch it must be done in advance. All of our lunches are pre-ordered and come from Eisenhower High School kitchen. They only send us the number of lunches we order. Your child’s teacher will ask every day who is buying today and who is ordering for tomorrow. If a child wants a lunch and has not pre-ordered, they will have to wait until all the students that did pre-order to receive their lunches. At that time, they can have the lunch of the day-if there are any left. There is always cook’s choice or a cream cheese bagel available if a student owes for 2 lunches or more. There are always back-up lunches-just not as stated on the menu.

Lunches should be paid for in advance. We are using the point of sale computerized system. It’s easy to do. Just go to: sendmoneytoschool.com to set up an account with your child’s school ID which is available from the office. Please make checks out to Utica Community Schools. Send it to school in an envelope with the child’s name and the teacher’s name and amount on the front. Cash will be accepted, however it is challenging to keep track of especially when sent in unmarked. Checks and on-line are the preferred method of payment.

Lunches are available at free and reduced prices for families who meet the eligibility requirements. Forms are available in the office, online and will be sent home. It is necessary to fill out new forms each year.

2019-2020 School meal prices

School Meal prices will remain unchanged for the new school year. The 2019 -2020 School Meal Prices are:

Elementary, Lunch	\$ 2.75
Junior High, Lunch	\$ 2.90
High School, Lunch	\$ 2.95
All Grades, Breakfast	\$1.75



Outdoor recess is healthy

Fresh air and exercise have been proven to aid in the physical and educational growth of students; therefore, each school has an outdoor recess program. It is important that children wear appropriate clothing so they can go outdoors each recess. If it becomes necessary for a child to stay inside for recess longer than two days, a doctor's statement will be needed. Students will remain inside if the weather is inclement. Many factors are used to determine outdoor recess, some of which are temperature, wind-chill factor, and playground conditions. If the wind-chill is 10 degrees or above, the children will go out for recess.

Media Release Form allows students to gain recognition in educational reporting

Students are occasionally able to participate in interviews by local news media reporting on the district's instructional programs. Utica Community Schools Board of Education policy governs media relations that affect students. News media representatives are required to report to the building principal or the Office of School/Community Relations for prior approval before interviewing students involved in instructional programs. Parents are asked to complete a media release form when their children are enrolled, giving the Utica Community Schools and the news media permission to interview students in connection with school activities. The signed form is kept in the school office and is valid as long as the student is enrolled in the district. Parents must notify the building principal in writing any time they choose to exclude their student from taking part in media interviews

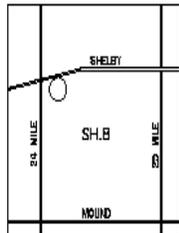
Lost and found

Please remember to mark your children's personal belongings. This includes apparel, lunch boxes, school supplies, etc.

If your child loses something during the year, please have them check in the Lost and Found. This is located in the by-pass hallway. All articles not claimed by the end of the school year will be given away to charity claimed by the end of the school year will be given away to charity.

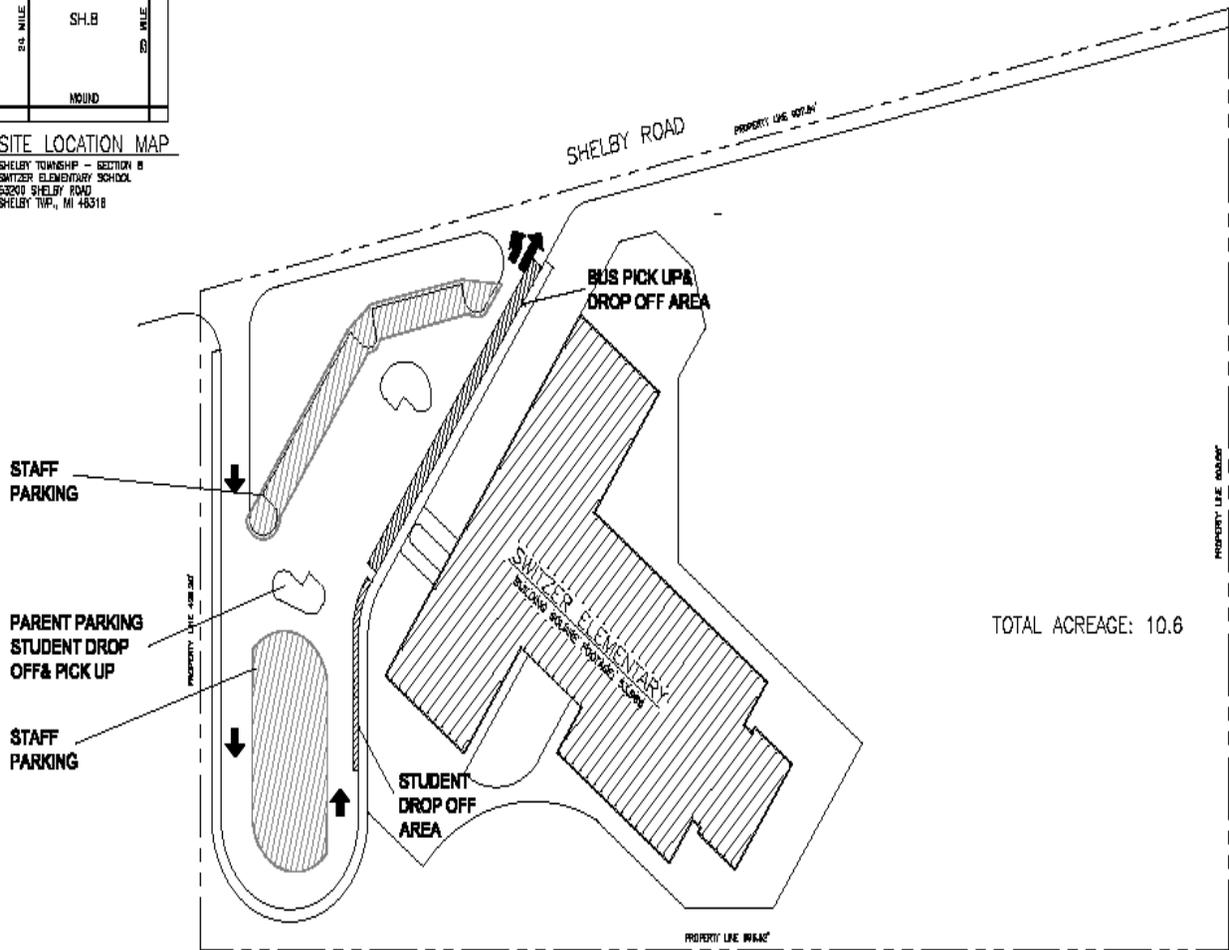
Box Tops-a great way for Switzer to earn cash!

Don't forget Switzer collects General Mills Box Tops found on many products. They are worth 10 cents each! Please turn in box tops to the white bin outside of the main office. If possible, trim box top so it is neat. They must be bundled before mailing so having them trimmed really helps.



SITE LOCATION MAP

SHELBY TOWNSHIP - SECTION B
 SWITZER ELEMENTARY SCHOOL
 5320 SHELBY ROAD
 SHELBY TWP., MI 48318



Switzer Elementary 2019 Parking Procedures

Please remember these are procedures to make sure all children arrive and leave school safely.

The center turn around and front side curb are for **BUSSES ONLY**. Please do not load or unload in these areas. This includes the area by the fire hydrant.

Parents can drop their students off at any point along the curb (except in the bus zone.) Please don't park or wait along the curb so that other students can unload safely.

If you are coming in the building, the center area of the front lot parking is for parents. Please use the crosswalk and walk with your students.

Remember we have approximately 600 students arriving in a 20-minute window. By working together, we can be both safe and efficient.



UCS Back to School Night

Thursday, August 22, 2019



Gates Open at 6:00PM | First Pitch at 7:05PM



UCS parents and students - please join UCS at the United Shore Professional Baseball League game at Jimmy John's Field on August 22! USPBL will be donating \$2 for all grandstand tickets to support partnerships that keep our schools safe.

USE PROMO CODE: UCS19



Purchase Tickets at USPBL.COM or call the Box Office at (248) 759-5278

7171 Auburn Road, Historic Downtown Utica, MI

Customizable School Menus

Digitally accessible on all devices

- View menus for multiple schools and days
- Filter or highlight allergy and nutrition information
- Customize print and language settings
- Photos of menu items
- Menus available on UCS app and website
- Hear menus on Amazon Echo and Alexa enabled devices
- Demonstration video at www.uticak12.org/foodandnutrition



Menus above represent sample menus and not actual menu items.

Customize, view and print all school menus at <https://uticak12.nutrislice.com>

Or view on Utica Community Schools Mobile App



Visit the app store and search for "Utica Community Schools."



DRIVE THE FUTURE
Become a School Bus Driver

Utica Community Schools
UCS
Imagine the Potential
Education that makes it happen!

- Earn up to \$19 per hour
- Paid training & holidays
- Part time - potential to earn extra hours
- Retirement benefits
- Enjoy summers off

For information call 586-797-7100

Apply today at jobs.uticak12.org

FL 860-2204
BEST-STATE
EMPLOYER
2018-19

2019-2020 Calendar

September 3 First Day of School
 Half Day for Elementary Students
 Full Day for Secondary Students
 November 27 Thanksgiving Break Begins
 December 2 Classes Resume
 December 23 Winter Break Begins
 No School
 January 2 Classes Resume
 January 20 MLK Day
 No School
 February 17 Mid-winter Break Begins
 February 24 Classes Resume
 April 6 Spring Break Begins
 No School
 April 13 Classes Resume