



MAURY ELEMENTARY SCHOOL

Parent Handbook 2015–2016 School Year

Carolyne E. Albert-Garvey, Principal • Ayinde Spradley, Assistant Principal



Empowering Minds Today,
Developing the Citizens of Tomorrow!

August 2015

Dear Parents/Guardians,

Welcome to Maury Elementary School!

This handbook was designed to serve as a guide to the policies, programs, and procedures of our school. Inside you'll find information on all things related to our school community, from specifics on the daily schedule and uniforms, to details about curriculum models in all subjects areas—even the lyrics to Maury's school song!

Please read the handbook carefully and share this information with your children. These policies are designed with children's safety, welfare, and success in mind. If you there is information you can't find, or that you think should be included, please let us know—the handbook is a work in progress and is revised each year with input from the Maury community. Comments or suggestions should be sent to: maurypta@yahoo.com.

We want everyone to have a successful school year at Maury. We look forward to working together to create a positive environment that fosters learning, and provides opportunities for children to be engaged learners and good citizens. If you have any concerns, please contact Principal Albert-Garvey at carolyne.albert-garvey@dc.gov.

Respectfully,

Carolyne E. Albert-Garvey, Principal

Ayinde Spradley, Assistant Principal

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About Maury Elementary School

Maury Elementary School is a vibrant community of learners, thinkers, creators, and achievers. Our community-based school provides inquiry-based learning experiences, arts enrichment, and academic programs that help students discover their potential. Through work and play, we support each student's growth and development, encouraging self-empowerment, high achievement, and a passion for learning. Maury embraces the diversity within our school and community, and promotes strong connections among our students, staff, parents, and volunteers.

Programming offered at Maury includes music, art, science, health and physical education, and library/media for all grades, as well as creative movement in the Early Childhood classrooms.

Maury's enrollment for 2015–2016 school year is 380 students, with class sizes ranging from 16–26 students. Each classroom has a full-time or part-time aide. Maury's active PTA works to engage families and the neighborhood in all aspects of school life. Parents are always welcome and are invited to work closely with teachers to ensure that each child receives the attention he or she needs to succeed.

Ashoka Changemaker School

Since 2013, Maury has been a Changemaker School with Ashoka. Through this initiative, schools prioritize the cultivation of empathy, teamwork, leadership, and problem-solving in their students, so they may become changemakers. These values are infused through all of our activities—every student, every day. Learn more at: www.ashoka.org/meet-changemaker-schools.

History

Maury Elementary School was built in 1886 and named for John Walker Maury, the 14th mayor of the city of Washington. It has been in continuous operation for nearly 130 years. A detailed history of the school is available in the main office or on the Maury website at: www.mauryelementary.com.

Mission and Values

Mission

Maury Elementary School offers a nurturing environment to its community of involved learners, fostering creativity, cultivating curiosity, and forming lasting connections to develop self-empowered citizens.

Values

We believe that each child has an inherent right to an education. It is our intent that he or she will develop his or her maximum capabilities, in an environment that respects and supports the diversity within our community.

At Maury, we believe that each child has the ability to learn, regardless of the rate of learning. Therefore, we pledge to meet this challenge by providing a comprehensive educational program in an atmosphere that is open and responsive to the needs of our students.

We believe in an inquiry-based environment where students must use critical and analytical thinking. We believe that hands-on learning in various settings is a crucial part of learning. Our caring staff attends to each student's learning style to help him or her succeed.

Organization

Maury Elementary School is divided into the following groups:

- Early Childhood: Pre-Kindergarten, age 3 (PK3) and Pre-Kindergarten, age 4 (PK4)
- Primary: Kindergarten, Grades 1 and 2
- Intermediate: Grades 3, 4, and 5

Most often, students are grouped by grade in self-contained classrooms; occasionally there will be split classes with two grades in one classroom (e.g. Kindergarten/Grade 1 or Grades 2/3).

Traditions

The Maury community is rich with traditions that provide continuity and positive rituals for our children. Parents are welcome at all events. Creative input from Maury students and families on making these events even better is always welcome of course, as are ideas for new traditions!

School Slogan

“Empowering Minds Today, Developing the Citizens of Tomorrow!”

School Colors

White and Royal Blue (uniform is white/navy)

School Mascot

The Maury Cougar

School Logo

The Maury Community Tree

School Song

“Dear Maury Elementary” By Rothel Carter

Dear Maury Elementary, to thee we'll e'er be true.

We are so proud to wear your colors, white and royal blue.

Constantly we're striving, to do the best we can.

Dear Maury Elementary, for thee we'll always stand.

Dear Maury Elementary, to thee we'll e'er be true.

For guidance and good leadership; oh how we love you.

Achieving goals successfully, for this you are grand.

Dear Maury Elementary, for thee we'll always stand.

Daily Schedule

- 7:00 AM Polite Piggy's opens for before care.
- 8:15 AM School opens; breakfast is served. PK3/PK4 students report to their classroom; Kindergarten–Grade 5 students report to multipurpose room.
- 8:40 AM Bell rings; the school day begins. Kindergarten–Grade 5 classroom teachers escort their students from the playground or multipurpose room. Instruction begins.
Students arriving after 8:55 AM must report to the security desk/office for a “tardy slip” before going to the classroom.
- MIDDAY Lunch/Recess (times vary by grade)
- 3:15 PM Bell rings; students are dismissed. Polite Piggy's aftercare and afterschool activities begin.
- 6:00 PM Polite Piggy's closes.
- 6:30 PM School closes. (Please note that the building is available for meetings from 6:30 PM to 8:30 PM Monday–Friday, by arrangement with the main office.)

Arrival Procedures

Classroom hours are 8:40 AM to 3:15 PM for all students. Please help your child arrive at school on time. The time of arrival can set the tone for the whole day for your child; a child who arrives late will miss instruction, cause disruption to the class, and may feel self-conscious. **Students should enter at the school's main entrance on 13th Street.**

Drop off. Students may arrive as early as 8:15 AM when the school opens, unless in before care or supervised activities with staff such as tutoring, band, field trips, etc. Please do not drop off or encourage your child to arrive before 8:15 AM as there will be no supervision; educational aides supervise students beginning at 8:15 AM. If before care services are needed, please see page 13 for more information.

PK3/PK4 students are dropped off at their classrooms; students in Kindergarten through Grade 5 report to the multi-purpose room.

Getting to the classroom. A few minutes before 8:40 AM, Kindergarten–Grade 5 students line up by classes outside (weather permitting) or in the cafeteria. Students form calm, orderly lines in accordance with their classroom number on the blacktop, and teachers accompany students into the building when the official school bell rings at 8:40 AM. During inclement weather, students should report to their assigned table in the cafeteria; they will line up by grade level and be directed to their classes from there.

Tardy Arrivals

Any student arriving to school **after 8:55 AM** must report to the security desk/office for a “tardy slip” before going to the classroom; students will not be admitted to class without one. Tardy arrivals are reported on a child's school record. Excessive tardiness can impact student achievement, and will require a parent conference. If not addressed, it may result in legal action under truancy laws.



Dismissal Procedures

Students are dismissed from different exits, depending on grade:

- PK3 and PK4 students are dismissed at 3:15 PM from the classroom.
- Kindergarten students exit from the 13th Street entrance.
- Grades 1–5 use the Constitution Avenue exit unless going to buses.

Please pick up your child promptly at 3:15 PM; do not arrive earlier unless an arrangement has been made with the teacher and/or principal. All students enrolled in afterschool programs will be escorted by an adult from their classroom to their program.

Identification

During the first week of school, identification will be required to pick up a child from PK3 or PK4. Afterward, any person who does not pick up the child regularly will be required to show identification, and the teacher/main office will need to check the dismissal verification form on file for the child to verify the parents' approval of the person picking up. If permission cannot be verified, the person will be unable to pick up the child. (If a name listed on the dismissal verification form changes, it is the responsibility of the parent/guardian to update the form accordingly.)

Emergency. In an emergency, a parent may give permission via e-mail to sharon.bell@dc.gov and carolyne.albert-garvey@dc.gov, or by calling the main office at (202) 698-3838.

Early/Late Pick Ups

Avoid picking your child up before 3:15 PM when possible. It disrupts classes and your child will miss assignments and notices. In an emergency situation where a parent/guardian cannot pick up their child by 3:30 PM, the student will go to the main office for assistance. Staff will make every effort to contact a parent or designated friend/neighbor to pick up the children. Repeat offenders of late pick ups will be reported to Child and Family Services. Children whose parents allow them to walk home by themselves must leave the school grounds promptly at 3:15 PM. Only those students under parental supervision, in afterschool programs, or in aftercare may remain on school grounds.



Getting To and From School Safely

Adhering to these rules at all times is paramount to ensure safety, and to form habits of compliance with rules and laws inside and outside the school.

Car. Please use the designated drop off/pick up area for cars on 13th Street in front of the school. Children should always exit or enter from the curb on the school side of the street. If you must park on the opposite side, make sure that children use the crosswalks and cross only when the walk signal is on. **Never double-park.** Allowing children to enter or exit between parked cars is a safety hazard. Double parking, particularly in the afternoon, creates congestion that can lead to accidents.

The parking lot is for staff only. Please do not enter or block the driveway into the school parking lot as teachers and staff may need to enter and exit at arrival and dismissal times. Children are not permitted to enter and leave school grounds through the parking lot.

Walking. Walkers should cross streets only at corners. An adult crossing guard assists pedestrians at the busy intersection of Constitution Avenue, Tennessee Avenue, and 13th Street NE. All children, even when supervised by a parent, are to cross streets only while the “walk” signal is on!

Bikes. Students may ride bikes to school. According to DC law, properly fitting helmets must be worn by all bike riders under the age of 16, including riders in bike seats or bike trailers. Maury requires that bikes be locked securely to the bike racks in front of the school building during the day to prevent thefts. The school is not responsible for damage or theft; parents are invited to register their child's bike with the National Bike Registry (www.nationalbikeregistry.com) to assist police in the event of a theft. Bikes are not permitted to be ridden on the playground on school days until after 6:00 PM.

Scooters, Skates, and Skateboards. Scooters, skates, and skateboards must be locked up outside and are not permitted on the playground on school days until after 6:00 PM. Students must use helmets with these activities.

Public Transportation. See Ms. Bell in the main office if you have questions about the DC One card. All DCPS students may ride Metrobus for free.

Meals and Snacks

School breakfast and lunch menus are on display in the cafeteria and are sent home with each child at the beginning of the each month. They may also be downloaded from the DCPS website. DCPS is committed to offering meals low in fat, saturated fat, trans fats, cholesterol, and sodium, and providing whole grains, fruits, and vegetables.

Staff supervision is provided during all meal periods; approved parent and community volunteers are always appreciated for additional support!

Breakfast

Breakfast is available at no cost to all Maury students, between 8:15 AM and 8:40 AM daily.

- PK3 and PK4: Breakfast is served in the classroom.
- Kindergarten–Grade 5: Breakfast is served in the cafeteria.

Lunch

For PK3 and PK4 students, lunch is served in the classroom; for Kindergarten–Grade 5, lunch is served in the multi-purpose room. Lunch periods are as follows:

- PK3 and PK4: 11:30 AM–12:00 PM
- Kindergarten and Grades 1–2: 12:05–12:35 PM
- Grades 3–5: 12:35–1:05 PM

School lunch. School lunch is \$2.10 daily; payment can be made to the Food Service Manager in the cafeteria or by using the MySchoolBucks online service (www.myschoolbucks.com). Applications for free or reduced-price lunches are available in the main office or on the DCPS website. Meals must be paid in advance to the cafeteria staff; each student's meal account is charged when he or she gets lunch.

Lunch from home. For students who bring their lunch, please respect the following general rules: no sodas and no sweets/candy; also, a no nuts policy may be enacted based on classroom need. We request that parents write their child's name directly on the outside of the lunch box/bag.

Food allergies. If your child has a food allergy, you must report it to the school nurse with doctor's instructions. In addition, please report the condition to your child's teacher and to your room parents for coordination of special events. The school nuts policy is reviewed each year based on student need.

Snacks

Afternoon snacks are provided in the PK3, PK4, and Kindergarten classrooms. Snacks are provided by parents for the entire class on a rotating basis (usually twice a year), to be coordinated by each classroom.

Recess

Maury proudly includes a 30-minute active recess period into each school day, which sets us apart from national trends towards reducing or eliminating recess. We believe that active recess is necessary to enhance student focus and learning, as well as enrich physical, social, and emotional development. In addition, we believe that students have a right to recess!

On days of good weather, your child will go outside with his or her class for recess, unless attending tutoring or club activities, or if retained inside by a teacher or school administrator for a specific reason. Outdoor recess is determined by the principal based on weather conditions; indoor recess will be held by a designated person in each classroom on days of rain, snow, or severe cold (below 32° F) or hot weather.

Schedule

- PK3 and PK4: Before lunch
- Kindergarten: 11:35 AM–12:05 PM
- Grades 1 and 2: 12:35–1:05 PM
- Grades 3–5: 12:05–12:35 PM

Rules

For your child to actively participate in recess activities, he or she must be able to abide by the following rules to ensure the safety of each student and staff member:

- Rule 1:** Every student must respect the teachers and staff members that are on recess duty, and listen to directions and rules. Failure to do this can result in disciplinary action (e.g., time-outs, loss of recess time, and/or being sent to an administrator).
- Rule 2:** All students must respect the personal space of others. There will be no physical contact involving hitting, kicking, punching, pushing, or shoving.
- Rule 3:** Each child must notify a teacher or an adult on recess duty if there is an emergency, an injury, or a need to leave the playground or classroom for any reason.
- Rule 4:** All students must respect the playground equipment and classroom materials.
- Rule 5:** While outside, all students must use age appropriate playground equipment properly (e.g. sliding down the sliding board, as opposed to walking or standing on the slide).
- Rule 6:** All students must notify a teacher or an adult on duty if they find anything on the grounds of the playground (or classroom) that can pose risk of harm.

All teachers will go over the recess rules and playground safety with their students on a regular basis.

Withholding Recess

In principle, recess time may not be withheld from a student. However, recess time may be reduced or withheld entirely for severe or repeated infractions against the recess rules. In rare instances, recess time may also be reduced or withheld from an individual or a classroom as a result of disciplinary measures unrelated to recess infractions. Recess may not be eliminated or reduced over an extended period of time, such as several days or weeks, neither from an individual nor from an entire class, without the approval of the principal and/or social worker.

School Policies

Admissions

All elementary school-age children (aged 5 and above as of September 30) residing in the Maury school boundaries, as well as those who have attended Maury during the previous school year, have a right to attend Maury Elementary School. Families living outside the Maury boundaries, whose child has not attended Maury in the previous school year, must apply through the My School DC Lottery. Placements are made on a space-available basis through the lottery process.

All public school students in the District of Columbia are required to provide proof of their residency in the District or pay tuition. To enroll a child, it is required that you present each child's:

- Birth certificate
- Health records, including immunizations and physical/dental exams
- Proof of residency

More information is available in the DCPS enrollment packet, available in the main office at Maury or on the DCPS website at: dcps.dc.gov/publication/dcps-school-enrollment-packet.

Early Childhood

Families may apply for admission to the Early Childhood program at Maury if their child meets the following age requirements by September 30 of the current school year:

- PK3: Three years old
- PK4: Four years old

Admissions for all Early Childhood spots is handled by the My School DC Lottery; space is limited. Demand for the Early Childhood program and an influx of families into the Maury boundaries means that many applicants—even those who live in-bounds, or have siblings attending Maury—will be placed on a waitlist. The waitlist is maintained by the school; parents will be notified promptly when space becomes available. We hope that Maury will soon be able to accommodate a larger number of Early Childhood students.

Attendance

The District of Columbia Compulsory School Attendance Law requires that children from the age of 5 be enrolled in and attend school regularly. Every enrolled student counts toward our school's Adequate Yearly Progress status, which is a measure used by the U.S. Department of Education to determine how every public school and school district in the country is performing academically.

Student attendance is monitored daily. Connect Ed, an auto-dial system, is used to notify parents of unexcused absences. We also enforce that every student should be on time daily.

Absences

If your child will be absent or tardy, please call the main office at (202) 698-3838 or send an e-mail to sharon.bell@dc.gov by 8:30 AM. The District specifies the following as valid reasons for absence from school:

- Illness of the student (a doctor's certificate is required for an absence of more than 5 days)
- Medical reasons such as a doctor's appointment (a doctor's certificate should be provided for medical appointments scheduled during the school day)
- Observance of a religious holiday
- Death in the student's immediate family

In the cases of frequent or prolonged absences, a written note from the parent must be given to the main office upon the student's return to school. The note must state the reason for the absence and include doctor's documentation.

Appointments

Please try to make all appointments for your child before or after school. If your child must leave early, only a parent, guardian, or adult designated by the parent or guardian may withdraw your child. Please call the main office or send a note to designate another person to pick up your child.

When early dismissal is necessary, students may be picked up in the main office after the early dismissal book has been signed by the parent or guardian on record.

Dress Code

All Maury students are expected to come to school wearing a uniform daily, unless the administration suspends uniform wearing for a special occasions such as field trips, awards, and other special programs. Parents are responsible for ensuring their child adheres to the uniform policy.

Uniform

The Maury uniform colors are navy and white. Students are expected to wear clothing and footwear appropriate for the weather and for recess and physical education.

Bottoms. Navy pants, shorts, skirts, skorts, or dresses.

Tops. White or navy button-down collared shirt, polo shirt with collar, or Maury logo t-shirt. White or navy sweaters or cardigans are permitted. NO: Plain t-shirts and undershirts as uniform shirts.

Footwear and Accessories

Casual shoes, sneakers, or sandals. Crocs are discouraged. NO: Open-toed sandals or flip-flops. Children may not wear hats in the building. Dangling earrings are not allowed for safety reasons.

Donations for Students in Need

Brand new school supplies and uniforms are available for Maury students in need. To learn more, please contact Desiree McClure, Social Worker, at: desiree.mcclure@dc.gov.

Early Childhood Readiness

Potty training. While potty training is not mandatory for children entering PK3 or PK4, parents are encouraged to work with their children on potty training before starting school. Our dedicated staff will work with each family to ensure that each developmentally ready child is fully potty-trained within the first six weeks of school.

Uniforms. All students are expected to be in uniform daily (please see Dress Code).

Attendance. All students must attend school daily for the entire day, unless otherwise agreed upon with the principal. Frequent absences and tardy arrivals may result in removal from the program.

Health Policies

A registered nurse is on duty regularly from 8:30 AM to 4:30 PM in the Health Suite on the first floor. The nurse is available for first aid, health screening, and to promote the health and safety of the entire Maury school community. Confidentiality on all health matters is respected.

Illness

Infectious diseases. Parents are requested to report immediately any child's infectious illness (e.g. strep throat, chicken pox, lice, etc.) to the nurse. Children with fever, sore throat, or nausea should not come to school. Students with possible contagious eye infections, undiagnosed skin eruptions, head lice, or illness which interferes with classroom performance will be removed from class. Parents will be notified to pick up the child.

Fever and other symptoms. Children with a temperature over 100° F, or those who have had episodes of vomiting or diarrhea within the last 24 hours should be kept home. Children diagnosed with a contagious disease such as strep throat or pink eye should be kept home until completing the first 24 hours of antibiotics.

Chronic illness. Parents of children with a chronic illness (food allergy, asthma, etc.) that may affect school performance should contact the school nurse to develop an individual health plan.

Accident or sudden illness. The school nurse will contact parents to advise them in case of illness or accident. Please keep contact information current. The school must also have the number of a relative, friend, or neighbor in case parents cannot be reached. If emergency transportation is required, a student will be accompanied by a staff member if the parent is not present.

Medication

DC policy requires that appropriate forms be completed by both parent and physician before any prescription or over-the-counter medication can be administered to a child. These forms are available from the nurse. No child is permitted to carry medications with the exception of an asthma pump.

In-School Screenings

DC Health Services provides vision and hearing screening for students in PK3 through Grade 2; students in PK3 through Grade 1 are screened annually for height and weight. The school nurse will notify parents if a need for a follow-up appointment with a health care provider is indicated.

Immunization and Health Requirements for Enrollment

DC Public Health requirements specify that all students must present certification that required immunizations have been administered in order to complete enrollment. A listing of free immunization clinics is available in the nurse's office.

All children entering PK3, PK4, Kindergarten, Grade 1, Grade 3, and Grade 5 (and new students in Grades 2 and 4) must have a record of completed physical and dental examinations, including a current record of TB status. Returning students in Grades 4 and 5 who will be participating in school team sports or cheerleaders must also have a current physical form on file.

More information on health requirements is available at: dcps.dc.gov/page/health-and-wellness.

Lost and Found

Lost items are located on a garment rack in the foyer outside the main office. Unclaimed items are donated to a social service agency at the end of each report card period.

Notice of Non-Discrimination

The District of Columbia Public Schools (DCPS) does not discriminate or tolerate discrimination against employees, applicants for employment, or students on the basis of actual or perceived race, color, religion, national origin, sex (including pregnancy), age, marital status, personal appearance, sexual orientation, gender identity or expression, family status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an interfamily offense, or place of residence or business. For more detailed information, please visit: dcps.dc.gov/page/dcps-notice-non-discrimination.

Phone Calls

Students are to be called at Maury only in emergency situations. They cannot be called to the telephone, but will be given urgent messages immediately. Classrooms do not have phone lines. Students may use the main office telephone only for emergencies or unusual situations. All afterschool plans should be made before leaving home in the morning.

Student Cell Phone Policy

Use of cell phones during the school day may disrupt teaching and the learning environment. Students may bring cell phones to school for the purposes of safety only; cell phones are not allowed to be used while the child is in the custody of the DCPS unless given specific permission by a staff member. They are to remain turned off and inside backpacks for the entire school day, from 8:15 AM until the student leaves school property. These guidelines will be followed during afterschool activities and field trips.

If a cell phone rings or a student is using one without permission, Maury staff will confiscate it, send it to the office, and file a discipline referral. After the first infraction, the student may pick up item at the end of the school day; after second infraction, a parent must pick up the item; after the third infraction, the item will be stored for pick up after the last day of school in June. The school is not responsible for any lost, stolen, damaged, or confiscated phones, or for usage fees resulting from confiscation.



Visiting the School

To ensure safety, all school entrances are locked during the school day, and a security guard is present. To enter the building, please come to the main entrance on 13th Street to be admitted. Any parent or visitor entering the building once classes have begun must register at the security desk upon arrival and departure. This does not include drop off, pick up, or evening events.

In all cases, visitation by children from other schools is not permitted. Children under school age are not permitted to visit school or attend school parties unless accompanied by parents and approved by the teacher.

Classroom visits. All visitors must be announced by the main office staff and must be scheduled prior to a visit. This includes parent-teacher meetings outside of scheduled conference days. Unless prior arrangements have been made for coverage, teachers are unable to leave their classrooms during instructional time to meet with parents. Unannounced visits by parents may cause disruptions and break routines designed to maximize classroom instruction. We encourage parents to share in classroom activities, but request that notice be provided to the teacher to allow for adequate preparation.

Before Care, Aftercare, and Extracurricular Activities

Participation in high-quality afterschool programs has been proven to improve school attendance, academic achievement, and attitudes toward learning. In addition, students attending three hours of afterschool programming each day gain the equivalent of nearly four months of learning time, and have opportunities to develop new hobbies and skills. At Maury, many academic and extracurricular activities are offered before and after school.

Before Care and Aftercare

Polite Piggy's Camp. Polite Piggy's offers before care and aftercare programs for all Maury students, from PK3–Grade 5. The program is located right in the school, and provides students with a seamless care experience that is nurturing, educational, and fun. Aftercare programming includes: snack time (snack is provided), homework time, and free play or participation in age-appropriate activities, such as yoga, science class, or Labyrinth games. In addition to regularly scheduled activities, special programming (like music lessons or cooking classes) is available throughout the school year for an additional fee.

Before care operates from 7:00–8:15 AM on all school days. Aftercare operates from 3:15–6:00 PM on all full school days. Extended aftercare is also available on half days of school, beginning at dismissal and running through 6:00 PM. Polite Piggy's is open on professional development days; closed on parent-teacher conference days. **Please note that when school is delayed or closed for inclement weather, Polite Piggy's is not open.** Both before care and aftercare is available on a full-time or part-time basis. Polite Piggy's also offers full day camps during winter, spring, and summer breaks.

More information, forms, and fee schedule can be found on the Polite Piggy's website at: www.politepiggy.com. You may also contact the director, VanNessa Duckett, at (240) 396-8957 or via e-mail at: politepiggydaycamp@yahoo.com.

Extracurricular Activities

Maury also offers a range of extracurricular activities before, during, and after school. Extracurricular enrichment may include chess, music, theater, Cub Scouts, Girl Scouts, arts clubs, and book clubs. Athletics and wellness programs may include basketball, soccer, tennis, Tae Kwon Do, and Ski Club. Many of these offerings differ by grade level.

Some are offered during school hours as part of the regular school day (e.g. chess, art/book clubs) but many are offered before or after school. Chorus and Orff Ensemble (Band) are extracurricular music activities available to students Grades 3–5 and meet before school. Afterschool programs at Maury include Running Club, Girls on the Run, Girl Scouts, and Knitting Club.

Information on programs will be shared in the first weeks of school (normally in the Tuesday Folder).

School Closures and Emergencies

Inclement Weather

To get timely information about DCPS emergencies, delays, or closures:

- Check the DCPS website (dcps.dc.gov). From there you can bookmark the Advisories page, and sign up to receive e-mail alerts
- Get DCPS mobile text alerts: Text DCPS to 91990 (standard fees apply)
- Follow DCPS on Twitter and Facebook
- Monitor news sources

More information at: dcps.dc.gov/page/stay-informed-emergencies-delays-and-closures.

Early dismissal. Occasionally, weather conditions warrant the need to close school early. Parents are advised to check for announcements on early closing and to pick up their children promptly at early dismissal time. The emergency form completed at the beginning of the school year informs us of your provisions for your child in this type of event. No child is dismissed unless a parent or emergency contact person has been contacted and arrangements have been made for pick up.

Before care and aftercare. Please note that when school is delayed or closed for inclement weather, Polite Piggy's is not open.

Schoolwide Emergencies

Monthly fire drills are scheduled to prepare our students for emergencies. The DC Schools Emergency Response Plan is available online at: esa.dc.gov/page/school-emergency-response-plan-management-guide. Hard copies are also available in the main office, or at your local public library.

Lockdown or Evacuation

Parents should NOT come to the school during a lockdown or evacuation. In those situations, it is critical to avoid confusion and keep the area clear for emergency responders.

Parent Notification. The principal will notify parents via robo-call in case of a schoolwide emergency. Parents can also monitor news sources for emergency information and updates.

Parent Reunification Site. Each school or facility has identified a Parent Reunification Site where parents may assemble during school emergencies. At the site, staff members will be present to assist parents and communicate when it is safe to pick up their children.

- **Maury Reunification Site:** C Street between 12th and 13th Streets NE
- **Evacuation Location:** Miner Elementary, 601 15th Street NE

Curriculum and Instruction

In the classroom and special subjects—music, art, library, science, health, and physical education (known as “specials”)—teachers are responsible for designing and implementing learning activities to reinforce and challenge students of varying abilities through small and whole group instruction. They nurture critical thinking, promote the value of personal and civic responsibility, and foster positive social interaction. Our curriculum offers opportunities to develop positive self-esteem, responsible personal conduct, cooperative citizenship, and an appreciation of the rich heritage of our multicultural society.

For Kindergarten through Grade 5, Maury teachers may use different or multiple curriculum models in certain subject areas; all must adhere to the Common Core State Standards or other state-approved standards. In the PK3 and PK4 classes, *Creative Curriculum* is utilized across the content areas. (More about Academic Standards on page 18.)

Following is more information about the curriculum models, activities, and special schoolwide events you might hear about this year, including a curriculum map that shows this information by grade.

Maury Curriculum Map, 2015–2016 School Year

	EARLY CHILDHOOD		PRIMARY			INTERMEDIATE			RELATED EVENTS	
	PK3	PK4	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5		
Reading/Writing	Creative Curriculum	Reading Workshop (DC3 Curriculum)								
		Writer's Workshop (Teacher's College Reading and Writing Project)								
		Words Their Way								
Math	Creative Curriculum	Singapore Math								
Social Studies	Creative Curriculum	Curriculum based on California and Massachusetts Frameworks								
Science (Think Tank)	Habits of the Mind								STEM Expo (April)	
	Engineering is Elementary									
	Monarch Butterflies									
	Creative Curriculum	Project Lead the Way								
			WI Fast Plants	Anacostia Watershed Society	DC Bee Keepers	Architects in the Schools	Space Camp			
Art	Creative Curriculum	Art Around the Corner: National Gallery of Art								
Music	Creative Curriculum									
PE/Health	Creative Curriculum									
World Language		Mandarin Chinese								
Social/Emotional	Ashoka Changemaker School								Schoolwide Morning Meetings (Monthly)	
	Responsive Classroom									
	Creative Curriculum		Mindfulness		Roots of Empathy					

Reading. Reading instruction emphasizes the teaching of reading as a thinking process. Therefore, every effort is made to ensure that reading is interwoven into the flow of events throughout the day, in addition to time provided daily for formal reading instruction. All classrooms have a comprehensive classroom library. At Maury, the Reading Workshop model is integrated throughout the curriculum from Kindergarten through Grade 5. This year, we will be implementing a new curriculum, *Words Their Way*, which emphasizes word knowledge. Maury has a reading resource teacher, who will facilitate intervention groups to assist students struggling with reading.

Writing. Maury implements the Writers' Workshop model (Teachers College, Columbia University). Our teachers devote a minimum of 30–45 minutes, 4–5 times a week (depending on grade levels) to provide instruction in writing. The units of study include the writing of personal narratives, essays, character studies, poetry, and memoirs. The writing block begins with a mini-lesson in which teachers offer ten minutes of direct and explicit instruction. After this, students work in highly structured yet responsive environments to draft and revise their writing in ways that incorporate the instruction they received. Teachers, meanwhile, confer with their students individually and in small groups.

Some of the special events related to reading and writing throughout the year are the Book Character Costume Parade at the end of October, Literacy Night in November, and the Spelling Bee for Grades 3–5 in January.

Mathematics. The elementary-level mathematics program involves understanding mathematical concepts and structures, learning computation skills, and applying mathematics in real world situations. Maury implements the *Singapore Math* curriculum, which uses a three-step learning process to teach math concepts: concrete, pictorial, and abstract. In the concrete step, students engage in hands-on learning experiences using concrete objects such as chips, dice, or paper clips. This is followed by drawing pictorial representations of mathematical concepts, like dots, bars, or lines. Students then solve mathematical problems in an abstract way by using numbers and symbols.

In addition, students in Grades 3–5 are encouraged to try out for Mathademics, a fun, team-based competition held in April.

Science (Think Tank). Maury's Inquiry Learning Lab—better known as Think Tank—works to deepen students' understanding of science, technology, engineering, and mathematics (STEM) through the execution and completion of problem-based projects. Using the Next Generation Science Standards as a guide, we teach students the fundamental concepts of the earth, space, life, and physical sciences. The structure of Think Tank emphasizes the connections across these domains, given that much of the scientific work draws on multiple disciplines. Students also learn about the active process of investigation and the critical review of evidence. Gathering and evaluating information, perceiving patterns, and then devising and testing possible explanations about the scientific content they are learning prompts students to become independent and critical thinkers.

Each year in April, Think Tank hosts a hugely popular STEM expo event that features a wide variety of exhibitors and activities in the areas of science, technology, engineering, and math.

Social Studies. Adapted from the California and Massachusetts curriculum frameworks, the DCPS standards strike a balance between United States and world history, and incorporates the four major disciplines of the social sciences: history, geography, economics, and politics/government. Special annual events like Black History Month in February incorporate social studies into many other areas of learning, through reading, writing, art, and music.

Library/Media Center. Every Maury student has a scheduled Library/Media Center period. Students select appropriate books from a well-stocked library, and may also use computers to search for information on the Internet. All students may check out books during class; students and their families may also check out books during special out-of-school times as made available by the librarian.

Art. Every grade incorporates art into classroom learning, and all Maury students also have a regular weekly art class. Children's artwork is exhibited regularly throughout the school. Students in Grades 4–5 participate in Art Around the Corner.

Music. All Maury students have the opportunity to participate in music once a week. The music program at Maury is dedicated to providing students with an opportunity to experience both vocal and instrumental music, while teaching students how to listen, analyze, and evaluate music. Students learn about music theory and music history, as well as the connections between music and other subjects, cultures, and performing arts. There are two evening music events this year: the Winter Concert in December, and the Spring Concert in May. Chorus and Orff Ensemble (Band) are extracurricular music activities available to students Grades 3–5 and meet before school.

Physical Education (PE). All Maury students have a weekly health and physical education class. Students are also encouraged to engage in rigorous organized physical activities in and out of the classroom during the school day through our classes, intramural activities, and aftercare. Maury has a large multi-purpose room, an outdoor blacktop, basketball court, and two playground structures that suit our younger and older students. Balls, ropes, and other equipment are made available to foster physical activity and play. In addition, Maury encourages physical fitness year-round with special events like Walk to School Day and Family Fitness Night in October, Bike to School Day in May, and Field Day in June.

World Language. This year, Maury will be implementing Mandarin Chinese. All students will have 20 to 45 minutes of Mandarin Chinese each week. Instruction will emphasize basic communication skills, and share aspects of Chinese history and culture.

Technology. All classrooms at Maury have computers that teachers systematically integrate into many aspects of instruction across disciplines. All Kindergarten through Grade 5 students have an account with *First in Math*, an online program that encourages students to supplement their math learning through games and activities, and helps build technology skills. For Grades 1–5, the librarian teaches a technology class where students learn computer skills.

Extracurricular activities. Maury also offers a range of extracurricular opportunities. For more information, please see page 13.

Academic Standards

For Early Childhood instruction, Maury uses *Creative Curriculum*, and adheres to the DCPS Kindergarten Readiness Standards. The Reading/English language arts and mathematics components of this curriculum are among the best in the nation, and are the cornerstone of the school system's commitment to provide an excellent education to our PK3 and PK4 students.

For Kindergarten through Grade 5, the Math/Reading/Writing curriculum is based on rigorous Common Core State Standards that set high expectations for all students. These standards define important developmental skills for children, and are taught throughout the District of Columbia Public Schools (DCPS) system. They spell out what students should know and be able to do in each subject, at each grade level, and in every school. For Science, Social Studies, and Health, teachers are expected to use DCPS standards-based curriculum documents to guide instruction.

More information on these learning standards can be found on the DCPS website. To learn more about the Common Core State Standards, please visit: dcps.dc.gov/page/common-core-and-your-child. For more information on the Kindergarten Readiness Standards, visit: dcps.dc.gov/publication/kindergarten-readiness-standards.

Testing

In order to comply with the federal No Child Left Behind legislation, DCPS requires that Maury administer annual tests to assess student progress.

Unit Assessments are administered in math and reading six times a year for Grades 2–5; additional tests include Writing in Grade 4 and Health and Science in Grade 5. Grade 4 students also take The National Assessment for Educational Progress in February. The Achievement Network (ANet) Assessment is a benchmark assessment administered four times a year to students in Grades 3–5. A final assessment, Partnership for Assessment of Readiness for College and Careers (PARCC), is administered in two parts in the spring. Results for each benchmark assessment are usually available within a week after the assessment; the PARCC assessment results are expected to be available in August.

Results from these tests are an additional tool to help teachers and administrators in instructional planning and goal setting. Teacher observations, class performance, and other types of assessments provide a multi-dimensional view of each student and each class. All assessment methods should assist to:

- Assess individual academic skill development.
- Measure student progress in various achievement areas.
- Identify students who would benefit from additional educational services.
- Evaluate the effectiveness of the school curriculum.

Assessments are not intended to be punitive or stressful. Parents or children with concerns should first speak with their teacher; the social worker or the principal are available for further assistance. More information on assessments can be found at: dcps.dc.gov/page/student-assessment.



Homework

Homework is assigned to review and reinforce skills taught in the classroom, and to develop routines for independent study. Teachers in Kindergarten–Grade 5 assign homework daily. It should be completed by the student independently, though parents may be asked to monitor completion by initialing homework assignments. Parents must check homework daily.

The suggested daily allotment of time for homework and study is:

Kindergarten	15 minutes
Grade 1	15 minutes
Grade 2	15–30 minutes
Grade 3	30 minutes–1 hour
Grade 4	30 minutes–1 hour
Grade 5	1–2 hours

In addition to daily homework assignments, long-term projects may be assigned. They are a valuable tool to help students plan and manage their time, learn research techniques, and engage in in-depth study.

If your child is spending an inordinate period of time on school assignments, or is having great difficulty, please let the teacher know. This may indicate a need for additional strategies to support your child's learning.

Reading at Home

Students are expected to read (or to be read to) at home every day. In fact, Maury implements a schoolwide reading initiative each year to support this activity, because it has proven to be of such benefit to our students.

Textbooks

Students are responsible for keeping textbooks clean and replacing them if they are destroyed or lost. All lost books must be paid for by the last school day in June. Student records/report cards may not be released if there is a failure to pay for lost or destroyed materials.



Home/School Pact for Optimal Student Learning

Administration Commitment	Teacher/Staff Commitment
<p>We want all students to reach their full academic potential. Therefore, we will:</p> <ul style="list-style-type: none">• Provide a nurturing, inspired and orderly learning environment.• Communicate to students and parents the school's mission, values and goals.• Act as the instructional leader by supporting teachers in their classrooms.• Provide staff development and growth opportunities for teachers.• Reinforce the partnership between parent, student, and staff.• Engage the school and neighborhood communities.	<p>We want all of our students to reach their full academic potential and be self-empowered learners. Therefore, we will:</p> <ul style="list-style-type: none">• Set high academic standards for all students.• Provide motivating objective- and data-driven learning experiences in the classroom.• Provide frequent assessment and continuous feedback on how our students are progressing academically and socially.• Provide an orderly learning environment.• Communicate with parents regularly about the learning objectives as well as their child's progress toward these goals.• Foster parental involvement.
Parent/Guardian Commitment	Student Commitment
<p>I want my child to reach his or her full academic potential. Therefore, I will:</p> <ul style="list-style-type: none">• Ensure that my child arrives by 8:40 AM every day and strives for 100% attendance.• Know how my child is doing in school by communicating with teachers and staff.• Discuss and reinforce school and classroom rules with my child.• Monitor my child's homework and make sure study time is spent in a quiet place.• Pick up my child at 3:15 PM every day (or by 6:00 PM if in an afterschool program).• Respect drop off and pick up procedures to ensure safety of all students and adults.• Schedule and attend parent-teacher conferences on designated days, or make alternate arrangements as needed.	<p>I want to reach my full academic potential and be a self-empowered learner. Therefore, I will:</p> <ul style="list-style-type: none">• Arrive at school by 8:40 AM every day.• Come to school ready to learn and to do my best.• Pay attention in class and participate in classroom discussions.• Complete all classroom assignments and homework neatly and on time.• Ask for help when I don't understand.• Read at home with a family member or by myself.• Respect all school and classroom rules and conduct myself accordingly.

In the Classroom

Classroom Placement

Staff weigh many factors when composing each classroom. Consideration is given to special needs, male-female ratios, instructional levels, ethnic and racial diversity, and group dynamics. Parents are encouraged to write the principal a letter describing their child's strengths, needs, and personality traits to assist the staff with class placement; these letters are accepted in the spring for the following school year placement. Students will be informed of their teacher's name in the weeks before school starts.

The Responsive Classroom Model

Maury uses the *Responsive Classroom* approach to elementary teaching. Created by classroom teachers and backed by evidence from independent research, the *Responsive Classroom* model is based on the premise that children learn best when they have both academic and social-emotional skills. The approach consists of classroom and schoolwide practices for deliberately helping children build academic and social-emotional competencies within a strong and safe school community.

Guiding Principles

Seven principles guide the *Responsive Classroom* approach:

- The social curriculum is as important as the academic curriculum.
- How children learn is as important as what they learn: process and content go hand in hand.
- The greatest cognitive growth occurs through social interaction.
- To be successful academically and socially, children need a set of social skills: cooperation, assertion, responsibility, empathy, and self-control.
- Knowing the children we teach—individually, culturally, and developmentally—is as important as knowing the content we teach.
- Knowing the families of the children we teach and working with them as partners is essential to children's education.
- How the adults at school work together is as important as their individual competence: Lasting change begins with the adult community.

Everyone within the Maury community is expected to treat one another with kindness and respect. Adults are expected to model for children, and children are expected to take their social responsibilities seriously (as developmentally appropriate); name-calling and bullying are not acceptable.

Maury teachers handle disciplinary matters within their own classrooms, through conflict resolution and peer mediation techniques utilized for handling normal behavioral problems. If problems persist, the teacher will inform parents, and then seek assistance from the social worker and the principal. It is imperative in these cases that channels of communication remain open, and that parents make themselves available to discuss potential solutions.

In a case where a student's behavior disrupts or substantially threatens maintaining a safe and secure environment for students and staff, the student will be subject to appropriate disciplinary actions as

set forth by the Board of Education in Title 5, Subtitle B, Chapter B25 of the District of Columbia's Municipal Regulations. Disciplinary measures will be aimed, to the extent practicable under the circumstances, at remediation and rehabilitation to enable the student to complete their instruction.

Field Trips

Maury encourages field trips several times a year to complement classroom instruction. Signed parent permission slips are required for students to participate; please return these to teachers in a timely manner. Maury uses public transportation when appropriate; field trips to some locations may require chartered coach or school buses. There may be additional fees for admission or transportation to a field trip site. Assistance with fees is available for families in need; contact your child's teacher or the social worker. Trips are generally organized by grade level by the classroom or specials teachers; all information, forms, and fees will be coordinated through your child's classroom teacher or room parents.

Volunteers. Extra chaperones are always needed for field trips! Please speak with your child's teacher or room parents to volunteer.

Supplies

Early Childhood

Our PK3 and PK4 students should bring the following supplies to school:

- Nap roll (available at Bed Bath & Beyond, Walmart, Target, etc.) or nap mat and small blanket
- Small book bag (no wheels please)
- Extra clothes (2 sets), including top, bottom, socks, and underwear; place items in a plastic bag and label with child's name
- Family picture for the classroom
- \$25 supply donation (cash or check payable to Maury ES)
- \$25 field trip donation (cash or check payable to Maury ES)

Kindergarten and Grades 2–5

Maury now uses a pre-order system, where supplies for next year can be ordered and delivered to Maury over the summer so that teachers can organize their classrooms before students return. Order forms for the following year will be sent home in May. For most grades, you can also order online at: epipacks.com (School ID#: MAU024). Supplies ordered before a certain date are discounted and shipped to the school for free; after that, parents pay full prices and shipping costs. If you prefer to shop for your child's supplies, please contact your child's teacher at the start of the school year.

Grade 1

Students in Grade 1 will receive a supply list from their teacher, as some specialized supplies are not available online.

Donations for Students in Need

Brand new school supplies and uniforms are available for Maury students in need. To learn more, please contact Desiree McClure, Social Worker, at: desiree.mcclure@dc.gov.

Communication

Communication between home and school is critical to a positive educational experience for children. There are several ways that Maury communicates with families on a regular basis:

Tuesday Folder. Every Tuesday, news, announcements, and information on upcoming events are sent home in your child's folder. Please check your child's bag for this important information!

Listserv. Parents are also invited to join the school listserv, which is a great way to communicate with the whole school community, and get information about the many activities that go on throughout the year. Please note that participation is limited to parents, guardians, teachers, staff, and community members, etc. with a direct link to the school. To request access, visit: groups.yahoo.com/group/maury_elementary. Many classrooms also use listservs to share information that pertains only to the class; speak to your child's teacher or room parents for more information.

School website. The official school website is www.mauryelementary.com. It is maintained by the PTA, in collaboration with the principal and staff. The website serves as a centralized news source for all school policies, programs, and events.

Calendar. Maury uses Google Calendar to maintain its school calendar, which includes all DCPS holidays, professional development days, parent-teacher conferences, and important Maury events such as PTA meetings and major fundraisers. You can view it on the Calendar page of Maury website, or add it to the electronic calendar on your phone, tablet, or desktop. The calendar and how-to instructions are available at: mauryelementary.com/maury-elementary-calendar.

Room parents. Room parents are an important liaison between teachers, staff, parents, and the PTA. Ideally, each classroom has two room parents. They support the teacher in many ways, including helping to prepare instructional materials, getting parents to contribute items for class parties, organizing parent "helpers" for class activities and field trips, and serving as a conduit for information flowing between the classrooms and the PTA. Those interested in becoming a room parent can contact their child's teacher, sign up on the PTA volunteer form distributed to all families at the beginning of the school year, or contact JR Ford at: ronmford@gmail.com.

Events and meetings. There are many formal and informal opportunities for communication among the adults in our community, including monthly PTA meetings and special school event nights.

Newsletter. The *Maury Messenger* is a monthly newsletter published by the PTA and sent home with students at the beginning of each month. The newsletter is used to keep parents informed of school and community news, dates, and events, and features in-depth stories on particular classroom activities. Everyone is encouraged to submit an item about something interesting or outstanding from your child's class. The deadline for submission of news and information items is the last Wednesday of the month at 3:00 PM; e-mail submissions to: maurymessenger@yahoo.com.

Whole school meetings. Maury holds a whole school meeting once each month. These meetings are a great way for staff and students to see what's happening in other grades and classrooms, and to

highlight students who have acted as empathy leaders during the past month. Meetings take place at 9:05 AM in the multipurpose room and last about 30 minutes; parents are welcome to attend. We ask that parents stand around the perimeter of the room so students can remain with their classes.

DCPS website. The DCPS website is a great resource for families. With information ranging from school calendars and lunch menus, to policy information and guides to academic standards, the DCPS website also serves as a central source for announcements regarding inclement weather and other emergencies; parents can also sign up to receive notifications. To learn more, visit: dcps.dc.gov.

Communication Between Parents and Teachers

Parents are informed of the educational progress of their children through written comments on homework and class work, parent-teacher conferences three times a year, progress reports, and report cards issued every nine weeks. Teachers also regularly communicate with parents through announcements, monthly calendars, e-mail, or phone calls.

Please inform the classroom teacher of any family changes, household crises, or medication that may affect your child's learning readiness and behavior. If you wish to schedule a conference to address questions or concerns about your child or the class, please notify the teacher and contact Ms. Bell in the main office at: sharon.bell@dc.gov.

It is a Maury policy that all classroom problems first be discussed with your child's teacher. If an issue remains unresolved, the teacher may refer you to the principal or social worker, or you may request a meeting with them.

Parent-Teacher Conferences

Parent-teacher conferences scheduled three times each year. Teachers send notices with a suggested meeting time home in your child's backpack or invite parents to sign up for a preferred time upon drop off a few days prior to the conference day. Parents may request a different meeting time or day. All parents/guardians are strongly encouraged to attend these conferences as this is an opportune time to discuss the progress of your children.

Academic Parent-Teacher Team. After a successful pilot year, several grades at Maury have adopted the Flamboyan Academic Parent-Teacher Team (APTT) meeting model for parent-teacher conferences in Grades 2–5. Under the APTT model, teachers meet with all parents in their classroom at the same time. Each parent receives their child's performance indicators; and then teachers provide an in-depth coaching session on how to interpret this data based on overall classroom performance, school benchmarks, and state standards. Parents are also given strategies and tools to help support learning at home. Together, parents and teachers set goals for their students, individually and as a class.

Other Meetings

Meetings can also be scheduled at other times, as requested by either the parents or teacher. These are normally scheduled before or after school, or during the teacher's planning period.

Home Visits

In partnership with the Flamboyan Foundation, Maury has implemented home visits for students in PK3 and PK4. Students in Kindergarten through Grade 5 may also have home visits. In the weeks before school begins, teachers schedule a time to visit the homes of their new students. These visits allow teachers to meet and learn more about the students and their families, which sets the foundation for a collaborative and trusting relationship to support each student's learning. This is a great opportunity for parents to voice any questions or concerns, and to have a candid discussion with the teacher about your child's strengths, challenges, and the goals for the year ahead. Please note that families are not required to have a home visit.

Report Cards

Report cards are issued four times each year; issue dates are listed on the school calendar. Deficiency notices—a formal early warning system to alert parents to serious problems—are sent out midway through the reporting period. Parents should first convene with the classroom teacher if they have concerns about their child's performance, report card, emotions, or behavior. If needed, the principal and social worker are available for discussion.

Student Support Services

English Language Learners

The English Language Learners (ELL) program supports non-native English speakers by working closely with the child's teacher. The children are drawn from their regular classes to conduct language activities with a designated ELL teacher from the DCPS Office of Bilingual Education. Students may receive ELL services 1–2 hours a week depending on language proficiency and grade level.

Guidance

Maury's on-site psychologist and social worker provide:

- Crisis intervention for students and families.
- Coordination of screening and referral process to identify students for special education services.
- On-going counseling for students and parents in need.
- Test coordination.
- Developmental guidance lessons.

Response to Intervention Team

The Response to Intervention team serves as an early-warning system to identify struggling students and provide them with additional support. They help schools intervene earlier with students who face challenges (e.g., academically not on grade level, chronically absent or truant, at risk for grade level retention).

The team coordinate services and initiatives related to academics, attendance, positive school culture, and health and wellness to ensure that all students receive appropriate support and necessary intervention, from general school-wide programming through intensive wrap-around support involving a wide range of service providers. The teams may be composed of: Social Workers, Teachers, Administrators, Parents, School nurses, and other support staff.

The team uses a data-based, collaborative process to assess student academic and/or behavioral needs, identify goals, design strategies for support and intervention, and evaluate the effectiveness of interventions.

School Nurse

A registered nurse is on duty regularly from 8:30 AM to 4:30 PM in the Health Suite on the first floor. The nurse is available for first aid, giving medication, health screening, and to promote the health and safety of the entire Maury school community. Confidentiality on all health matters is respected. For more specific information, please see Health Policies, page 10.

Special Needs

DC Public Schools are required to evaluate and provide, when appropriate, services for children with special needs. These may include physical and emotional disabilities, learning disabilities (mild to severe), and speech and language challenges. Services include specialized instruction, counseling, speech and language therapy, and psycho-educational evaluations. Contact your child's classroom teacher, the psychologist, or the social worker if you think your child should be evaluated. Students in PK3 and PK4 are evaluated by Early Stages, a DCPS diagnostic center for children aged 2 years, 8 months through 5 years, 10 months.

Each student with special needs who qualifies for special education services will have an Individualized Education Program (IEP), developed by a team of professionals, which states educational goals and objectives; describes learning needs and abilities; and lists the needed related services. In accordance with the IEP, a student is included in the regular education program to the maximum extent possible, participating in "pull-out" services and/or inclusion as appropriate.

Special School Events

Maury has a very active events calendar! Please consult the school calendar for specific dates; more detailed information will be shared as events near.

Back-to-School Night

A few weeks into the new school year, this event gives parents the opportunity to meet the principal, teachers, and other staff and to visit their children's classrooms. **Back-to-School Night is for parents or guardians only**; no child care is available on-site. This is an important opportunity for the adults in our community to talk freely about the upcoming school year; at least one parent or guardian from each family is expected to attend. Multiple sessions will be scheduled for each classroom visit to accommodate parents with more than one child.

Beautification Days

We dedicate one weekend day each fall and spring to keep our school grounds well maintained. Parents, teachers, and student volunteers work together to weed, water, plant, and prune.

Concerts

Students in Chorus and Orff Ensemble (Band) perform in the Winter and Spring Concerts. (Please note that until our building is renovated to accommodate larger numbers, the concerts will be limited to these performers only.) Our Chorus and Orff Ensemble members work hard for months to create and rehearse their works. Concerts have a dress rehearsal during the school day and an evening performance the same night. All students and families are invited to attend the evening performance.

Curriculum-Related Events

At Maury, our teachers plan after-hours events to engage parents and families in what their children are learning in school. In particular, this is often a great opportunity for parents to meet the "specials" teachers, whom they may not see on a day-to-day basis. Literacy Night, Family Fitness Night, the STEM Expo, and concerts are evening events where families are encouraged to join their children for fun, educational activities at the school. There are also several day events that parents are encouraged to attend, including the Book Character Costume Parade and Field Day.

Maury at the Market and other PTA Fundraisers

Maury at the Market is the biggest event of the year, raising 65% of the annual budget for the PTA. This fun, adults-only evening in March features a live and silent auction held at Eastern Market and is a great way to connect with the adults in the Maury community! The PTA also sponsors many other fundraising events and initiatives throughout the year, including the weekly bake sale, Pajama Passes, the Maury Yard Sale, and Maury Day at Nationals Stadium, among many others. To learn more about the Maury PTA, please see page 31.

Promotion Ceremonies

The ceremony which marks the passage of our Grade 5 students from Maury is a very special occasion. Kindergarten students are also promoted to Grade 1 in a special ceremony. More information will be available through your child's classroom toward the end of the year.

Picture Day

Student portraits are taken twice a year, in the Fall and Spring (plus a make-up day in between). Individual pictures are taken at both times; class pictures are taken in the Spring. Students may wear their own clothes that day for the individual pictures; **please note that uniforms are required for the class pictures.**

Prints are ordered directly from the photography studio; order forms will be sent home with students, and will also be available in the main office. Ordering prints is not required, though a percentage of the total is donated to the Maury PTA.

Sneak Peeks

Maury hosts “sneak peek” observation days for each grade in the Spring. This gives parents a chance to experience the classrooms and content their children will encounter in the upcoming year, and to meet and ask questions of the teachers.

Talent Show

We are thrilled that the Maury Talent Show is making a return this year in February as a fundraiser for the Grade 5 Space Camp trip. All members of the Maury community are encouraged to share their special talents—get creative!

Parent Involvement at Maury

Volunteers

Maury encourages parent volunteers! To continue our effort to strengthen our instructional program, **all parents are asked to donate a minimum of one hour of volunteer services per quarter, or the equivalent of four hours throughout the school year.** Support can be provided as a field trip chaperone, classroom assistant, tutor, lunchroom helper, recess monitor, etc. We need your help and welcome your support!

Parents are welcome to help out in the classroom, library/media center, or the main office. Those interested in volunteering in the classroom should talk directly with the teachers. Volunteers are expected to maintain the confidentiality of information about students gathered in the course of their volunteering. Those volunteering on a regular basis must gain DCPS approval as a volunteer, which includes fingerprinting, a background check, and a TB test.

Local School Advisory Team

Each public school in the District of Columbia is required to have a Local School Advisory Team (LSAT), an advisory group that works in tandem with school administrators on internal policies related to school operations, budget, and long-range planning. Annual elections are held in May for the following school year.

Maury LSAT for 2015–2016 School Year

Parents

Sarah Hais, sarah.hais@gmail.com

Elsa Huxley, elsa@elsahuxley.com (PTA President)

Erica Martin, ericakmartin@yahoo.com

Dinkar Mokadam, dmokadam@afanet.org

Cody Rice, codykrice@gmail.com

Teachers/Staff

Lauren Bomba, lauren.bomba@dc.gov

VanNessa Duckett, vanessa.duckett@dc.gov

Carly Fox, carly.fox@dc.gov

Rebecca Hipps, rebecca.hipps@dc.gov

Teacher Aide—to be elected in Fall

Community Member

To be elected in Fall



Maury PTA

The Maury Parent Teacher Association (PTA) is a voluntary member organization for parents, staff, and community members. Monthly meetings are scheduled at 6:00 PM on the third Thursday of each month during the school year; all parents, community members, and teachers are welcome to attend. Free childcare is available, and refreshments can be purchased on site.

Annual membership dues are \$15 per member. Through dues, donations to the Support Our School (S.O.S.) Campaign, and other fundraising events, the Maury PTA pays for a variety of school expenses, large and small:

- Teacher aides in Grades 1–5 and during testing
- Mini-grants for teachers to use for classrooms/supplies
- Resource materials for music, physical education, art, library, science, and computer technology
- Playground and office equipment
- Special schoolwide events and programs
- Other support as needed and/or voted upon by membership-at-large

Leadership and Committees

The Maury PTA membership annually elects an Executive Committee consisting of:

PRESIDENT	Elsa Huxley, elsa@elsahuxley.com
VICE PRESIDENT	Jonnel Herndon, jonesjonnel@gmail.com
TREASURER	Adam Hais, adamhais@yahoo.com
PARLIAMENTARIAN	JR Ford, ronmford@gmail.com
SECRETARY	Jessica Gardner, jgardner@washingtonanalysis.com

Each position has a two-year term; not all are elected in the same year to ensure continuity of leadership. The Executive Committee meets once a month. Any ideas, questions, or comments must be submitted by the last Monday of each month. Suggestions for agenda items or requests for speaking time should be sent to the Executive Committee at least 3 days prior to any meeting.

Contact us. To get in touch with the PTA, drop a note through the PTA mailbox in the school lobby (behind the security desk), send an e-mail to: maurypta@yahoo.com, or feel free to speak with any Executive Committee member in person.

Standing committees. The PTA also has standing committees to assist the school, including Fundraising, Communications, School Improvement, Hospitality, Teacher Appreciation, Middle School, and Grants Committees.

Fundraising Activities

Maury at the Market (M@M) | Saturday, March 19, 2016. This is far and away the biggest Maury social and fundraising event of the year, raising about \$80,000 for the PTA. This fun, adults-only evening is held at Eastern Market, and features a live auction and silent auction. It's a great time, and a great way to connect with the other adults in the Maury community! This is truly an all-hands-on-deck event—we need your help to make it a success! There are ways large and small to support the effort: seeking sponsors, collecting items to be auctioned, donating items, hanging posters, or working a shift during the event. There are sponsorship opportunities for companies, corporations, or even families. Work on this important event begins in the Fall; please contact M@M Event Chair Kenyon Weaver at: kenyons_email@yahoo.com for more details.

Support our School (S.O.S.) Campaign. DCPS requires aides in PK3, PK4, and Kindergarten classrooms, but not for Grades 1–5. Since 2009, our community has made a commitment to having aides in every classroom at Maury to assist our teachers and guide our students. Large class sizes are a challenge in our school; we have seen firsthand the positive impact that a caring, qualified classroom assistant can make on student achievement! The annual budget for these salaries is approximately \$75,000, funded by this campaign and funds raised at M@M. To achieve our annual \$25,000 goal for this campaign, we request a donation from each family that is able to do so; our suggested donation is \$200 per student. Your contribution to this campaign—in any amount—goes directly to funding the salaries of our classroom aides, and makes a positive and lasting impact on every student at Maury.

Maury Yard Sale | Saturday, September 19, 2015. This annual event is a great way to clean out your closets, find some good bargains, and donate to the PTA. Donations of clean, lightly-used clothing (including uniforms), household items, furniture, books, and toys for every age and interest are welcome. And new this year: a chic boutique of high-end designer clothes! Donations will be accepted in the multipurpose room beginning September 4; please pre-sort your items. Volunteers are needed before, during, and after for sorting, setup, checkout, and packing up—please consider a shift at this important event. The last three years this yard sale has raised between \$6,000–7,000; this year we hope to raise \$8,000!

Dining out for Maury. We are fortunate to have two neighborhood restaurants that sponsor special Maury dining fundraisers:

- **The Argonaut.** Any and every time you go to the Argonaut, please let them know you are supporting Maury and would like gems. For every \$25 you spend you will get one gem; bring the gem back to Maury and we get \$5 back from the Argonaut.
- **Tunnicliff's.** The first Tuesday of the month is Maury Night at Tunnicliff's. Tunnicliff's contributes 15% of all sales from 5:00–9:00 PM back to Maury. This is a fun way to get together with your students' friends and their families while supporting the PTA.

Weekly Bake Sale. Maury hosts a bake sale in the lobby every Wednesday after school. All items are \$1, and all proceeds go to the PTA. You can support this effort by signing up to be a baker, seller, or by sending your student with money to buy an item—or all of the above. The commitment is low, but the rewards are great—the Wednesday bake sale is the highlight of the week! All treats are nut-free.

T-shirts and other merchandise. Special sales for Maury logo t-shirts occur in the Fall and Spring. Maury-branded merchandise like reusable grocery bags, cups, pint glasses, car magnets, etc. are available for purchase on the Maury website year-round.

Support through shopping. The easiest way to support the Maury PTA is through the everyday shopping you already do for your family. More information and links to each of these shopping sites is available on the Maury website at: mauryelementary.com/2013/11/free-money-for-maury.

- **E-Scrips.** Shop through E-Scrips at stores like Nordstrom, Macy's, Home Depot for special deals and a percentage comes back to Maury. You can also register your credit cards as well as Safeway, Harris Teeter, Target and other loyalty cards for a percentage back to the PTA.
- **AmazonSmile.** AmazonSmile (smile.amazon.com) is a website operated by Amazon that lets customers enjoy the same selection of products, prices, and convenient features as on amazon.com, but also donates to the charity of their choice. Just register Maury PTA as your charity, and the PTA receives 0.5% of your eligible purchases whenever you shop at the AmazonSmile site. Please let your friends and family know—they can support Maury, too!
- **Mabel's Labels.** At certain times of year, orders through Mabel's Labels can earn a 20% donation to the Maury PTA.
- **French Toast.** French Toast has a variety of school uniforms in durable styles, and donates 5% of sales to the Maury PTA.
- **Tea Collection.** Twice a year, Tea Collection sends out a special online shopping code (feel free to share with friends and family), and sends a percentage of sales to the Maury PTA.
- **LifeTouch Photography.** LifeTouch donates a percentage of what you spend on your child's school pictures to the Maury PTA.
- **Box Tops and Labels for Education.** Saving the box tops or labels from specially-marked General Mills grocery products (like soup, cereal, pasta, cake mix, cans) is an easy way to donate to the Maury PTA. Every box top and label is worth 10 cents! That translates into hundreds of dollars for the Maury PTA. Box tops and labels are collected all year long, and can be dropped off near the PTA mailbox, behind the security desk.

Maury Day at Nationals Stadium. Cheer for the Nats and support Maury! Date will be announced in the Spring; last year, tickets were sold for just \$20 each, with all proceeds benefitting Maury PTA.

No Uniform Pass Day. This was a new fundraiser last year, and became a huge hit! For \$2, students can buy a "Pajama Pass" to wear their pajamas to school on a specific day. We suspect No Uniform Pass Day will make several appearances this year, with variations!

Support for School Events

In addition to our critical fundraising activities, the Maury PTA supports the staff and students throughout the year:

August. Early Childhood New Family Meet and Greet, Beautification Day, Back to School Night.

September. Room Parent Orientation.

October. Walk to School Day, Family Fitness Night.

November. Literacy Night, Book Fair, Thanksgiving baskets, Winter Concert.

December. Parent/Staff Basketball Game, Open House for Prospective Families.

January. Open House for Prospective Families.

February. African American History Program, Talent Show.

April. Think Tank Expo, PTA support of PARCC testing, Mathademics, Early Childhood New Family Orientation.

May. LSAT elections, Staff Appreciation Week, and Hands on DC clean-up day, Spring Concert, Sneak Peeks.

June. Field Day, Career Day

July. Capitol Hill 4th of July Parade.

More information will be available at Back-to-School Night; please let us know if you would like to get involved in any of these events: maurypta@yahoo.com.



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