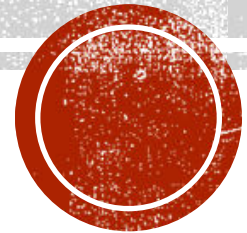


MEET AND GREET

Beard School

Welcome to Room 115



INTRODUCTION TO STAFF

- Classroom Teacher: Valerie Janik
- Paraprofessionals: Janet, Danica and Krystal
- Office Staff: Manda, Kerry, La'Toya, Olga and Rev (security guard)
- Staff children will work with: Chana, Trisha, Katie, Noel and Regina (Physical Therapy)
- Extra curricular teachers: Julie (Gym), Annette (Art) and Racheal (Library)



CONTACT INFORMATION FOR STAFF

Teacher Availability

- We see many parents at the beginning of the day and end of the day. If you have concerns and would like to schedule a meeting or a conference, please contact the teacher to schedule a time for a later date.
- Beard Office Number- 773-534-1228
- Teacher Email address: vjanik@cps.edu
- Teacher website: www.beard.cps.edu
 - Go to tab “contact us’
 - “Classroom



PARENT CONTACT INFORMATION

- Please provide best contact information you can be reached at during the school day
- If you move or change phone numbers please fill out updated information in office at any point in time during the school year
- Emergency contact forms are critical for your child's safety. Fill out the forms
- before you leave tonight



FAMILY DYNAMICS

- If your family is experiencing any legal custody issues, please provide the office and the teacher with appropriate documentation
- Unless otherwise documented both birth certificate parents will be contacted regarding their child's education. If additional legal paperwork is provided that states otherwise we will follow those guidelines



ARRIVAL AND DISMISSAL

- Students will only be allowed to be picked up by parents and adults who are listed on the release forms. If someone else is picking up your child from school, please put it in writing with the person's full name. They will be asked for identification (driver's license, state ID) upon pick up and a copy will be made to keep on file
- Drop off at room number outside the main entrance: Staff will greet parents at the designated room number outside of Door 1
- Parent pick up is located outside of Door 4



ATTENDANCE

- Attendance is important to a successful school year
- All parents will sign an attendance contract at the beginning of the year indicating the expectations Beard has for children. Our goal is 95% attendance or higher for all students
- In case of illness, please call your child's bus company. Also, call the school office, 773-534-1228, to report the absence. In addition to calling, please remember to fill out the Excused Absence form which can be found in your child's binder and return it to me



WHAT YOU NEED TO SIGN UP FOR

- Class Dojo
- Parent Portal
- Remind.com



DIET RESTRICTIONS, ALLERGY FREE ZONE, FOOD POLICIES

- Inform your teacher of any dietary cultural restrictions or food allergies
- Allergies to Food or Medicines: Make sure that medical form is completed and turned in by the first day of school
- Beard is an allergy sensitive school with designated allergy zones unless otherwise stated in the child's IEP
- We DO NOT heat up food for lunches
- We encourage healthy snacks at Beard School. Please help us model healthy eating habits by sending in healthy choices for your child



WISHLIST FOR CLASSROOM SUPPLIES

- Please send in a change of clothes to keep at school incase of an unexpected situation
- Look on the class website for Classroom wish list- this is separate from classroom supplies



SCHOOL CALENDAR

- **Monthly Calendar:** A monthly calendar is sent home at the beginning of each month along with a hard copy of the breakfast and lunch menu. Menus can also be found on the Beard School website under the “student” tab. Dates and times for monthly meetings, LSC meetings, non-attendance days and special events taking place at the school are indicated on the calendar as well as the website. The calendar is also posted on the main bulletin board in the main office.
- **Calendar of Events:** The calendar of events on the school website with importance dates of opportunities for the school and parent engagement. Events taking place at Beard School are planned one year in advance so that you can participate on plan accordingly. Because of unforeseen circumstances, dates **MAY CHANGE**.

