

Langdon Area Elementary School Family Handbook



21st Century Community Learning Centers (CCLC)

STEAM Camp

Site: Langdon Area Elementary School

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Welcome to the Langdon Area Elementary School 21st Century Program

LAS VISION: EMPOWER EVERY CHILD, EVERY CHANCE, EVERY DAY

LAS MISSION: TO EMPOWER STUDENTS TO SUCCEED IN A CHANGING WORLD

The 21st Century Community Learning Center (CCLC) Program was established by Congress as part of the Every Student Succeeds Act (ESSA). The 21st CCLC Program provides opportunities for eligible schools to offer before and after school programs. The Langdon Area Elementary School's 21st CCLC Program is funded by a federal grant from the U.S. Department of Education which is administered by the North Dakota Department of Public Instruction. The Northeast Education Services Cooperative (NESC) applied for a consortium grant with other eligible schools in the region and was awarded funding to support the 21st CCLC Program at Langdon Area Elementary School. The NESC 21st CCLC programs give students opportunities for academic enrichment and provide a broad array of enrichment services that are designed to reinforce and complement the regular academic program.

A key component to the success of 21st Century is family and community involvement. This handbook is designed as an overview of the program.

Program Goals and Objectives

Goal 1: 85% of regular attendees in the 21st Century program will increase STAR Reading scores.

Objectives:

1. To achieve proficiency or increase the reading skills of 21st Century students.
2. To provide training to increase staff's reading instructional capacities.

Goal 2: 85% of regular attendees in the 21st Century program will increase STAR Math scores.

Objectives:

1. To achieve proficiency or increase the math skills of 21st Century students.
2. To provide training to increase staff's math instructional capacities.

Program Information

Enrollment information must be completed **BEFORE** a student may attend the extended school program. Registration forms are sent out to families at the beginning of the school year but are also available at the main office.

After School Program

The after-school program (referred to as "STEAM Camp") operates from 3:30 to 5:30 P.M. Monday through Thursday for all students in grades Kindergarten through 6th grade. A variety of activities will be offered including math, reading, science, social studies, homework help, and art. A snack will be served each day. Parents/guardians should inform the program in advance if their child(ren) will not be attending the program as scheduled. This can be done by contacting the site coordinator or school secretary. We will not meet on early dismissal days or days when school is not in session. This includes the day before an extended break.

Summer Program

The 2020 summer program (referred to as "Summer STEAM Camp") is scheduled to begin on August 3, 2020 and run Monday through Thursday until August 13, 2020. There will be no camp on Friday. Program hours will be from 8:00 A.M. until 12:00 P.M. During that time students will participate in fun, hands-on learning activities, experiments, and outdoor play. Registration forms for Summer STEAM Camp will be made available online at least 2 weeks prior to the start of the program.

Program Cost

Currently, 21st Century is available to all children free of charge. Our goal is to provide all children an equal opportunity to participate in 21st Century, and not allow income to put restrictions on children's educational growth.

Holidays and Storm Day Policy

Please refer to the school calendar for specific dates.

- Snow Days – No 21st Century
- Early Dismissals – No After School 21st Century
- On school days when regular classes are in session, but bad weather is predicted for late afternoon, 21st Century may be canceled. Parents will be notified.
- After school 21st Century will not be in session the day before holiday/extended breaks.

Release of Students

STEAM Camp will end at 5:30 P.M. Parents must indicate on the registration form how their child is to get home. We will only release students to individuals listed on the registration form. If alternative pick-up needs are necessary, the parent/guardian must contact the site coordinator or school secretary. For safety, 21st Century staff will be required to ask that individual for identification before releasing the child to them.

Visitors

Parents or guardians are welcome to visit the program, but visitors must check in with the school office upon arrival. For liability and supervision reasons, students who are not enrolled may not take part in activities.

Field Trips

Field trips are an occasional activity of 21st Century. Written parent/guardian permission is required before students may participate in field trips.

Snacks

During the school year, a snack will be provided at no extra charge. If your child has a dietary requirement, he or she is welcome to bring their own snacks. Candy, gum, and soda are not allowed. The site coordinator must be notified of any special dietary concerns.

Accidents or Illness

Should your child become ill or injured during the time he/she is participating in 21st Century parents/guardians will be notified immediately to make arrangements for the child to be picked up.

Medications

21st Century staff are not responsible for medication administration. Arrangements must be made to have medications administered to students prior to arrival at the program. Exceptions to this rule include EpiPens for allergic emergencies or inhalers for asthma treatment.

Evening Events

Evening activities will be planned to create opportunities for 21st Century students' families to become a part of our program. Family education, enrichment, and fun night opportunities are scheduled at the school or community sites.

Volunteers

To ensure future success, 21st Century needs families and the community to be involved. Volunteers are welcome in the following areas: help with general programming, help chaperone a field trip, assist in reading activities, share a special interest or hobby, or assist at family events.

Responsible Behavior

Students enrolled in 21st Century are expected to conduct themselves in a respectful manner. Every student has the right to a learning environment where he or she feels respected, protected, and safe. Students that exhibit poor behavior and distract from the program may be suspended from 21st Century. Bullying behavior will not be tolerated at 21st Century.

Dismissal Procedures

- Infraction 1: 21st Century staff member will give a verbal warning to the student.
- Infraction 2: The site coordinator and/or principal will meet with the student to discuss his or her behavior.
- Infraction 3: Parent/guardian will be called, and the child will be sent home for the day. The child may return the next day. After 3 incidents requiring the child to be sent home a meeting will be set up between the site coordinator, principal, parent/guardian, and the child.

Nondiscrimination Statement

The Langdon Area School District is committed to a policy of nondiscrimination in relation to race, color, creed, age, religion, national origin, sex, marital status, status with regard to public assistance, and/or disability. This policy will prevail in all matters concerning staff, students, educational programs and services, and persons with whom the district does business. Inquiries concerning Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 may be referred to the school principal. Inquiries concerning Title IX of the Educational Amendments of 1972 should be referred to the school principal.

Sexual Harassment Statement

Sexual harassment is a form of sex discrimination prohibited by the Langdon Area School District. It is the policy of the school district to maintain a learning and working environment that is free from sexual harassment. It shall be a violation of this policy for any student or employee to harass a student or an employee through conduct or communication of a sexual nature. Inquiries concerning sexual harassment should be referred to the school principal.

Access to Student Records

Under the Family Educational Rights and Privacy Act, parents or 18-year old students have the right to review and inspect all school records pertaining to the student.

Partnership Agreement

The Extended School Program is a combined effort.

21st Century Staff Members Agree To:

- Regularly inform families about 21st Century activities
- Provide enrichment activities that appeal to a variety of interests and needs
- Assure that all children have equal access to equipment, materials, and facilities
- Treat all children with respect
- Assure the safety and well-being of all children
- Inform parents/guardians of any issues associated with their child(ren) and give parents/guardians an opportunity to visit with staff
- Work closely with school staff to maintain communication and provide a positive learning environment

Families Agree To:

- Visit with staff regarding concerns related to their child(ren) or the program and follow up on any communication from staff
- Inform program staff if their child(ren) will not be attending the program as scheduled
- Pick up their child(ren) on time
- Volunteer and participate in family activities as often as possible
- Keep family contact information current
- Complete surveys to improve programming

Students Agree To:

- Conduct themselves in a respectful manner
- Provide feedback on 21st Century activities in order to better meet the needs and interests of all students