



SANTA ANA UNIFIED SCHOOL DISTRICT

Wilson Elementary School
1317 N. Baker St.
Santa Ana, CA 92706

Erica Graves, Principal

August 2, 2019

Dear Wilson students and families,

On behalf of our teachers and staff, I would like to welcome you the 2019-2020 school year. I am honored to continue to serve as Principal of this great school for a second year. For many of you, this is a warm welcome back to Wilson; for other families, this is the beginning of a new educational journey for your children. As we begin the new school year, we are eager to provide authentic and meaningful learning experiences for all students. At Wilson, we believe that the education for our young learners must be developmentally responsive, challenging, empowering, and equitable.

To assist you prepare for the start of the new school year, below you will find general information including bell schedules, school procedures, and other important information. We look forward to a successful school year as we continue to prepare all students for college and careers.

Transitional Kindergarten (TK) and Kindergarten Extended-Day Schedule

We are very excited to announce that beginning in 2019-2020 Wilson Elementary will be offering the TK/Kindergarten extended-day program. Starting this school year, all incoming TK/Kindergarten students are enrolled in the extended-day program. Maximum enrollment in TK/Kindergarten classes is limited to 25 students.

The TK/Kindergarten extended-day program offers additional time for increased student learning and socio-emotional development. A longer day will allow for more time in each academic area, art, music, and outdoor activities.

Students attending TK/Kinder will follow the schedule below:

Regular Day		Modified Day - Wednesdays	
8:00-9:30	All Students Instruction	8:00-9:30	All Students Instruction
9:30-9:50	Recess	9:30-9:50	Recess
9:50-11:00	All Students Instruction	9:50-11:00	All Students Instruction
11:00-11:45	Lunch	11:00-11:45	Lunch
11:45-1:55	All Students Instruction	11:45-12:50	All Students Instruction
1:55	Dismissal	12:50	Dismissal

We have scheduled a TK/Kindergarten Parent Orientation meeting on Thursday, August 8, 2019 at 5:00 PM in the school multi-purpose room (MPR). The purpose of the parent orientation is to welcome our incoming students and families, extend an invitation to tour our classroom and facilities, and provide an opportunity for families to get acquainted with our wonderful team of TK/Kindergarten teachers. At the parent orientation, we will distribute informational handouts and we will dedicate some time for questions and answers. We are looking forward to meeting with you and your child on Thursday.

Transitional Kindergarten/Kindergarten Parent Orientation Meeting Schedule

Date: Thursday, August 8, 2019
Time: 5:00 – 6:00 PM
Location: Wilson Elementary Multi-purpose Room (MPR)

Light refreshments will be provided.

FIRST DAY OF INSTRUCTION

First Day of Instruction

The first day of school is Monday, August 12, 2019. School begins at 8:00 AM for all students in grades TK/K – 5. To maximize learning time and prevent students from being tardy, our students in TK and Kindergarten are scheduled to start the school day at 8:00 AM, ten minutes later than they have in past years (7:50 AM).

Class Rosters

Rosters with teacher name and room number will be posted on the glass panels of the front office's door on Friday, August 10, 2019 at approximately 4:30 PM. On Monday, August 12th, enlarged copies of the class rosters will be posted on the wall near the entry gate by the front office.

Bell Schedules

Regular Day Schedule

TK/ Kindergarten

8:00 AM - 1:55 PM

Grades 1, 2, and 3

8:00 AM – 2:04 PM

Grades 4 and 5

8:00 AM – 2:23 PM

Modified Day Schedule – Wednesdays

TK/ Kindergarten

8:00 AM - 12:50 PM

Grades 1, 2, and 3

8:00 AM – 1:00 PM

Grades 4 and 5

8:00 AM – 1:23 PM

Breakfast and Lunch

Breakfast and lunch are both available to all students free of charge. Our cafeteria opens for breakfast at 7:15 AM daily.

Student Drop-off and Pick-up Procedures

In the morning, all students in grades TK / K-5 will enter school using the main gate by the front office. At the end of the school day, students in grades TK / K and 1 will be dismissed by school staff to an authorized adult at the main gate by the office. All other students, grades 2 – 5, will be dismissed using the rear gate by the playground. School traffic is an area of concern for the safety of our students. On the first day of school, we will send home with your child a student dismissal form for you to complete. On Tuesday, August 13th we will collect all completed forms from all students, and by Wednesday, August 14th parents will receive detailed information on dismissal procedure. Those parents picking-up students by car, along with the dismissal procedures will receive a card with their child's name to place on dashboard of the vehicle at dismissal time. Again, the safety of our students is our number one priority. Clear information on student drop-off and pick-up procedures will be sent home with students on the first day of school.

SCHOOL UNIFORM

All students are required to wear the school uniform and Wilson's uniform colors:

- Polo shirts and blouses: white, navy blue or light blue
- Pants, shorts, skirts: navy blue or khaki

Special Dress on Wednesdays and Fridays:

College/University Wednesdays: On Wednesdays, students may wear college/university shirts and jeans or their school uniform

Spirit Fridays: On Fridays, students may wear the school spirit shirt and jeans or their school uniform

Dress Guidelines for All Students:

- Closed-toe shoes
- On special dress days, jeans cannot be torn
- Sport affiliation logos are not permitted
- Artificial nails, nail polish and make-up are not permitted

ATTENDANCE

Regular Attendance

Public schools' research indicates that students who are committed to attending school regularly (daily) are more likely to experience success and reach their academic goals. Please make sure that your son/daughter attends school regularly and on time. Please remember that breakfast is available to all students daily, starting at 7:15 AM.

Early Release

In cases when students need to leave campus before the school day ends (doctor's visit or dental appointment) parents are required to complete and sign an *Early Release* form with the following information: date, release time, reason, and name of person picking up the student. Please remember that early release is recorded and affects student attendance.

POSITIVE SCHOOL CLIMATE

Wilson Elementary students and staff are active participants in PBIS (Positive Behavioral Intervention and Supports) Program. At Wilson, everyone works together in creating and maintaining a safe and nurturing learning environment for all students. During the first week of instruction, students will attend our PBIS Assembly to learn about Wilson schoolwide academic and behavior expectations. Additionally, all teachers will deliver explicit instruction to teach and discuss behavior expectations in the classroom and the common areas (restrooms, lunch benches, playground).

PARENT/TEACHER COMMUNICATION

Back to School Night

Back to School Night is scheduled on Thursday, August 29, 2019. Detailed information regarding Back to School Night will be communicated to parents during the first week of school.

Teacher/Parent Conferences

Teacher/parent conferences take place twice a year: in Fall and Spring. Parent conferences for the 2019-2020 school year are scheduled on the following weeks:

Fall Conferences: November 18 – 22, 2019

Spring Conferences: March 2 – 6, 2020

Prior to conference week, teachers will reach out to parents to schedule individual conferences at a time that is mutually convenient.

Open House

Open House presents an opportunity for students to showcase and share with their parents the learning, accomplishments, and work produced throughout of the school year. Open House takes place in Spring, and this year is scheduled on Thursday, April 23, 2020. We will share detailed information regarding Open House at a later time.

Request to Meet with the Teacher

Parents may request to meet their child's teacher to discuss areas of concern or share important information regarding the student at any time. Parents who wish to schedule a meeting with the teacher may do so by contacting the front office at 714/564-8100. Within 24 hours, the teacher will contact the parent to schedule a meeting.

Again, on behalf of Wilson Elementary teachers and staff, we welcome you to the 2019-2020 school year and look forward to seeing all of you on Monday, August 12, 2019. Should you have any questions, please contact our front office at 714/564-8100 Monday – Friday, 7:30 AM to 3:30 PM.

Sincerely,

Erica Graves

Erica Graves, Principal