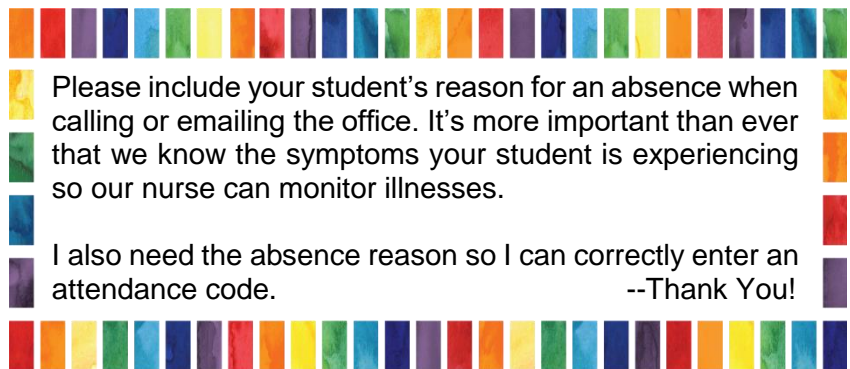


## Irving Elementary

Start Time **7:50 AM**; Dismissal **3:00 PM**  
500 West Clinton Avenue || 515.961.9560 || <http://www.indianola.k12.ia.us>

### Highlights

- [Lunch Menu](#)
- [Irving Events](#)
  - Classroom Placement for 2021-22
- [District/Community Events](#)
  - 2021-22 Enrollment
  - Volleyball
- [Building Notes](#)
  - Start of Day/Absences
  - Lost and Found
  - Recess/Lunch Times
  - Student Drop-Off/Pick-Up



Please include your student's reason for an absence when calling or emailing the office. It's more important than ever that we know the symptoms your student is experiencing so our nurse can monitor illnesses.

I also need the absence reason so I can correctly enter an attendance code. --Thank You!



Parents and students, don't forget to bring **water bottles** and **masks** to school **every** day!



*FREE LUNCH ANY ONE?*

The USDA recently extended the Summer Food Program guidelines for emergency COVID meals for all school-aged children. Breakfast and lunch meals will be FREE TO ALL students beginning **September 14, 2020, through the end of the school year, or until funds run out.**

School meals are available to all remote learners. Follow this link for more info: [School Meals for Indianola CSD Remote Learners](#)

1% white milk, chocolate milk and water are always offered with lunches.

Indianola Schools offers lunch and breakfast each day. Menus are available here: [Menus](#).

If you need assistance, the free and reduced meal application is available here: [Free-and-Reduced-Meal-Application-Information](#). Indianola Schools is an equal opportunity provider.

Monday April 12	Tuesday April 13	Wednesday April 14	Thursday April 15	Friday April 16
Day 2	Day 3	Day 4	Day 5	Day 6
<b>*** Menus are subject to change without notice. ***</b>				
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Breakfast Pizza Pears	Donut with Vanilla Frosting Assorted Fruit Juice	BLUEBERRY MUFFIN Mixed Fruit	Cinnamon Roll Assorted Fruit Juice	Chocolate Chip Mini French Toast Assorted Fruit Juice
Lunch	Lunch	Lunch	Lunch	Lunch
Beef Nachos Refried Beans Pears	Corn Dogs Potato Wedges Applesauce	Mandarin Orange Chicken Brown Rice Fresh Broccoli Grapes	Chicken Patty Hamburger Bun Cheesy Potatoes Pineapple Chunks	Macaroni & Cheese Dinner Roll Peas Peaches



Not receiving text messages from the Indianola Community School District? You can opt-in by texting YES to 87569. (Standard message and data rates apply.) **If you still aren't receiving ICSD text messages, please contact your building secretary to confirm we have the correct contact information on file.**

**fyi,** Irving Events

- April 14 ..... Early Dismissal (2:00 PM)
- April 19..... 11:30 Dismissal** (Professional Development in PM)
- April 21 ..... Early Dismissal (2:00 PM)
- April 28 ..... Early Dismissal (2:00 PM)
- May 5..... Early Dismissal (2:00 PM)
- May 11..... 5<sup>th</sup> Graders go to Middle School, 8:00-9:45
- May 12..... Early Dismissal (2:00 PM)
- May 13 and 14 ..... Wesley Woods for 5<sup>th</sup> Graders
- May 19..... Early Dismissal (2:00 PM)
- May 26..... Early Dismissal (2:00 PM)
- May 27..... Full Day (Dismissal at 3:00 PM)**
- May 28..... Last Day of School (11:30 AM Dismissal)**



===== **Student Classroom Placement** =====  
**for 2021-22**

Elementary teachers will soon begin assigning students to classrooms for next school year. Students will be assigned to classes for next school year by their current teachers and administrator, who are in the best position to make these recommendations. The teachers have worked with the children throughout the year and are able to identify their strengths and areas of needed support. Teachers consider many factors as balanced classes are prepared.

The Goal of the Classroom Assignment Process - The goal of the class assignment process is to produce a diverse combination of student groups who will work well together in the academic setting.

Parent Input – We Need Your Support and Input! - Parents who feel the need to provide input about their child’s placement should contact the building administrator and request the Elementary Parent Input form from the school office. **It is important to note that a request for a specific teacher is not appropriate.**

Please respect the teachers’ and administrator’s professional judgment.

Please have your input into the school by **Friday, May 7, 2021.**

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## District/Community Events

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You can search/subscribe to upcoming events in the district's Digital Backpack:

[www.indianola.k12.ia.us/digital-backpack](http://www.indianola.k12.ia.us/digital-backpack)

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### 2021-22 School Enrollment

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Do you have a child to enroll in **preschool or Kindergarten** this fall? Or know someone who does? Please check out our [Enrollment web page](#) for information regarding New Student Enrollment, which is now open!

Enrollment for currently attending students is open now as well. Please enroll your child(ren) ASAP—classes are filling up.

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### Indianola Advantage Volleyball

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All practices will be held in the **North Gym at the high school**

**Dates:**

Tuesday, April 6  
Monday, April 12  
Tuesday, April 20  
Tuesday April 27  
Tuesday, May 4  
Thursday, May 13

Grades **3-6**; Time: **5:30 to 6:30 PM**

Grades **6-8\***; Time: **6:30-8:00 PM**

Grades **8-11\***; Time: **8:00-9:30 PM**

\* 6<sup>th</sup> graders can come to either practice (based on skill level).

\* 8<sup>th</sup> graders can come to either practice (based on skill level).

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## Building Notes

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**The bell rings at 7:50 AM.** Your child will be counted tardy starting at **7:51** either as excused:

- illness,
- family emergencies,
- recognized religious observances,
- to accompany parents out of town, to attend funerals, etc.;
- appointments that cannot be scheduled outside the school day,
- school-sponsored or approved activities;

**or unexcused with no note from the parent or for simply being late.** Unexcused absences also include, but are not limited to:

- shopping,
- hunting,
- concerts,
- preparation/participation in parties/celebrations,
- and employment.

Truancy will not be tolerated by the board. .... Ref.: **School Board Policies 501.3, 501.9, 501.10**

***PLEASE let me know the reason for your child's absence. This information is needed to record attendance.***

***You are now able to view absences and tardies by accessing your PowerSchool portal account.***

As a courtesy, please call or email any changes to your child's pick-up arrangements for that day by **12:30 PM** unless you have an emergency.

### **Entering and Exiting the Building:**

Students will enter the building by grade level and at staggered times.

- **Kindergarten, 2<sup>nd</sup> and 4<sup>th</sup> grades** will enter/exit through the **southwest doors**.
- **1<sup>st</sup> grade** will enter/exit through the **main entrance**.
- **3<sup>rd</sup> and 5<sup>th</sup> grades** will enter/exit through the **north door**.



Parents/Guardians of bus riders,  
a face mask is **REQUIRED** to ride the bus.



Notes from the Transportation Department:

**No bus passes will be issued starting this school year** due to buses being at full capacity and each student has an assigned seat; for example, no passes for birthday parties, going home with friends, etc. The **only exception** would be if a student is from a split family and must ride to the other parent's address.

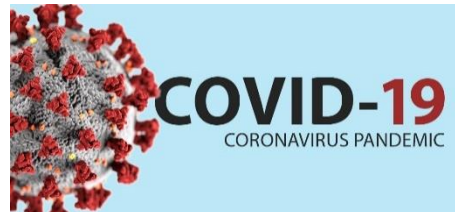
The middle school is a transfer point **only** for before and after school. Parents should be dropping off and picking up their children at their attendance center if they have plans other than their typical bussing needs.

According to the Student Transportation Handbook (found on the Indianola website): '*... Elementary parents cannot pick up or drop off elementary students at the Middle School for transportation.*'

**LOST &  
FOUND**

Please have your child look on our **lost and found table** for items that may belong to your family. **All items will be donated if not claimed.**

Please put your child's name on the labels of coats, sweatshirts, lunch boxes, etc., so we can return the lost items—even if you only put the first name.



Please review the District's [Return to Learn Plan](#) for information regarding procedures we will follow.

- COVID-19 Exposure Response
- Absences
- Communication and Teaching
- Health and Safety—see Irving Building's Specific Health & Safety.

**Note from the Nurse:**

- The masks should be cleaned daily.
- Water bottles should go home daily or at least at the end of the week.

## Recess and lunch time reminders effective January 20:

### AM Recess

K	9:25-9:40
1 <sup>st</sup> /2 <sup>nd</sup>	9:50-10:05

### PM Recess

K/1 <sup>st</sup>	2:40-2:55
2 <sup>nd</sup> /3 <sup>rd</sup>	2:00-2:15
4 <sup>th</sup>	2:15-2:30

Lunch	Time	Recess
K	11:00-11:15	11:15-11:45
1 <sup>st</sup>	11:15-11:30	11:30-12:00
2 <sup>nd</sup>	11:30-11:45	11:45-12:15
3 <sup>rd</sup>	11:45-12:00	12:00-12:30
4 <sup>th</sup>	12:00-12:15	12:15-12:45
5 <sup>th</sup>	12:15-12:30	12:30-1:00

### Guidelines for Indoor Recess:

If the temperature and/or feels-like temperature is 10° or less, students stay inside for recess.

Students will also come into the building starting at 7:30 in the morning.



### Cell Phones/Electronic Communication Devices

Students may possess a cellular telephone or other electronic communication devices (ECD) in school and at school related functions provided that **during school hours** and **on school vehicles** the **cell phone or ECD is powered off, concealed and not in use**. Students are prohibited from using a cell phone or having it powered on during the school day.

## Student Drop-Off/Pick-Up Information

Dear Families:

Our student drop-off/pick-up procedures are designed to maintain a safe and orderly arrival and dismissal for you, our students, and our staff. The following guidelines provide a general awareness to all involved as well as provide information that will help expedite the process.

### Safety Rules

- Vehicles **MAY NOT BE LEFT UNATTENDED** in the "car rider lane" on Clinton Street from 7:30-8:20 AM and 2:40-3:25 PM. If you must leave your vehicle, please use an official parking space.
- Listen to school personnel for directions.
- Always be on the lookout for others.



- There will be one lane for pick-up/drop-off on Clinton Avenue. **No double and triple parking.**
- Students will not be allowed to go in-between cars to get to their own vehicle for drop off/pick-up.
- Students will not be allowed to load and unload in the intersection of Clinton and D Street or Detroit and D Street.
- Parents should not park behind the parked cars along the fence to the playground or on D Street to load or unload their student(s).

#### Student Arrival Directions

- **Parents will not be able to enter the building at this time.**
- All students must be supervised. **Irving Elementary will provide supervision beginning at 7:30 AM.**
- On Clinton Street, please pull all the way to the west end of the car rider lane and unload close to the ramp.
- Please have your student prepared to exit the vehicle at the appropriate time to keep traffic flowing.
- Students may not be dropped off from the street on Detroit or D Street. Please utilize the Simpson parking lots on the north side of Irving and have the students cross at the crosswalk.
- **We encourage students to be IN CLASS at 7:50 AM. They are tardy at 7:51 AM.**

#### Student Dismissal Directions (Effective January 20)

- **Dismissal for bus begins at 3:00. Only bus students may be dismissed at this time.**
- If you need to pick your child up early, you will need to park in an official parking place, come into the main office and sign your child out.
- **Dismissal for car riders and walkers begins at 3:05.**
- **Dismissal areas-**
  - North Door—**3<sup>rd</sup> and 5<sup>th</sup> grades**
  - Main Entrance—**1<sup>st</sup> grade**
  - Southwest Door—**Kindergarten, 2<sup>nd</sup> and 4<sup>th</sup> grades**
    - Families with children in multiple grade levels may decide on one designated pick-up area. Please notify the classroom teachers of your decision.

Please pull all the way up to the ramp area to allow us to load the maximum number of cars at one time. (All students will come from the ramp area on the west end of the building.)

With proper flow, approximately 4-5 cars can pick up at one time, leave and then allow 4-5 more cars to pick up near the ramp.

Teachers will be there to assist students to get to their car. **PLEASE DO NOT LEAVE YOUR CAR UNATTENDED IN THE PICK-UP LANE.**

#### Other available options

- There are two Simpson parking lots to the north of the building where you can plan to meet your child after school.
- The Simpson parking lot on the south side of Clinton **IS NOT** available for parents to utilize before and after school for parking.
- Parking is also available on one of the side streets in the area. You may park and walk to meet your child at school.
- If your child qualifies for transportation services, they may utilize the District's busing.

We ask for your focus and patience as all parents and students learn the new procedures. Please remember that traffic is always heavier at the start of the school year, so plan your time accordingly. The Indianola Police Department will be prominent during the first week and a half of school to help maintain procedures and traffic flow.

--Mr. Morris



**Student directory information for birthday party invites and party invitation distribution**

Due to the Family Educational Rights and Privacy Act (FERPA), we are unable to give student identifiable information to outside individuals or organizations. Our school directory information is for school officials with legitimate educational interests. Thus, teachers are unable to supply parents with the addresses of their peers for party invitations.

**NOTICE OF NONDISCRIMINATION**

It is the policy of the Indianola Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Special Programs Coordinator, 1301 East 2<sup>nd</sup> Avenue, Indianola, Iowa 50125, 515-961-9500.

..... **Code No. 102.E3**

It is the policy of the Indianola Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Director of Human Resources, 1301 East 2<sup>nd</sup> Avenue, Indianola, Iowa 50125, 515-961-9500.

..... **Code No. 102.E2**

504 Coordinator  
 Special Programs Coordinator Sarah Baker  
 1301 East 2<sup>nd</sup> Avenue  
 Indianola, IA 50125  
 (515)961-9500; Ext. 3114

Title IX  
 HR Director Mimi Kelly  
 1301 East 2<sup>nd</sup> Avenue  
 Indianola, IA 50125  
 (515)961-9500; Ext. 1502

who has been designated by the school district to coordinate the school district's efforts to comply with the regulations implementing Title VI, Title VII, Title IX, the ADA, § 504 and Iowa Code 280.3 (2007).