

Welcome

TO OUR SCHOOL.
TO OUR COMMUNITY.
TO OUR FAMILY.

ELIOT ELEMENTARY ★ SCHOOL ★

Family Guide

2026–2027

PRE-K THROUGH GRADE 3

ELIOT
PASSPORT
Take a Journey
Pre-K - Grade 3 with us!
ELEMENTARY SCHOOL
EST. 1966

EVERY CHILD BELONGS

EVERY CHILD CAN LEARN

EVERY CHILD IS KNOWN, VALUED & LOVED

TOGETHER WE ACHIEVE GREAT THINGS

1298 State Road
Eliot, Maine 03903
(207) 439-9004
www.rsu35.org/eliot

Learn. Grow. Discover. Make a Difference. ★

Welcome to Eliot Elementary School

A Message from the Principal

Dear Eliot Elementary Families,

Welcome to Eliot Elementary School!

Whether you are joining us for the very first time or returning for another exciting year, we are delighted to welcome you to the Eliot Elementary community.

At Eliot Elementary, we believe every child deserves to feel known, valued, challenged, and celebrated. Our mission extends beyond academics. We strive to create a school where children feel safe to take risks, ask questions, make mistakes, build meaningful friendships, and discover their unique strengths.

Our theme this year is **"Take a Journey with Us!"** Learning is an adventure, and every child begins their own unique journey the moment they walk through our doors. Throughout the year, students will explore new ideas, develop meaningful skills, build confidence, and create lasting memories. Whether they are reading their first book independently, performing in a concert, exploring the outdoors, participating in Race for Education, or taking part in our historic *Trolley Back in Time* experience, each opportunity helps them grow academically, socially, and emotionally.

We know children thrive when schools and families work together. Your partnership, encouragement, and involvement, play an important role in your child's success. We encourage you to stay connected, ask questions, attend school events, and celebrate each milestone along the way.

This Family Guide is designed to be a helpful resource throughout the school year. Inside, you'll find information about school routines, expectations, transportation, health services, communication, and many of the traditions that make Eliot Elementary such a special place. We hope it answers your questions and offers a glimpse into our caring and supportive school community. If there is something we haven't answered please always reach out!

Thank you for entrusting us with your child each day. It is a privilege to be part of their educational journey, and we look forward to learning, growing, and celebrating together.

Warmly,

Ann M. Shisler
Principal, Eliot Elementary School

About Eliot Elementary School

Small School, Big Heart

Eliot Elementary School has been serving families since 1966. While much has changed over the years, one thing has remained the same, our commitment to providing every child with a caring, engaging, and inspiring place to learn.

At Eliot Elementary, we believe that school should be a place where children are excited to come each morning. It is where friendships begin, confidence grows, curiosity is encouraged, and every child discovers that they are capable of amazing things.

Serving students in Pre-K through Grade 3, our staff works together to create learning experiences that build strong academic foundations while nurturing creativity, kindness, perseverance, and joy.

Our school is more than a building. It's a community where students, families, educators, and community members work together to help every child thrive.

Our Mission

Students are at the heart of everything we do. Guided by respect, responsibility, kindness, pride, and joy, we partner with families and our community to help every learner grow academically, socially, and emotionally. In addition, students will build meaningful connections and develop a lifelong love of learning.

Our Vision

At Eliot Elementary School, we envision every child developing strong roots through meaningful relationships, a sense of belonging, and pride in both our school and the greater community. In partnership with families, we empower students to become curious learners, compassionate leaders, and engaged citizens who contribute with kindness, responsibility, and confidence throughout their lives.

Our Core Beliefs

At Eliot Elementary School, we believe every child deserves to feel welcomed, respected, and connected. We believe every child can learn and thrive through high quality instruction, encouragement, and support. We believe strong partnerships among students, families, staff, and the community create the foundation for success. We believe learning should spark curiosity, encourage exploration, build perseverance, and inspire a lifelong love of learning. Together, we believe education is a shared responsibility, and by working in partnership, we create the best possible experience for every child.

Meet Howdy the Hawk



Meet **Howdy the Hawk**, our district mascot and one of Eliot Elementary's biggest cheerleaders!

Howdy reminds us that learning is an exciting adventure and that every school day brings new opportunities to explore, discover, and grow. Alongside the dedicated staff at Eliot Elementary, **Howdy encourages every student to be here each day because every day is an important part of the journey.** Regular attendance is one of the greatest gifts you can give your child. Whenever possible, schedule vacations and appointments outside of school hours. Every day the classroom environment provides valuable learning experiences for your child that cannot be recreated.

Thanks to the partnership of our families, Eliot Elementary reduced chronic absenteeism to just 5% last year, a wonderful accomplishment that reflects our shared commitment to student success!

If your child will be absent, please contact the front office by 8:30am via phone or email and include the following information: **student(s) name, teacher's name, and reason for absence.**

Call the EES office	(207) 439 - 9004
Email	attendance.ees@rsu35.org

School Traditions

One of the things that makes Eliot Elementary so special is the traditions our students experience year after year. These events help create lasting memories while bringing learning to life. Here are a few staff and student favorites.

Trolley Back in Time:

One of Eliot Elementary's learning experiences, **Trolley Back in Time,** transforms our students into local historians. Third grade students become knowledgeable tour guides, sharing stories about Eliot's history with second graders, families, and community members while traveling aboard a trolley through town. Throughout this unique project, students build skills in research, public speaking, collaboration, and historical inquiry. Students also have a deep sense of community pride. It is a memorable new tradition that brings learning to life and creates lasting memories.

A Sweet Journey - From Sap to Syrup:



Each spring, our kindergarten students embark on a hands-on maple sugaring adventure! They learn how to identify maple trees, carefully tap the trees, collect the sap, and discover how the sap is boiled into delicious maple syrup.

Throughout the process, students explore the science behind maple sugaring while developing an appreciation for nature, local traditions, and the rewards of patience and teamwork.

To celebrate their hard work, kindergarten families are invited to join us for a special pancake breakfast, where everyone enjoys the delicious syrup the students helped make. It's a sweet tradition that creates lasting memories and brings learning to life!



Northeast Passage:

Each year, Eliot Elementary partners with Northeast Passage to provide our students with a meaningful Similarity Awareness experience. Through age appropriate discussions and hands-on activities, students explore the many similarities we share while developing empathy, understanding, and respect for others. As

part of the program, students have the opportunity to participate in games and activities using wheelchairs. This experience helps children understand that participating in sports while using a wheelchair requires skill, practice, determination, and teamwork. The program encourages students to ask questions, challenge misconceptions, and recognize the strengths and abilities of every individual.

This engaging experience reflects our commitment to building an inclusive school community where every child feels valued, respected, and a sense of belonging.

Race for Education:

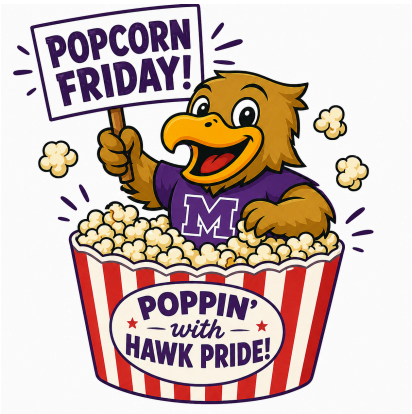
Each spring, our entire school comes together for one of our favorite traditions, Race for Education! This exciting event celebrates healthy lifestyles, teamwork, school spirit, and the incredible support of our community. Funds raised through Race for Education help enrich learning opportunities and provide valuable experiences for every student at Eliot Elementary. A heartfelt thank you to our amazing PEEPS (Partnership of Eliot Elementary Parents) volunteers for organizing this special event and making it possible each year!

Veterans Day Assembly:

Each November, Eliot Elementary School proudly honors our nation's veterans through a special Veterans Day Assembly. We invite veterans and their families to join us as students express their gratitude through patriotic songs. Following the assembly, students, families, and veterans are invited to place an American flag in the ground around our school flagpole while taking a moment to thank and honor those who have served. This meaningful tradition serves as a lasting tribute to the service and sacrifice of our veterans.

Popcorn Fridays:

The first Friday of every month is Popcorn Friday at Eliot Elementary! Thanks to our amazing PEEPS volunteers, fresh popcorn is prepared and served to every student and staff member. This fun monthly tradition is one of the many ways the



PEEPS help build a positive school community, giving students something to look forward to while celebrating the joy of being together and creating lasting memories at Eliot Elementary.



Happy Birthday Maine and Eliot:

Each March, Eliot Elementary celebrates the birthdays of our town and our state!

As part of this celebration, our students participate in a meaningful **service learning project** by assembling **Birthday Cake Kits** for local families. Each kit includes cake mix, frosting, candles, and other birthday essentials to help ensure every child has the opportunity to celebrate their special day.

This project reminds students that kindness and community go hand in hand. By giving back while celebrating Eliot and Maine, students learn the importance of compassion, generosity, and making a positive difference in the lives of others.

Literacy Night:

Books have the power to spark imagination and open doors to new adventures.

During our Literacy Night, families come together to enjoy stories, activities, guest authors, and creative hands-on literacy experiences that celebrate the joy of reading.

Portsmouth Naval Shipyard Out Reach STEAM:

Each year, Eliot Elementary partners with the Portsmouth Naval Shipyard STEAM Outreach Program to provide students with fun, hands-on STEAM learning experiences. Through engaging activities and problem solving challenges, students explore science, technology, engineering, and mathematics in meaningful and exciting ways.

These experiences encourage curiosity, creativity, teamwork, and critical thinking while helping students connect classroom learning to the real world. We are grateful to the Portsmouth Naval Shipyard volunteers who share their time and expertise with our students each year.

PEEPS-Partnership of Eliot Elementary Parents:



PEEPS meet on the second Wednesday of each month at **3:30 p.m.** During each meeting, members receive school updates, learn about upcoming enrichment opportunities, and help plan special events such as **Race for Education**, **Staff Appreciation Week**, **Popcorn Fridays**, and other activities that bring our school community together. Whether you can volunteer a little or a lot, your time and ideas make a meaningful difference for our students, staff, and school.

Celebrations of Learning

Throughout the year, students have many opportunities to celebrate and showcase their learning. Whether through grade level celebrations, school assemblies, conferences, or community projects, every child is encouraged to share their accomplishments and growth with others. We are committed to providing meaningful opportunities for each child to shine.

Learning Beyond the Classroom

Learning at Eliot Elementary extends far beyond the walls of the classroom. We believe children learn best when they have opportunities to explore, create, serve, and lead. Throughout the year, students participate in enriching field trips, service learning projects, and hands-on experiences Students also develop leadership skills through our Kindergarten and third grade reading buddy program, where older students mentor and encourage younger learners. Our third grade students take pride in leading the school by delivering the daily morning announcements while building confidence, responsibility, and communication skills. We continue to explore ways to incorporate outdoor learning experiences into our students' educational journey. Students can often be seen helping our school community thrive with various “school jobs”, watering plants, delivering mail, running our school post office, helping a custodian, etc. Our hope is these experiences help children make meaningful connections between what they learn at school and the world around them while fostering curiosity, responsibility, and a lifelong love of learning.

Community Partnerships

Eliot Elementary is fortunate to be surrounded by an incredibly supportive community. Together with our families and community partners, we create meaningful opportunities that enrich learning beyond the classroom. The **Partnership of Eliot Elementary Parents (PEEPs)** enhances school life through fundraising, volunteerism, and special events that bring our community together. The **Marshwood Education Foundation (MEF)** provides grants that make innovative learning experiences, such as Trolley Back in Time, possible for our students. We are proud to have a strong partnership with the **Eliot Police Department**. Their officers are familiar, friendly faces in our school, helping to ensure student safety while building trusting, positive relationships with our students and staff. The **Eliot Historical Society** shares its knowledge and expertise to help students develop a deeper appreciation for the history of the town they call home.

We are also grateful for our many family and community volunteers who give their time by reading with students, helping at school events, and chaperoning field trips.

Important Email/Phone Numbers:

Staff email addresses follow this format.	firstname.lastname@rsu35.org
Main Office	(207) 439 - 9004
Attendance	attendance.ees@rsu35.org
School Nurse	(207) 439 - 9004
Transportation	(207) 384 - 4681
Central Office	(207) 439 - 2438
Kids Play / Eliot Community Service Department	(207) 439 - 4832 / (207) 451 - 9334

Staff Directory

A complete staff directory, including email addresses and phone numbers, is available on the Eliot Elementary School website.
www.rsu35.org/o/ees/staff

School Hours - Monday, Tuesday, Wednesday & Friday

8:05 - 8:20 AM	**Arrival**
8:20 AM	**School Day begins**
11:10 AM	Morning pre-K dismissal
12:30 PM	Afternoon pre-k begins
3:20 PM	**Dismissal begins**
3:30 PM	Buses depart

School Hours - Thursday (Early Release) Starting September 10, 2026

8:05 - 8:20 AM	Arrival
8:20 AM	School Day begins
10:30 AM	Morning pre-k dismissal
11:30 PM	Afternoon pre-k begins
1:20 PM	Dismissal begins
1:30 PM	Buses depart

Morning Arrival



The EES Crisis Team and the Eliot Police Department meet frequently to develop and revisit safety plans for our building. Our top priority is keeping every student safe. To help with this, we encourage families to use the drop-off lane whenever possible instead of parking and walking their child to the building. Using the drop-off lane improves

traffic flow and reduces congestion and safety concerns from vehicles either parked or backing up.

Having moving cars and children walking through the parking lot at the same time can be stressful. If your child can safely get out of the car without assistance, please use the drop-off lane. If your child needs help, you are welcome to park and walk with them. Children should not walk through the parking lot without an adult.

● The Drop-Off Zone and Crosswalk is near the lower parking lot entrance. For safety concerns, students may only be dropped off in this designated zone.
● The Drop-Off zone will circle the perimeter of the lower parking lot. The Drop-Off lane will be well-marked and staff will be on site to help direct traffic and monitor children entering the building. Traffic must follow the designated lanes to keep traffic flow moving.

Our doors open at 8:05 a.m. to welcome students for the day.

Parent Drop-Off

- Drop-off takes place at **Door #5**.
- Please **do not drop students off on State Road**.
- **Please do not allow any child to walk through the parking lot alone.**
- **Please remain alert, drive slowly, and watch carefully for children at all times.**
- **Thank you for helping keep our children safe!**
- Students should **never be dropped off unless a staff member is present to receive them**.
- Please follow the directions of school staff to help keep traffic moving safely and efficiently.

Did you know that each morning, every child is welcomed by at least four caring adults before they even step into their classroom?

Afternoon Parent Pick-Up



The safety of our students is our highest priority. During dismissal, staff carefully match each child with the approved adult picking them up to ensure every student goes home safely.

To help dismissal run smoothly, please:

- Wait outside **Door #4** for your child.
- Keep your child's dismissal plan as consistent as possible.

- Follow staff directions during dismissal.
- **Exit the pick-up area promptly after your child has been dismissed and use extra caution when driving through the parking lot.**
- Alert EES office staff if your student is being picked up by someone other than their regular pick up adult.

Thank you for your patience and partnership in helping us provide a safe and efficient dismissal for all students.

Dismissal Changes

- Whenever possible, please notify the school office of any dismissal changes **before 2:30 PM.** Late changes increase the chance of confusion during dismissal.
- If your child's dismissal plan changes during the school day, **please call the office** so staff can notify your child's teacher. Once the school day begins, teachers are actively teaching and supervising students and may not have the opportunity to check email before dismissal.
- Advance notice helps us ensure a safe, smooth, and organized dismissal for all students.
- Take a few minutes at the beginning of each school year to review your family's emergency contacts and dismissal plans. Having accurate information on file helps us respond quickly and safely whenever needed.
- Parents arriving to pick up students in the office just before or during dismissal can create confusion and delay the dismissal process for everyone. Should your child need to be dismissed early please do so with consideration to the dismissal schedule.

Thank you for helping us keep the end of the school day safe, efficient, and orderly for all children.

Bus



Getting to and from school safely is an important part of every child's day. Whether your child rides the bus, walks, or is picked up by family, student safety is always our highest priority. We appreciate your partnership in helping children follow transportation expectations.

Bus Safety Reminders, please review these expectations with your child:

- Be respectful
- Use quiet voices

- Stay in your seat
- Keep the bus clean
- Keep aisles clear
- Follow Drivers' Instructions
- Be safe on and off the bus

Families can track their child's school bus using the **My Ride K-12** app. Please note that bus locations are estimates and may not always be exact. We recommend arriving at your child's bus stop **5–10 minutes before the scheduled pickup time** to ensure they are ready when the bus arrives.

For the safety of our youngest learners, **an approved adult must be present at the bus stop before a Pre-K or Kindergarten student will be released from the bus.**

If you have questions about bus routes, pickup or drop-off times, or transportation services, please contact the **RSU 35 Transportation Office** at **(207) 384-4681**.

School Board Policy JICC

Walkers

Students walking to or from school should:

- Walk directly to and from school.
- Use sidewalks and crosswalks whenever available.
- Follow traffic safety rules.
- Show kindness and respect to neighbors and community members.
- Families should notify the principal if a child will regularly walk to or from school without adult supervision.

Stay Connected

The best way to stay informed about your child's classroom is by reading your child's teacher's newsletters and emails. Teachers regularly share important information about classroom learning, upcoming events, and reminders.

Please make sure the school has your most current email address and phone numbers in Infinite Campus so you don't miss important communications.

The principal also sends messages throughout the year with upcoming events, and important updates. Currently, RSU 35 communicates with families through email, and text messages.

PEEPs: Partnership of Eliot Elementary Parents - Our parent group on Facebook.

Marshwood Schools - Marshwood Schools on Facebook.

Please Update Your Student's Information in Infinite Campus

As we prepare for the new school year, please take a few minutes to log in to Infinite Campus and review your child's information. Be sure to update your contact information, email, and emergency contacts and any other details that may have changed. Changes may also be made by calling the office.

Keeping this information current helps us communicate with you and ensures we can reach the appropriate contacts in the event of an emergency. Thank you for taking the time to complete this important annual update!

Attendance

Regular attendance helps children build strong routines, develop important skills, and feel connected to their classroom community. Families are responsible for notifying the school whenever their child will be absent or tardy.

Please call **(207) 439-9004** or email **attendance.ees@rsu35.org** before **8:30 a.m.** Include your child's name, teacher, and the reason for the absence or tardiness.

When the school has not received notification of an absence, office staff will contact the family to confirm that the child is safe.

Please refer to **School Board Policy JEAA** for additional information.

Excused Absences

Absences may be excused for reasons such as:

- Illness
- A death in the family
- Severe weather or transportation disruptions

- Religious observances
- Family emergencies
- Medical or other appointments that cannot be scheduled outside the school day

Please refer to **School Board Policy JEAA** for additional information.

An absence may also be approved by the principal when there is an educational or other special circumstance. These absences must be arranged with the principal in advance.

Whenever possible, families are encouraged to schedule appointments, trips, and vacations outside of school hours. Classroom learning happens every day, and missed instruction is difficult to replace.

Absences without a reason provided by a parent or legal guardian will be recorded as unexcused.

Please refer to **School Board Policy JEAA** for additional information.

Tardiness

Students are considered tardy when they arrive after **8:25 a.m.**

An adult must accompany a tardy student into the main office and sign the student in. After signing in, students may proceed directly to their classrooms. EES staff will assist younger students in getting safely to class. Being on time helps set your students up for a successful day at school!

Please refer to **School Board Policy JEAA** for additional information.



School Meals

Healthy students are ready to learn! Eliot Elementary is pleased to offer **breakfast and lunch at no cost to students** each school day. Nutritious meals help fuel learning, growth, and success, and monthly menus are available online so families can plan ahead.

If your child has a food allergy, dietary restriction, or special meal needs, please contact the school nurse and teacher so we can work together to support your child's health and well being.

Please refer to **School Board Policy EFC**, **School Board Policy EF**, and **School Board Policy JL,** for additional information.

Meal Time is Learning Time

Lunch provides students with opportunities to:

- Practice independence
- Build friendships
- Learn conversation skills
- Demonstrate kindness and respect

Encourage your child to try something new from the lunch menu! Exploring healthy foods is part of learning and growing.

Snack

Students should bring a healthy snack and water bottle to school daily. The classroom teacher will communicate any allergies in the classroom.

District Calendar School Year 2026/27

Invitations

To help promote inclusion and prevent hurt feelings, party invitations may only be distributed at school if every student in the class is receiving an invitation. We encourage families to use mail, email, or other methods for invitations that are not intended for the entire class.

Classroom Celebrations

Classroom celebrations may be held at the teacher's discretion throughout the school year. Common celebrations include the 100th Day of School, seasonal activities, winter holidays, and Valentine's Day.

We recognize that families celebrate different holidays and traditions. If your family does not participate in a particular celebration, please contact your child's teacher so we can make appropriate arrangements.

Birthdays are special, and we absolutely want our students to feel celebrated! Student birthdays are announced during our morning announcements, students receive a birthday pencil, and each classroom has its own special traditions. These may include a birthday crown, special classroom privileges, a guest reader, or another fun way to recognize the birthday child. We will also make sure students with summer birthdays have an opportunity to be celebrated before the end of the school year.

To help make birthday celebrations safe and inclusive for everyone, we ask families **not to send food, cupcakes, treats, or other edible items for individual student birthdays**. We also ask that families **not send trinkets, goodie bags, or small gifts for classmates**.

Instead, we will continue to focus on making birthdays special through recognition, classroom traditions, and connection.

And there will certainly still be treats and special events at EES! Throughout the year, we will have school wide celebrations that are planned in advance with all of our students in mind. Maine Apple Crunch Day is one of those opportunities, along with traditions such as hot cocoa and cookies before winter break, popsicles for Race for Education, and other special events that bring our school community together.

The school nurse will provide guidance when needed to ensure the safety of students with food allergies or other dietary concerns.

Beyond the school wide birthday recognition each classroom celebrates student birthdays in unique ways that may include a guest reader, birthday crown, special classroom privileges, etc. We encourage these celebrations to remain foodless.

Hawk Pride Fridays!

Each Friday, show your Hawk pride by wearing Eliot Elementary, Marshwood, or school colored apparel, or simply wear something that spreads good vibes! Let's celebrate our school community by sharing kindness, positivity, and school spirit as we head into the weekend.

Helpful Links

Eliot Elementary

Volunteer Information & Forms

Student Registration

My Ride K-12

School Calendar

School Meals

District Policies

Dress for Success

Children learn best when they are comfortable, prepared, and ready to participate in all of the day's activities both indoors and outdoors. We encourage families to send students to school dressed for learning, play, and Maine's ever changing weather. Keeping an extra set of clothes in your child's backpack can also be helpful for unexpected spills, muddy adventures, or weather related changes.

Everyday

- Comfortable clothing for active learning
- Sneakers for Physical Education and recess
- Layers for changing temperatures
- A jacket or outerwear appropriate for the season



Winter Weather

Students go outside for recess whenever weather conditions allow, so please be sure your child comes to school with:

- Warm winter coat
- Hat
- Mittens or gloves
- Snow pants
- Winter boots

To help us return lost items, please label all coats, hats, mittens, boots, lunch boxes, and backpacks with your child's name.

Outdoor Recess

Children learn best when they have opportunities to move, play, and enjoy the outdoors. Whenever weather conditions are safe, students go outside for recess each day. Recess provides valuable time for children to build friendships, practice teamwork and problem solving skills, stay active, and return to the classroom refreshed and ready to learn.

Please send your child to school dressed for the weather every day so they can comfortably enjoy outdoor recess throughout the seasons.

Decisions about outdoor recess are based on weather conditions, including temperature, wind chill, precipitation, and playground conditions.

Our Curriculum

Our curriculum is aligned with the **Maine Learning Results** and the expectations of **RSU 35**. Through engaging, hands-on learning experiences, students build a strong academic foundation while developing the skills they need to thrive as confident, curious, and compassionate learners.

Students receive instruction in:

- Language Arts
- Mathematics
- Science
- Social Studies
- Social-Emotional Learning
- Art
- Music
- Physical Education
- Library and Technology

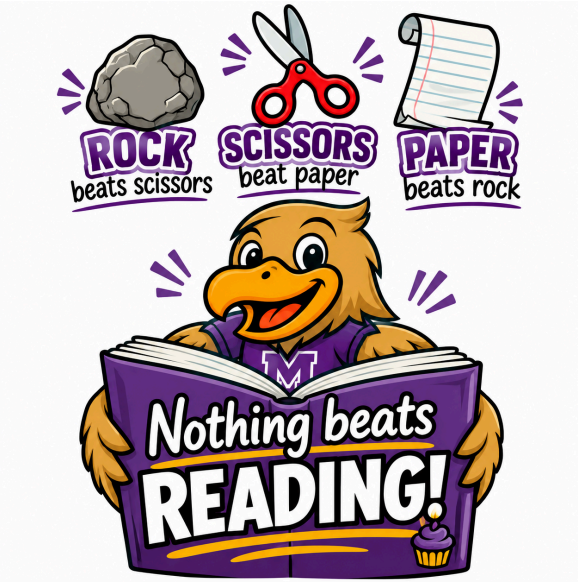
Across all subject areas, students are encouraged to:

- Think critically and solve problems creatively.
- Ask questions and explore new ideas.
- Communicate effectively and work collaboratively.
- Build independence, responsibility, and perseverance.
- Develop the knowledge and skills needed to become lifelong learners.

Our goal is to inspire every child to discover their strengths, embrace challenges, and find joy in learning every day.

Literacy

Learning to read is one of the most important journeys a child takes, and at Eliot Elementary School, we are committed to helping every student become a confident, capable, and joyful reader.



Our reading instruction is grounded in the **Science of Reading** which is a large body of research about how children learn to read. This evidence based approach guides our teaching and helps ensure every child develops the foundational skills needed to become a successful reader and writer.

Through explicit, systematic instruction, students develop skills in:

- **Phonological Awareness** – Recognizing and working with the sounds in spoken language.
- **Phonics** – Learning the relationship between letters and sounds to decode words.
- **Fluency** – Reading accurately, smoothly, and with expression.
- **Vocabulary** – Building word knowledge to support reading, writing, speaking, and listening.
- **Reading Comprehension** – Understanding, analyzing, and thinking deeply about text.
- **Writing** – Strengthening literacy through meaningful written communication.

Daily literacy instruction includes whole group lessons, small group instruction, independent reading, writing, and opportunities to discuss and respond to a variety of texts. Our teachers continually use assessment data to guide instruction and meet students where they are in their learning.

Flex Reading (K - Grade 3)

One of the unique features of learning at Eliot Elementary is our **Flex Reading Model**.

Each day, students participate in a dedicated **Flex block**, during which they receive instruction that is tailored to their current reading needs. During this time, classroom teachers, reading interventionists, special educators, and other instructional staff work together to provide targeted support and enrichment.

Flex groups are **flexible**, meaning students move between groups as their skills develop. This ensures that every child receives instruction that is "just right" for where they are in their reading journey.

During Flex, students may:

- Strengthen foundational reading skills.
- Practice comprehension strategies.
- Build their vocabulary and fluency.
- Participate in enrichment and extension activities.
- Work in small groups with highly trained educators.

Groups are based on ongoing assessment and student growth, they change throughout the year to reflect each child's progress.

Our Flex model allows us to provide additional support when needed while also challenging students who are ready to extend their learning.

Reading Intervention

Learning to read opens the door to every other area of learning. At Eliot Elementary, our Reading Intervention Team partners with classroom teachers to provide additional, targeted instruction for students who need extra support in developing foundational reading skills.

Reading intervention is based on student assessment data, supplements classroom instruction, and uses research based instructional practices aligned with the Science of Reading. Student progress is monitored regularly, and intervention services are adjusted as students grow and develop. Because every child's needs are unique, students enter and exit intervention based on their individual progress.

Families are notified whenever their child participates in reading intervention services and are encouraged to partner with us by supporting reading at home. Together, we can help every child become a confident, successful reader. **More information on our website.**

Importance of Reading At Home

WHY READ 20 MINUTES AT HOME?

Student A	Student B	Student C
• 20 minutes per day. • 3,600 minutes per school year. • 1,800,000 words per year.	• Five minutes per day. • 900 minutes per school year. • 282,000 words per year.	• One minute per day. • 180 minutes per school year. • 8,000 words per year.
		
• Scores in the 90th percentile on standardized tests.	• Scores in the 50th percentile on standardized tests.	• Scores in the 10th percentile on standardized tests.

If they start reading for 20 minutes per night in kindergarten, by the end of sixth grade, Student A will have read for the equivalent of 60 school days, Student B will have read for 12 school days, and Student C will have read for three school days.

Mathematics



Mathematics is about much more than finding the right answer. Our goal is to help students develop confidence, curiosity, and a positive mindset as they become capable mathematical thinkers.

To support students at every stage of their mathematical journey:

- **Pre-K and Kindergarten** students learn through the **Bridges** mathematics program, which builds strong foundational skills through hands-on exploration, play, and meaningful mathematical conversations.
- **Grades 1–3** use **Illustrative Mathematics (IM)**, a problem-based curriculum that encourages deep understanding, reasoning, collaboration, and real-world application.

Students learn to:

- Think mathematically and make sense of problems.

- Explain and justify their thinking.
- Solve real-world problems using a variety of strategies.
- Look for patterns and make connections.
- Collaborate, discuss ideas, and learn from one another.

Daily math instruction provides opportunities to:

- Build strong number sense.
- Develop accuracy, fluency, and flexibility with math concepts.
- Engage in hands-on exploration and problem-solving.
- Apply mathematical thinking in meaningful, real-world situations.
- Persevere through challenges and celebrate growth.

We believe every child can be successful in mathematics. By fostering perseverance, critical thinking, and a growth mindset, we help students build the confidence and skills they need for future learning. **More information on the District website.**

Did You Know?

Learning doesn't stop when the school day ends! Families play an important role in supporting their child's growth through everyday experiences. Reading together, playing games, cooking a meal, exploring nature, visiting the library, or simply asking questions and encouraging curiosity all help children learn and grow.

These shared experiences build language, strengthen problem-solving skills, spark creativity, and foster confidence—all while creating meaningful family memories that last a lifetime.

Technology in the Classroom

Technology plays an important role in the classroom when it is used intentionally to enhance learning, support differentiation, and encourage research, creativity, and problem solving. At Eliot Elementary, technology is a tool not a replacement for high quality instruction or meaningful learning experiences.

Technology use may look a little different from one grade level or classroom to another as teachers thoughtfully select the tools and experiences that best support their students' developmental needs and learning goals. For example, all

students in grades K–3 regularly use Lexia to receive differentiated instruction in phonics, vocabulary, fluency, and comprehension. This adaptive program provides targeted practice based on each student's individual needs, allowing teachers to better support every learner.

While technology has many benefits, we work hard to balance screen time with hands-on, collaborative, and active learning experiences. Throughout the school day, students engage in discussions, small group instruction, reading and writing with paper and pencil, science investigations, outdoor learning, creative play, and other interactive activities that promote critical thinking, communication, and social development. Our goal is to ensure that technology enhances learning while students remain actively engaged with their teachers, classmates, and the world around them.

Please note that students should not bring electronic devices to school including cell phones.



Unified Arts

Every child has unique talents, interests, and ways of learning. Our Unified Arts program gives students opportunities to discover new passions while developing creativity, confidence, collaboration, and a lifelong love of learning.

Art

Students explore a variety of artistic techniques and materials while expressing their creativity through drawing, painting, sculpture, printmaking, mixed media, and more. Art encourages imagination, problem-solving, and self-expression.

Music

Music is filled with joyful learning! Students sing, move, play instruments, create, listen, and perform while building musical skills, confidence, teamwork, and creativity.

Physical Education

Physical Education helps students develop healthy habits, coordination, teamwork, sportsmanship, and confidence through movement, games, fitness activities, and skill development. Our goal is to help every child enjoy being active and successful.

Adaptive Physical Education

Adaptive Physical Education (APE) provides specialized instruction that helps specific students

build motor skills, confidence, physical fitness, and independence. Activities are adapted to meet individual needs, allowing every student to participate, grow, and experience success through movement.

Library

The library is a welcoming place where curiosity and imagination come to life. Students discover new books, develop information literacy skills, and build a lifelong love of reading through stories, research, and exploration.



School Counselor

Every child's social and emotional well-being is just as important as their academic success. Our school counselor supports students by helping them build the skills they need to learn, grow, and thrive both in and out of the classroom.

The school counselor works with students individually, in small groups, and in whole class lessons to develop skills such as building healthy friendships, solving problems peacefully, managing emotions, making responsible choices, developing self-confidence, and building resilience. The counselor also partners with families, teachers, and community agencies to provide support and help ensure every child feels safe, connected, and successful at school.

If you have questions or concerns about your child's social or emotional well being, we encourage you to reach out. We are here to partner with you and support your child every step of the way.

Multi-Tiered System of Supports (MTSS)

Multi-Tiered System of Supports (MTSS) is used to help ensure every student receives the instruction and support they need to be successful. MTSS is a proactive, school-wide process that helps us identify students' strengths, monitor their progress, and provide additional support when needed.

Our MTSS team regularly reviews student data,



collaborates with classroom teachers and specialists, implements evidence-based interventions, and monitors student growth. Families are an important part of this process and are kept informed whenever additional interventions are recommended.

Our goal is to provide the right support at the right time so every child has the opportunity to learn, grow, and succeed.



Special Education Services

We are committed to meeting the unique learning needs of every child. Some students qualify for specialized instruction and related services through the **Individualized Education Program (IEP)** process. These services are designed to support each student's individual strengths, needs, and goals.

Our Special Education Team works collaboratively with families, classroom teachers, related service providers, specialists, and administrators to develop and implement individualized plans that help students grow academically, socially, emotionally, and behaviorally. We strive to provide students with the support they need while ensuring they are included and engaged in the school community to the greatest extent possible.

Families are essential members of the IEP team, and we value their partnership throughout the planning, decision-making, and educational process.

Student Records & Privacy

Student records are maintained to support each child's educational program and document their academic progress. These records are confidential and are accessible only to authorized individuals in accordance with state and federal law.

Parents and guardians have the right to review their child's educational records by contacting the school principal. Requests to inspect records will be honored within the timelines required by law. Families may also request copies of records or discuss concerns about the information contained in their child's file.

Section 504

Eliot Elementary School is committed to providing all students with equal access to learning and

school activities. In accordance with Section 504 of the Rehabilitation Act of 1973, eligible students with disabilities may receive accommodations and support to help ensure they have equitable access to their education.

Families who have questions about Section 504 or believe their child may be eligible for accommodations are encouraged to contact the school principal or school counselor for more information.

Classroom Placement

Creating balanced classrooms is a thoughtful process that considers the academic, social, emotional, and individual needs of every student. Our goal is to place each child in a learning environment where they can thrive.

Each spring, families are invited to share information they believe will help us make the best placement for their child. We value parent input and carefully consider the unique strengths, learning styles, and needs of every student as we create class lists.

While we welcome information from families, we do **not** accept requests for specific teachers. Classroom placements are made collaboratively by our school staff, who know our students well and work carefully to create balanced, supportive classrooms for all learners.

Once placements are finalized, we ask families to trust the process. Great learning happens in every classroom at Eliot Elementary School, and our teachers work together to ensure every child has a successful year.

Retention

Retention is rare and is only considered when the school team believes it is in a student's best educational, social, and developmental interests. Before any decision is made, a variety of instructional interventions are implemented and carefully monitored.

If retention is being considered, families are essential partners in the decision making process. A collaborative team, which may include parents or guardians, the classroom teacher, intervention staff, the school counselor, other specialists, and an administrator, will review the student's progress and determine the best path forward.

Every decision is made thoughtfully, individually, and with the student's long term success at the center of the conversation.

For additional information, please refer to **RSU 35 School Board Policy IKE.**

General Homework Expectations

Family time, play, and reading at home are important parts of a child's growth and development.

Kindergarten: Homework is not typically assigned. Instead, we encourage families to enjoy reading together each day, fostering a love of learning at home.

Grades 1–3: Homework may include daily reading and occasional practice activities that reinforce classroom learning. Reading together for just **15–20 minutes each evening** is one of the most meaningful ways families can support their child's academic success.

If your child is absent due to illness, there is no need to request work immediately. Teachers will work with your child upon their return to make up essential learning and help them get back on track. Please refer to **School Board Policy IKB** for additional information.

Assessments

Assessment is an important part of the teaching and learning process. Throughout the school year, teachers use a variety of tools and strategies to better understand each student's strengths, monitor growth, and guide instruction. Assessments may include classroom observations, student work, performance tasks, reading and math screeners, and district benchmark assessment. Rather than simply measuring what students know, assessment helps us determine what each child needs next. This information allows teachers to provide targeted instruction, celebrate growth, and support every student in reaching their full potential.

Progress Reports

Progress reports provide families with information about their child's growth, progress, and development throughout the school year. At Eliot Elementary, report cards are shared twice each year, once at the end of the first semester in **January** and again at the end of the school year in **June**.

While report cards offer an important snapshot of student learning, they are just one way we communicate your child's progress. Ongoing communication through parent teacher conferences Fall and Spring, classroom updates, emails, phone calls, and conversations help ensure families stay informed and connected throughout the year.

Parent Teacher Conferences

Families are valued partners in every child's education, and strong homeschool communication is

essential to student success. Parent teacher conferences are held twice each year (Fall and Spring) and provide an opportunity to celebrate your child's growth, discuss progress toward learning goals, answer questions, and work together to support continued success.

Communication doesn't begin and end with conference days. If you have questions, concerns, or would like to discuss your child's progress, please don't hesitate to contact your child's teacher. We value open, ongoing communication and believe that when families and schools work together, children thrive.

Field Trips

Field trips and field days provide exciting opportunities for students to extend their learning beyond the classroom. These experiences enrich our curriculum, build classroom communities, and create lasting memories.

A signed permission slip is required for every student participating in a field trip. Permission slips will be sent home before each trip and must be returned by the deadline provided. Students may only participate once a signed permission slip has been received.

Our parent group, PEEPS, supports all EES field trips so there is no cost to families.

Families who wish to volunteer as chaperones are an important part of making these experiences successful. To help ensure the safety of all students:

- All chaperones must complete the district volunteer process before the trip.
- A background check is required for all volunteers at no cost to the volunteer.
- Siblings may not attend field trips or field day activities

Please refer to **Volunteer Information & Forms** for additional information and to complete forms.

We appreciate our volunteers for helping provide safe, enjoyable, and memorable experiences for our students.

Please refer to **School Board Policy IJOA** for additional information.

Volunteers

Volunteers help make Eliot Elementary an even better place to learn. Whether you're reading with students, chaperoning a field trip, or assisting at a school event, your time and talents are greatly appreciated.

We value the many ways families contribute to our school community. Please understand that volunteer opportunities are not the same in every classroom. Teachers determine when volunteers will best support student learning. Opportunities may vary throughout the year based on grade level, instructional activities, and the needs of the class.

Becoming a Volunteer

To help ensure the safety of our students, all volunteers must:

- Check in at the main office upon arrival.
- Wear a visitor badge while in the building.
- Complete any required confidentiality agreements and/or a background check for certain volunteer opportunities.

Please refer to **Volunteer Information & Forms** for additional information and to complete forms.

Please refer to **School Board Policy IJOC** for additional information.

Visitors and Family Members

Families are valued partners in the education of our students. Parents, guardians, grandparents, and other family members are welcome to attend special events, celebrations, and school activities throughout the year.

To help keep our school safe, **all visitors must report to the main office upon entering the building** to sign in and receive a visitor badge. Visitors are also asked to sign out before leaving.

If you need to drop off a forgotten item, such as a lunch, coat, or library book, please leave it in the main office. We will make sure it is delivered to your child at an appropriate time with minimal disruption to learning.

Visitors for Conferences, Assemblies and School Events

Some school events have modified visitor procedures.

- **Parent-Teacher Conferences:** Families should enter and exit through the library entrance. A staff member will welcome visitors and provide directions. Families do not need to sign in at the office unless the conference is during the school day.
- **Concerts, Assemblies, and Other Larger School Events:** Visitors are not required to sign in; however, all guests will receive and wear a visitor sticker while in the building. Visitors should

remain in the designated event area unless accompanied by a staff member.

These procedures help us provide a welcoming environment for families while ensuring the safety and security of our students, staff, and visitors. Thank you for partnering with us to keep Eliot Elementary School a safe place for everyone.

Please refer to **School Board Policy KI** for additional information.

Classroom Visits and Observations

We understand that families are interested in seeing their child's school experience. To protect student privacy and maintain a positive learning environment, classroom visits and observations must be scheduled in advance through the principal.

During a scheduled visit, families may:

- Meet with the principal to learn about our school, programs, and routines.
- Take a guided tour of the building.
- Observe classrooms from hallways, or doors, when appropriate.
- Visitors will notify the office upon leaving school.

To minimize disruptions and protect the privacy of all students, visitors are not permitted to enter classrooms during instructional time unless invited by the teacher or principal.

For the privacy of our students and staff, photography and video recording are not permitted during visits without prior school approval.

Confidentiality

We value the privacy of every student and family. Information shared with the school is treated with care, respect, and confidentiality in accordance with state and federal laws.

At times, families may have questions about situations involving other students. While we understand these concerns and are committed to addressing student behavior, we are not able to share information about another student's discipline, consequences, or personal circumstances. This protects the privacy of all children and families.

Please know that when concerns are brought to our attention, they are taken seriously and

addressed in a manner that is appropriate, fair, and consistent with school expectations and district policies. We appreciate your trust and partnership as we work together to provide a safe, respectful, and supportive learning environment for every child.

Photos at Events

We love seeing families celebrate and capture special school memories! To help protect the privacy of all students, we ask that photos and videos taken at school events be limited to your own child whenever possible.

The school only shares photos and videos of students whose families have granted permission through the annual media release form included with beginning of year paperwork.

We also ask families not to post or publicly share photos or videos of other students on social media or other public platforms without permission from their parent or guardian. We recognize that some families choose not to have their child's image shared, and we appreciate your support in respecting those wishes.

Thank you for helping us protect the privacy of all students and maintain a safe, welcoming, and inclusive school community.

Nurse and Health & Wellness

The health and safety of our students are our highest priorities. Our school nurse is an important member of our team, providing care for students who become ill or injured during the school day while partnering with families to support ongoing health needs.

The nurse assists with:



- Student illnesses and minor injuries
- Health screenings
- Medication administration
- Individualized health care plans
- Allergy management
- State required immunizations

Please notify the school nurse if your child:

- Will be absent for an extended illness or surgery
- Has had an injury, concussion, or medical procedure that requires a cast, crutches, brace, other orthopedic device, or any activity restrictions or accommodations at school.
- Has received immunizations
- Begins or changes a medication
- Receives new glasses or has a significant change in health status
- Has any medical or emotional health concerns that may affect the school day

If your child becomes ill or is injured at school, the nurse will assess the situation and contact a parent or guardian if your child needs to go home. Please make sure the school always has current emergency contact information, including at least two emergency contacts.

If your child will miss several days of school, please contact the office to arrange for missed schoolwork.

When Should My Child Stay Home?

To help keep our school community healthy, please keep your child home if they present with any of the following symptoms:

- Fever of 100.4 degrees or higher (defined by the Center for Disease Control)
- Vomiting in the past 24 hours
- Diarrhea in the past 24 hours
- A persistent, productive, uncontrolled cough
- Has symptoms that prevent them from participating comfortably in school

Students may return to school after the following:

- **24 hours fever-free without fever-reducing medicine** such as Acetaminophen and Ibuprofen (ie: tylenol and motrin).
- **24 hours** without vomiting, diarrhea (and tolerating normal diet)
- **24 hours** after starting antibiotics

Please notify EES as soon as you decide to keep your child home due to illness. When reporting an absence, please let us know your child's symptoms or diagnosis (for example: strep throat, influenza, conjunctivitis/pink eye, head lice, gastrointestinal illness). This information helps the school nurse monitor and track illness trends within the school community.

Students who are sent home due to illness may not return to school or attend after-school activities that day.

The nurse will provide guidance on return to school requirements based on current medical recommendations and district procedures.

Required Immunizations

Maine law requires students to meet state immunization requirements for school attendance. If your child is not up to date on required immunizations, the school nurse will work with your family to develop a plan that meets state requirements.

.Please refer to **School Board Policy JLCB-R** for additional information.

Medications at School

Whenever possible, medications should be administered at home.

If medication must be given during the school day:

- Medication must be brought to school by a parent or guardian.
- Prescription medication must be in its original labeled container.
- Over-the-counter medications must be in their original packaging.
- A completed Medication Authorization Form signed by both the parent/guardian and prescribing healthcare provider is required before medication can be administered.

- Medications are securely stored and administered by authorized school personnel in accordance with district policy.

Students may not transport medication to school unless it is an approved self carry medication, such as an inhaler or epinephrine auto-injector, with the required documentation on file.

Any medication remaining at the end of the school year must be picked up by a parent or guardian or it will be properly discarded.

Please contact the school nurse at **(207) 439-9004** with any questions regarding your child's health or medications.

For complete information, please refer to **School Board Policy JHCD – Administering Medication to Students** and other applicable district health policies

Orthopedic Devices and Mobility Aids

If your student requires a brace, cast, crutches, a wheelchair, or any other orthopedic device, please notify the school nurse before they return to school. A note from the healthcare provider is required and should include the reason for the device, any activity restrictions (including recess, physical education), any accommodations needed during the school day, and the anticipated duration of these restrictions.

Students who will be using crutches require additional medical documentation indicating they have been properly instructed in the safe use of the device, including navigating stairs. Early communication with the school nurse helps ensure a safe and smooth transition back to school.

Creating a Safe & Respectful School Community

At Eliot Elementary, we believe children learn best when they feel safe, valued, connected, and ready to learn. We are committed to creating a welcoming, caring, and inclusive school where every child can grow academically, socially, and emotionally.

To support this, we use the **Responsive Classroom** approach, an evidence based framework that recognizes that academic success and social emotional learning go hand in hand. Through Responsive Classroom, we intentionally teach and reinforce important life skills such as

cooperation, responsibility, empathy, self control, and respectful communication while building a strong sense of belonging.

Throughout the school day, teachers use a variety of Responsive Classroom practices, including:

- **Morning Meeting** – A daily gathering where students greet one another, build classroom community, share ideas, and begin the day feeling connected and ready to learn.
- **Interactive Modeling** – Teachers clearly demonstrate routines, expectations, and new skills before students practice them, helping everyone understand what success looks like.
- **Academic Choice** – Students are given meaningful choices within learning activities that encourage independence, responsibility, engagement, and ownership of their learning.
- **Positive Teacher Language** – Teachers use encouraging, respectful, and specific language that builds confidence, reinforces positive behaviors, and strengthens relationships.
- **Logical Consequences** – When mistakes happen, students are guided to reflect on their choices, repair harm when appropriate, and learn more effective ways to solve problems.

Because our students are young children, they are still learning how to manage emotions, solve problems, build friendships, and navigate conflicts. We view mistakes as opportunities to teach, guide, and support growth. Students are encouraged to make positive choices each day by following our five schoolwide expectations, and staff provide consistent support and instruction to help every child be successful.

Helping children thrive is a shared responsibility. By working together, families, staff, and community partners create an environment where students build confidence, develop meaningful relationships, take healthy risks in their learning, and become caring members of our school community.

Behavior that is intentionally hurtful, repeated, or creates an unsafe learning environment is addressed promptly and seriously. Staff work closely with the students involved, partner with families, and follow district policies and procedures when investigating and responding to incidents. Our goal is to help students learn from their actions while ensuring that every child feels safe, respected, and supported at school.

In addition many of our staff have been trained in the **Regulated Classroom** approach which complements Responsive Classroom by helping students understand and manage their emotions so they are ready to learn. Staff intentionally teach and model self-regulation strategies, provide predictable routines, and create supportive environments where students feel safe, connected, and prepared to do their best each day.

Our Schoolwide Expectations

We Take Care of Ourselves

We do our best every day by:

- Being ready to learn.
- Trying our best.
- Using kind words and actions.
- Taking responsibility for our choices.
- Asking for help when we need it.

We Take Care of Our Friends

We help make Eliot Elementary a welcoming place for everyone by:

- Being kind and respectful.
- Including others.
- Using encouraging words.
- Solving problems peacefully.
- Celebrating each other's successes.

We Take Care of Things

We show pride in our school by:

- Taking care of classroom materials.
- Respecting books, technology, and supplies.
- Cleaning up after ourselves.
- Keeping our school neat and welcoming.
- Treating school property with care.

We Listen and Follow Directions

Listening helps everyone learn and stay safe. Students are expected to:

- Active whole body listening.
- Follow directions from all school staff.

- Be respectful when others are speaking.
- Stay focused during learning.
- Use good manners throughout the day.

We Stay Safe

Safety is everyone's responsibility. Students help keep themselves and others safe by:

- Walking inside the building.
- Keeping hands, feet, and objects to themselves.
- Using playground equipment appropriately.
- Making safe choices on the bus and playground.
- Asking an adult for help when needed.

These expectations guide us everywhere we go whether we're in the classroom, hallway, cafeteria, playground, bus, library, or attending a school event.

Our teachers model these expectations every day and help students practice them so they become lifelong habits.

We know that children are always learning. When mistakes happen, we help students reflect, repair, and grow. By working together, we create a school where everyone feels safe, respected, and ready to learn.

School Security

To maintain a secure learning environment, all exterior doors remain locked during the school day.

Visitors should enter through the main entrance, use the intercom system to request access, and report directly to the school office to sign in and receive a visitor badge.



The designated Pre-K entrance is opened briefly each afternoon for student arrival.

To encourage student independence while maintaining school security, parents and caregivers should say goodbye at the designated entrance. Staff members are on duty each morning to welcome students and ensure they arrive safely at their classrooms.

Safety Drills

Throughout the school year, Eliot Elementary conducts a variety of safety drills to help prepare for emergencies. Some drills involve all students and staff, while others are practiced by staff members only. Student drills may include fire, evacuation, shelter-in-place, and ALICE (Alert, Lockdown, Inform, Counter, Evacuate) procedures.

Before each student drill, teachers explain what to expect using age-appropriate language and answer any questions students may have. **We remind children that the most important thing they can do in any emergency or drill is to stay calm, listen carefully, and follow the directions of the trusted adults who are there to keep them safe.**

Our goal is to help children feel prepared and confident, not anxious or afraid. By practicing together, we build familiarity with our safety procedures so that everyone knows how to respond if an emergency were ever to occur.

For additional information, please refer to **RSU 35 School Board Policy EBCB**.

Court Orders and Custody Arrangements

The safety and well-being of our students is our highest priority. If there are court orders or legal custody arrangements that effect a child's care, school access, or dismissal, the school must have a current copy of the official court documentation on file. Without legal documentation, both parents or legal guardians will generally be considered to have equal rights to access school records, participate in school activities, and pick up their child.

Families are responsible for providing the school with any new or updated court orders as soon as they are issued.

Personal Belongings and Prohibited Items

We know students enjoy sharing special belongings with friends. However, to help everyone stay focused on learning and to avoid lost, damaged, or traded items, we ask that toys, electronics, trading cards, and other personal treasures remain at home unless they are part of a teacher approved classroom activity. Thank you for helping us create a positive learning environment for all students.

The following items are not permitted at school:

- Weapons of any kind, including toy weapons
- Pocket knives, razor blades, or other sharp objects
- Skateboards, roller skates, and roller blades
- Personal electronic devices, including cell phones, handheld gaming systems, and video games (unless specifically authorized for educational purposes)
- Baseball bats, hardballs, hockey sticks, and lacrosse sticks
- Matches, fireworks, paintballs, snaps, or other hazardous items

Weapons are prohibited on school property in accordance with the **RSU 35 School Board Policy JICIA - Weapons, Violence and School Safety**

Emergency Communication & Contact Information

The safety of our students is our highest priority. When weather, emergencies, or other situations affect the school day, families will receive timely updates through the district's communication system. Notifications may be shared by phone call, text message, email, the district website, social media, and, when appropriate, local television and radio stations.

To ensure you receive important school communications, please keep your contact information current throughout the school year. At the beginning of each school year, families are asked to review and update their child's emergency contact information. Please notify the school office immediately if any of the following information changes:

- Home address
- Home, work, or cell phone numbers
- Email address
- Emergency contacts
- Custody or guardianship arrangements

Accurate and up-to-date information allows us to quickly reach parents or designated emergency contacts if a child becomes ill, is injured, or another emergency occurs. Information can be updated through **Infinite Campus** or by contacting the school office. Keeping this information current helps us communicate important information quickly and ensures the safety and well-being of every student.

School Closings & Delays

When weather or other emergencies require changes to the school schedule, families will be notified as soon as possible through the district's communication system.

Possible schedule changes include:

- School cancellation
- Two-hour delay
- Early dismissal

During a two-hour delay:

- Morning Pre-K is canceled.
- Afternoon Pre-K meets at its regular scheduled time.
- Breakfast is served.
- School dismisses at the regular time.

The most current information is available through district communications and the RSU 35 website. We encourage families to monitor these communication channels whenever inclement weather is expected.

Please refer to **School Board Policy EBCE** for additional information.

When Should I Contact My Child's Teacher?

Please don't hesitate to reach out if you have questions about:

- Academic progress
- Classroom routines
- Homework
- Behavior concerns
- Social-emotional needs
- Celebrations and successes

Our staff values open, respectful communication and will respond as promptly as possible during the school day.

Partnership of Eliot Elementary Parents (PEEPs)

PEEPs (Partnership of Eliot Elementary Parents) is our parent organization dedicated to supporting students, staff, and school programs.

Through fundraising, volunteerism, and community involvement, PEEPs helps provide many of the experiences that make Eliot Elementary special.

PEEPs supports:

- Race for Education
- Family events
- Teacher appreciation
- Student enrichment opportunities such as field trips
- School improvement projects
- Community-building activities

Whether you can volunteer once a year or once a month, we'd love to have you involved!

Together, we make Eliot Elementary stronger.

POLICIES & PROCEDURES

District policies are reviewed and updated as needed throughout the year. The most current policies are available on the RSU 35 website **LINK**. **If a handbook guideline differs from an official district policy, the district policy will apply.**

ACAA - R Student Harassment and Sexual Harassment of Students

AC NONDISCRIMINATION/EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION

EBCC Bomb and Contamination Threats

ECAD Security Camera System

GBEBB Staff Conduct with Students

IHBAC Child Find

IHBGA Home Schooling - Participation in School Programs

IJNDB-R Student Computer and Internet Use Rules

IKE - Promotion, Retention and Acceleration of Students

JC School Attendance Areas

JEA Compulsory Attendance

JIC Student Code of Conduct

JICI Weapons, Violence and School Safety

JICK-R Bullying

JICK-E1 Bullying Report Form

JIH-R Questioning and Searches of Students Administrative Procedure

JK - Student Discipline

JLCB-R Maine School Immunization Requirements

JLDB Student Assistance Teams(SAT) (MTSS)

JLCD Administering Medications in School

JLF Reporting Child Abuse and Neglect

JKAA Use of Physical Restraint and Seclusion

JKAA-R Procedures on Physical Restraint and Seclusion

JRA-E1 Annual Notice of Student Education Records and Information Rights

The safety and well-being of our students are paramount priorities. We recognize the importance of fostering a secure environment both within and outside of school grounds.

Thank You for Partnering With Us

Our Journey Continues...

"Take a Journey with Us!" is more than our school theme, it's a reflection of our commitment to walking alongside every child and family through each exciting step of the elementary years.

We are so glad you're part of the Eliot Elementary family, and we look forward to an incredible year of learning, growth, and celebration together.

Please take a few moments to complete the Scavenger Hunt located on the next page and return to school for a prize.

Family Guide Scavenger Hunt

Take a Journey Through Our Family Guide!

Welcome to Eliot Elementary! Explore the Family Guide and answer the questions below. Turn in your completed scavenger hunt by September 11, 2028 to receive a prize.

Student Name:

Teacher:

Can You Find These?

1. What is this year's school theme?

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2. What time may students begin arriving at school?

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3. Which door is used for parent drop-off in the morning?

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4. Before what time should dismissal changes be communicated to the office?

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5. What is the most important thing students should do during a safety drill?

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6. Name one Responsive Classroom practice used at Eliot Elementary.

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7. What is our school mascot?

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8. Name one way families receive important school communications.

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9. If your child needs medication during the school day, who should you contact?

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10. During a two-hour delay, what happens to Morning Pre-K?

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11. What should visitors do when they arrive at school?

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12. What should families do before posting photos from a school event?

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15. What is one school event, tradition, or activity you're excited about this year?

Bonus Question

Name one new thing you learned about Eliot Elementary from reading the Family Guide.
