



McDONALD
ELEMENTARY SCHOOL

Student & Family Handbook



Be Kind



Be Safe



Be Ready



Be your Best



**Be Proud
to be a
McDonald
Bulldog**

**666 Reeves Lane
Warminster Pa 18974
215-441-6157**

2026-2027



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McDONALD ELEMENTARY SCHOOL
666 Reeves Lane
Warminster, PA 18974
PHONE 215-441-6157 ♦ FAX 215-441-6006
www.centennialsd.org

WELCOME INFORMATION

The staff of McDonald Elementary School would like to welcome you to our school family for the 2026-2027 school year. We prepared this handbook for your information and use throughout the year. We want our students to be successful in school and in life. Understanding the expectations and procedures of school life will help our students reach their academic potential. We also stress character education, which not only increases student safety and achievement, but also helps the students become kind and responsible classmates who are integrally involved in our school community.

The information contained in this handbook answers the most frequently asked questions about the operation of our school. We ask that students, parents and guardians read the handbook carefully at the start of the school year. This will help everyone navigate interactions with our school staff and support each other in following school expectations.

Additional information can be found on the Centennial School District [website](#), the McDonald Elementary School [webpage](#), the bi-weekly Bulldog Broadcast and on the district cable channel. This year we'll continue our goal to be eco-friendly. Parents should expect to utilize our webpage as the first means of communication for school guidelines and activities.

We want you to feel free to contact the office, building administrators or teachers whenever you have a question or a concern about your child. Teachers are usually able to return your phone calls within 48 hours. Since teachers often have meetings and responsibilities before and after school, teachers are given time to return phone calls and emails. If you have not received a return phone call or email response after 48 hours, please call the main office and speak to one of our secretaries or building administrators.

We encourage you to get involved with the many school activities, programs and community organizations in the Centennial School District. We welcome the opportunity to discuss any concerns so we can work towards a solution. Here at McDonald, we view parents as partners and it is through this joint effort that we can achieve our common goal...the best possible education for our students.



Best wishes for a healthy, successful 2026-2027 school year!

McDONALD SCHOOL HISTORY

McDonald Elementary School is one of three elementary schools in the Centennial School District. It is located at the intersection of Street Road and Reeves Lane in Warminster, Bucks County, Pennsylvania. Everett A. McDonald Jr. Elementary School is the namesake of Dr. Everett A. McDonald Jr., the first Superintendent of the Centennial School District. Dr. McDonald was a caring and talented educator, a graduate of Yale University and an innovative leader. In 1964 he was the driving force behind the construction of the old McDonald building. The school was composed of four interconnected circular buildings with two rectangular wings. The original design consisted of a gymnasium/auditorium and cafeteria connected by a stage, classrooms with special features for the physically challenged, a library, a planetarium/special experience room and a swimming pool.

In the program created for McDonald School's 25th anniversary celebration in 1993, Rose Marie Kautz, then President of the Centennial School Board, wrote "the building we are commemorating was a 'comprehensive elementary school'...it included the districts' regular education students, gifted students, and physically and mentally challenged students." It is clear that the physical plant and educational programming were created to support a philosophy that *all children can learn*, a philosophy we continue to embrace today in our new building.

In the spring of 2010, the Centennial Board of School Directors voted to combine Davis and McDonald Elementary Schools for the 2010-11 and 2011-12 school years. McDonald Elementary hosted the Davis students for those two years while a new school was being built on the Davis site. At the start of the 2012-13 school year, McDonald combined with Longstreth Elementary School and Davis students went to their new school in Southampton.

At the beginning of the 2013-14 school year, we started a new chapter in a brand new school that allows our students to be in a "diverse learning community where our students succeed through academics, athletics, and the arts."

Today, McDonald Elementary School houses approximately 830 kindergarten through fifth grade students, including students from the district's special education programs. We also offer an array of support services for English Learner (EL), gifted students and students needing remedial reading and math. Before and after school care options enable parents to fulfill their responsibilities secure in the knowledge that their children are safe. Our Home and School Association is active and generous in supporting us with the resources we need to continue many excellent traditions.

We are proud of our school, students and staff. We invite you to visit us during American Education Week held in November of each year. If you would like to visit our school at another time, please call for an appointment. We look forward to working with you for the benefit of your child!

MISSION STATEMENT

The Centennial School District will build intellect, forge partnerships and engage students to be Future Ready by implementing a coordinated and articulated academic, athletic, and arts program that provides instruction aligned with Pennsylvania Academic Standards.

VISION

The Centennial School District will ensure students are prepared for post-secondary education, career, and life readiness.

At McDonald Elementary School, we have a safe, trusting, and caring environment.

Students are inspired to
Persevere,
Innovate, and demonstrate
Kindness, in the pursuit of
Excellence.

SCHOOL COLORS & MASCOT

Black and Gold
Bulldog named “Spike”

SCHOOL HOURS

Office Hours ~ 8:00 a.m. - 4:00 p.m.
Student Hours ~ 9:05 a.m. to 3:35 p.m.

Early Dismissal Hours

Refer to the school or district calendars for scheduled early dismissal days.

Office Hours
Student Hours ~ 9:05 a.m. - 11:45 a.m.

Unscheduled Closings

All information will be shared via e-Alerts along with local media outlets.

ARRIVAL



The **doors to the building open to students for admission at 8:45 AM** and all students should be in the building no later than 9:05 AM.

- **All students are expected to arrive at school by 9:00 AM** each day. If your child eats breakfast here at school, please drop them off by 8:50 AM. Morning classes begin promptly at 9:05 AM, and we want students to be at their desks and ready to participate at that time.
- Students who use private transportation, walk, or ride bicycles to school should not arrive before 8:45 AM. *There is no supervision for students before this time, unless the child is in the before and after school care program.*
- Provisions for child care prior to 8:45 AM and after 3:35 PM are the responsibility of the parents and guardians.
- Students who ride the bus should enter through the bus entrance (orange doors) at the side of the building and go directly to their classroom unless they are having breakfast.

“WALKERS” –Students who are designated **Walkers** may either enter the building using the Main Entrance (red doors) (must have principal permission) or the Bus Platform (orange doors) between 8:45 and 9:00 AM, where they are greeted by our staff and directed to their classroom, unless they are eating breakfast. We ask that students use designated crosswalks as they traverse the parking lot and the walking paths that lead to their neighborhoods.

- Please make sure your child(ren) has a walking buddy and remind your child(ren) of good citizenship behavior such as respecting neighbors’ property and being courteous to other walkers.
 - If a parent chooses to escort their child to school, we ask that the child enters through the Main Entrance (red doors). Please notify the office if your child(ren) are bus riders and you plan to have them walk to or from school.
- **“BICYCLE RIDERS”** should enter the premises in the same manner as walkers, then park and lock their bicycles in the racks located outside of the school by the bus platform (orange doors).
 - **“CAR RIDERS”** are students who arrive by private transportation and are dropped off at the main entrance (red doors). Please follow the traffic flow that is indicated on the map at the end of the handbook.
 - Parents are asked to pull up valet style so that ten vehicles at a time may unload. There are traffic cones to indicate where cars should pull up to discharge students.
 - Vehicles will enter from Reeves Lane and will enter the driveway, and go straight to the main entrance of the school. To exit to Reeves Lane, turn left into the parking lot and exit through the parking lot.
 - Vehicles can also exit out to west Street Road (right-turn only).
 - Students will exit the passenger side doors and enter the building.
 - Please heed the stop signs at the crosswalks and follow traffic signs and markings to ensure student safety.
 - Parents who need to help their child unload or carry instruments, projects or other items are asked to park in the lot and enter the building using the main entrance (red doors). All other parents need to use the car rider line.

- **NO private vehicle may enter the bus zone at the side of the building at anytime.**
- Students arriving after 9:05 AM are considered late and must be escorted into the building by a parent. Parents arriving after 9:05 AM may park in the visitor parking in the front or side of the building and escort the student(s) to the main office to sign in.

DISMISSAL

- If you are picking up your child in a private vehicle, your child will be considered a **“CAR RIDER”**. There is a diagram at the end of this handbook to clarify these directions.
 - Vehicles will enter from Reeves Lane and will make the first left into the parking lot, weave through the parking lot to the main entrance as indicated on the PM Dismissal Map at the end of the handbook.
 - The students will be dismissed through the cafeteria doors in the front of the building at 3:35 PM and are picked up using the “valet pick-up” style service.
 - Parents are requested to keep their valet name card, with the last name of the student(s), clearly displayed through the “front right passenger side” window. This will enable the staff to call your child(ren) as you arrive.
 - If the child is not at the door as the vehicle arrives, the parent/guardian will be directed to pull forward out of the way of vehicles behind.
 - Parents who will consistently be picking up their children in a private vehicle will be given a Valet Sign.
- **“BUS RIDING STUDENTS”** are dismissed to their buses as the buses arrive starting at 3:35. They are supervised by staff members as they walk to the bus platform at the side of the building.
 - **Bus Riding Students are not permitted to ride a different bus to another child’s home for a play date. Centennial buses are running at top capacity and cannot accommodate additional riders at will.**
- If you need to change your child’s dismissal plan on any given day, you must send a written note. Your child will not be released to any individual without a written note from you. Individuals picking up your child will be required to show proof of identity.
- Dismissal is a very busy time in the school office. Please finalize your child’s afternoon dismissal plan before the school day begins. We cannot guarantee that a last-minute phone call to change your child’s dismissal plan will be picked up and implemented in a timely manner. If an emergency occurs, please call before 2:30 PM to ensure that an alternate plan is in place well before dismissal.
- Children often tell us that they wish or were told to go home via alternate transportation. Without a written note from a parent, the child will use their regular form of transportation.
- Students who ride **“Non-District Vans”** will be dismissed through the side (bus platform) entrance (orange doors).
- **“WALKERS”** –Walkers will be dismissed from their classroom at 3:30 and will exit from the main entrance (red doors) (must have principal permission) or the orange doors. Parents wishing to meet their student exiting from the orange doors can do so at the crosswalk by the bus circle. Please notify the office if you plan on having your child(ren) walk home from school.

- Also, all parents should tell their children to go directly home or to the child care provider and check-in with an adult before going out to play in the neighborhood or to visit a friend.
 - Please notify the office if your child(ren) are bus riders and you plan to have them walk to or from school.
 - Parents and students are not to linger in the bus loading area. We need the area clear at 3:35 for bus dismissal
- **“BICYCLE RIDERS”** – Bicycle riders will be dismissed from their classroom at 3:30 and will exit via the orange doors.
 - All parents should tell their children to go directly home or to the child care provider and check-in with an adult before going out to play in the neighborhood or to visit a friend.
 - Please notify the office if your child(ren) are bus riders and you plan to have them bike to or from school.
 - Bicycle riders are not to linger in the bus loading area. We need the area clear at 3:35 for bus dismissal

CHILD CARE FORMS

Child Care Arrangement forms must be submitted **or renewed** each year. If your child is going to a Child Care provider before and/or after school (regardless of whether it is a neighbor, relative or child care business), you must have a Child Care Arrangement form on file in our office. This includes students who are enrolled in both before and after school programs at the local providers who bus children to McDonald, (Kiddie Academy and Schoolhouse Learning Center, Warminster) as well as the on-site provider (A Child’s Place). **If we do not have that form on file, we will assume no child care arrangement is in place and we will board your child on the bus which services your residential area.** If you need a form, please call the office at 215-441-6157, prompt 0 and we will be happy to send one to you. Here is an electronic copy: [Childcare Form](#)

SCHOOL DISTRICT POLICIES

All of our [School District policies](#) can be found on our website. The following policies are especially important reading for parents/guardians:

Policy 127AR – [Assessment System](#)

- [Assessment Exempt Form](#)

Policy 146 - [Student Services](#)

Policy 204 – [Student Attendance](#)

Policy 204.1 – [Family Trips Scheduled During the School Year](#)

- [Family Trip Request Form](#)

Policy 210 – [Medications](#)
Policy 216 – [Student Records](#)
Policy 218 – [Student Discipline](#)
Policy 218.1 – [Weapons](#)
Policy 219 – [Student Complaint Process](#)
Policy 221 – [Dress and Grooming](#)
Policy 222 – [Tobacco Use](#)
Policy 227 – [Controlled Substances/Paraphernalia](#)
Policy 233 – [Suspension and Expulsion](#)
Policy 235 – [Student Rights and Responsibilities](#)
Policy 238 – [Child Custody](#)
Policy 249 – [Bullying/Cyberbullying](#)
Policy 351 – [Controlled Substance Abuse](#)
Policy 810 – [Transportation](#)
Policy 810.1 – [Video/Audio Recording](#)
Policy 815 – [Acceptable/Responsible Use of Technology](#)
Policy 815.1 – [Social Media](#)
Policy 824 – [Maintaining Professional Adult/Student Boundaries](#)
Policy 907 – [School Visitors](#)
Policy 916 – [Volunteers](#)

SCHOOL VISITORS

Our doors are locked at 9:05 AM. Visitors to the school must ring the doorbell at the main entrance (red doors) and be admitted by an adult.

1. Visitors must obtain a visitor's pass from the main office.
2. All visitors to the building will have his/her photo identification card scanned through the Raptor system to ensure everyone's safety.
3. We are always happy to have parents visit our classrooms, but we do ask that arrangements be made in advance with the building principal and classroom teacher. ([Policy 907 Classroom Visitation](#))
4. Students are requested not to bring guests to school unless permission is granted in advance by the principal.
5. Parents have access to appropriate school personnel to discuss problems needing immediate attention.
6. Forgotten books, lunch money, lunches, etc. should be left in the office. We will see that they are delivered to the student.

SCHOOL SAFETY & SECURITY

Safety of students and staff is an important concern in our school. Parents and visitors are asked to abide by the following:

1. Between the hours of 9:05 AM and 3:35 PM, our building security system restricts access. Visitors and parents must enter through the main entrance (red doors), ring the bell and identify themselves and the purpose for the visit. Please be advised that our staff will ask for a photo ID, especially if an adult is taking a child from school (nurse, appointment, early dismissal).
2. Upon admission, visitors and parents are required to register in the office and obtain a visitor's pass.
3. It is expected that visitors or parents will go directly to their room where their business or volunteer work is being conducted.
4. All staff members are required to wear Centennial School District ID badges.
5. Students may not leave class without teacher permission and a pass.
6. Students may not bring any items that can be thought of as weapons. Please refer to [CSD Policy 218.1](#).
7. Students should NOT bring valuable items to school. The school staff cannot be responsible for keeping such items secure.
8. Students are not to use cell phones during the school day. If a student needs to contact a parent during the day, he or she will be able to use a supervised phone. In the event that a student does bring a cell phone, it is not allowed to be on or used during the school day.
9. Students are discouraged from loitering before or after school. The playground is not to be used unless a parent/guardian is on hand to supervise this activity.

ATTENDANCE

Children who attend school regularly make the best progress. If your child is going to be absent, please call the school to let us know.

Following an absence, an excuse note needs to be provided indicating the reason for the child's absence within 3 school days. Excuse notes can be handwritten, or can be emailed to mcattendance@centennialsd.org. For a handwritten note, the note is submitted to your child's teacher upon return. From there, we will retain a copy for our records. (Absence slips are being sent home on the first day of school, Tardy slips are filled out when signing in a student when s/he is late, and Family Trip Requests are provided at the back of this handbook for your convenience). You may also email an excuse note to mcattendance@centennialsd.org, which is checked on a daily basis.

Pennsylvania state law requires that schools treat all absences from school as unlawful until the school receives a written excuse explaining the reason for the absence. This information must be provided within three (3) calendar days of the absence. Failure to do so requires the school to count the absence as unexcused. All absences beyond ten (10) cumulative days require a note from a physician. Students who miss ten (10) consecutive days shall be dropped from active membership unless the school is provided with evidence the excuse is legal or the school is pursuing compulsory attendance prosecution (Policy 204 - Attendance).

If a student accumulates 4 or more unexcused absences, the assistant principal and school social worker will collaborate with the parent to create a Student Attendance Improvement Plan (SAIP). The goal of the SAIP is to reduce/eliminate future unexcused absences.

Parents should be aware that the attendance record of each student is reviewed on a regular basis. Skyward automatically generates attendance letters that are emailed to the parent/guardian after 3 unexcused absences, 6 unexcused, 10 total absences and/or 10 tardies. The purpose is to keep parents informed of the accumulating absences and to allow for home/school communication to discuss any academic or health concerns. Chronic absences will be reported to the appropriate social services and may lead to a citation from the District Magistrate.

Students who arrive late must report to the office for a late slip. Parents need to accompany tardy students to the office to sign-in the student.

FAMILY TRIPS

Family trips during the school year are discouraged for academic reasons and must be approved by the principal. Parents should refer to [Policy 204.1](#) on the district website. The principal may approve student trips of up to, but no more than five (5) school days during a school year. Attendance history is taken into account when granting permission for educational trips. While students may easily make up any written assignments, the instructional time lost is valuable. Request for approval of a student's absence because of a scheduled family trip shall be submitted in writing to the principal prior to finalizing arrangements but at least two (2) weeks before the trip. We recommend that parents try to arrange family trips around regular scheduled school holidays.

The student shall be responsible for securing from the teacher(s) the required assignments prior to the period of absence. Upon the return to school the student is responsible for the submission of completed assignments. The student shall make arrangements for the make-up of any additional assignments and test/quizzes within five (5) school days of return.

There is a [Family Trip Request Form](#) in the back of this handbook for your convenience. The office shall notify parents in writing of approved trips within one (1) week of receipt of request.

MOVING

Any change of address, phone number or emergency contact person should be reported in writing to our school office. We will make the necessary changes to our records and notify the classroom teacher. You may also update your records on the student information system, Skyward.

When moving, it is important to check with our school office regarding residency in the McDonald zone. Requests to attend any one of the elementary schools "out of zone" must be in writing and addressed to the Assistant Superintendent at the Administration Building.

SUPPORTS FOR STUDENTS WHO QUALIFY UNDER THE MCKINNEY VENTO ACT

In compliance with the federal McKinney-Vento Homeless Assistance Act, the Centennial School District attempts to identify any children within the district that may be experiencing homelessness. Please contact the Social Worker assigned to your neighborhood school if you believe that you may qualify for under the

McKinney-Vento Act. Additional information regarding this act can be found on the District's website under the Student Services department.

EMERGENCY CLOSINGS

The Superintendent makes the decision to close school. It is never an easy choice. It is made in the interest of safety for all of our students, staff, and parents. Closings and/or delays are communicated on our website, and through our e-alert system.

Parents should develop an emergency plan for impending bad weather. Children become anxious if they think they are going home to an empty house. Prepare your children in the event you cannot be reached or are not at home when bad weather strikes and school is dismissed. They should know what to do and where to go in order to be safe until you arrive. The phone numbers on file in the office become very important on these days. Please be sure to update your phone numbers (home, work, and cell phones) in Skyward.

ASBESTOS REGULATIONS

The Centennial School District conducts regular asbestos inspections of all district facilities. In compliance with EPA regulations, School Rules – (4 CRF Part 763 – Subpart E) all public and private elementary and secondary schools are required to inspect for friable and non-friable asbestos. Further, each school entity is to develop asbestos management plans and where required, implement response actions in a timely fashion. The EPA regulations require the school district to annually inform parents, teachers and employee organizations about the availability of the inspection reports and Management Plan. All of the buildings in the Centennial School District are inspected per EPA regulations and a Management Plan for the McDonald School. The Management Plan is maintained in the main office of the school district and is available for inspection Monday through Friday, 8:30 AM to 4:00 PM.

NOTIFICATION OF PEST MANAGEMENT TREATMENTS

Act 36 of 2002 provides for the use of integrated pest management programs and establishes requirements for schools concerning notification of pesticide treatments. The Centennial School District uses an integrated pest management program and will use pesticides only when necessary and when children will not be in the building for at least 12 hours. Any parent who wishes to be notified in advance of any pesticide application should make this request in writing to the Facilities Department, 48 Swan Way, Warminster, PA 18974.

CRISIS RESPONSE PLAN

The Centennial School District has a comprehensive Crisis Response Plan. All staff members maintain a copy of this plan and it is reviewed regularly. Various drills are conducted with the students and staff to assure a quick, accurate response to emergencies. The Crisis Response Plan is available for your review in the school office.

HEALTH SERVICES

First aid services are provided when accidents or sudden illnesses occur at school. Following examination by the nurse, a decision is made on whether or not to contact the parent for further medical treatment or have the child return to class. If necessary, the nurse will contact the parent to arrange for dismissal from school. Therefore, it is imperative that we have updated emergency contact information. Your child's health, as well as the other students he/she may come in contact with, is our primary concern.

Parents are valuable partners in helping us keep children healthy. If your child had a bad night, please let the nurse know so that she can assess a child's condition when he/she appears the next day in the health suite. Parents also need to be vigilant in checking for head lice, ticks, and communicable diseases, such as pink eye and chicken pox. [Pediculosis \(head lice\)](#) is seen frequently in elementary school-aged children. Sharing hats, combs, pillows, etc. accounts for the spread of the head lice from one child to another. If a student is found to have live head lice, the school would follow the current recommendations from the PA Department of Health: 1) The parent would be notified and provided with instruction to treat the student, any affected family members and the home environment, 2) the student would be sent home, and 3) the student would return to school after confirmation of the first treatment. A student undergoing treatment will be restricted from activities that may promote the spread of head lice. As a preventative measure, all students will be instructed on how to reduce the chances of spreading/getting head lice. Our school nurse can be reached at 215-441-6000 x16025.

MEDICATION POLICY

If prescription or non-prescription medication must be administered during the school day, a [medication form](#) must be completed and signed by the physician and parent. All medications must be in the original container and delivered to the nurse by the parent. Students may not carry medication to and from school. Medications may not be delivered via the bus driver.



MEDICAL APPOINTMENTS

We encourage parents to try and schedule appointments outside of school hours. When this is not possible, please use the following procedure:

1. Submit a written request to the teacher on the morning of the early dismissal. Forms for Parent Requests for Early Release are provided in the back of this handbook for your convenience.
2. Report to the office to check your child out of school. For safety reasons, no child is dismissed directly from the classroom.
3. Students may not sit in the office and wait for your arrival. They need to be in class for instruction, so please allow extra time for your child to be sent to the office.
4. If the appointment is scheduled early in the day, students are expected to return to school to finish their classes.
5. In order to be excused, an appointment card or doctor's excuse is expected when the child returns to class.
6. To facilitate with the dismissal process at the end of the day, **we request that early dismissals are scheduled by 3:00 PM.** Parent pick-up lines will begin to form at 3:00 PM.

LOST AND FOUND

Lost and found items are deposited in a cabinet in the cafeteria, unless it is of significant value. Items of value are taken to the main office. If your child has lost an item, s/he must notify the classroom teacher who will allow time for the student to search the Lost and Found area or check at the main office. Please feel free to browse through the Lost and Found collection whenever you are visiting the building. Students and families are responsible for items brought to and from school. While there is a lost and found, please know that the District is not responsible for items that are left behind or misplaced.

LUNCH

Our school operates a breakfast and lunch program. The menu & pricing are available online on the district website ([click here](#)). Parents can provide payment for extra snacks and manage your student's account through the [eFunds for Schools](#) system (details may be found on the [Nutritional Service](#) section of the Centennial website). Parents may also add money to a student account via check made payable and mailed to: CSD Cafeteria Account, McDonald Elementary School, Attn: Cafeteria Manager, 666 Reeves Lane, Warminster, PA 18974. When children forget their lunch or lunch money, they may charge lunch in the cafeteria. Payment is expected the next day.

All students eat lunch in the cafeteria with their class. We are fortunate to have monitors to assist the children during the lunch period. There is an expectation that students show respect for these adults at all times. The monitors observe the tables and watch to see that the children are eating.

Please review the following cafeteria rules with your children:

1. Eat neatly.
2. Talk quietly.
3. Stay in your seat.
4. Keep hands, feet and objects to yourself.



Meal prices for the 2026-27 school year:

Breakfast - Free for all students

Lunch - \$3.05

Lunch Free- to pre-qualified families

Centennial Schools participate in the USDA Lunch Program. Families qualify for either free or reduced status based upon family income on a year-to-year basis. All information submitted to the school is kept confidential. [New applications must be processed before October 1st annually](#), at which date meals become full price. [Meals cannot be made Free retroactively](#), so it is important to return the applications before the cutoff date. Please look for the new application with the information that will be sent home on the first day of school. Applications can also be found on the [Nutritional Service](#) section of the District website. Parents may communicate directly with the principals, cafeteria manager or school counselor for more information about this program.

Golden Spoon Award

The Golden Spoon Award is a school-wide competition to reward classrooms that demonstrate positive behaviors in the cafeteria. This monthly award is given out to two classrooms that consistently follow the cafeteria rules. The winning classrooms displays a huge Golden Spoon in their room for a month. In addition, students take part in a special dining experience being served by administration. The winning classrooms will be announced at the end of every month.

STUDENT ATTIRE

Students should “dress for success”. Attire or other accessories that cause a disruption to the educational environment are not permitted. The following fad clothing styles are discouraged: torn or baggy jeans, short skirts, backless and midriff tops, heels over 2 inches, and any tee shirts that contain phrases with lewd or offensive language. In addition, our elementary students do not need to wear make-up to school. This is strongly discouraged. Due to the buildings being two levels and having stairs, flip flops present a safety issue and are not permitted. Children should be neat, clean and ready for a great day at school! Please refer to [Policy 221 – Dress and Grooming](#) for more specific information.

RECESS

Recess period is scheduled for 30 minutes daily. One grade level is at recess at a time. Recess may occur before or after the lunch period, and is supervised by monitors. Children can play organized games, use the playground equipment, use the grassy fields, or sit and talk to friends. However, students wearing flip flops or shoes without backs will not be able to play on the playground equipment or play organized games like soccer. Our Home and School Association has generously provided the children with a variety of play equipment. We expect the children will treat the equipment respectfully and share with others.

The expectation is that all students will go outside for recess on a daily basis unless we receive a doctor’s note to excuse the student from recess. Students need to come to school dressed appropriately for the weather. In cases of extreme cold weather (below 32 degrees) the principal or assistant principal shall have the discretion to restrict recess to indoors.

Please remind your child that school behavior extends to the playground and fields. We will not tolerate bullying, foul language, and physical violence during this playtime. Students who make poor choices may be sent to the office to speak with the assistant principal or principal. Please review the following recess rules with your children: **Follow Directions, Use Kind Words and Actions, Tell an Adult and Keep Hands, Feet and Objects to Yourself.**

SCHOOL PHOTOGRAPHS

All students in school have their picture taken in the fall. You are not required to purchase a photo package. However, all students have their picture taken since this photo becomes part of our student information system, and is used in the student yearbook.



SCHOOL PROPERTY

Our students are provided with quality textbooks, library books, electronic devices, and instructional aids. In the event of their loss or destruction, the student is responsible for replacement. We ask that textbooks be covered at all times. Chromebooks and iPads should be treated with care, and must not get wet (i.e., not be in a backpack with a water bottle).

Students responsible for destruction of school property due to malicious mischief will be required to make restitution.

SCHOOL SUPPLIES

The Supply List is available online with hard copies in the office. However, teachers may ask for additional supplies throughout the school year.

Parents are urged to purchase items that are necessary for good organization of schoolwork and avoid purchasing expensive items not included in the teacher's supply list. The Home and School Association provides all students in Grades 3, 4 and 5 with an agenda book, and all students in grades K-3 with a folder for bringing papers back and forth from school. Other school supplies are available at our school store, which is open every Tuesday and Thursday morning.



TRANSPORTATION

The Centennial School District takes seriously its responsibility to provide safe transport for all students. Parents are asked to reinforce with their children the need to obey all safety rules. In view of the fact that the school bus is an extension of the classroom, student conduct should resemble classroom conduct. Riding the school bus is a privilege and students who misbehave may jeopardize that privilege. Bus drivers are authorized to generate written reports of poor bus behavior which may result in assigned seats or the suspension of bus riding privileges.

Behavior expectations for students who are “**Bus Riders**” are:

- Follow all bus rules (or parent rules if riding/walking) and the instructions of the drivers at all times.
- The driver is the authority at all times.
- Use good manners to the driver and each other. Say good morning, good afternoon, please and thank you.
- Do the right thing and encourage others to do the right thing; refuse to horseplay.
- Take care of the bus: don't damage it; keep it clean.
- Solve disagreements peacefully; respond to insults without violence; never use profanity; refuse to spread gossip, use put-downs or hurt anyone with words.
- Remember that loud, rowdy behavior distracts drivers and creates very dangerous situations.
- Make sure you have everything you need before leaving home; leave a few minutes early so that you are on time for the bus.
- Board/leave the bus you are assigned at the stop to which you are assigned.
- Walk in front of the bus if you must cross the street.
- Wait your turn to enter and exit the bus.

- Form a line for getting on/off the bus.
- Use the handrail on the bus.
- Do not be “territorial” about seats; Kindergarteners ALWAYS ride in the front.
- Go directly to your seat.
- Keep arms, heads, and objects inside windows of buses.
- Stay seated until the vehicle stops.
- Keep aisles clear on buses.
- Do not eat or drink on the bus.
- Take all belongings with you when you leave the bus.

Behavior expectations for students who are “Walkers” or “Bike Riders” are:

- Walk or ride on safe parts of the street.
- Use crosswalks if you are walking.
- Use bike paths if you are riding.
- Be careful about balancing objects on bikes.
- Come directly to and from school.

We hope all McDonald students will make us proud when they are outside of school. However, be aware that walkers and bikers may have privileges suspended for repeated or serious misbehavior and neighbors have every right to call the police for misbehavior in the neighborhood.

SCHOOL-WIDE POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

McDonald Elementary School Behavior Expectations and Supports

At McDonald Elementary School, we recognize that children are still learning how to make positive choices. When misbehavior occurs, teachers and administrators focus on helping students understand that their actions result from the choices they make. Our approach emphasizes teaching replacement behaviors, repairing harm, and helping students make restitution for unexpected actions. Parents are often contacted for input and support as we work together to guide each child’s growth.

Each teacher has classroom-specific expectations that are communicated to families and reviewed with students regularly. The expected behaviors for different areas of our school are listed on the following chart:

McDonald Elementary School	Classroom	Hallway/ Stairs	Cafeteria	Bathroom	Recess	School Activities	Bus/Bus Stop
Expected Behaviors							

Be Kind!	Use caring words and actions. Help others.	Have respectful and quiet bodies.	Use inside voices. Include others.	Be thoughtful of property and privacy.	Include everyone. Use caring words and actions.	Listen to and face the speaker.	Use quiet and kind words and actions.
Be Safe!	Respect space and belongings.	Walk and honor personal space.	Stay seated. Eat your own food.	Get permission and return quickly.	Follow the rules. Have control of your body and words.	Keep your hands and feet to yourself.	Stay seated. Respect personal space. Walk on and off the bus.
Be Ready!	Brains on! Stop, look, whole body listening.	Move with a goal.	Eat neatly and clean up.	Flush, wash, and leave.	Go play, have fun, and listen to the whistle.	Arrive and leave quietly. Follow directions.	Listen to the bus driver and face forward.
Be Your Best!	Show GRIT!	Be mindful of your surroundings.	Listen to and respect classmates and adults.	Keep it clean, and quiet.	Play fair and enjoy the break.	Applaud at appropriate times. Be an active listener.	Make yourself proud!

Be Proud to be a McDonald Bulldog!

When a student's behavior becomes significantly disruptive or unsafe for others, immediate action will be taken to protect the learning environment. Our overall goal is to support the social and emotional development of all students within a safe, caring, and trusting school community.

To support this goal, McDonald Elementary implements a School-Wide Positive Behavior Intervention and Support (SWPBIS) program. Through SWPBIS, we treat behavioral challenges as opportunities for learning and growth. Expectations for appropriate behavior in different areas of the school are clearly defined on our "Expected Behaviors Chart."

Possible Consequences for Unexpected Behaviors

- Reflection time in the classroom
- Reflection time in another setting
- Referral to the school counselor
- Referral to building administration
- Restitution (for example, cleaning up, writing or giving an apology)
- Loss of recess privileges
- Loss of other school privileges (parties, activities, clubs, field trips)
- Assigned seating at lunch or on the bus
- In-school or out-of-school suspension

Acts of bullying, fighting, harassment, use of foul language, and disrespect toward adults or peers are not tolerated. Serious infractions and their associated consequences are outlined on our school website. Parents are encouraged to review these policies carefully and discuss them with their children.

Offense/ Unexpected Behavior	Examples	Consequences
Level 1: Any unexpected behavior that interferes with instruction, orderly operations, and/or regular functions of the day on the bus, walking to/from school, in school, and/or on school property. Any staff member may handle this type of misconduct. Administration may be involved.	One or more of the following: • Disruptive behavior • Disrespect to oneself and/or others • Violate the dress for success guidelines • Inappropriate language • Cheating	One or more of the following: • Lose recess • Lunch detention • Confiscation of item • Loss of privileges • Parental/Guardian Contact • Student Conference • Reprimand • Refer to MTSS • Restorative Conference • Restore the environment to its original state • Inform IEP case manager • Reflection Page/Behavior Contract
Level 2: Level II offenses can be defined as unexpected behaviors that seriously disrupt the environment for learning and/or repeated Level 1 offenses without repair. Administrative action is needed at this level. Level 2 (cont.):	One or more of the following: • Repeated Level 1 offenses without improvement • Failure to follow reasonable direction from a staff member/ Insubordination • Defiant/disruptive behavior • Endanger self/others • Damage of school/another student's property • Theft • Physical altercations (punch) • Verbal/Sexual harassment including language, gestures, or symbols that others find offensive including, but not limited to profanity, racial, ethnic, religious, gender, or sexually derogatory terminology • Threat • Bullying	Any Level 1 consequences, plus: • Extended detention • In-School Suspension • Out-of-School Suspension • Police contact • Referral to MTSS • Restitution • Serious Incident Report (SIR) • Inform Special Education Supervisor • Social Skills Instruction

Level 3: Level 3 offenses are those that involve serious incident reports (SIR). This misconduct is serious in nature and usually involves local law enforcement.	One or more of the following: • Unchanged or accumulated level 2 offenses • Violation of security (physical or computer related) • Damage to property • Threaten to seriously harm another person/self • Vandalism • Possession or use of any controlled substance/paraphernalia • Possession or use of any weapon • Lewd, indecent behavior/sexual acts • Major theft • Aggravated assault	Any Level 1 or 2 consequences, plus: • Out of School Suspension (3-10 days) • Serious Incident Report (SIR) required • Police Contact required for all VRs • Mandatory reporting when applicable • Pre-expulsion hearing
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BULLYING INFORMATION

Bullying is commonly defined as intentional, repeated hurtful acts, words or other behavior such as name-calling, threatening and/or shunning by one or more individuals against another. Bullying happens when a person with greater power repeatedly takes unfair advantage of a less powerful person.

Some Characteristics of a Bully

- Desires power and control over others
- Lacks empathy
- Is good at hiding their behavior from adults
- Lacks guilt
- Likes to win in all situations
- Is skilled at appearing innocent and talking one's way out of difficult situations
- Values the rewards that aggression can bring

Some Characteristics of a Target

- Lacks the social skills their peers readily exhibit
- Tends to be overly insecure and anxious
- Are unable to defend themselves physically, verbally or emotionally
- May have poor self-esteem
- Doesn't think adults can or will help
- Is often alone, excluded from peer group

Let your children know that they can take some measures to stop or prevent bullying. Encourage your children to try some of these things:

- **Avoid Bullies**
- **Act confident**
- **Tell a friend**
- **Tell an adult**
- **Walk away**
- **Say, “Stop it”**
- **Say, “Leave me alone”**
- **Travel in a group**
- **If you are in danger run**

Below are actions that are implemented to prevent bullying at McDonald Elementary School:

First Offense Interventions – (The classroom teacher handles first offense)

- **Verbal warning**
- Apology (written or verbal)
- Time-out/ Removal from group
- Redirection (teacher models alternative communication methods)
- Inform student of the rule broken and future expectation

Second Offense Interventions – (The classroom teacher handles the second offense)

- **Teacher notifies the parents**
- Loss of privileges (playground, classroom, bus)
- Conference with counselor
- Develop behavior/responsibility plan

Third Offense Interventions – (The classroom teacher will complete a “Discipline Report” form and refer the student to the principal/assistant principal)

- **Student will have a meeting with the building administration**
- May result in the assignment of a detention or further disciplinary action

The Centennial School District has developed a policy about bullying ([Policy 249](#)), which is available on the district website.



HOMEWORK GUIDELINES



Homework is an extension of skills taught in class and is assigned to maintain mastery of those skills. Most assigned homework is designed to be a daily review of the classroom experience and can be completed with little assistance. Repetition is essential for young children to gain mastery. In the intermediate grades, teachers often require special projects or research. These assignments require extended time for completion and teachers may ask for a parent's signature as an indication that you are aware of the requirements and the timeline for completion.

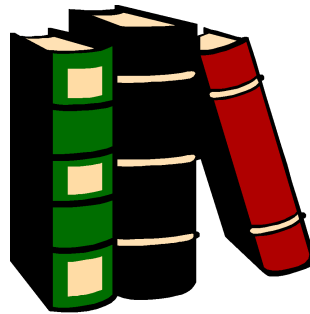
Homework times vary according to grade level and ability of each child. Homework should be monitored and reviewed by parents, but **NOT DONE** by parents. A regular time and place should be designated for homework. There is a need to instill in children the understanding that homework is the child's responsibility and involves more than just written assignments. Homework is linked to indicators on your child's report card.

Centennial School District expects that elementary students will read on a daily basis. With that in mind, reading for at least 15 minutes each night can become part of the scheduled homework time. Centennial School District standards also require that students add, subtract, multiply and divide on timed facts tests at a 90% proficiency level. Therefore, practicing math operations (using flashcards, dice, math games and worksheets) can also be a daily homework requirement.

Parents and students can expect that teachers will provide clear guidelines regarding homework assignments and that the homework will be corrected/collected in a timely manner.

Centennial School District has established the following suggested daily time guidelines ([Policy 130](#)) for assigned homework:

- Kindergarten Up to 15 minutes
- Grades 1 and 2 15-30 minutes
- Grades 3 and 4 30-45 minutes
- Grade 5 45-60 minutes





SCHOOL SERVICES & SPECIAL PROGRAMS

Literacy (Reading, Writing, Grammar, Spelling, Handwriting, and Critical Viewing)

Our building reading specialists coordinate the literacy program throughout the school by working with students, staff, and parents/guardians. A student who is experiencing difficulties in literacy acquisition may be referred for assistance by his/her teacher or parent/guardian. Parents may contact our reading specialists, Ms. Danyel Masey, Ms. Sue Stackhouse, or Ms. Kim Flounders at 215-441-6157.

Multi-Tiered System of Supports (MTSS)

A Multi-Tiered System of Support (MTSS) is a whole child approach that provides a framework of targeted interventions and support to students in multiple areas. MTSS supports academic growth and achievement (specifically targeting reading & math), behavior, and social-emotional needs. Through the MTSS framework, student needs are able to be targeted with specific, research-based interventions and a collaborative approach to student support. Through this tiered approach and ongoing review of multiple data points, school staff is able to make the best recommendations and determinations in regards to what the student might need to find success. All students receive universally designed and implemented instruction & practices (Tier 1) and many will find success at grade level, while some may need additional methods of instruction in order to help them to achieve mastery of standards and skills. This additional instruction may be provided at Tier 2 (targeted and remedial) or Tier 3 (individualized and intensive).

Student support within the MTSS framework is provided in a number of ways:

- **WIN (What I Need)** - students will be grouped with peers to receive support based on their needs in Reading and Math. All students will receive Tier 1 SEAL Curriculum through Character Strong during SEAL WIN days. During Math & Reading WIN days, students may receive extension of the core curriculum, reteaching and/or remediation of targeted skills using research based support and intervention tools, or targeted groups with Reading or Math Specialists using research based intervention programs and progress monitoring. Students may not be placed with their homeroom teacher during Reading and Math WIN days.
- **Small Group Instruction** - all students will receive additional support with the Tier 1 curriculum as needed during small group instruction in Math and Reading.
 - Students receiving support at Tier 3 may receive additional targeted instruction with a Reading or Math Specialist during this time.

MTSS teams meet on a weekly basis to review student progress within the core curriculum and any provided intervention support. Throughout the year, as student progress is reviewed, their level of support may be adjusted. This team includes the Principal, Assistant Principal, Reading and Math Specialists, Counselors, psychologists, and classroom teachers.

SEAL

Social, Emotional, Academic Learning (SEAL) refers to the **skills** we all develop throughout our lives to manage emotions, form healthy relationships, and make responsible decisions. The Pennsylvania Department of Education calls these skills [“Career Ready Skills.”](#)

Children, adolescents, and teens practice and develop these skills at *home*, in their *communities*, and in *school and classroom* settings.

In school, SEAL also refers to the **features of the educational setting**, like *how* students learn, and the *climate and culture*. In CSD, elementary schools use the following programs and practices to support the development of students' SEAL/Career Ready skills:

- [Family Resources](#)
- Character Strong's [Purposeful People Program](#)

For more about CSD's approach to SEAL, please visit our [SEAL webpage](#).

Notice of Special Education Services

The Centennial School District believes that all students can and must have an opportunity to reach their full potential. To this end, the District will provide free, appropriate public education to children with disabilities who need special education and related services and will identify, locate and evaluate all students with suspected disabilities for such special services using all applicable laws. If at any time, parents or guardians think that their child may be eligible for special education and related services they may request that the District conduct a multi-disciplinary evaluation. Such a request should be made in writing to the Executive Director of Student Services, Centennial School District, 248 Swan Way, Warminster, PA18974. All such requests will be addressed within 10 days of receipt from the parent or legal guardian.

Counselors

McDonald Elementary School has two school counselors who support Centennial School District's goals to meet a diverse learning community where all students have the ability to succeed through academics, athletics, and the arts. Additionally, the counselors support students' academic, career, and social/emotional development to ensure a successful K-12 through post-secondary pathway. Counselors serve as leaders, advocates, facilitators, and collaborators with parents, students, administration, faculty/staff, and the Centennial School District community. Counselors meet with students on an individual and/or group basis and provide the following services:

- Academic Advising
- Social/Emotional Support
- Career Exploration
- School & Community Resources/Referrals

Should you have any questions regarding services or support for your son/daughter, please contact your son/daughter's school counselor at your earliest convenience. Parents may contact Ms. Alicia Joyce (Grades K, 2, & 4) or Ms. Michelle Lederman (Grades 1, 3, & 5) at 215-441-6157.

Nurse

The Health Suite is staffed five days a week by the school nurse. They provide services such as administering medication, screenings for vision, hearing, height, weight, etc. and care for sudden illness or accidents. They do not diagnose illness. You may contact Ms. Liz Fleming by calling 215-441-6157 ext. 16025.

Homebound Instruction

Students who have been diagnosed as having either a medical or psychiatric condition that prohibits school attendance for a minimum of 20 school days may qualify for homebound instruction. Requests must be made to the principal and include: diagnosis, anticipated duration of the absence, and a physician's or psychiatrist's recommendation.

Special Subject Areas

In addition to core curriculum subjects, our students are provided with certified teachers in the areas of art, music, health, physical education, digital literacy and library.

It is important that students are prepared for physical education classes each week. Please review these guidelines with your child:

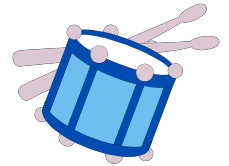
1. Wear sneakers. Lace and fasten sneakers correctly. Remember to bring sneakers to school on bad weather days when you might be wearing boots or shoes. Sneakers with high heels or no support in the back are not permitted.
2. Wear comfortable clothes. Your outfit should allow you to bend, sit, or lay on the floor. Girls who wear skirts should wear shorts underneath.
3. EXCUSE NOTES should be sent to the teacher if a child is unable to participate due to illness or injury.

Chorus

The vocal music instructor instructs a chorus for fifth graders. The chorus performs at school concerts in the winter and spring.

Instrumental Music

Instrumental teachers provide lessons in most standard instruments except piano and guitar. Instruments can be rented on a yearly basis. Fourth and fifth grade band and orchestra students will perform in the Spring Concert.



Parents may contact the instrumental music teacher, Ms. Kara Murr, at 215-441-6157.

TV Studio

Fifth grade students have the opportunity to broadcast the morning announcements live each morning. The announcements are streamed to each classroom and projected on the whiteboard. Students use technology to create graphics that are embedded into the broadcast.

OTHER PROGRAMS

PBIS Promise

I promise to treat everyone as I would like to be treated.

I will be accepting of people from all backgrounds and show them respect.

I promise to learn about other cultures and develop an appreciation for everyone's uniqueness.

Technology

Students will also have access to technology for educational purposes. In order for students to participate in any computer activities, parents should review the district's [technology use and information](#). If you do not wish your child to have access, please provide a written notification. Teachers will provide an alternate assignment. Students who violate any aspect of the acceptable use policy or misuse/vandalize equipment risk losing their privileges.



Field Trips

Field trips are provided as an extension and reinforcement of the classroom and will be curriculum oriented. They are not a requirement. Students who fail to comply with school/classroom guidelines may lose this privilege.

Students will be required to obtain parent permission before attending a field trip. Classroom teachers will send home the permission slip and details of the trip.

Parents are often asked to chaperone field trips. Please keep the following in mind:

1. The classroom teacher is in charge and will provide an itinerary.
2. The trip venue may set limits on the number of chaperones.
3. Parents are expected to assist with the supervision of a small group of children.
4. Parents are asked to provide a good example to children by not smoking or using inappropriate language.
5. For behavior or health reasons, a parent may be required to accompany his or her own child on a field trip.
6. Younger siblings are not permitted to attend school trips.
7. Family members traveling to the trip location will be responsible to pay the regular admission fees.
8. Home and School subsidizes many of our field trips. To ensure timely payment to the field trip venue, please make your payment by the requested due date.
9. Please see [Policy 916](#) for clarification on our volunteer policy and clearances required. Our school website also has a link with more information.

Bag Lunches for Field Trips

If your student is going on a field trip, school packed lunches are available. Please send a note to the cafeteria at least the day before, so it can be packed and ready to go on the morning of the trip. Students can pay for the meal when they pick it up and free and reduced prices apply.

American Education Week

Parents and guardians are invited to visit our school during American Education Week in November. This is an opportunity to observe your child as a learner and gain an understanding of the curriculum and how the staff delivers it.

Student Activities

McDonald students may participate in many activities and annual events, as well as activities planned by our Home and School Association. These may include: Bucks County Reading Olympics, Book Fair, Winter Concert, Spring Concert, Fall Parade and parties, Holiday Shop, Valentine's Day parties, Class Field Trips, School Safety Patrol, Student Council, TV Studio, Young Rembrandts, March Madness and Field Day.

Birthdays

Each child's birthday is recognized on or close to the special day during our morning announcements. The student is then presented with a birthday pencil. Parents may wish to recognize the child's birthday by sending in a treat for the class. Please understand that many children have food allergies or may be on special diets for health purposes. Please check with the homeroom teacher to determine what foods may/may not be shared with the class. Healthy birthday treats may be secured at a reasonable cost by contacting our food service department. Please understand that birthday celebrations are low key affairs in the classrooms. Students

typically sing “Happy Birthday” and then munch on their treat while they continue their schoolwork. Our primary goal is to maintain a focused learning environment during the instructional day. Invitations to birthday parties may be distributed during recess but only if every child in the class is invited to the party. Schools are not permitted to release home addresses of students. In addition, the Centennial School District has created a Wellness Committee to evaluate common best practices for our students and their health and wellness.



HOME-SCHOOL COMMUNICATION

Contacting Teachers

Communication with teachers and staff is encouraged. If you have questions or concerns, send a note or email to the teacher requesting a conference via phone, email, or in person. Indicate the dates and times you are available and a phone number where you can be reached. The teacher will respond to your request within 48 hours. Requesting to speak to a teacher within the framework of the school day is very difficult. Because of teaching and supervision requirements, teachers are not readily available before and after school without prior notice. All of our teachers have voicemail for non-emergency types of messages. Formal conferences will occur in November and March.

If a child does not live with both parents, please send the address of the non-custodial parent to the school. That parent will receive a copy of the report card mailed to the home address. All school flyers are posted to the eFolder and available online.

Communication

The Bulldog Bulletin is electronically sent to parents bi-weekly. Information is also available, including our school calendar, on our school website at www.centennialsd.org. Click on the school link for McDonald.

Back to School Night

Each September, parents are invited to Back to School Night. This is a night for parents to meet their child's teacher and to gain an insight into the instructional program for the school year. This is a general meeting for all parents and not a night for individual conferences. Teachers will provide classroom policies and procedures and an outline of the curriculum for the school year. The evening will begin with a general meeting in the auditorium and immediately upon completion; parents will be invited to visit the teachers in the classrooms. This night is designed for adults only.

Parent-Teacher Conferences

Conferences are held in November and March. Parents are urged to take advantage of this opportunity to consult with the teachers.

Wednesday Express

Every child will receive a large envelope. The envelope will be distributed each Wednesday and will contain informational materials from the district, school office and classroom teacher that cannot be placed in the eFolder. Wednesday Express will also include assignments/assessments that will be reviewed by the parents

and returned to the teacher. Parents are requested to sign the outside of the envelope as an indication that they have received and read the contents. It is due back to the classroom teacher the following day. Where possible, flyers will be distributed to the youngest child in each family to save paper. The replacement cost is \$1.

Volunteers

McDonald Elementary School depends on parents/guardians who volunteer during the school year. We always need adults who are willing to work with children as they read or write a story, learn math facts or practice problem solving skills, complete a research report and locate information on the Internet. We will match your interests and time with the students' needs. If you are interested in becoming a volunteer, please contact the Administration building at 215-441-6000, and speak with the receptionist. All volunteers who work directly with students in the building will be required to complete forms for a criminal history check and child abuse clearances per [Policy 916](#). We can direct you to the appropriate personnel to facilitate the paperwork process.

Home and School Association

The McDonald Home and School Association works with the staff to enrich our school program. The Home and School Association meets on the second Monday of each month and all members of the Association are invited to attend. Home and School volunteers conduct fundraisers, which provide for classroom field trips, assist teachers with special activities and make purchases of additional materials and equipment. **All committees need volunteers to make them work and often the time required can be completed after school and/or at home.** Many hands make light work. Please read through the Home and School Information and complete the membership form. It is another opportunity for you to be actively involved in your child's school experience.

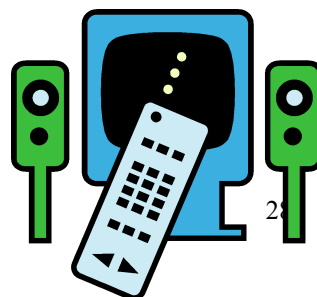


2026-2027 Home & School Executive Board:

- President: Greg Pinto
- Vice President: Wendy Laughlin
- Treasurer: Jack Eckhardt
- Corresponding Secretary:
- Recording Secretary: Kelly Schultz

Parent Concern

We are very interested in collaborating with parents when a concern arises during the school year. When a concern surfaces, it is very important to contact your child's teacher first. Typically, they are able to assist you in addressing your concern. If your concern continues to persist, please contact a building administrator.



Parent Right to Know Information as Required by The Elementary and Secondary Education Assistance (ESEA) [Section 1112(e)(1)(A)] and the Every Student Succeeds Act [Section 1112(e)(1)(A)]

August 24, 2026

Dear Parent(s)/Legal Guardian(s):

Your child attends **McDonald Elementary School**, which receives Federal Title I funds to assist students in meeting state achievement standards. Throughout the school year, we will be providing you with important information about this law and your child's education. This letter lets you know about your right to request information about the qualifications of the classroom staff working with your child.

At McDonald Elementary School, we are very proud of our teachers and feel they are prepared to give your child a high-quality education. As a Title I school, we must meet federal regulations related to teacher qualifications as defined in ESEA. These regulations allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching,
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

The Every Student Succeeds Act (ESSA) which was signed into law in December 2015 and reauthorizes the Elementary and Secondary Education Act of 1956 (ESEA) includes additional right to know requests. At any time, parents and family members can request:

- Information on policies regarding student participation in assessments and procedures for opting out,
- Information on required assessments that include
 - subject matter tested,
 - purpose of the test,
 - source of the requirement (if applicable),
 - amount of time it takes students to complete the test, and
 - time and format of disseminating results.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals meet applicable Pennsylvania state requirements.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact me at 215-441-6157 or garadi@centennialsd.org.

Sincerely:

Dr. Diana Garaitonandia

School Level Title I-Parent Compact & Family Engagement Policy

This policy and compact have been jointly developed and agreed upon by McDonald Elementary School and parents of students served in the school pursuant to Title I (hereafter referred to as “parents”). This school-parent compact is in effect during the 2026-2027 school year.

Policy

The administration, staff and parents of this school believe that the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district, school, community members, school administration, staff, students, and parents (as defined for purposes of this policy to include guardians and all members of a student’s family involved in the student’s education). Parent involvement activities in the school will include opportunities for:

- Parents to volunteer and be involved in school activities
- Staff development and parent education
- Parents to provide home support for their student’s education
- Parents to participate in school decision-making
- Effective communication between the school and parents

Compact

The Centennial School District, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Act (ESEA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State’s high standards.

School Responsibilities

McDonald Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State’s student academic achievement standards.
2. Hold parent-teacher meetings, conferences, and/or workshops during which this compact, as well as student progress, will be discussed as it relates to the individual child’s achievement.
3. Provide parents with frequent reports on their children’s progress.
4. Provide parents reasonable access to staff.
5. Provide parents opportunities to volunteer and participate in their children’s education.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- monitoring attendance
- making sure that homework is completed
- participating as appropriate, in decisions relating to my children's education

Student Responsibilities

We, as students, will be responsible for, will contribute to, and will take ownership of our learning in the following ways:

- come to school each day and ready to learn
- maintaining a positive attitude and growth mindset
- demonstrating mutual respect and empathy towards others
- making sure that homework is completed

CENTENNIAL SCHOOL DISTRICT

204.1-AR-0. FAMILY TRIP REQUEST FORM

Although the scheduling of family trips during the instructional year is not encouraged, the Centennial School Board recognizes that students may benefit educationally by accompanying their parents on trips (see Policy 204.1). Parent(s)/guardian(s) requesting approval of a student's absence because of a scheduled family trip shall provide the information below and submit this form to the building principal prior to finalizing arrangements but at least three (3) days before the trip.

Student Information

Student Name: _____ Grade: _____ School: _____
 Address: _____
 Email: _____

Sibling Information: please list the name/grade/school of other siblings for whom a family trip request will be made. Note: A separate trip request form must be submitted to the principal of other schools.

Sibling(s) Name, Grade and School: _____

Trip Information

Start Date: _____ End Date: _____ Total School Days: _____

Destination: _____

Educational Benefit of the Trip: _____

Adults Accompanying the Student: _____

Signature of Parent/Guardian: _____

Guidelines for Trip Approval

- The principal may approve no more than five (5) school days during a school year for student absences for a family trip.
- The principal shall consider the achievement and attendance of the student when reviewing a request for a family trip.
- Days approved for a family trip count toward the total of ten lawful days permitted per Policy 204. Attendance. The student shall be responsible for securing from his/her teacher(s) the required assignments prior to the period of absence.
- Within five (5) days of the return to school, the student is responsible for the submission of completed assignments.
- Within five (5) days of the return to school, arrangements for the make-up of any additional assignments and tests/quizzes shall be made.

School Use Only

Date Received: _____

Attendance to Date: Days Absent: _____

Principal's Action: ☐ Request Approved

Days Tardy: _____

☐ Request Denied

Reason, if not approved: _____

Principal's Signature: _____

Date: _____

☐ Parent/Guardian

☐ Homeroom Teacher

☐ Office

**MCDONALD ELEMENTARY SCHOOL
STUDENT ABSENTEE FORM**

Student _____ Teacher _____

Date(s) of absence _____

Reason for absence _____

NOTE: Absence of three or more days requires a doctor's certificate

Signature of Parent/Guardian _____

**MCDONALD ELEMENTARY SCHOOL
STUDENT ABSENTEE FORM**

Student _____ Teacher _____

Date(s) of absence _____

Reason for absence _____

NOTE: Absence of three or more days requires a doctor's certificate

Signature of Parent/Guardian _____

=====

**MCDONALD ELEMENTARY SCHOOL
STUDENT ABSENTEE FORM**

Student _____ Teacher _____

Date(s) of absence _____

Reason for absence _____

NOTE: Absence of three or more days requires a doctor's certificate

Signature of Parent/Guardian _____

**MCDONALD ELEMENTARY SCHOOL
STUDENT EARLY RELEASE FORM**

Student _____ Teacher _____

Date(s) of EARLY RELEASE _____

Reason for EARLY RELEASE _____

NOTE: Releases for medical appointments require a doctor's card or note confirming the appointment.

Signature of Parent/Guardian _____ Date: _____

**MCDONALD ELEMENTARY SCHOOL
STUDENT EARLY RELEASE FORM**

Student _____ Teacher _____

Date(s) of EARLY RELEASE _____

Reason for EARLY RELEASE _____

NOTE: Releases for medical appointments require a doctor's card or note confirming the appointment.

Signature of Parent/Guardian _____ Date: _____

**MCDONALD ELEMENTARY SCHOOL
STUDENT EARLY RELEASE FORM**

Student _____ Teacher _____

Date(s) of EARLY RELEASE _____

Reason for EARLY RELEASE _____

NOTE: Releases for medical appointments require a doctor's card or note confirming the appointment.

Signature of Parent/Guardian _____ Date: _____

**MCDONALD ELEMENTARY SCHOOL
STUDENT EARLY RELEASE FORM**

Student _____ Teacher _____

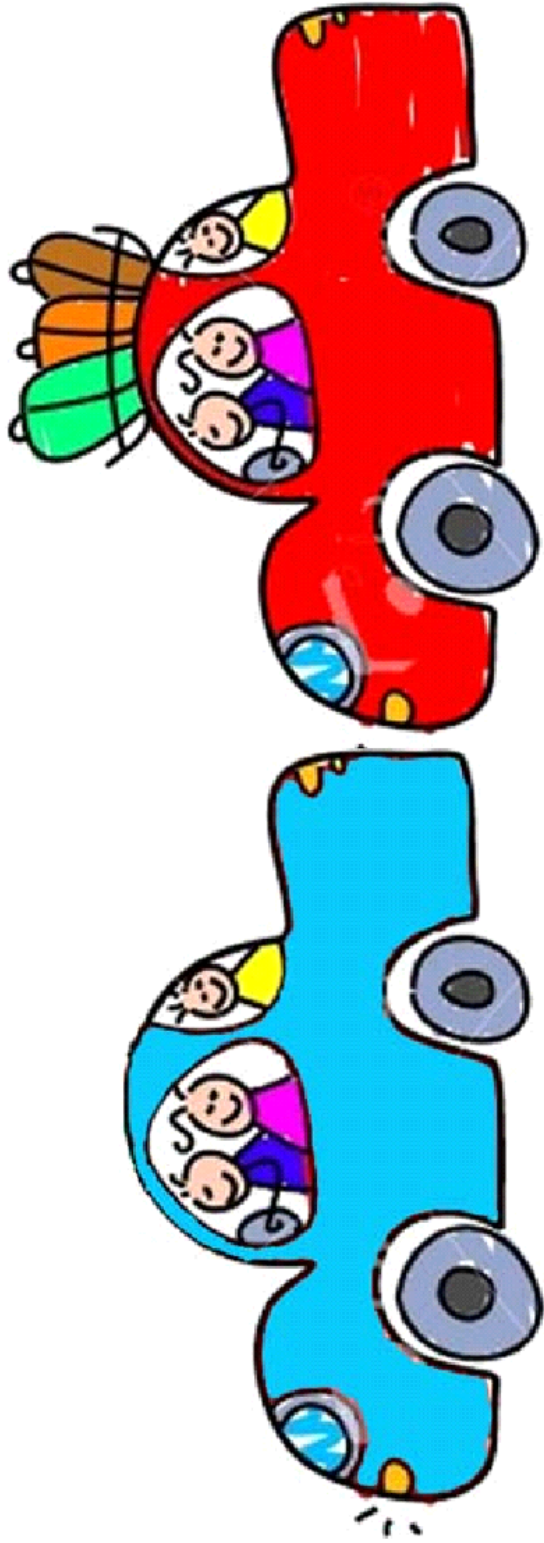
Date(s) of EARLY RELEASE _____

Reason for EARLY RELEASE _____

NOTE: Releases for medical appointments require a doctor's card or note confirming the appointment.

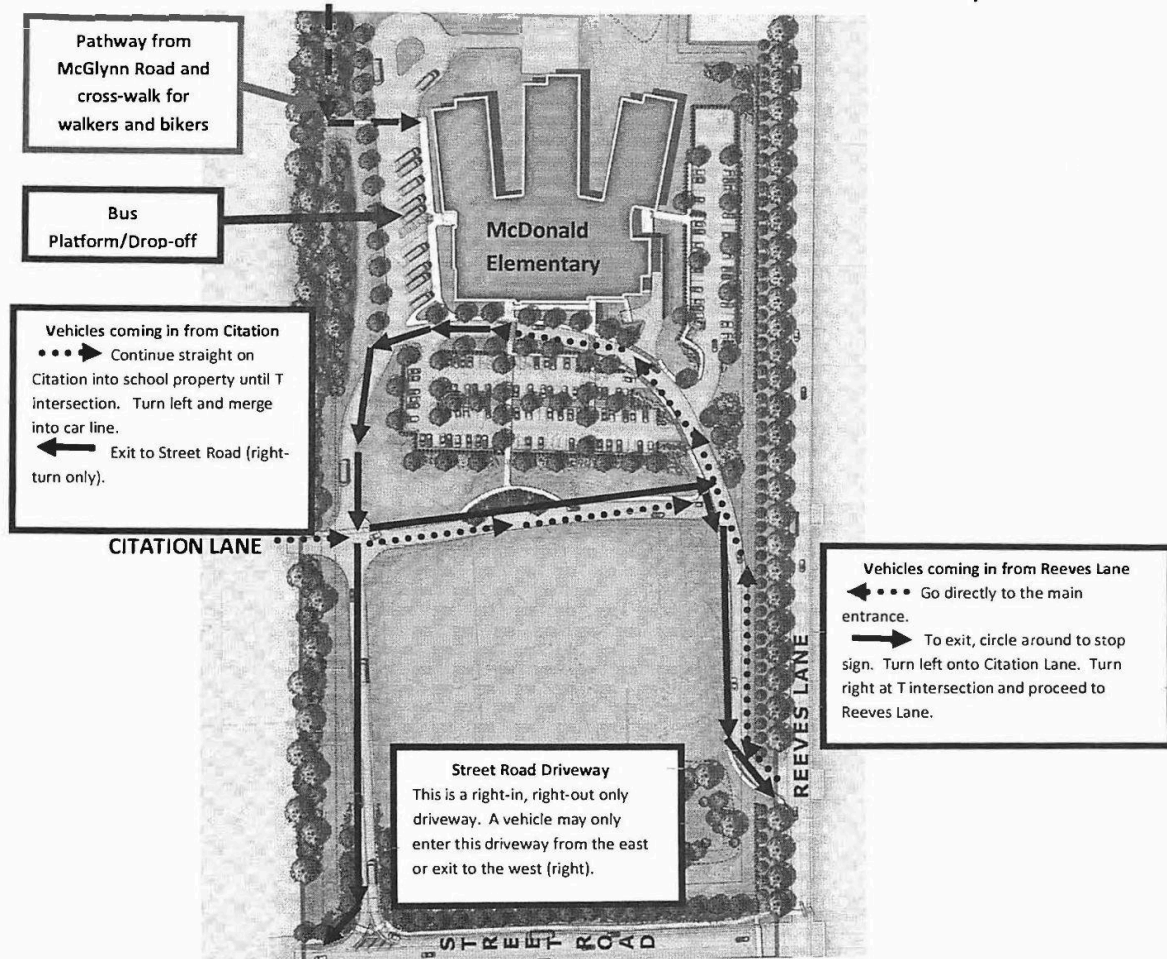
Signature of Parent/Guardian _____ Date: _____

CHILD'S LAST NAME



Valet Sign

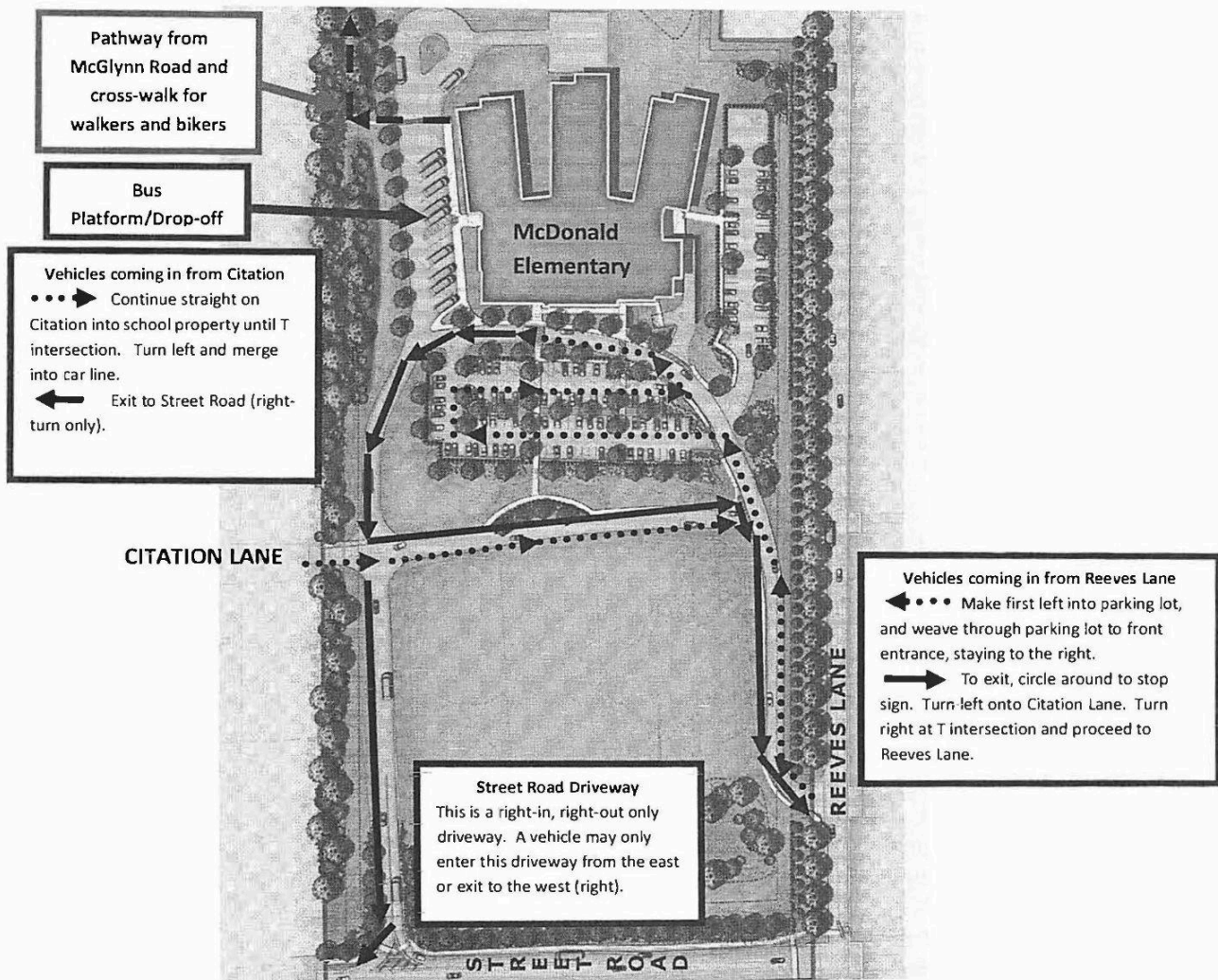
McDonald AM Arrival Map (8:45am-9:00am)



- Parents are asked to pull up valet style so that multiple vehicles may unload at one time. There are traffic cones to indicate where cars should pull up to drop-off students.
- Students will exit the passenger side doors and enter the building through the main entrance.
- To exit, vehicles can loop around the front parking lot and exit out Reeves Lane, or continue out to Street Road for right turns only.
- Parents who need to help their child unload or carry instruments, projects or other items are asked to park in the lot and enter the building using the red doors (Main Entrance).
- Please follow the directions of staff, and be aware of pedestrians in the crosswalk.

Revised 7/2024

McDonald PM Dismissal Map (3:35pm)



- The students will be dismissed through the cafeteria doors in the front of the building at 3:35 PM and are picked up using the "valet pick-up" style service, loading multiple vehicles at the same time.
- Please be courteous and allow vehicles from both Citation and Reeves Lane to merge.
- Parents are requested to keep their valet name card, with the last name of the student(s), clearly displayed through the "front right passenger side" window. This will enable the staff to call your child/children as you arrive.
- We encourage vehicles exiting west to Street Road to use the Street Road driveway.
- If the child is not at the door as the vehicle arrives, the parent/guardian will be directed to pull forward out of the way of vehicles behind.
- Parents who will consistently be picking up their children in a private vehicle will be given a Valet Sign.
- Please follow the directions of staff, and be aware of pedestrians in the crosswalk.

Revised 7/2024