



Cherokee Bend
ELEMENTARY



Kindergarten 101

Principal
Sandy Ritchey

Assistant Principal
Carla Dudley

4400 Fair Oaks Drive
Mountain Brook, AL 35213
205.871.3595

www.mtnbrook.k12.al.us/cb

www.chiefpto.com

Welcome Chiefs!

We want to welcome YOU to Cherokee Bend Elementary School! We are more than ready to welcome our incoming kindergarten class into our CBS family! We look forward to meeting each of you at our building tour this spring. In the meantime, we want to welcome you to the Cherokee Bend family and provide you with important information about our amazing school!

Sending your child to a new school can be an emotional time and you probably have a million questions. We hope this '**Kindergarten 101**' booklet addresses most of your concerns and questions and gives you a glimpse into life at Cherokee Bend Elementary School. It is truly a special place full of the most dedicated and loving faculty and staff. Ask us anything; we're here to help you get acclimated and make this transition as smooth as possible.

See you soon!

Graham Smith
2020-2021 PTO President
chiefptopresident@gmail.com
202-476-9047

Kristi Chopin
2021-2022 PTO President
kwchopin@hotmail.com
662-549-1719

Welcome To Cherokee Bend!

On behalf of the PTO, faculty, and all of our families, we would like to welcome you to our wonderful school! We know that starting a new school can be overwhelming, not just for the child but for the parents as well. With that in mind, we have created this booklet from a parent's perspective to help you navigate some of the main PTO functions and events at our school. The Bend is a great place for your children, and we want you to share in it as well. There are so many great ways to be a part of Cherokee Bend, and we would like to encourage every new parent to be involved. We need YOU!

In this Handy Booklet You Will Find:

Daily School Hours
Enews
Ways to Support CBS Throughout the Year
Things we wish we had known before starting Cherokee Bend
School Procedures
School Lunch Information
Carpool Procedures
Inclement Weather Dismissal
Important School Happenings
Chief PTO Information
School Programs/Performances
Partnerships in our Community
Staying Connected

Daily School Hours

First Morning Bell 7:40 a.m.

Tardy Bell 7:50 a.m.

Dismissal Bell 2:50 p.m.

School officially starts at 7:50 a.m. The school building opens at 7:20 a.m. The first school bell rings at 7:40 a.m., and the last bell rings at 7:50 a.m.

- Students arriving between 7:20 and 7:40 should go to the gym where they will be supervised until the bell rings.
- Any student arriving between 7:40 a.m. and 7:50 a.m. should report directly to their classroom.
- Students entering school after 7:50 a.m. are considered tardy and parent(s) will need to sign them in at the front office. Once the tardy bell rings, the personnel supervising carpool enter the building and security doors lock behind them. **Please be aware that students will only be able to re-enter the building through the front doors after 7:50 a.m. and should be accompanied by the adult dropping them off.**
- The dismissal bell rings at 2:50 p.m.

eNEWS

This email blast is how we communicate with you! We typically send out an email blast on Monday mornings of each week. This informative email will give you all pertinent information for the coming week. Read these *carefully* and you'll be up to speed and 'in the know' on all things Cherokee Bend.

Ways To Support CBS Throughout The Year

- Volunteer! Volunteer! Volunteer! There are many ways to volunteer throughout the year! Some of these opportunities include helping serve as a Room Parent, helping in the lunchroom as a Helping Hand Volunteer, working a shift at Carnival, and many more. Consult the PTO website, www.chiefpto.com, to join the PTO and learn more about all of the various committees and volunteer opportunities. Click [here](#) to sign up for volunteer opportunities for the 2021-2022 school year.
- Please consider supporting the Chief PTO by becoming a Chief Sponsor. The Chief Sponsor solicits funds from both families and businesses with 100% of its proceeds going directly to Cherokee Bend. Chief PTO funds aid our teachers with professional development, technology, FOAC and basic classroom needs. The funds also provide resources for science, music, art, special education, and the ever-pressing needs of our facility and grounds. The money raised through the Chief PTO allows the PTO to meet many of the needs of our school that are not funded by the state. The Chief Sponsor fundraising campaign for the 2021-2022 school year will begin this summer. Please contact Chief Sponsor Chair, Anne Schilleci, at apmccabe@gmail.com with any questions.

- Join us and engage in the various fundraising events hosted throughout the year. From family nights at participating restaurants, to Read-a-Thons, to Benefit for the Bend, we have a variety of ways you can further engage and support the school.
- Download the Box Tops for Education App and participating purchases will give back to our school!
- We also support our community through Community Outreach. Throughout the year, you will hear about collections for various items needed to help aid those who are underserved in our area. This is a way for our children (and CBS families) to help local children in need. It might be a Christmas Toy Drive, or a canned food collection--any contribution helps!
- Attend PTO meetings! This is a great way to learn more about The Bend and ways that you can best connect to our community and most importantly, support your student(s). The dates for these meetings will be posted on our website, www.chiefpto.com.

What I Wish I Had Known When My Child Started Cherokee Bend

Bring your Calendar to Parent Orientation Night so that you can keep up with important dates.

Kindergarten Dismisses from school one hour early (1:50 p.m.) the first week of school so that your child can acclimate to the dismissal process.

What in the world is "Bike Rack?" Bike rack is our term for the area outside of the auditorium, close to where the school bike racks are located. It is another option for parents who do not want to use the carpool line to pick up their child(ren) at the bike rack lane. If your family chooses to use "bike rack" as your pickup option, instead of keeping to the right when driving to the school and going through the carpool line, you stay to the left, and will be guided through another line toward the "bike rack" area where your child(ren) will be waiting. **Note, that this is an outside option, and your child will be waiting on the grass near the bike rack. Please do not get out of your car while waiting at Bike Rack and only park along the right side for pick up.

EDP (Extended Day Program): If your child needs after school care, we offer an extended day program. For information on cost, hours and registration here is the website link <https://www.mtnbrook.k12.al.us/Page/17307> or contact Sue Sumner at 205.704.0063

Dressing Up: Kindergarten LOVES a good dress up day. We warned you! Our fantastic teachers are always making learning fun and engaging for our students. Some dress up day examples typically include the 100th day of school, Community Helper day, Halloween, Thanksgiving, pajama days--you get the idea! Your individual teachers will provide specifics and dates, but just a heads up that kindergarten likes to party!

Lost and Found: Label Everything! Coats, lunchboxes, and other items tend to disappear! Lost and found is by the front entrance to the school and is donated at the end of each semester.

Forgotten Items: There is a table located inside the entrance to the building. This is where you can leave items that your child needs or has forgotten (i.e. lunch, school books, backpack, etc.). Make sure your child knows where this table is too! Let Jill Sims in the front office know if you are dropping off an item for your child.

PTO Drop Box: The PTO Drop Box is located to the left of the entrance when you first enter Cherokee Bend and is the spot to turn in checks and forms for different PTO events throughout the year.

Pick Up: Prior to the first day of school, please discuss with your child where you will be picking him or her up after school (carpool, bike rack, at the bottom of the hill, or are they walking home).

Have a Rain Plan – especially if your child walks home...In the event of heavy rain and/or lightning (thunder), all students will go through the Main Carpool Line, Bike Rack Carpool and Walkers included. The decision for "Rainy Day Dismissal" will be made by an administrator and announced by 2:40 p.m. These procedures have been put in place to ensure the safety of our children.

School Procedures

Absences: If your child is going to be absent, you can find an absence link on the Cherokee Bend's homepage under 'CBES Absences.' Please take the time to fill this online form out prior to your child's absence. This will come in handy when you are up in the middle of the night with a sick child and want to rest and not worry about the little details in the a.m. It is also helpful to email your child's teacher.

All doors are locked during school hours, so you must press the speaker by the far-right door at the front of the school. State your name in the speaker to be let in the lobby area. Then go to the office to sign in. You must have your driver's license in order to visit the school.

Late Check In: If you need to check your child in late, please go to the front office to sign your child in. A child who arrives after 11:30 a.m. is considered absent for that day.

Check Out: If you need to check your child out early, please go to the front office to fill out the form. Someone in the office will then call your child to you. If your child leaves before 11:30, he or she is considered absent for that day. We do not allow check outs after 2:30pm.

Volunteering: If you are volunteering at Cherokee Bend, please check in and out through the main office. Remember that you must have your Driver's License with you in order to get a badge to enter the school. There are no exceptions to this rule in order to keep our children's safety as a top priority.

Medicine- If your child takes medication (prescription or over the counter), please make sure you have filled out the necessary forms before leaving the medication with Mrs. Draper, the school

nurse. All medication must be current, labeled and in original manufacturer's container. Please **NO PILLS IN A ZIPLOCK BAG!**

Safety: During school hours, all doors are locked, and you must enter at the front office. All visitors to Cherokee Bend must enter and exit through the main office. When arriving, please ring the bell and BRING IN YOUR DRIVER'S LICENSE. Mrs. Sims will talk with you and "buzz" you in the front door. Please return to the office to exit.

School Contact: Mrs. Jill Sims works in the front office and is one of the most organized and knowledgeable people you will ever meet! She can answer just about any question about Cherokee Bend that you may have. The office phone number is 871-3595.

Website: Our PTO website <https://www.chiefpto.com> is a great parent resource! You can find information about the various committees and volunteer opportunities as well as a monthly calendar of events and any current big event going on at Cherokee Bend.

Membership Toolkit: Cherokee Bend PTO partners with Membership Toolkit to provide an online directory. Look for an email at the beginning of school to create your account. Download the Membership Toolkit app for access to the school directory on your device. In addition, the Cherokee Bend printed directory is an excellent source of information. You can find the school calendar, staff contact info, general information (such as attendance policy, assignment requests, carpool info, discipline procedures, etc.), class lunch schedules, PTO committee chairs, classroom lists, alphabetized family directory, and Chief Sponsor Contributor list.

Sportswear: Cherokee Bend offers a fall and winter sportswear sale. This is a great opportunity for you to purchase CBS apparel for your child. Our fall sportswear sale occurs over the summer and the winter sale is usually before the holidays.

School Lunch Information

Before your child eats lunch at school, you will need to send money for his or her lunches. You may either send a check (written to CBS Cafeteria) to the office or you may pay online at <https://paypams.com/HomePage.aspx> You will need to register the first time that you go to the website, but it is very easy. Once you set up your account, you can schedule automatic payments, or you can go online when your child's balance is getting low and pay manually. There is a processing fee when paying online.

- Class lunch schedules are posted online and in your Cherokee Bend handbook.
- Monthly lunch menus can be accessed via the MBS website and MBS app.
 - Student Lunch: \$3.00
 - Guest Lunch \$4.50
 - Prices for ala carte can be found here: <https://www.mtnbrook.k12.al.us/Page/20458>
- The maximum that can be charged on an account in a single day is \$10
- Don't worry--our Kindergarten teachers are great at helping students learn and practice their cafeteria number!

- Visitors are welcome to lunch throughout the year. Check with your child's teacher before visiting so preparations can be made accordingly. All visitors will need to go to the school office and submit a drivers license for a visitors sticker prior to joining your child in the lunchroom.

Carpool Procedures

These procedures will be strictly enforced for the safety and wellbeing of all. Two main rules apply: **DO NOT USE CELL PHONES IN CARPOOL LINE**, and **OBEY THE 15 MPH SPEED LIMIT AT ALL TIMES**. All students need to know their dismissal plan before coming to school each day. Please remember to obey all official signs on streets surrounding CBS.

Walkers

- Parents walking to meet their children should have a designated meeting spot.
- In the event of Inclement Weather or Rainy Day Carpool, please see the previous page for procedures.

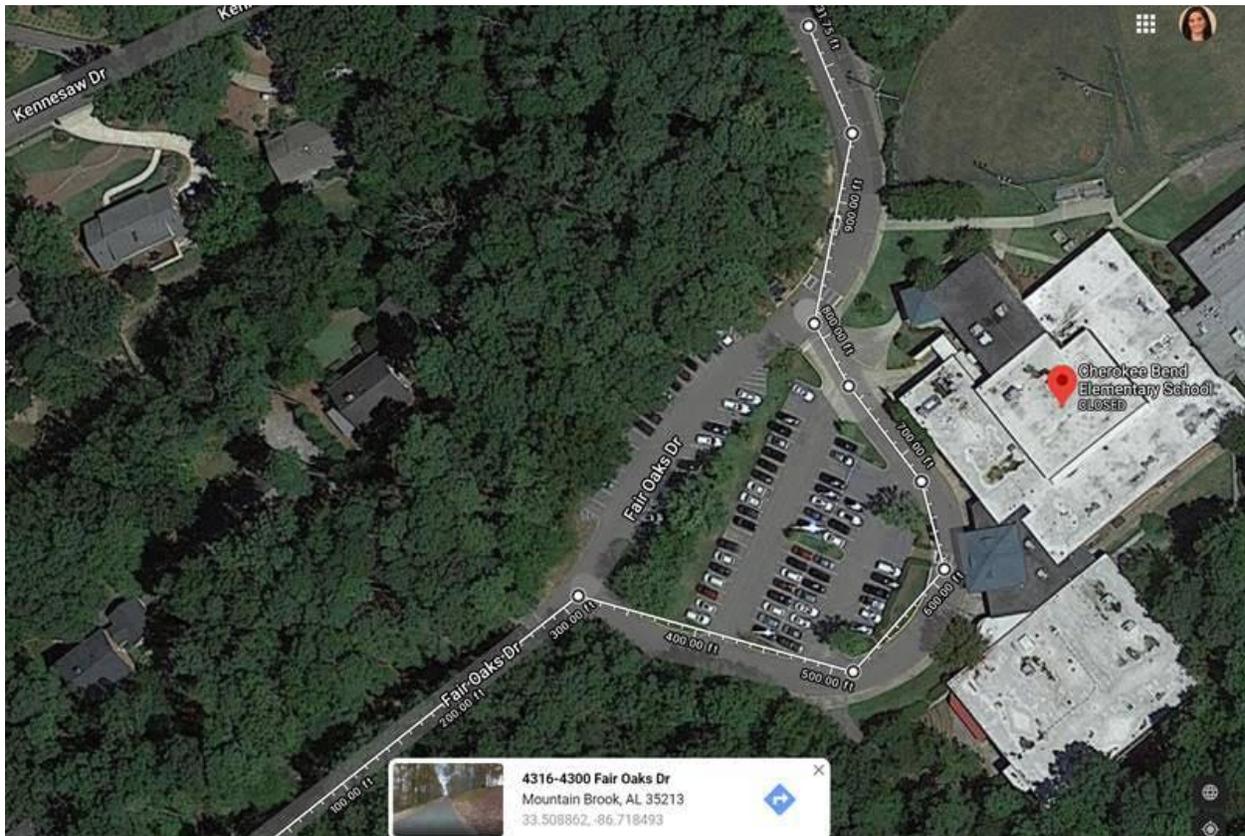
Main Carpool Line

- The proper and safest procedure for all children is to proceed through the main carpool line in front of the school.
- Please obey all crossing guards and carpool directions. Watch for children at all times. As the carpool line proceeds, maintain a clear distance of one car length on either side of a crosswalk.
- Carpool auction winners will park in the "Chief Parking" zone, which is the area between the loading driveway (near the auditorium) and the flagpole. These cars have a special hang tag.
- If you are picking up your child early, please use a parking space and avoid blocking the drive in front of the school building.
- Students may not go into the parking lot without an adult.
- Please keep the center lane on Fair Oaks clear for emergency vehicles and people that need to get to the school immediately.
- Fair Oaks Drive is a one-way street from 7:30am until 8:00am and from 2:30pm until 3:15pm.

Bike Rack Carpool Line

- Parents may park along the curb by the bike rack to pick up children after school.
- When the curb is full, parents should wait in a line in the back lane of the parking lot. When a spot along the curb opens up, they may pull forward and park before picking up children. Bike rack carpoolers should yield to the main carpool line and carefully watch for children and carpool directions.
- Students may only load into a vehicle when the car is parked along the curb. For the safety of our children, double parking is not allowed at the bike rack.
- Parents please remain in your car during bike rack carpool.
- Students may not be loaded into any vehicle on the left side curb.
- Students must keep all items stowed away in backpacks while waiting patiently.
- Your child's safety is our number one priority. If a student engages in behaviors that compromise the safety of others or his/her safety, he/ she will be given a warning the first time and a conference will be held with the parent and administrator. Upon the second violation, your child will be moved to Main Carpool Line transportation.
- Map below is of the flow of carpool, please always stay to the right hand side of Fair

Oaks Drive. It is a one way street for morning and afternoon carpools. The right hand side is Main Carpool, the left side of the street is for Bike Rack.



Inclement Weather Dismissal

In the event that severe and potentially dangerous weather (storms, hurricanes, tornadoes or tornado conditions, snow, ice) is expected to develop during the school day, the decision for early dismissal will be made by the superintendent. Parents will be notified via the School Messenger System (automated phone and email system). Parents should also listen to local radio or television stations (Channel 10), or check the website at www.mtnbrook.k12.al.us for announcements of early dismissals and closings.

During such dismissal, the principal may have to require students to remain in the school until such conditions are no longer present. Parents and other drivers are strongly discouraged from arriving earlier than the designated time with the intention of signing out students before the actual dismissal.

The following procedures have been put into place in order to ensure the safety of you and your child.

- If a Tornado Procedure/Warning is signaled during early or routine dismissal, students will be escorted downstairs to the safety zones designated for their homerooms.

Students will leave their backpacks in their carpool zones and out of the traffic pathways. Backpacks will be picked up upon dismissal.

- Carpool will be postponed until the warning is lifted and conditions are safe to resume carpool.
- Drivers who are in the carpool line when the sirens sound are encouraged to pull over to the side of the road and join us inside for their own maximum protection.
- Parents will be accommodated and asked to remain in the downstairs central hallway. If parents want to check a child out, they will be expected to sign a waiver clearly stating that it is the school's strong recommendation that they stay at school until the warning is lifted. Parents or guardians will be allowed to only sign out their own children. While somewhat inconvenient, we want to protect our parents from any undue liability issues.
- Students signed out under these conditions will be brought to the parents by CBS staff who will locate the students quickly and efficiently.
- Rainy Day Carpool: In the event of heavy rain and/or lightning (thunder), all students will go through the Main Carpool Line, Bike Rack Carpool and Walkers included. The decision for "Rainy Day Dismissal" will be made by an administrator and announced by 2:40 p.m. These procedures have been put in place to ensure the safety of our children.

Important School Happenings

Meet and Greet: Before school begins, class lists are posted online. The day before school begins, you will have the opportunity for your child to visit his/her classroom and meet the teacher. During this time, you and your child will meet your teacher in the classroom. You will also have an opportunity to learn more about different after school programs and fundraisers in the Auditorium. More information regarding times will be sent via eNews.

Back to School Night/Parent Orientation: This is held in the evening a few days after the 1st day of school. Make sure at least one parent attends since this is when teachers will be talking to parents about the school year, expectations, procedures, etc. There will be a lot of information covered, and you do not want to miss this! Bring your calendar and come ready to sign up for volunteer opportunities such as working in the classroom, assisting in the computer lab, and attending field trips.

Fall Conferences: An opportunity to meet one-on-one with your child's teacher to discuss your child's progress. School will dismiss early at 11:50 a.m. on conference days so that parents and teachers can meet during school hours.

E-Day: There will be two E-Days each year, one in the fall and one in the spring. E-Day is a day in which students receive their classroom instruction electronically. This day will require your child to work from home digitally without physical attendance in the school building. E-Day instruction is linked to grade level standards, is real-time learning and connected to in-class learning. It

should reflect a normal school day and is a valuable day of instruction. Teachers across the district use this time for professional learning.

Red and Yellow Run: This annual 1 mile fun run is a great community building run where students (and parents) have the chance to run the streets behind Cherokee Bend, get splattered with colored chalk, and cool off afterward in the spray of a fire hose! Bring towels; we get messy! We'll have food trucks for after the race so we can all celebrate the new school year as a Cherokee Bend Family!

General PTO Meetings: about four times per year, our PTO holds General PTO meetings in the auditorium on a variety of topics pertinent to your child's education. Please plan to join us for these meetings which last no longer than one hour. Topics discussed include curriculum, technology, and scholastic achievements.

Scholastic Book Fair: This fun book sale is a week-long event held in the library. Each class will have the opportunity to shop during the sale, so please remember to send money with your child on the day he or she is attending the Book Fair. Parents and grandparents are also encouraged to attend the sale with their child's class on their scheduled day. Parents who are unable to attend have the option to purchase books from their child's wish list at any time during the Book Fair. There will be great books for children of all ages, and this is a great opportunity to buy for birthdays and holidays! The proceeds from the book fair benefit the CBE library.

Expressions Art Contest: This district event kicks off school wide before Winter Break and is open to all students. Every year has a new theme. The entry categories are photography, literature, visual art, music composition, video & film. School winners will move on to compete at the Mountain Brook district level. The contest extends over Winter break, so there will be ample time for your child to create a masterpiece. This is a great way for your child to showcase his or her many talents! Volunteers are needed to help collect and sort entries for judging.

Benefit for the Bend: Our chance as parents to let loose and come together socially in support of CBS. We have a silent and live auction with hundreds of exciting items to bid on.

Mountain Brook Schools Showcase: This is an evening event held in Crestline Village. Every school in the district has tents set up for students to share their learning with the entire community.

Spring Conferences: An opportunity to meet one-on-one with your child's teacher to discuss your child's progress. School will dismiss early on conference days so that parents and teachers can meet during school hours. Also please note that spring conferences are optional, and teachers will contact you if they feel that a conference is needed.

Teacher Appreciation Week: This is a week to show our teachers how much they mean to us. There is a special luncheon planned during the week. Volunteers are needed to help with the luncheon and to watch the students in the classroom while the teachers have a nice lunch with their colleagues.

Field Day: This event is held the last week of school and is a fun day for students and staff. Students compete in relay races with the other classes in their grade.

Carnival: This event is held during the last days of school and is a fun day for our children. Games, rides and themed booths all help celebrate the close of another great school year. Many volunteers are needed to help coordinate events (prior to and during), set-up, and clean-up.

Tremont: During the Fall, our 5th graders travel to the Great Smoky Mountains Institute at Tremont in Townsend, Tennessee. Our week at Tremont is an amazing experience led by Cherokee Bend's 5th grade teachers. This experience enables learning to take place outside of the school's walls and allows for growth academically, socially, emotionally and physically.

FOAC: The FAIR OAKS ADVENTURE CURRICULUM: FOAC is unique to CBS and was written to enrich the physical education program and to be an addition to the classroom enrichment program using the teaching strategies of a classroom teacher in an outdoor setting. It is linked closely to the mission, vision, and goals of the Mountain Brook City School System. Because peer and society pressure encourage students to participate in alcohol, tobacco, and drug related activities, this program gives students strategies to oppose negative behavior. This is done through goal setting, learning to value themselves, and others, and higher level thinking skills that encourage students to relate cooperative experiences to the school setting. Both 5th and 6th grades participate in FOAC campouts.

Chief PTO information

We would love for you to get involved. You can do this in a variety of ways. Volunteering your time is a wonderful way to give back to the school! You can contact the 2021-2022 PTO President, Kristi Chopin, at kwchopin@hotmail.com, to sign up and get connected to the amazing things taking place at school. CBS could not be what it is today without the financial support provided by the parents and family members, as well. Please consider becoming a Chief Sponsor. We are able to give the money you donate directly back to the school. These funds support school improvements and many special events and projects throughout the school.

To become a Chief Sponsor or sign up to volunteer please go to our website: www.chiefpto.com.

For reminders and happenings around the school, follow the CBS PTO at:
Instagram: ChiefPTO
Facebook: Cherokee Bend Chief PTO

Programs/ Performances

Veterans' Day Program

This program, performed by the 4th Grade, is a very special program to honor those parents, grandparents, aunts, uncles, and other family members who have served (or are currently serving) our country. Veterans are encouraged to attend this program with their child. All families are encouraged to attend this special event.
m this event support the needs of our library.

Winter Holiday Program

All students in K-3 participate in the Winter Program. The performance is held in the morning shortly after school begins. Siblings are welcome to come, but please remember that the program lasts about an hour, and the audience is expected to sit quietly during this program. Be sure to arrive early as seats fill up fast! Make sure that your child is dressed in festive holiday attire.

School Spelling Bee

Students in grades 4-6 participate in the school Spelling Bee.

School Geography Bee

Students in grades 4-6 participate in the school Geography Bee.

Alabama History Program

Each year the 4th graders showcase famous Alabama residents through singing, speeches and costumes.

Famous People Program

Each year the 2nd graders showcase a famous person through speeches, singing and costumes.

Tremont Program

Each year the 5th graders conduct a program showcasing the highlights from their week at Tremont.

6th Grade Clap Out

This is when the sixth graders take one last walk through the school. All classes stand in the hallway to cheer on the outgoing students.

6th Grade Recognition Day

This is an assembly where sixth graders are celebrated and receive honors. Sixth grade parents are encouraged to attend.

Quick Facts

- Make sure to send a snack for your child each day.
- Backpacks need to be able to hold a folder, a change of clothes and your child's lunch box.
- All supplies are paid for and purchased through registration and will be ready for your child when they get to school on the first day.
- Children do not need nap mats in kindergarten at Cherokee Bend.
- Send a water bottle with your child each day. There are bottle filling stations throughout the school if they need to refill throughout the day.
- Make sure your child has tennis shoes each day for PE.

Partnerships in our Community

ALL IN Mountain Brook:

ALL IN provides information and support to parents in three key areas: alcohol and substance awareness, mental health and wellness, and safety and preventable accidents. Programs are held for parents to attend to learn from speakers, and helpful resources are posted on their website at www.allinmountainbrook.org.

Mountain Brook City Schools Foundation:

The foundation partners with all Mountain Brook schools to assist in filling the gap between government funding and helping fund technological, professional development and library enhancements. You've likely seen the "180" signs around town. By supporting the Mountain Brook Foundation, you pledge \$1 for every day our children are in school, hence, 180!

Stay Connected!

Follow Us:

Cherokee Bend Chief PTO on Facebook and Instagram (search ChiefPTO)

Download these Apps:

Membership Toolkit - online directory and calendar

Box Tops for Education

MBS Schools App (includes the following):

-Canvas for 5th and 6th grades

-Lunch menu

-MBS Classlink (houses all apps in one location)

Bookmark:

<https://www.mtnbrook.k12.al.us/cb> - Cherokee Bend Elementary home page

www.chiefpto.com - Chief PTO Website

