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DRISCOLL SCHOOL

DRISCOLL 101 Parents' Handbook and Family

Welcome to Driscoll School and the amazing Driscoll Community!

For those of you who have a child entering Driscoll School, especially kindergarten, get ready! You will be amazed at the joy in thinking and learning that takes place. We have talented teachers with qualities that complement and bring out the best in each other. We enjoy working together; sharing ideas, and helping students become readers, mathematicians, scientists, historians, and learners for life.

	<p>OUR MASCOT: THE DRISCOLL DRAGON The Dragon is the most vital and powerful beast in the Chinese zodiac. Gifted with innate courage, tenacity and intelligence, dragons are enthusiastic and confident. They are not afraid of challenges, and willing to take risks while striving for a smooth future.</p>
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Get Ready for a wonderful year at Driscoll and



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Dear Families,



Dr. Suzie Talukdar
Principal

It gives us great pleasure to welcome you to a new and exciting school year! Driscoll School is a vibrant academic and social community. We take pride in the richness of our school's diversity, maintain high expectations and are committed to creating an environment of mutual respect and responsibility for oneself and others.

We believe that children are most likely to succeed when there is a strong partnership between home and school. This partnership is fostered through open communication and cooperation. In this packet, you will find the many opportunities offered for parents to stay connected, involved and informed.

At Driscoll School we are fortunate to have a strong and active PTO (Parent Teacher Organization). The PTO builds community, facilitates communication and raises funds to support Driscoll teacher, students and families. All families and teachers are part of the PTO and there are many ways for you to participate. It is runs entirely on volunteer time. We encourage you to learn more about the PTO events and efforts.

We are delighted that your family is part of our community. Your children's teachers, the support staff, office staff and PTO board members are always happy to speak with you to address your questions and concerns. We look forward to your support and participation as we all continue the tradition of excellence at Driscoll School.

Sincerely,

Suzie and David

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Here are some of the exciting events at Driscoll! Watch the Driscoll and PTO Websites for specific dates!

- Back to School Picnic
- New Parent Breakfast
- Open Houses
- Fall Fling
- Science Solstice
- Arts Equinox
- ...and More!

CHECK OUR WEBSITES FOR EVENTS, PROGRAMS AND SCHOOL CLOSINGS FOR THE
2017/2018 SCHOOL YEAR: www.driscoll.brookline.k12.ma.us



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FIRST DAY OF SCHOOL

We are excited to see you all for the first day of school! On the first day, students should arrive between 7:45 and 8 am (unless they take a bus).



Meeting Spot:

- Kindergarten: Library
- 1st Grade: Cafeteria
- 2nd-5th Grade: Tennis Courts (In case of rain, meet in the main hallway near the library and main office)
- 6th-8th Grade: Theater

Shortly after 8:00 am students will walk to their classrooms with their teachers.

Kindergarten parents may accompany their students into the classroom for a short time. They can meet in the library for "Coffee and Kleenex" once they have dropped off their students.

1st Grade parents can choose to walk to classrooms but should say "goodbye" at the classroom door.

2nd-8th Grade parents will say "goodbye" to students as they leave with their class.



JPPLES FOR YOUR STUDENT AND CLASSROOM

All Driscoll students must have a backpack or book bag clearly labeled with their name. Supplies should be simple and according to the teacher's supply list that will be sent home before the start of school. Toys, valuables and electronics should be left at home.

DAILY HOURS AT SCHOOL

REGULAR SCHOOL HOURS

Pre-Kindergarten:	Monday to Friday:	8:05 am to 12:15 pm
Kindergarten to 8 th Grade:	Monday to Thursday:	8:00 am to 2:30 pm

Friday: 8:00 am to 1:40 pm

EARLY DISMISSAL DAYS

Parent Conferences (8 days/year)	8:00 am to 12:40 pm (lunch is served)
Days before Thanksgiving and Last Day of School:	8:00 am to 12:00 pm (lunch is NOT served)

LUNCH AND RECESS BREAKS

	Monday to Thursday	Friday
Kindergarten:	10:00 am to 10:50 am	9:55 am to 10:45 am
1 st & 2 nd Grade:	10:30 am to 11:20 am	10:25 am to 11:15 am
3 rd & 4 th Grade:	11:00 am to 11:50 am	11:15 am to 12:05 pm
5 th Grade:	11:30 am to 12:20 pm	10:15 am to 11:05 am
6 th Grade:	11:30 am to 12:20 pm	12:15 pm to 12:57 pm
7 th & 8 th Grade:	12:20 pm to 12:50 pm	11:45 am to 12:15 pm

SCHOOL CANCELLATIONS

The Town makes automated phone calls to advise families of school closings, delays or any other urgent or emergency situations. School cancellations will also be listed on local TV and radio new stations.



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ARRIVAL AND DISMISSAL PROCEDURES

SCHOOL BUILDING HOURS

Building is open for arrivals at 7:50 am. Students taking part in early morning programs or breakfast may enter at 7:30. After dropoff, all doors are locked. All visitors must ring the bell at the main door to enter the school. They must sign in (and out) at the Main Office and receive a visitor's badge before proceeding to their volunteer duties or appointments. Doors are unlocked again before dismissal.

Driscoll School values its instructional time with students. To ensure safety and a quiet learning environment, parents are expected to leave the classroom area and hallways by 8:00 am and to stay out of the hallways until dismissal time. Parents are welcome to continue their conversations in the cafeteria after dropoff. At dismissal time, children may be picked up at their classroom, but should leave the building promptly. Of course, there are some exceptions to this policy, for example, a special class event, scheduled appointment or meeting, or volunteering duty.

ARRIVAL PROCEDURES

EARLY ARRIVAL FOR BREAKFAST PROGRAM AND BEFORE SCHOOL ACTIVITIES

Children participating in the Breakfast Program or early morning school activities may enter the building at 7:30 am; and, must go directly to the cafeteria or designated area for their activity. They may not linger in the halls or classrooms.

KINDERGARTEN

Parents should bring children to their classrooms. Please be on time when dropping off students, but please wait in the cafeteria if you arrive more than ten minutes prior to drop off.

GRADES 1-8

Hallways open at 7:50 am. Parents (or caregivers) may walk their children to their classroom but should not linger in the hallways. Children who arrive before 7:50 am should go to the cafeteria until hallways open and then proceed to their classrooms.

LATE ARRIVALS AND TARDINESS POLICY

Classroom instructions begin promptly at 8:00 am. Students who are late for school must report directly to the office where they will be given a pass to present to their teacher.

All lateness will be noted on the child's permanent record, and a meeting with administration will be required if tardiness is an issue. Tardiness is disruptive to your child and to the entire class, therefore is important that the children be present and ready for the day when instruction begins. If an emergency arises and you know you will be late, please call the Main Office, 617-879-4250.

IF YOU DRIVE YOUR CHILDREN TO AND FROM SCHOOL

You may park in legal parking spots on Washington Street, Westbourne Terrace or Bartlett Crescent only. You may NOT park in the school parking lots behind the school off Washington Street for drop-off or at pick-up as this creates traffic problems. A permit is required to use the parking lot during school hours, 8:00 am to 2:30 pm.

Vehicles without a permit will be towed. If space is available, parents may use the lot after school hours.





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DISMISSAL PROCEDURES

Kindergarten to 8th Grade dismissal is Monday to Thursday at 2:30 pm and Friday at 1:40 pm.

Kindergarten children must be picked up from their classroom.

For all other grades, Parents are welcome to pick up their children from the classrooms at dismissal time but should not linger in the hallways. If you arrive early, please wait in the cafeteria.

LATE PICK-UP

Parents (or caregivers) are expected to arrive on time. Children who have not been picked up within 5 minutes of dismissal will be brought to the Main Office. Please call the Main Office to let them know you are running late, 617.879.4250. If we haven't heard from you, parents or an emergency contact will be called. School personnel are not available to supervise children after 2:30 pm. If you have a same-day change in for pick-up, inform the Main Office and email your teacher.

EARLY DISMISSAL DAYS

There are 8 early dismissal days at 12:40 pm for Parent Conferences. Lunch will be served as normal on these days. There are noon dismissal days on the day before Thanksgiving and Last Day of School. Same pick-up procedures as above apply for respective grades.

AFTERSCHOOL PROGRAM DISMISSAL PROCEDURE

Students attending Driscoll After School Adventures (DASA) or Driscoll Extended Day Programs (DEDP) go directly to their assigned areas at dismissal. Kindergarten children will be escorted to DEDP or their appropriate DASA classes. Children in grades 1-8 must either walk to DASA classes independently or be accompanied by a parent/caregiver. Students should follow procedures for DEDP if they are going to DEDP.

DASA dismisses at 3:40 pm (unless otherwise noted). Children must be picked up at the DASA activity classroom. **If you are picking up your child, please arrive at 3:35pm.** Unattended children will be brought to the Main Office at 3:40 pm to wait for their designated pick-up person. If you arrive late, please find your child at the Main Office.

DEDP dismisses by 6:00 pm. For more information on DEDP procedures, contact Abbie Fennell at driscollprogram@gmail.com or 617.738.4632.

Students attending other programs outside Driscoll School must make arrangements for timely pick-up.

DISMISSING YOUR CHILD DURING SCHOOL HOURS

Parents should send a note to the teacher indicating the date and time your child needs to be dismissed and who will be picking them up. When you arrive at school, proceed to the Main Office and we will call your child down. You will need to sign him/her out and indicate reason for early dismissal.

CILDREN MUST BE SUPERVISED AT ALL TIMES AFTER SCHOOL. THERE IS NO SUPERVISION ON THE PLAYGROUND AFTER SCHOOL AND STUDENTS MAY NOT ENTER THE BUILDING.

FORGOT SOMETHING? NEED TO GET SOMETHING TO YOUR CHILD?

Children often forget an item or two while rushing for school. If you need to drop off homework, lunch, or materials, please deliver to Main Office. We will make sure they get it. Parents may not take deliveries to the classroom during school hours.



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BREAKFAST, LUNCH, AND SNACKS AND FOOD/ALLERGY GUIDELINES

Breakfast and lunch are available for purchase; healthy meals are prepared at the school. Breakfast is offered at 7:30 am. Lunch periods are 30 minutes with 20 minutes for recess. 7th & 8th grades students have a 30-minute lunch/recess break. Students have an opportunity for morning snack in their classroom. Healthy snacks are encouraged.

Families may choose to pre-pay for meals by either sending a check in advance to the main office or directly to the cafeteria staff, or, online by setting up an account at PAMS online, www.schoolbucks.com. All checks should be made out to Brookline Schools Food Service.

Students who are eligible to receive free and reduced lunch prices will be notified after their application has been submitted and approved by the Town (forms will be sent home at the beginning of the year and may be picked up at the school office at any time). Until forms are approved, children must bring money and/or a lunch.

CAFETERIA RULES

We want our students to enjoy their lunchtime. These are some rules we ask the children to follow, to keep the cafeteria fun and safe place for everyone:

- Use a low, calm voice and focus on eating
- Stay in your seat unless you have permission
- Use care when clearing your tray or dumping your trash
- Keep your table area clean
- Be kind and friendly to others and listen to adult directions

Sharing is good but not with food ~ Please advise your children that sharing food is not allowed mainly as a precaution to prevent the spreading germs as well as preventing life threatening allergic reactions.

FOOD GUIDELINES AND ALLERGY POLICY

Driscoll maintains a NO NUT policy in all classrooms. Nut products are allowed in the cafeteria only. Nut-free tables are available in the cafeteria.



RECESS AND PLAYGROUND RULES

There are three or four zones to cover during recess: The playground, field, blacktop, and tennis court. During recess, we assign a minimum of 3 staff members per grade level to supervise and there are usually two grade levels out at once.

Unless the weather is significantly bad, all students will be expected to participate in outdoor recess and should dress appropriately. If indoor recess is required, indoor activities will be available.

RECESS IS A TIME TO HAVE FUN AND MOVE!

Children need the time at recess to release energy and engage in both physical fitness and social play. We ask children to follow these rules at recess:

- Be courteous to your friends and schoolmates; Use kind language;
- Be safe; No jumping off playground equipment; No standing on Monkey Bars; Slide down slides feet first, one person at a time, sitting only. No climbing up the slide.
- Students should wear proper shoes, boots, or sneakers.
- PLAYGROUND RULES FOR SNOW
 - 1. K-5 students must wear boots if your feet are in the snow.
 - 2. K-5 must wear snow pants if your legs are touching the snow.
 - 3. Snow must stay on the ground. You may build with snow if it stays on the ground.



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ABSENCE, ILLNESS, ACCIDENTS & INCIDENTS AND MEDICATION

REGULAR ATTENDANCE IS AN IMPORTANT FACTOR IN A STUDENT'S ACHIEVEMENT AT SCHOOL. BUT, SICK CHILDREN SHOULD STAY HOME TO ENSURE OTHERS AT SCHOOL CAN STAY HEALTHY.

SCHOOL NURSE Marianne Dewing, 617-879-4257

The school nurse is available on-site during school hours. Registered nurses at school provide:

1. Illness Assessment/ First Aid/ Emergency Evaluation and Referral as needed for physical, psychological, social, emotional, behavioral issues;
2. Management of care of students with Special Medical Needs;
3. Physical Examination and Health Medical History;
4. Medication Administration;
5. Screening programs (mandated by the Mass. Dept. of Public Health);
6. Immunization Review;
7. Additional Services include counseling, consultation, facilitation, teaching to maintain a safe school that promotes health and wellness.

Please meet with the school nurse if you have any medical concerns regarding your child's health, including, but not limited to, acute or chronic medical needs as well as injuries. If your child has an injury requiring a cast or restriction in activity, a note from the treating physician is required documenting the restrictions.

Any medication, including over the counter medications (excluding inhalers and epipens) must be accompanied with current physician order and parent consent form. Inhalers must be accompanied by an asthma action plan, and Epipens with an epipen/allergy care plan. Parent and physician must sign all forms. Forms are easily access on School Website, www.driscoll.brookline.k12.ma.us.

WHAT IF MY CHILD FEELS SICK AT SCHOOL?

If your child is not feeling well he/she will be sent to the nurse. If your child has a fever, is too uncomfortable to stay in class, or in the case of accident that results in significant injury, the nurse will call one parent or guardian.

WHAT IF NEED TO PICK MY CHILD UP EARLY?

Please go to the Main Office and request that your child be sent down and sign your child out. Please do NOT go to your child's classroom and please do NOT leave without signing your child out.

Students are expected to attend school everyday. If a student is absent, parents should call the school, and, send a note to the teacher when illness is the cause. A doctor's note is required when a child is absent 3 days or more. Parents will be contacted for a meeting when a child is absent 10 or more days (cumulative) without explanation.

For information about when to keep your child home, visit www.brookline.k12.ma.us/page/1249

Please Note: Whenever possible, medical and dental appointments should be scheduled when school is not in session. This is to ensure that your child is provided with the maximum amount of instructional time possible.

WHAT HAPPENS IF THERE IS A DISCIPLINARY INCIDENT AT SCHOOL?



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In the event your child is involved in a situation at school that requires an office referral (fighting, inappropriate behavior, disrespectful behavior), the school will undertake an investigation at the time the incident is reported to a staff member. A parent/guardian will be contacted if the incident is significant or involves an injury. Some conflict is part of a normal school day and we support students in building conflict resolution skills during teachable moments. When a parent is contacted, please realize that we will only discuss your child. It is a breach of confidentiality to discuss any other child, or the consequences that another child may receive.

Potential bullying situations are handled differently and should be reported immediately to the Principal or Vice Principal or via the online reporting form found at www.brookline.k12.ma.us



EMERGENCY DRILLS AND EVACUATION PROCEDURES

Fire Drills, Lock Down Drills and Evacuation Drills are done routinely throughout the year with the supervision of the Brookline Fire and Police Departments. The evacuation site for Driscoll School is the Temple Beth Zion on Beacon Street. The Town uses a system called Connect-ED, which makes automated phone calls to advise families of emergency situations. Register with the Town to be notified in case of emergency: www.brookline.bbcportal.com. During all drills, students are expected to be quiet, carefully listen for directions and stay with their class.

The School and the PTO maintain separate contact lists. Even if you have provided information to the school, the PTO or parents may ask you for your email address or phone number because the school cannot release this information.

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BIRTHDAY CELEBRATIONS & PARTIES

To avoid hurt feelings, party invitations may not be distributed at school or after school programs, unless all the children in the class are invited. Please do not gather children at the school for birthday parties or other events, which do not include all the children in the class. Please discuss any in-class celebration with your child's teacher.

LOST & FOUND

It happens! Those mysteriously lost and found items are kept on a table in the main hallway near the Main Office. Found items not collected will be donated during the year.

DRESS CODE

Our dress code is intended to help students maintain a consistent focus on learning.

Students may not wear clothing with obscene or inappropriate graphics or writing.

Students should wear sneakers and refrain from wearing jewelry during physical education classes.



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School Rules Posters based on work of staff and Driscoll Leadership Team; illustrated by a third grade student

Whether you are a family that is new to our school, or are returning to Driscoll, we look forward to working together to maintain a school community that is safe, caring and academically challenging. To get the year off to a smooth start, please take time to review some basic rules with your child.

SAFETY FIRST

We do not run in the hallways and we are careful on the stairs. We make choices that ensure that we are safe and that others around us are safe too.

WHEN YOU GIVE RESPECT IT IS RETURNED TO YOU

We all need to care for each other. We need to remember how powerful our words can be. We are thoughtful when choosing our words and speak with kindness.

WE LIVE HERE. LET'S TAKE CARE OF OUR SPACE

Our custodians take very good care of our building. To keep our building clean, teachers, families and students are expected to use recycle bins, throw garbage in trash cans, and help keep the hallways and bathrooms clean.

RULES WE SUCCEED BY

BE SAFE
SHOW RESPECT
WORK HARD
WORK TOGETHER

DRISCOLL STUDENT HABITS

REFLECT ~ I think deeply about what happened.

EXPLORE ~ I take responsible risks.

CONNECT ~ I use my skills to make things better.

IMPROVE ~ I use my skills to make things better.

PERSIST ~ I stick to it, even when the work is hard.

SOCIAL CURRICULUM AND BULLYING PREVENTION

All students participate in conversations and activities in their classrooms that help students develop the skills they need to navigate social situations and keep themselves and others safe. In our K-5 classrooms, we use the Responsive Classroom curriculum to support this work. In grades 6-8 we use an advisory structure. At Driscoll we have clear expectations and protocols for prevention of and intervention for bullying-like behavior.

The PTO also funds for **Understanding Our Differences Program**, which is a model, interactive disability awareness curriculum that teaches children to “see the person and not the disability.” The curriculum covers Blindness and Low Vision, Deafness and Hard of Hearing, Autism, Physical Disabilities, Intellectual Disabilities, Learning Disabilities, and Chronic Medical Conditions such as Allergic Conditions, Asthma, Diabetes, and Epilepsy.



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THE HOME-SCHOOL CONNECTION - STAY INFORMED, BE INVOLVED

We know from experience that parent involvement is essential to maximize the benefits the child gets from his or her school experience. We urge you to stay involved by participating daily in your child's education by: talking with your child about his/her school experience, helping with your child's homework or projects, attending school meetings and conferences, volunteering with the PTO or in your child's classroom.

GET THE SCOOP – READ IT, TWEET IT, SHARE IT

There are many opportunities to get involved and stay connected to the Driscoll community.

- **SCHOOL WEBSITE:** www.driscoll.brookline.k12.ma.us - offers school news and announcements, contact information, faculty emails, links to school and town programs, and the Google Calendar.
- **PTO WEBSITE:** www.driscollpto.org - provides information about PTO sponsored events at the school, volunteer opportunities, fundraising goals and efforts, and community news.
- **PTO WEEKLY e-BULLETIN:** Look in your inbox Monday mornings for the latest news about PTO and School events, spotlights on special interest news, community news, town events and classifieds. This is an extensive and wonderful mode of communication that will keep you connected and in the know! If you are not getting the e-Bulletin, send an email to driscollbulletin@gmail.com to be added to the e-mail list.
- **PTO ON FACEBOOK and TWITTER:** Facebook--DriscollSchoolPTO/ twitter--@driscollpto
- **SCHOOL-WIDE EMAIL BLASTS:** As events and activities come closer, you may receive emails with updates, changes, and urgent news for the PTO and/or the School as they happen so you are in the loop. Email is our preferred method of communication as it is immediate and saves paper and time. We think that more news from school is better than no news.

'CONNECT-ED' - IN CASE OF AN EMERGENCY, SCHOOL CLOSINGS, DELAYS...

The Town of Brookline uses a system called Connect-ED, which makes automated phone calls to advise families of school closings or delays or any other urgent or emergency situations. Occasionally, we use the Connect-ED system to make announcements. If you would like to change the contact number for these automated calls, please contact Kim Longmore in the main office at 617-879-4250.

PRINCIPAL COFFEES Sponsored by the PTO

Monthly Coffees with the principal are held from 8:15-9 am. Each month we will have informal meetings over coffee discussing a relevant topic. Look for date and details in the PTO e-Bulletin.

PARENT COFFEES Sponsored by the PTO

Meet in the cafeteria and share your Driscoll experiences with other parents. Look for more information from the PTO.

DRISCOLL DIRECTORY published by the Driscoll PTO

The Driscoll Directory contains the names, addresses, phone numbers and email addresses for each child and family arranged by individual classes. This valuable resource is a useful way to stay in touch with other members of the Driscoll Community. You will be asked to provide your preference for your listing in the directory in the fall.



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COMMUNICATION WITH YOUR CHILD'S TEACHERS

Open and frequent communication between home and school helps enhance your child's learning. We encourage you to reach out early during the year and to continue regular conversations with teachers, especially if you have a concern. Communication is key in dealing with most issues. Please make contact with your child's teacher first to resolve classroom issues. If the problem is not resolved please contact the guidance counselor, vice principal or principal.

Specific opportunities for parents to learn more about their child's school and classroom experience are:

- Open House
- Breakfast Shares, Community Meeting, Class Presentations
- Parent-Teacher Conferences

PARENT-TEACHER COMMUNICATION VIA EMAIL, PHONE AND IN PERSON

Email provides a quick and convenient way for those with email access to communicate with each other. Email is an appropriate means to give teacher or parent basic information about a simple situation, to make appointments or to provide a quick check-in regarding behavior or academics. In certain instances, however, a phone call or meeting is the most effective and appropriate means of communication. Teachers are asked to keep emails brief and to set up an appointment or make a phone call if a brief email cannot explain a situation, or if email responses have not been sufficient in solving an issue.

PARENT-TEACHER CONFERENCES AND PROGRESS REPORTS/REPORT CARDS

Parent teacher conferences are an important opportunity for communication and planning between school and home. Conferences are scheduled twice yearly (in late Fall and Spring) in grades K-5. Grades 6-8 have conferences by appointment. 8th grade parents and students participate in a high school orientation program in the spring.

In grades K-5, teachers schedule parent conferences with parents. Parents are encouraged to contact any teacher or the school's guidance counselors to schedule conferences at other times. Alternative hours are offered for conferences to accommodate working parents. In grades 6-8, conferences with teachers are by appointment.

Teachers fill out conference reports for K-5 students. Progress for K-5 students is recorded mid year and in June. 6th-8th Grade students get letter grades quarterly that are published in the parent portal (online). You can call the office for a paper copy of your child's report card.

OPEN HOUSE – CURRICULUM OVERVIEW

This event is a chance for parents to meet the teachers, Room Parents, Village Leaders and learn about the curriculum plans for the year. A notice with the date and time for your child's grade will be sent home.

COMMUNITY MEETINGS

Community Meeting is a time when K-2nd grade and 3rd-5th grade students come together to celebrate our community, sing songs, and share things they have been working on. Parents are invited to watch the children share what they are learning! The meeting ends with everyone singing our beautiful Driscoll School Song. Meetings are in the theater and start at 8:10 on a Friday. Check School Calendar for dates!

Our goals for community meeting are the following:

- Provide students with a safe space to practice making presentations to a large group
- Allow students to lead each other
- Provide students with an opportunity to work on being good audience members
- Build community (parents, students, teachers) across grade levels
- Allow students to see what goes on in other classrooms, and grade levels



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CURRICULAR OFFERINGS BEYOND THE CORE

CURRICULUM INFORMATION

Our curriculum is based on the Learning Expectations for the Public Schools of Brookline, which are benchmarks indicating what each child should know, understand and be able to do by the end of each year. These are aligned with the Massachusetts State Standard. Teachers will provide an overview of the curriculum and benchmarks at the Fall Open House Evening. They can also be found online at www.brookline.k12.ma.us.

TECHNOLOGY PROGRAM AND INTEGRATION

The technology program integrates technology into the curriculum across all grade levels and provides the necessary resources, experiences and support for both students and teachers to develop technological skills in an ever-changing digital world. Students and teachers have access to technology throughout the whole day. Computers are located in every classroom, in the library and in the computer lab. Thanks, in part to the fundraising efforts of the Driscoll PTO, there are mobile computer carts and iPads in the school.

LIBRARY AND MEDIA CENTER

The Driscoll Library has an extensive collection of print resources, videos, and audio books as well as a bank of computers connected to the Internet for educational use. Students visit the library for library classes, and are welcome before and after school during posted hours. Students in 3rd grade and younger must be accompanied by an adult when visiting the library outside school hours.

MUSIC EDUCATION

Driscoll students are offered music twice/week

Students are provided with opportunities to experience music and develop an understanding and appreciation of a variety of musical genres and skills through active participation in singing, playing instruments, listening, moving, analyzing and composing. Grades K-5 participate in general and vocal music. 4th grade students choose an instrument in addition to general music. Grade 5 students have an option of band, orchestra or chorus in addition to general music and continue with it into 6th-8th grades.

ARTS CURRICULUM

All students are offered art once/week

The K-8 Visual Arts Curriculum teaches students to develop skills in both two and three-dimensional mediums experiencing a variety of artistic materials and concepts, which are integrated into other areas of academic studies. The overall goal of the curriculum is to inspire confidence in each student's ability to interpret and understand visual arts, and to become creative problem solvers and critical thinkers in visual terms. Each year, we hold a Driscoll Art Show that includes artwork from every student in the school as part of the Driscoll PTO's Arts Equinox, our annual school-wide two-day art festival.

WORLD LANGUAGE PROGRAM

Driscoll was the first school in Brookline to offer an elementary world language program K-8. We offer weekly instruction in Mandarin in grades K-5 and instruction in Mandarin as a full world Language course in grades 6, 7 & 8. Mandarin is the most widely used character based language in the world. In addition, students in 6th, 7th & 8th grades have an option to learn Spanish.

PHYSICAL EDUCATION

All students are offered PE twice/week

Physical Education is a part of the total education program that contributes, primarily through movement experiences, to the total growth and development of all children. It is an instructional program that gives attention to all learning domains - psychomotor, cognitive and affective.



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STUDENT SUPPORT SERVICES AND PROGRAMS

At Driscoll, we believe that every student should have the opportunity and support to succeed in school. We provide the tools and resources necessary for students with a range of learning needs to access the curriculum and grow as students and members of the Driscoll community.

ENGLISH AS A SECOND LANGUAGE (ESL) for ENGLISH LANGUAGE LEARNERS (ELL)

The ESL program at Driscoll School provides English instruction to students whose first language is something other than English. Students work on improving their English proficiency, including reading, writing, speaking and listening skills. Any family who needs translation services for anything school-related (verbal or written) should contact the main office or ask the ELL teacher.

METROPOLITAN COUNCIL FOR EDUCATIONAL OPPORTUNITY (METCO) PROGRAM

The Public Schools of Brookline is a charter member of the Metropolitan Council for Educational Opportunity (METCO), a voluntary integration program founded in 1966 which provides K-12 education for over 300 students from Boston. Students in METCO participate in all aspects of the academic and extracurricular life of the schools and are supported by school staff, the METCO Director and METCO Liaison. METCO provides the opportunity for deeper understanding, collaboration and sharing between urban and suburban students, parents, and community members.

SCHOOL GUIDANCE COUNSELOR AND PSYCHOLOGIST

There is a school psychologist whose primary role is to provide psychological assessments as part of the special education process and also serves as a consultant to staff and students in the regular education program. Support services fall into three categories: (1) Long and short term school-based individual counseling or social skills groups (2) Parent consultation for social, emotional and academic concerns and referral to outside counseling and other services (3) Teacher Consultation or short-term whole class lessons. Driscoll's guidance counselor and school psychologist can be reached by calling the main office.

ENRICHMENT AND CHALLENGE SUPPORT (ECS)

The ECS Program provides support to K-8 classroom teachers in meeting the academic challenge needs of all students. There is a part-time ECS resource teacher at Driscoll who works to meet this goal, thinking both about whole class supports and also about individual student needs.

SPECIAL EDUCATION

If a student meets the requirements to qualify to receive special education services an "Individualized Education Plan" (IEP) is proposed. This document serves as a guide for support and progress. Support services are delivered within the regular classroom settings as well as in separate small groups outside of the classroom with specialized, individualized instruction through trained special education teachers. More information on the IEP process can be found by contacting the Team Facilitator at 617-879-4272.

LITERACY AND MATH SPECIALISTS

The literacy specialists and math specialists provide a range of services, including direct instruction to students who need extra help in reading, writing, and/or math. These specialists also serve as a teacher resource, providing guidance on the best practices in their field. Specialists also help teachers in assessing students' performance levels and in making instructional decisions based on formal and informal assessment data.



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BEFORE AND AFTER SCHOOL OPPORTUNITIES FOR DRISCOLL STUDENTS

MORNING OPEN GYM FOR 5th to 8th GRADERS 7:20-7:50 AM

Students in 5th to 8th grade can go to the gym and get a little active time in before the school day starts. Supervision is by a teacher or paraprofessional, and various activities are offered, depending on the day: Sometimes basketball or soccer. It's pretty low-key and a great start to the day with friends to wake up the muscles and get the brain stimulated.

DRISCOLL AFTER SCHOOL ADVENTURES (DASA) Offered by the Driscoll PTO

A PTO run program, DASA offers after-school enrichment classes for Driscoll students in K-8 Grade providing one-hour classes in art, science, exercise, technology, music and programming, with the goal of enhancing the learning experiences for kids. Classes meet once a week for three 8-week sessions throughout the school year. Students can sign up for a variety of clubs and explore their interests from cooking to science to clay or foreign language. DASA classes are a great way for students to grow socially and make friends with common interests. Registration is online and information is sent to parents via email from the PTO.
<http://www.driscollafterschool.weebly.com>.

DRISCOLL EXTENDED DAY PROGRAM (DEDP)

DEDP provides a safe, supportive environment for childcare during the after school hours that fosters children's social, emotional, physical, and creative growth serving grades K-5, Monday thru Friday until 6pm. DEDP provides a wide variety of materials and activities such as arts, crafts, games, sports, dedicated homework help, science, cooking, and gardening. For more information, contact Abbie Fennell at driscollprogram@gmail.com or 617-738-4632. Check out their website at www.dedpbrookline.org. This is a tuition-based program that is a separate entity from Driscoll School and the Driscoll PTO.

HOMEWORK CENTERS

6th to 8th grade Homework Center provides a quiet, supervised place for middle school students to complete their homework. Students enroll after a teacher recommendation. Parent requests for attendance at the homework center are considered on a case-by-case basis, based on available spots, as space is limited.



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EVENTS, TRIPS, PROGRAMS AND EXPERIENCES

SCHOOL SPONSORED PROGRAMS

FIELD TRIPS

Students take a variety of culturally and educationally enriching field trips during the school year. There is often a cost associated with field trips. All students should attend the field trips, regardless of cost. Please contact the Principal or Vice Principal directly if you need assistance with the cost of field trips.

THE FARM SCHOOL OVERNIGHT TRIP

Our school has developed an ongoing relationship with the Farm School, a working farm in Athol, Massachusetts, established to teach children about all aspects of farm life. Children visit the Farm School for overnight stays two times: in 5th grade and 8th grade. There is a fee for this trip and all children are encouraged to participate. Please contact the Principal or Vice Principal directly if you need assistance with the cost.

SPECIAL ASSEMBLIES

Driscoll School has a number of special assemblies throughout the school year, such as the Martin Luther King, Jr. Assembly, the Chinese New Year Assembly, the Winter Concerts and the Eighth Grade Musical.

CONTINENTAL MATH LEAGUE and MATH COUNTS

Math League (grades 5 & 6) and Math Counts (grades 7 & 8) are parent or teacher led programs that allow students to deepen their math skills, stretch themselves in critical thinking and compete at a town level. The meeting schedule depends on the volunteer who is responsible. Sometimes practices are in the morning and some years they are after school. Driscoll families love Math and we do quite well in competitions each year!

MODEL UNITED NATIONS

Upper School students “step into the shoes of ambassadors from UN member states to debate current issues on the organization’s agenda. They make speeches, prepare draft resolutions, negotiate with allies and adversaries, resolve conflicts, and navigate the conference rules of procedure - all in the interest of mobilizing international cooperation to resolve problems that affect countries all over the world.” Middle School students should ask their Social Studies teacher about this opportunity if they are interested.

SPORT: CROSS COUNTRY, TRACK & FIELD, FIELD DAY, INTRAMURAL

In addition to providing physical education for students, Driscoll offers opportunities for students to be active beyond the classroom. Interscholastic sports teams include volleyball (fall), basketball (winter), and soccer (spring), which are available for students in grades 7 & 8. Cross-country (fall) and track and field (spring) meets are open to any student in grades 5-8. PE teachers also provide open gym time and intramural sports at various times throughout the school year.

HALLOWEEN AT DRISCOLL

At Driscoll, coming to school in costume is a privilege given to 3rd -8th graders - something to look forward to for the little ones! Kindergarten, 1st and 2nd grade students should NOT come to school in costume, but they will get to watch the 3rd, 4th and 5th grade parade. The 3rd-5th graders will parade through the school and show off their costumes starting at 8:15 am. A few guidelines for costumes: no masks during the school day (these will be allowed for the parade only), no weapons (not even for the parade), no costume element that is deemed inappropriate or very distracting by the teacher.



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SPIRIT DAYS

We are a proud community and it shows in our Driscoll Spirit. We have spirit days various times throughout the year and for a number of reasons. Some spirit days have been "Crazy Hair Day", "Pajama Day", or "Mixed Up Shoes Day". It is fun and creative, but participation is always optional.



PTO SPONSORED PROGRAMS AND EVENTS

These exciting and highly anticipated events are a great asset at Driscoll but only possible through successful fundraising and parent volunteer support. Please complete the Volunteer Form! Remember, it is an investment in your child's academic experience.

URBAN IMPROV

6th graders take a few hours of their school day to spend with Urban Improv in the Driscoll Theater where they learn the creative skills of improvisational acting using real life scenarios. They build presentation skills and confidence as they act the scenes to an audience of peers. This is a great way for our 6th graders to bond in the fall of 6th grade.

UNDERSTANDING OUR DIFFERENCES

A model, interactive disability awareness curriculum that teaches children to "see the person and not the disability." The curriculum covers Blindness and Low Vision, Deafness and Hard of Hearing, Autism, Physical Disabilities, Intellectual Disabilities, Learning Disabilities, and Chronic Medical Conditions such as Allergic Conditions, Asthma, Diabetes, and Epilepsy. It takes parent volunteers to help run this program.

CHINESE NEW YEAR CELEBRATIONS

Driscoll School celebrates with a glorious school wide festival at Chinese New Year, which serves as an exhibition of knowledge for all grade levels. Children perform songs, recite Mandarin poetry, and present dances. The older students present original plays in Mandarin, with English subtitles projected for their parents! The school is treated to performances by Chinese dancers and musicians.

LIBRARY SUPPORT

Parent volunteers are essential to ensure that library books are in good shape and circulating so our kids have every opportunity to find their next favorite book. Whether you have an hour every week, every other week or once a month, you can make a difference in the education of Driscoll students. Just stop by the library's circulation desk or e-mail Ms. Amy Neal to arrange a time to help.

NEW PARENTS' BREAKFAST

All new Driscoll parents are invited to join members of the PTO and the Administration as they welcome you to our vibrant community and share the many opportunities for parent involvement at Driscoll.

BACK-TO-SCHOOL PICNIC

The entire Driscoll Community is invited to a bring-your-own picnic supper on the Driscoll playground. The picnic is a great way to meet other families, teachers and watch your kids make new friends and reacquaint with old ones. This is a free event.

TEACHER APPRECIATION BREAKFAST

Every year, the PTO hosts a special thank-you breakfast for all Driscoll teachers, administration and staff. The festive breakfast is prepared and run by parents, set in the teachers' lounge.

FALL FLING

Kick-off the school year with a fling! Bring the whole family to the Driscoll Gym for a free, fun-filled evening of activities, snacks, dancing to the DJ's beats and socializing. Teachers and staff are invited to get grooving with the kids. This is a free event.

EARLY DISMISSAL MOVIES

On each of the parent/teacher conference early dismissal days, families may sign up children in grades K-5 for a movie in the Theatre from 12:30 to 2:00 pm. The films are listed on forms sent home well before the movie dates.

BOOK FAIR

The Driscoll Book Fair is held for one week. Classes visit the fair during school hours: younger grades write out "Wish Lists", older grades may bring their own pocket money. Parents can visit at any time, including after school hours. All proceeds from the Book Fair benefit the school's Library and reading groups.

SCIENCE SOLSTICE

It's a "Science Solstice" celebration: a day the whole devoted to science. Kids practice scientific methods, get a glimpse of the detailed work that leads to scientific discovery and a taste of how scientific knowledge is created.

Grades K to 6 learn scientific methods as they build electric circuits, practice on a medical simulation mannequin, or build geodesics domes with straws in school. At the end of the day, they respond through writing and drawing about the question: "What do scientists do?"



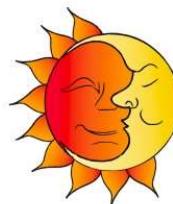
The 7th & 8th grades explore local research labs or facilities. Students tour one or two working labs, such as an engineering facility, a bio-tech start up, or a university research lab. In many tours, students participate in a hands-on activity. Students write reflections about their lab's research questions, how math and writing skills are used in the research, and how the research connects to the larger world.

SCIENCE FAIR

Science Fair is a parent-run weekend science event. Students across all grade levels have the opportunity to design and carry out science projects in their choice of scientific field: computers, biology, physics, environment, chemistry, math, architecture, astronomy, engineering, modeling, robotics: any area of science is welcome. Judges working the field of science interview the student presenters about their projects and provide feedback to science fair presenters. Students are welcome to work individually or in groups of 2 or more.

ARTS EQUINOX

In celebration of the Spring Equinox, we hold a two-day school-wide celebration of the arts. From visual to performing arts and everything in between, the school opens its doors to a wide array of artists from within and outside the school. Our children are swept up in a creative swell of classical, ethnic and contemporary music, visual art, dance, performance art, video making, and animation workshops...all activities aimed at feeding their creativity and enriching their imaginations.



Parents set up a "Green Room" in the Faculty Lounge serving breakfast, lunch and



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snacks to teachers, staff and volunteers. This event is free to all but requires a lot of PTO fundraising, parent volunteers to help with the workshops (no artistic talent is needed).

SPRING FAIR

An end-of-year celebration in a traditional fair style event held outdoors brings the Driscoll community together with games, rides, food, and entertainment. Rides for all age groups are set up on the field; games, activities including face painting and food cover the blacktop. The DJ blasts music while the kids fill the air with laughter! The event is open to the entire Brookline community. 100% parent volunteer support is needed to make this event a success.



THE DRISCOLL PTO – WE ARE PARENT & TEACHER STRONG!

All Driscoll parents are members of the PTO. With over 400 of us, parents and teachers, we are able to do wonders to enhance our children's academic experience and benefit from the positive energy from the social events. Many friendships are fostered at Driscoll, not only between children, but also parents. A great way to meet people is to BE INVOLVED with the PTO.

The PTO is your voice and venue to be involved and be heard. The Driscoll PTO aims to foster interest in the life of the school and provide a means for parents to be involved; promote cooperation, communication and unity of spirit among parents, faculty, staff and students; and, encourage understanding concerning the School's objectives and curriculum.

Our fundraising efforts combine raising money and having fun. Volunteer any amount of your time and be part of the Driscoll Community's enthusiasm while being instrumental in enabling the PTO to provide financial support to the school. In the past few years we furnished the technology department with an iPad Charging Station and over 40 iPads; provided library material and books making Driscoll Library a reader's treasure island; supported teachers' projects and classroom supplies, plus a lot more.

The fundraising efforts also allow us to fund the special PTO events that the children and parents look forward to every year: Science Solstice, Arts Equinox, Fall Fling Auction Benefit Gala and Spring Fair.

Here is a list of some of the components the PTO funds:

- Beginning of year supplies for classrooms
- Additional musicians for holiday concerts
- 8th Grade Musical (Funded in part by PTO)
- Field Trip Scholarships
- Additional art supplies
- Library materials and "Cuddle Up & Read" program
- Teacher grants for special projects
- Additional technology materials
- And much much more!

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In this packet, the PTO Executive Board and Event Co-Chairs have provided a brief description of the various PTO events held during the year. We hope you try to attend some if not all of them. Each event success is 100% dependent on the parent volunteers and participation. It is events like these that make Driscoll a special place and make us proud to be Driscoll Families.



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THE PARENT CONNECTION ROOM PARENTS and VILLAGE LEADERS

Room Parents and Village Leaders are parent volunteers who help improve communication channels and provide support. Each class has one or two Room Parents and each grade has a few Village Leaders - the entire grade is called a "village".

ROOM PARENTS

These parents help the teacher organize special events for the class during the school day, reach out to parents for classroom supplies or items for projects as need by teacher, and help bring the class together. They also represent the PTO forwarding information to the class parents, as needed by various co-chairs or PTO board members and recruiting volunteers for PTO events. Room Parents are encouraged to attend PTO General Meetings so they are up-to-date on what is happening, and then inform their parents. This is a vital communication channel so all parents are aware of all the activities and issues at school. Room Parents also meet with the Principal and the PTO Room Parent Coordinator twice a year.

Goal of Role: Organize support for teacher, school and PTO

Supporting the classroom teacher's needs

- Helping with class events
- Organizing if there is a "wish list" of supplies (Kleenex, art supplies, etc.)

Being the voice of the PTO for your class

- Recruiting volunteers and drum up support
- Getting the word out about what's happening

Organizing class gifts (if any)

If you are interested in being a Room Parent, please email the Driscoll PTO, driscollPTO@gmail.com.

VILLAGE LEADERS

These parents support the entire grade level *parent* community through outreach (mostly over email). The Village Leaders are the "point people" for new families. Village Leaders meet with the Principal monthly to discuss any issues coming up with the grade and to share ideas with each other about grade level community building. Some organize parent coffees, breakfasts or organize parent activities. Village Leaders will often continue supporting the grade year to year. You should begin hearing from your Village Leader(s) once school starts.

If you are interested in being a Village Leader, please email the Principal.

Goal of Role: Outreach and Community

Building lasting community in a grade level through connections between families

- Social events for families to connect with each other
- Support for families
- Welcome new families

"Voice" of the grade level to administration

Reaching out to families who are underrepresented at events

Strengthening the support network for families

Point person for new families to the grade



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SCHOOL CONTACT



Go to the School website, www.driscoll.brookline.k12.ma.us to contact any faculty via email. All email addresses follow the same pattern:
Firstname_Lastname@psbma.org

Main Office, Room 118	617-879-4250
Principal, Suzie Talukdar	617-879-4250 suzie_talukdar@psbma.org
Assistant Principal, David Youkilis	617-879-4250 david_youkilis@psbma.org
Secretary, Kim Longmore	617-879-4250 kim_longmore@psbma.org
Guidance Counselors:	617-879-4256, 4160
Carrie Hibbard (K-5)	carrie_hibbard@psbma.org
Hillary Keach (6-8)	hillary_keach@psbma.org
School Nurse, Marianne Dewing	617-879-4257 marianne_dewing@psbma.org
School Librarian, Anne Reid	617-879-4260 anne_reid@psbma.org
School Psychologist	617-879-4259
Lunch Liaison, Marijana Gojak-Hukic	617-879-4266 marliana_gojac-hukic@psbma.org
DEDP Coordinator, Abbie Fennel	617-738-4632 driscollprogram@gmail.com
METCO Liaison, Marcia Brown	617-879-4258 marcia_brown@psbma.org
Public Schools of Brookline - Superintendent's Office	617-730-2401

PTO CONTACTS

Co-Presidents:	Val Frias Kelly Chung Alice Speck	driscollpto@gmail.com
Volunteer Coordinator:	Shannon Hedrick	Driscollvolunteer@gmail.com
Room Parent Coordinator:	Lori Day	loridricscollpto@gmail.com
DASA:		dasa afterschool@gmail.com

General Questions? Don't Know Who to Contact?

If you have a question or concerns about a grade-wide issue, contact your Room Parent.

If you can't figure out whom to contact, send your question to the PTO Board at driscollpto@gmail.com; someone will get back to you promptly.



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If I have a question about . . .

. . . whom should I contact?

You will find information and many answers on our School and PTO websites. We are regularly updating it with school news, PTO updates and happenings in our community from the DOE to local area events.

School Website: www.driscoll.brookline.k12.ma.us
PTO Website: www.driscollpto.org

How do I report my child's absence?

Contact the Main Office, **617-879-4250**. Please send an absence note with your child when he/she returns to school.

How do I update my contact information if it changes?

Because the school cannot share your data with the PTO, you must notify BOTH the main office and the PTO if your information changes:

1. contact Ms. Longmore in the Main Office AND
2. send an email to driscollPTO@gmail.com. You should also let your Class Parent know so they can update the class list

Who do I speak with if my child has a problem in school?

Any concerns about your child should be directed to the teacher first. If the issue cannot be resolved only then please contact the guidance department and then the principal or vice principal at **617-879-4250**.

My child has an issue with classwork/homework.

We encourage you to send a note to the teacher in your child's homework folder to set up an appointment. Please do not discuss with a teacher at drop off or pick up as this distracts them from other students.

Questions about the computers, software, passwords for my child?

Contact our Technology Teacher, Mr. Thomas at **617-879-4250**, or via email, bob_thomas@psbma.org.

Question about lunch? Contact Marijana Gojak-Hukic, 617-879-4266.

Question about the School Bus? Contact the main office, 617-879-4250

Concerned that your child may be having difficulty socializing, or is unhappy in school? Contact our Guidance Counselors, Carrie Hibbard and Hillary Keach at 617-879-4256 or 617-879-4160.

I would like to volunteer to help the school. Contact one of the PTO Board Members on Contact Page or email to driscollPTO@gmail.com.

Heidi, David and any member of our amazing faculty and staff are happy to meet with you anytime to discuss any issues. You should always feel welcome to set up an appointment with them. You are also welcome to contact any of our PTO members with concerns or just to socialize.



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NOTES: