



WILLAGILLESPIE COMMUNITY SCHOOL

**BACK-TO-SCHOOL
INFORMATION PACKET**

WHAT TO EXPECT

NEW YEAR INFORMATION

To ease your way through some details, I will address the start of the school and Opening Day as a list:

- Class Lists: This year, lists will be posted **Friday, September 1 at 4^{PM}** on the windows by the front entrance to the school.
- Opening Day: **Wednesday, September 6 at 8:35^{AM}**.
- Bell Schedule: Each school day begins at 8:35^{AM} and ends at 2:50^{PM}, with an early release at 1:50^{PM} on Wednesday. Supervision of students begins at 8:05. Please be sure your child arrives and departs promptly. Students need to be picked up at 1:50 on Wednesdays and 2:50 on every other school day. Our staff schedule and budget do not provide early or late supervision. Creative Care provides daycare service in the morning and after school. Contact Creative Care at 541-683-7291, or other services listed below.
- Office Hours: The office will be open to assist you during the hours of 8:00^{AM} - 3:30^{PM} (Mon., Tues., Thurs., Fri.) and 8:00^{AM} - 2:30^{PM} on Wednesday Early Release.

***Please note:** the office is closed Friday September 1 and opens again at 8^{AM} Tuesday September 5.*

- Meet and Greet-Open House: Join us from **12-1^{PM} Tuesday, September 5**. Meet your student's teacher, drop off school supplies, and help your child get acquainted with his or her school in preparation for the year ahead.
- Staff: Our staff, programs, and community make WillaG a special place. A list of staff assigned to serve at Willagillespie for 2017-18 is included with this newsletter. Be aware—we may face last minute staffing changes if enrollment patterns change significantly.
- Curriculum Night: **Tuesday, September 19 from 6:30-8^{PM}**. Come and see our classrooms, student work, and hear from your child's teacher.
- Communication: We need your digits! Please update email and phone information in the office. We will utilize email, the school website, and potentially texts to communicate school news and updates on programs and events and in case of emergency.
- Student Rights and Responsibilities Handbook: The school district handbook guides our response to attendance, behavior, and student safety. Pay close attention to explanations of bullying and harassment and how weapons are defined in relation to school. We will do all we can to ensure a safe school for everyone, emotionally and physically. You will receive a copy of the handbook from the district with other school district correspondence.
- Cell Phones: We permit students to use cell phones to contact family members in the event of an emergency. Otherwise, cell phones tend to be a distraction. Should you choose to send a cell phone with your child, all student phones will remain off and be kept in backpacks during the school day. Cell phones used during the school day (including before and after school, while on campus) will be collected and returned to the parent.
- Parking: For pick up and drop off, we only use the south parking lot by the front entrance of the school. As you drop off and pick up your child, please work with each other, merge, and be a good neighbor by respecting the designated purposes of picking up and dropping off only.

CONTACT US

Main Phone Line 541-790-7100

Attendance Line 541-790-7125

Willagillespie.4j.lane.edu

1125 Willagillespie Rd., Eugene, OR 97401

WELCOME TO WILLAGILLESPIE COMMUNITY SCHOOL

Dear Kindergarten Families,

First, welcome to Willagillespie! We are super excited for you and your child to begin the journey of education with us at Willagillespie. Our team of teachers are planning and preparing for the amazing opportunity of a full day of learning and fun.

Second, it is important to understand how we will organize the first two days of school for kindergartners. To make the most of our staff and learning environment in the transition to kindergarten, we use what is called a **Staggered Start**, an increasingly common practice across our school district. Here is a brief description with some benefits to consider:

Staggered Start:

- **Students with last names A-L will come to school on Wednesday, September 6 for their first day of school and will stay home Thursday.**
- **Students with last names M-Z will stay home Wednesday and come to school Thursday, September 7 for their first day of school.**
- **All kindergartners will come to school Friday, September 8.**

Benefits:

- Teachers and support staff get to know your child in smaller groups
- Students can learn many of the routines and procedures more easily in a smaller group. They can practice the rules of the classroom in a gentler more spacious setting
- Parents can connect with the teacher in a smaller group

Please note: **class lists** will be posted by **4PM on Friday, September 1** by the main entrance to the school office so each family will know their child's teacher in time for school the following week. Families may also wait for the information and arrive on September 5 for our meet and greeting time for students, families and teachers.

To clarify, on Tuesday, September 5 from 12-1^{PM} families are encouraged to bring their students to school to meet teachers and drop off supplies, and rub shoulders with other families and share in PTO (Parent Teacher Organization) refreshments.

Again, we are very excited to meet your family and share in the wonder and challenges of educating your child. If you have questions, don't hesitate to contact our school.

Kind Regards and Grow Eagles!



David Jacobson
Principal, Willagillespie Community School

WE ARE E.A.G.L.E.S.

Engaged

Attitude

Grit

Learner

Everyone Matters

Self-Managers

GET THE LATEST NEWS

We communicate primarily through email and our website. Teachers will send out newsletters (typically each week) for individual classrooms, but for school wide information you'll want to sign-up for our enewsletters by providing the front office with your email address.

While some news makes it to the website, the most up-to-date information will be found in our enewsletters. If you aren't receiving the enewsletters let us know, and we'll get you added right away!

CONTACT US

Main Phone Line 541-790-7100

Attendance Line 541-790-7125

Willagillespie.4j.lane.edu

1125 Willagillespie Rd

Eugene, OR 97401

READY, SET, GO

SCHOOL SCHEDULE

WHEN TO ARRIVE

- 8:05^{AM}: Doors open for student breakfast
- 8:15^{AM}: Student Council walk students to quiet time in the gym
- 8:25^{AM}: Doors open for all students
- 8:35^{AM}: Tardy bell rings, classes begin

WHEN TO LEAVE

- 1:50^{PM}: Early Release Wednesday
- 2:50^{PM}: Regular dismissal: Monday, Tuesday, Thursday, Friday

WHEN TO EAT AND PLAY

- 11:05 - 11:30^{AM}: Kindergarten Lunch
- 11:10 - 11:30^{AM}: First grade Lunch
- 11:50 - 12:10^{PM}: Second and Third grade Lunch
- 12:30 - 12:50^{PM}: Fourth and Fifth grade Lunch

ATTENDANCE LINE 541-790-7125

Regular attendance at school is an important factor in your child's progress. We urge parents to send their children to school every day possible. When your child is absent or arriving late **call our attendance line and leave a message**. Whenever possible, please leave your message before 8:30.

RELEASING STUDENTS

Parents and other authorized adults who come to pick up students during the school day **must first come to the office**. We will call the student to the office and check them out.

BUS INFORMATION

Bus transportation will be provided for all students in our attendance area who live one mile or more from the school. All students living less than one mile from the school are not eligible for bus transportation. *Please contact 4J Transportation to register your student for a bus route. They can be reached at 541-790-7474.*

USE OF OFFICE TELEPHONE

Children are allowed to use the office telephone for emergencies with teacher permission. They cannot use the phones for making after school social plans.

AFTER SCHOOL PLANS

Children are expected to return home at the end of the day. If students are planning to go to a friend's house after school then **plans must be cleared with parents before coming to school**. Students are not allowed to use office/classroom phones to set up play dates.

AFTER SCHOOL/ DAYCARE OPTIONS

If you are in need of after school care, the following after school programs and daycares are available to WillaG students. Please call the daycares for enrollment information.

Please note: Creative Care is an on-site after school program. Students who attend Creative Care will go straight from their classroom to Creative Care (typically in the cafeteria) and parents will pick students up at Willagillespie.

Creative Care	541-683-7291
Play Dates	541-345-0505
Sweet Pea	541-246-8299
Fidgets to Widgets	541-342-8290
Kid City	541-682-5312

AFTER SCHOOL PROGRAMS

Choir
Robotics/Lego Club (grades 3rd-4th)

REMINDERS

BUILDING NEWS

REMINDER: ENTERING THE BUILDING THROUGH THE MAIN OFFICE

This is one of our most simple but sometimes inconvenient steps for maintaining a safe school environment. When families park and pick up students via our neighbor church's parking lot, it is convenient to come through the side door by the bus pick up area, but not in line with our safety protocols. Our staff tries to provide a welcoming presence at this door, but it is not an entrance for parents and families during school hours. We ask that each parent and adult come through the main office. We realize it's another three minutes' walk and often folks are hustling to get to class on time. With the renewed effort to enhance our safety at school, using the front door for all adults helps us ensure we can identify all the adults who enter the school building. All adults need to enter the school through the office. Please adjust your plans with this in mind. Thank you for your help and understanding.

PARKING LOT

To reduce the added pressure of a busy parking lot and more families coming and going and to improve flow and safety, we added a second grade level team of teachers to help in the parking lot after school from 2:50 to 3PM. We have 10 or more adults lending a hand to locate students and direct traffic patterns. Please allow them to provide direction and problem solve. Please see the traffic reminders in the attachment and honor the four points made below:

1. The Right Lane by the building is for Pause Parking to pick up students. If you need to run into the school or leave your car, please use a parking spot.
2. Please load your student only at the yellow curb or in a parking spot. Resist the urge to find ways to load while waiting in the lanes on the south loop of the parking lot.
3. Each time you cross the north loop of the parking lot, we need everyone to use the crosswalk. It takes more time but it models safety and decreases our risk of an accident.
4. We notice that cell phones are out even when drivers are driving in and out of the parking lot. Please resist this temptation, too, or use your hands-free features. If your attention is on your phone, you can make a big mistake.

PETS BEFORE AND AFTER SCHOOL

We can't bring animals to school, even if they are leashed. School board policy specifically states that pets are not to be school grounds. Most of us love our dogs and they are like family, but for safety and consistency, no pets are permitted on school grounds before, during, or after school. This one is hard to accept but easy to follow. If your pet travels with you by car, it must stay in the car.

SCHOOL INFORMATION FOR NON-CUSTODIAL PARENTS

Willagillespie is able to provide all co-custodial or non-custodial parents a duplicate copy of all district-labeled mailings. Please let our school office know if you would like the name of co-custodial or non-custodial parent added to your student's enrollment information. For copies of classroom or school newsletters please talk with your student's teacher to make arrangements.

WILLAGILLESPIE

STAFF LIST

KINDERGARTEN

Julie Schneider	2
Jacque Barton	4
Anne Hubbard	6
Audrey Hartsfield	24

FIRST GRADE

Patrice Cowman	1
Kimberly Dame-Brown	3
Suzi Swinehart	5

SECOND GRADE

Beth Saxon	11
Sarah Donn	12
Laura Points	14

THIRD GRADE

Jannine Johnson	13
Patrick McIlrath	17
Matthew Monson	18

FOURTH GRADE

Jonny Hellner	9
Stephanie Waples	19
Jeff Billington	20

FIFTH GRADE

Jenny Kneale	21
Larry Whittlesey	22
Kyle Chunn	23

CLC/LC/LIFE SKILLS

Ann Parks, CLC	10
Andrew Gaughan, LC/Angela Larsen, LC	15
Kathryn Johnson, Life Skills	7/8

TEACHING SPECIALISTS

Tammy Coleman, ESC	16
Cassidy Temple, Title	P.1
Matt Cerbin, K-2 Facilitating Teacher	P.2
Paula Cates, ELL	TBA
Mary Poppen, Music	26
Gary Blaine, PE	Gym

SPECIALISTS

Laura Gravelle, Counselor
Joe Moore, Psychologist
Jill Lancaster, OC
Jordan Gentzkow, OC
Linda Hesketh, Speech
Michelynah Anderegg, Speech

OFFICE STAFF

David Jacobson, Principal
Debbie Serra, Secretary
Whitney Demers, Office Assistant

INSTRUCTIONAL/ELEMENTARY ASSISTANTS

Ken Beal, Library Asst./EA
Machelle Cheung, EA
Sandra Corbin, EA
Trish Egge, EA
Tami Hellwege, EA
Patti Schmidt, EA
Susan Victor, EA
Phuong Pham-Morgan, EA
Anna Walker, EA-L/S
Shelle Holmes, EA-LS
Jennifer Fernandez, EA-L/S
Selina Gonzales, EA-L/S
Jennifer Riehl, EA-L/S
Tyrell Barnas-Kipp, EA-CLC
Daniel Katter, EA-CLC
Sarah Dreyer, EA-LC
Alex Tromba, EA-L/S
Katie Will, EA-L/S
Tyler Conner, EA-L/S

TECHNOLOGY SUPPORT

Abe Rincon

MAINTENANCE

Bruce Fields, Maintenance Coordinator
Rick Baker, Night Custodian

HEALTH

Cathy Erickson, Nurse
Laura Sipos, Health Clerk

FOOD SERVICE

Dawna Sheldon, Cafeteria Coordinator
Janet Manry, Food Service Assistant
Betsy Mathieson, Food Service Assistant



STOCK UP!

2017-18 SCHOOL SUPPLY LIST

KINDERGARTEN

\$15.00 suggested for misc. supplies
 2 Boxes of tissue (Kleenex soft)
 1 Hand sanitizer
 1 Ream of white photocopy paper
 (12) #2 Dixon/Ticonderoga pencils
 2 (24 count) Crayola crayons
 1 (12 count) Crayola markers – fine point
 1 (12 count) Crayola markers – wide point
 2 or 3 (8 count) Crayola washable watercolor paint
 12 Elmer's glue sticks
 2 (4 count) black EXPO dry erase markers, fine point
 2 Black sharpies
 1 Spiral notebook
 1 Set of headphones with 3.5mm plug– NOT earbuds
 2 Highlighter markers, any color, thick point

FIRST GRADE

\$15.00 suggested for misc. supplies
 1 Box of tissue
 1 Hand sanitizer (8-12 oz. size)
 1 Ream of white photocopy paper
 (12) #2 Dixon/Ticonderoga pencils
 1 Pack Crayola colored pencils
 1 (24 count) Crayola crayons
 1 (12 count) Crayola markers (optional)
 1 (8 count) Crayola watercolor paint
 6 Elmer's glue sticks
 1 Pkg. eraser caps
 1 (4 count) black EXPO dry erase markers
 1 Set of headphones with 3.5mm plug– NOT earbuds (w/name on it)

SECOND GRADE

\$15.00 suggested for misc. supplies
 1 Box of tissue
 1 Hand sanitizer
 1 Ream of white photocopy paper
 (36) #2 Dixon/Ticonderoga pencils
 1 Pack Crayola colored pencils
 1 (24 count) Crayola crayons
 1 (12 count) Crayola markers
 6 Black EXPO dry erase markers
 1 (8 count) Crayola watercolor paint
 6 Elmer's glue sticks
 1 Multi-pack Pink Pearl erasers
 1 Pack pencil top erasers
 2 Composition notebooks - wide ruled
 2 Two pocket folders, 1 solid blue, 1 solid red
 5 X 8 plastic school supply box
 1 Set of headphones with 3.5mm plug - No Earbuds
 1 Reusable water bottle for desk
 Please do not label supplies

THIRD GRADE

\$20.00 suggested for misc. supplies that will be bought in bulk
 2 Boxes of tissue
 2 Packages of wide-ruled lined paper
 1 Ream of white photocopy paper
 1 Set of headphones with 3.5mm plug

FOURTH GRADE

\$15.00 suggested for misc. supplies
 1 Box of tissue
 1 Hand Sanitizer
 1 Ream of white photocopy paper
 (36) #2 Dixon/Ticonderoga pencils
 2 Pack Crayola colored pencils
 1 (12 count) Crayola markers – fine point
 4 Black EXPO dry erase markers (fine point markers)
 1 (8 count) Crayola watercolor paint
 2 Pack Elmer's glue sticks
 2 Pink Pearl erasers
 1 Pack wide rule lined paper 100 ct.
 4 Spiral notebooks
 2 Plastic two pocket folders (plain)
 (1) 1/2" binder
 5 X 8 pencil box (no bigger)
 1 Set of headphones with 3.5mm plug
 Recorder for music class, or 6.00 fee to purchase

FIFTH GRADE

\$35.00 suggested for misc. supplies
 1 Box of tissue
 1 Set of headphones with 3.5mm plug
 Recorder for music class, or 6.00 fee to purchase

LIFE SKILLS

\$10.00 suggested for misc. supplies
 1 Pack medium dry erase markers
 1 Ream of copy paper
 1 Pair of Fiskers, or adaptive, scissors
 1 Pack of 4 glue sticks
 1 12 count pack wide Crayola markers
 1 2 pack Magic Erasers
 1 Pencil box
 1 Set of headphones (any type your child prefers)

NOTE: Tennis shoes are required for physical education in gym. These shoes may be worn to school, or a pair of old ones may be left at the school in the classroom.

2017-2018 WILLAGILLESPIE STUDENT BODY FUNDING

Please fill out and return this page, along with your contribution, to your student's teacher.

RECOMMENDED PAYMENT CONTRIBUTIONS

KG \$15	2nd \$15	4th \$15
1st \$15	3rd \$20	5th \$35
		Life Skills \$10

Cash or Checks Only

Exact amount only -- we are unable to make change.

Please make checks payable to "Willagillespie Community School" and write your children's names and teacher's name on the check. Please note that the money for lunches will need to be made out to "Nutrition Services".

Student Name _____ Teacher _____

Our teachers depend on family contributions to be able to purchase classroom supplies for their students. Contributions you make go directly into the classroom for supplies. We understand that not everyone is able to make this financial commitment and it is not required. Therefore, if your family is able to make an additional contribution to support the teachers, we would greatly appreciate it.

\$ _____ Contribution (please see recommendations above)

\$ _____ Additional Donation (to help further cover costs for teachers)

\$ _____ **Total amount**

_____ We are not able to make a financial contribution at this time

_____ Our family is interested in learning more about receiving food, clothing and scholarship support through Willagillespie Village.

FOR OFFICE USE ONLY

Cash _____ Act# _____ Act# _____

Check _____ Act# _____ Act# _____

UPCOMING EVENTS

MARK YOUR CALENDARS

We have several events throughout the school year. Here is a brief overview of what to expect.

SEPTEMBER

5th: Open House, 12-1
 19th: Curriculum Night, 6:30-9^{PM}
 19th: Title 1 Information Night
 22nd: Picture Day

OCTOBER

6th: Fun Run
 13th: No School-In Service Day
 27th: Spooktacular

NOVEMBER

2nd: Picture Retakes
 8-9th: No School Conferences
 10th: No School Veterans Day
 Food Drive
 22nd-24th: Thanksgiving Break

DECEMBER

1st: Family Fun Night
 Snowflakes of Joy
 Holiday Choir Concert
 18th-Jan 2nd: Winter Break

JANUARY

15th: No School, MLK Jr Day

FEBRUARY

2nd: No School Grading Day
 5-9th: Book Fair Week
 7th: Family Literacy Night
 OBOB Tournament
 19th: No School President's Day

MARCH

Classified Staff Appreciation Week
 19th: Kinder Round-Up
 26th-Apr 2nd: Spring Break

APRIL

5th Grade Picture

MAY

Teacher Appreciation Week
 3rd: Math and Science Night
 4th: No School
 Volunteer Appreciation Week
 28th: No School Memorial Day

JUNE

Field Day
 8th: No School
 15th: Current Last Day

SCHOOL PICTURES

Picture day is September 22nd! Be sure your student has all they need for school photos when they arrive in the morning. Classrooms are scheduled around meals and break times, so it's hard to know just when your student will have their photo taken.

CURRICULUM NIGHT

Join us September 19th for Curriculum Night! Teachers will give an overview of what your student will be learning this year. This is your chance to ask questions and see materials before the year gets rolling. Supervision will be provided in our gym so parents are free to visit with the teachers.

TITLE 1 INFORMATION NIGHT

Your child's academic success is directly related to your involvement in his or her education and communication with our staff. By working together, we can provide the best possible educational experience for your child. (School's name) currently receives Title 1 funding OR (child's name) is currently receiving, or is eligible to receive, Title 1 services. As such, we would like to invite you to a meeting to discuss the Title 1 program in our school. At this meeting on September 19, 2017 we will also explain the requirements of Title 1 and provide a description of all services related to school and parent activities, including:

- Distributing and discussing our parental involvement policy;
- Discussing our curriculum, assessments, and the proficiency levels students are expected to attain;
- Informing you of the services we provide to eligible students and parents;
- Discussing the school's report card; and
- Explaining the process of receiving Title 1 services.

STAY CONNECTED AND GET INVOLVED!

BE A VOLUNTEER

Our Willagillespie volunteers provide much needed support to our teachers, students and staff. We are so thankful to have a thriving volunteer group and we love when new volunteers join our team.

In order to be a Willagillespie volunteer you must first go through the criminal background check through the 4J website. **Please note: this is required for anyone who wants to volunteer in a classroom or go on any school field trips even if you elect to drive your own car.** You can find the volunteer application online at: 4j.lane.edu/hr/volunteers. This process usually takes two weeks to finalize, so be sure to apply long before any activities or trips you'd like to participate in.

PARENT TEACHER ORGANIZATION

The fundamental purpose of the Willagillespie PTO is to provide opportunities to our students that could not otherwise be afforded due to continued budgetary constraints. Through our fund raising efforts we provide critical support to our teachers for the betterment of all of Willagillespie's students. We are very fortunate to have such a fine group of teachers and staff. It is critical that you as parents remember that the rewards are greatest when you are actively involved in your child's education. The PTO needs your support. We encourage parents to participate when and wherever they can. By volunteering in your child's classroom or volunteering with the PTO (or maybe both) you are helping to make your school successful and enriching your child's educational experience.

Email us at willagillespiepto@gmail.com and check us out on Facebook!

SITE COUNCIL

Willagillespie Community School has a site council composed of those members listed below that work together collaboratively and cooperatively to plan programs, make operational decisions, consider curriculum issues, adopt building policies and solve problems. It is appropriate for this site council to be involved in making these decisions as long as they comply with state and district laws, policies, and rules. Site council determines what decisions it will participate in making.

Willagillespie's Site Council is comprised of:

Administrator: David Jacobson

Teachers: Julie Schneider, Patrick McIlrath, Stephanie Waples

Classified Staff: Sandra Corbin

Parents: Michelle Hefner, Lindsay Manley, with one additional TBA member

The Site Council's first meeting will be September 20 at 4^{PM}.

CAFETERIA NEWS

BREAKFAST AND LUNCH OPTIONS

NEW! FREE BREAKFAST FOR ALL STUDENTS!

Beginning in September, all elementary students may eat breakfast with no cost to families. Daily breakfast menus include (oatmeal, cereal, fruit and yogurt, bagel) or a special item such as a cheese omelet or egg and cheese muffin. Both breakfast and lunch menus include fresh fruit and vegetable choices, many of which are locally grown.

No paperwork is required to receive free breakfast. However, families may receive free lunch meals by submitting an application (see 4j.lane.edu/nutrition/freelunch). Additionally, student meal account payments may be made in person, or through the online MealTime system at 4j.lane.edu/nutrition/payment. Lunch is \$2.90 for elementary students.

For more information about food programs and monthly menus, visit the 4J website at 4j.lane.edu/nutrition or call 541-790-7656.

Information on Free and Reduced Lunch can be found online or in the front office. To apply for Free and Reduced Lunch you can either fill out a paper application (available in the front office) or online at district.ode.state.or.us/apps/firlapp. The school meal program is confidential, easy, and can help both your budget and your child's school. Remember, the school meal program application must be filled out each year.

LUNCH TIME VISITORS

Parents are welcome to have lunch with their children. Please check in at the office and wear a visitor badge anytime you come into the building. Adult meals are \$4.

RESPONDING TO BULLYING, HARASSMENT, AND THREATS OF HARM AT WILLAGILLESPIE

4J School District follows Oregon law to insure that each student has a right to a safe learning environment. A student, his or her parent or guardian, or a volunteer who believes that the student is the recipient of harassment, intimidation, bullying, cyber bullying or hazing from another student, staff member, or volunteer is encouraged to report the incident to the staff member on duty at the time or to the student's teacher or to the principal or assistant principal. If the principal is believed to be involved, the report may be made to the Superintendent's office.

A student and his or her parent or guardian is encouraged to attempt to resolve concerns through discussions with school staff. The principal or person assigned by the principal will investigate the incident in order to resolve the conflict and restore a sense of safety for all involved. There will be an attempt to assist students and/or parents in resolving concerns and issues prior to the use of the formal disciplinary or complaint procedures. This may include counseling, education, mediation and/or other opportunities for problem solving between both parties. However, the severity of a specific incident may require immediate disciplinary action.

For more information, please refer to the District's Student Rights and Responsibilities Handbook.

SOMETHING TO CHEW ON

HEALTHY SNACKS GUIDELINES

These healthy snack guidelines apply to food distributed during the school day as part of a celebration or school party.

Encouraged Beverages

Kindergarten–5th Grade: Beverages limited to water and the following:

Fruit or vegetable juice, provided the beverage item is not more than 8 ounces, is 100% juice with no added sweeteners and contains no more than 120 calories per 8 ounces.

Milk or a nutritionally equivalent milk alternative, provided the beverage item is not more than 8 ounces, is fat-free or low-fat and, if flavored, contains no more than 150 calories per 8 ounces.

Portion Sizes

Portion sizes should be reasonable given the age of the student. Appropriate portion sizes for beverages are noted under “Beverages.”

Suggested Foods

- Fresh fruits and vegetables
- Dips based on low-fat yogurt or sour cream (be aware of sugar and salt content)
- Canned fruits (preferably packed in natural fruit juices instead of syrups)
- Dried fruits
- Trail mix, chex mix, or popcorn-based snack mix (be aware of products that contain nuts or nut byproducts and sodium content)
- Granola bars (be aware of products that contain nuts or nut byproducts)
- Sunflower or pumpkin seeds
- Yogurt or soy-gurt
- Jerky
- Baked chips (be aware that Baked Cheetos and SunChips are higher in fat and sodium than other baked chip varieties)
- Salsa, guacamole, bean dip and fruit salsa
- Pita bread or pita chips and hummus dip
- Whole-grain cereals (be aware of sugar content)
- Whole-grain or multigrain crackers and cheese (cheese made with 2% milk is better)
- 100% frozen fruit juice bars
- Frozen yogurt
- Fruit smoothies (preferably yogurt- or sorbet- based)
- Whole-grain and fruit/vegetable breads and muffins: banana, zucchini, carrot or oatmeal bread, bran muffins, etc.
- Other fruit-based desserts: fruit and yogurt parfaits, strawberry shortcake, mixed berries with whipped cream, baked apples with granola topping
- Fruit or pretzels dipped in a yogurt-based coating: strawberries, raisins, cherries etc.
- Quaker Multigrain Minis (Honey Graham, Cinnamon Sugar)
- Graham cracker–based items: Honey Maid Squares, Teddy Grahams, Animal Crackers, Goldfish Giant Grahams etc.
- Nutrigrain bars
- Pretzels (low salt is better)
- Bagels (whole grain is better)
- Tortilla roll-ups: meat and cheese, cream cheese and salsa, etc. (cut into finger-size pieces)

NEWS FROM THE NURSE

SCHOOL HEALTH AND MEDICATIONS

IMMUNIZATION RECORDS

Parents of students who are new to Willagillespie this year are reminded that Oregon Law requires evidence of up-to-date immunizations, a birth certificate and a completed medical form prior to the student starting class.

MEDICATION POLICY

School personnel may assist a student to manage his/her medication. Students must turn in **ALL** medications to the office. If the student has a physician's approval to carry drugs (for instance: asthma medication which may be needed immediately in an emergency), the office must have written permission form the physician on file. The giving of over-the-counter or prescription drugs is not allowed without written permission from a parent/guardian.

When medication is required to be taken at school, the parent will be asked to sign a permission form. Medication which is brought to school is to be left in the school office and **MUST** be in a pharmacy-labeled container with the name of the student, the name of the doctor, type of medication, and instructions. If you have any questions concerning medication at school, please call the office.

FIRST AID AND EMERGENCY INFORMATION

The staff at Willagillespie offers minimum first aid treatment in case of illness or injury. We always attempt to contact the parents if any injury is considered serious. Therefore, it's important that the school have current information concerning home phone, work phone, correct address, etc. In case of emergency we **MUST** be able to contact the parents or someone designated by the parents for emergency situations. Remember in cases of physical injury (cuts, broken bones, etc) the emergency room cannot treat a minor (child) without the parent or guardian present.

ALLERGIES AND MEDICAL CONDITIONS

It's important that we have up-to-date information on student allergies and/or medical conditions, and treatments required. If your student has a severe allergy please stop by the office and pick up a form for your doctor to sign. Please also provide us with any medication your student may need in the event their allergy is triggered. Similarly, if your student has a medical condition that must be treated or monitored while at school please come by the office to pick up paperwork and/or speak with our school nurse about how we can help keep your student healthy at school.

STUDENT ILLNESS

Children should be kept home when:

- Their temperature is over 100 F.
- They have had a fever for less than 24 hours (students must be fever free for 24 hours before returning to school).
- Their throat is sore with white spots.
- They have a heavy cold and severe cough.
- They have a rash that has not been seen or treated by a doctor.
- They have diarrhea, stomachache, and/or vomiting or **have not been** free of these symptoms for more than 24 hours.
- They have a toothache or earache.

4J HEALTH CENTERS

There are four school-based Health Centers located within the four Eugene High Schools, staffed by a nurse practitioner, school nurse, and a health clerk. The Health Centers provide **free** medical services to K-12 students without health insurance. Willagillespie students who need care and are without medical insurance, or any student who needs first aid or requests health information will be provided service.