

2017-2018
BOWMAN WOODS
FAMILY HANDBOOK
Grades K – 5th



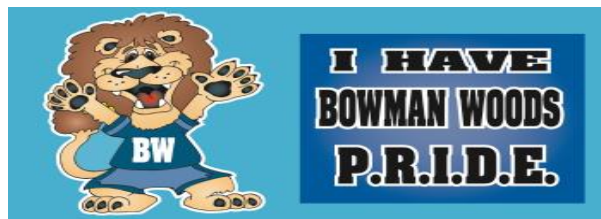
151 Boyson Rd., N.E.
Cedar Rapids, IA. 52402
319-447-3242 (Attendance/Lunch)
319-447-3240 (Office)
319-373-2592 (Fax)
www.linnmar.k12.ia.us
Principal: Mrs. Tina March
tina.march@linnmar.k12.ia.us

We will all learn at high levels!

~BW Mission Statement

This handbook is designed to provide our families with helpful information about Bowman Woods. The handbook will be distributed to each family as well as all of our new families throughout the school year.

The climate of Bowman Woods is that of an extended family. We believe your child becomes a part of our family throughout their entire time at Bowman Woods. We are extremely proud of our staff, students, and our school. If you have comments that would assist us in our efforts to continually improve our school, please feel free to share them with our principal, Mrs. Tina March (tina.march@linnmar.k12.ia.us).



BOWMAN WOODS SCHOOL SONG (X = Clap)

**To Bowman Woods X X
To Bowman Woods X X X
We go to school at Bowman X Bowman Woods,
We'll shout it loud because we X are so proud,
We're proud to go to school at Bowman Woods
B O W M A N W O O D S!**

**To Bowman Woods X X
To Bowman Woods X X X
We've got the spirit in our hearts,
We'll shout it loud because we X are so proud,
We're proud to go to school at Bowman Woods
B O W M A N W O O D S!
**B - O - W - M - A - N, BOWMAN, BOWMAN,
BOWMAN WOODS!!!****

Welcome from the Principal

Welcome back students and parents! I trust you had a great summer filled with rest, relaxation, play, and hopefully some learning activities as well. I anticipate a wonderful year at Bowman Woods Elementary. We are excited to get the year started.

Our parents and guardians are vital to student success as well as school success. We feel that the more we effectively communicate and work as a team, the better off our kids will be. Please feel free to stop in and see me or our School Facilitator, Val Lawrence, anytime. As I will be in classrooms helping teachers and students with instruction, I might be hard to find. You can always e-mail me or contact me by telephone 319-447-3241, or tina.march@linnmar.k12.ia.us.

Please take time to read thru this handbook and familiarize yourself and your children with the policies and procedures at Bowman Woods. Our family handbook is full of great information regarding attendance, start/end times, parking procedures, PRIDE rules, etc... Many policies and procedures change from year to year so please read through it to become knowledgeable.

Once again, the staff and I look forward to working with the terrific students at Bowman Woods. We will see you all very soon.

Sincerely,
Mrs. Tina March
Principal



Linn-Mar School District Mission:

Inspire learning.

Unlock potential.

Empower achievement.

Bowman Woods Staff

Name	Email	Phone Number
Principal: Mrs. Tina March	tina.march@linnmar.k12.ia.us	319-447-3241
Facilitator: Ms. Val Lawrence	vlawrence@linnmar.k12.ia.us	319-447-3208
Building Secretary: Mrs. Denise Kack	dkack@linnmar.k12.ia.us	319-447-3240
Attendance Secretary: Mrs. Ann Matthews	amatthews@linnmar.k12.ia.us	319-447-3242
Health Assistant: Mrs. Eileen House	ehouse@linnmar.k12.ia.us	319-447-3243
District Nurse: Mrs. Anna Strand	astrand@linnmar.k12.ia.us	319-447-3305
Counselor: Mrs. Sally Wiley	swiley@linnmar.k12.ia.us	319-447-3244
Instructional Strategist: Mrs. Terri Streicher	tstreicher@linnmar.k12.ia.us	319-447-3247
Kindergarten Team		
Mrs. Shauna Kendall - KK	shauna.kendall@linnmar.k12.ia.us	319-730-1621
Mrs. Molly Schuett - KS	mschuett@linnmar.k12.ia.us	319-447-4818
Mrs. Thompson - KT	lindsay.thompson@linnmar.k12.ia.us	319-447-3263
1st Grade Team		
Mrs. Molly Dabroski – 1D	modabroski@linnmar.k12.ia.us	319-447-3264
Mrs. Courtney East – 1E	ceast@linnmar.k12.ia.us	319-447-3269
Mrs. Amanda Goodlove – 1G	agoodlove@linnmar.k12.ia.us	319-447-4812
2nd Grade Team		
Mrs. Kristen Hatfield – 2H	khatfield@linnmar.k12.ia.us	319-730-4814
Mrs. Katie Kensinger – 2K	kkensinger@linnmar.k12.ia.us	319-730-4813
Mrs. Kari Thomsen – 2T	kthomsen@linnmar.k12.ia.us	319-730-4819
3rd Grade Team		
Ms. Nichole Davidson – 3D	ndavidson@linnmar.k12.ia.us	319-447-3232
Mrs. Hannah Lenz – 3L	hlenz@linnmar.k12.ia.us	319-730-4815
Mrs. Keri Taylor – 3T	ktaylor@linnmar.k12.ia.us	319-447-3260
4th Grade Team		
Mrs. Jill Brockschink – 4B	jbrockschink@linnmar.k12.ia.us	319-730-4816
Mr. Scott Fillner – 4F	sfillner@linnmar.k12.ia.us	319-447-3267
Mr. Jesse Hart – 4JH	jhart@linnmar.k12.ia.us	319-447-3261
Mrs. Misty Holzwarth – 4H	mholzwarth@linnmar.k12.ia.us	319-447-3230
5th Grade Team		
Mrs. Dianna England – 5E	dengland@linnmar.k12.ia.us	319-447-3246
Mrs. Kim Gansen – 5G	kgansen@linnmar.k12.ia.us	319-447-3268
Mrs. Jill Hazen – 5H	jhazen@linnmar.k12.ia.us	319-447-3228
Mrs. Sandy Schneekloth – 5S	sschneekloth@linnmar.k12.ia.us	319-447-3615
Specials		
Mrs. Sara Krause - Art	skrause@linnmar.k12.ia.us	319-447-3468
Ms. Jessica Morosky - Music	jmorosky@linnmar.k12.ia.us	319-730-1634
Mr. Beau Westpfahl – P.E.	beau.westpfahl@linnmar.k12.ia.us	319-447-3251
Media Center		
Mrs. Carla Clanin (Teacher Librarian)	cclanin@linnmar.k12.ia.us	319-447-3245
Mrs. Kelly Simons (Assistant)	ksimons@linnmar.k12.ia.us	319-447-3245

Student Support Team		
Mrs. Sara McBride	sara.mcbride@linnmar.k12.ia.us	319-447-3252
Ms. Tammy Krotz	tkrotz@linnmar.k12.ia.us	319-730-4820
Mrs. Kate Turner	kturner@linnmar.k12.ia.us	319-447-3247
Student Support Associates		
Mrs. Karla Dostal		
Mrs. Dawn Egbert		
Mrs. Susan Grensteiner		
Mrs. Kathy Gates		
Ms. Ashely Love		
Mrs. Jennifer Nanke		
Mrs. Amy Slingluff		
Mrs. Kim Stevens		
Mrs. Cheryl Sunseri		
Mrs. Brandy Taylor		
Mrs. Jan Williams		
Paraprofessional		
Mrs. Stephanie Morgan	smorgan@linnmar.k12.ia.us	
Mrs. Trish Talley	ttalley@linnmar.k12.ia.us	
Band/Orchestra		
Mrs. Kelly Vieth (Orchestra)	kvieth@linnmar.k12.ia.us	319-447-3219
Mr. Kevin Makinster (Band)	kmakinster@linnmar.k12.ia.us	319-447-3310
Reading Recovery		
Mrs. Barb Crawford	bcrawford@linnmar.k12.ia.us	319-447-3278
Mrs. Shelly Pottebaum	spottebaum@linnmar.k12.ia.us	319-447-3266
Mrs. Debbie Stien	dstien@linnmar.k12.ia.us	319-447-3262
TAG/LEO		
Mrs. Vicki Freiburger	vfreiburger@linnmar.k12.ia.us	319-447-3256
ELL		
Mrs. Carol Stamp	carol.stamp@linnmar.k12.ia.us	319-447-4811
Prevention Specialists		
Mrs. Tamara DeVries	Tamara.devries@linnmar.k12.ia.us	319-447-3436
Custodians		
Mr. Joe Boardman		
Mrs. Annalisa Clark		
Mrs. Guillerma Wintringer		
Nutrition Services		
Bowman Woods Kitchen Mrs. Gitana Staniel, Mrs. Kathie Cleppe, Mrs. Cathy Hoffman, Mrs. Sandy McClure, Mrs. Sophia Santiago		
Mrs. Stacey Shepley - cashier		
Mrs. Nicole Krieger (Total Access Program)	Nicole.krieger@linnmar.k12.ia.us	319-730-3541

ARRIVAL & DEPARTURE PROCEDURES

8:00 a.m. - Students may enter the building for breakfast.

8:05 a.m. - Gates open

8:20 a.m. First Bell – Students can enter the building.

8:26 a.m. – Gates are locked to allow staff and students to be ready for the 8:30 start to the day.

8:30 a.m., Tardy Bell – Students must be in their classroom; otherwise please come straight to the office for a “late pass”. For the safety of the student, all students arriving after 8:30 a.m., whether they are tardy or coming from an appointment are required to be escorted and signed into school by an adult.

2:50 p.m. - Gates re-open

3:15 p.m., Dismissal Bell - Students should exit the building and head home

- Students are not allowed to enter the building before the first bell rings at 8:20 a.m. unless they are involved in a special activity, eating breakfast, or there is inclement weather (below 0° or pouring rain).
- **The playground is not staffed before or after school so students should not be on the playground during these unsupervised times.**

At Bowman Woods the safety of our students is a priority so our goal is to have our parking lots pedestrian-free. In other words, we work to avoid having children walking out into the parking lots at arrival and departure times by having designated loading and unloading zones. Please make special note of the following plan that was designed by a committee of Bowman Woods staff and parents/guardians:

ARRIVAL PROCEDURE (8:20 a.m.)

Breakfast:

- Children having breakfast at Bowman Woods can be dropped-off at the main entrance by the office at 8 a.m. You should keep your belongings hung on hooks in the back hallway of the lunchroom while you eat. After you finish breakfast, you should join your classmates outside to wait until the 8:20 bell.

Walkers and Bikers:

- May enter the building through the gym foyer doors at 8:20 a.m.
- Due to the high volume of traffic, all bikes and scooters should be walked while on the school grounds.
- All bikes and scooters should be parked in the bike racks provided on the school grounds. Please lock-up your bikes and scooters.

Vehicles:

“One Stop & Drop”

To keep our traffic moving in the morning for drop-offs, we ask you to take the following steps...

- All car riders should be dropped-off via the drive behind the building. The front drop off is for buses, daycare vans & special needs students. (The only exception would be students eating breakfast or coming for a morning activity before 8:05 a.m.)
- Car line gates open at 8:05. We will have student supervision from 8:10 – 8:20 a.m. Students can enter the building beginning at 8:20.
- Please have your student get their items together before you stop your car.
- Please say goodbyes before coming to a stop to make the exit faster.
- Pull your car ahead as far as possible up to the back gate of the school or behind the car in front of you.

- Students can get out at this point – they are able to enter through any back doors of the building. Assistance is available at every entrance.
- Students should carefully exit the vehicle when your car comes to a stop, preferably on the driver's side.
- Please exit the unloading zone immediately after your student has left your vehicle to allow our traffic flow to continue.

We do not want you to feel rushed or hurried, however we appreciate your assistance as we try to keep our car line moving to ensure all our students arrive at school on time.

All students should be able to enter the building independently. If you need to enter the building with your student, please park your car in the parking lot. **(Do not park in the bus lane in front of the building)**. After entering the building, go directly to the office where you will sign in and pick up a visitor's badge.

DEPARTURE PROCEDURES (3:15 p.m.)

Walkers and Bikers:

- **Students needing to cross Boyson Road must use the crosswalk to insure their safety.**
- Bikes and scooters should be walked until off the school grounds and/or across Boyson Road.
- Students who live behind Bowman Woods may exit the building from the rear and walk up the hill. A crossing guard will be available at 8:10 and again after school.
- Students should use the sidewalks in both parking lots when exiting the lots as walkers or bikers. Students heading west should follow the sidewalk around the front of the building, not crossing exiting traffic lanes.

For the safety and security of all students, please remain outside when waiting for your student to be dismissed.

Vehicles:

- ALL students should wait in the designated area of the gymnasium.
- Please make sure your family name sign is visible from your visor in your vehicle so we can have your student(s) ready when you arrive.
- If you arrive and your child is not ready to load you may be asked to pull ahead or make another loop through the parking lot so traffic will continue on a smooth flow.
- Once your student has entered the vehicle please exit the parking lot immediately

If someone different is picking up your child please notify the office before 2:30 p.m. so that we can send a note to your child's teacher. If we do not have authorization from a parent and the person picking up is not on the emergency list we will not allow them to take your student until we are able to reach you.

LATE START/EARLY DISMISSAL PROCEDURES

Indicate where your child should go in case of an emergency dismissal on eRegistration.

In extreme situations school maybe closed for an entire day, Announcements can be hear on the radio and television stations as early as 5:30 a.m.

ATTENDANCE INFORMATION

- ❑ Students are expected to be in school unless they are ill. It is important for the students to participate in class discussions, develop an appreciation for the views and abilities of other students, and form the habit of regular attendance. The school determines whether an absence is excused or unexcused. Excused absences include illness, family emergencies, and doctor appointments.
- ❑ **Please contact Mrs. Matthews (319-447-3242) by 8:45 a.m. when your child will be absent or late. Please indicate what type of lunch (main, alternate or lion cub) when you call.** If you call before 7:30 a.m. or after 4:00 p.m., please leave a detailed message on the answering machine.
- ❑ **Tardies/Absences: For the safety of the student, all students arriving after the gate has been locked, whether they are tardy or coming from an appointment, are required to be escorted and signed into school by an adult.** This is important, as they will need to place their lunch order with the front office at that time. If you pick up your student before 3:15 p.m., please come right to the office and ask them to call your student down from their classroom. You will need to sign the student out. **Students will not be called to the office before parents/guardians arrive to pick them up, so please give yourself a few extra minutes when picking up your students.**
If your student arrives to school up to 1 hour late the absence will be recorded as a tardy in your student's file. If your student arrives to school over 1 hour late or leaves over 1 hour early at the end of the day the absence will be recorded as a 1/2-day absence in your student's file.
- ❑ **Illness:** Students recovering from an illness may be able to do school work at home. Please request needed materials by noon on the day they are needed.
- ❑ **Vacations:** It may be necessary for a student to be absent due to the family's vacation schedule. The student can do whatever the teacher believes is practical in terms of "make up" work when he/she returns to school. Schoolwork is **not** sent with a student. Parents/guardians should assist their students in making up missed schoolwork.

COAT & CUBBY AREAS

Students will be assigned a coat and cubby area to store their jackets, coats, mittens, hats, and backpacks. *Please put your students name in these personal items.* The coat and cubby areas need to be kept neat and orderly by the students at all times.

COMMUNICATIONS

- ❑ **Conferences & Report Cards:** Family conferences are held the week of October 9th, and again at the end of the second trimester, February 26th. We encourage all parents/guardians to attend the family conferences so that you can learn, firsthand, the progress your student is making. Report cards are sent home upon the completion of each trimester. If, as a parent/guardian, you have questions, suggestions, or concerns please feel free to contact your student's teacher anytime throughout the school year. You do not have to wait until scheduled conference times. School staff can be contacted via email or phone.
- ❑ **Access to Student Records:** A student's legal parent or legal guardian may have access to the student's educational records. Other than the legal parent or legal guardian, only authorized, licensed, and clerical personnel with a legitimate need to know are allowed access to student records. Parents/guardians may access their student's educational records during regular school office hours (8:00 a.m. to 4:00 p.m.).

- ❑ **Review of Educational Materials:** Members of the community may review educational materials currently being used by the students. Please contact the Linn-Mar District Superintendent's office (447-3002) to request an opportunity to review the materials. The review of materials should take place on school grounds with one or more appropriate staff members present to assist in the review.
- ❑ **Bowman Woods Event Calendar:** Find out what's going on at Bowman Woods by going to the Linn-Mar District website www.linnmar.k12.ia.us. And choosing Bowman Woods under the "schools" link.
- ❑ **District Website:** To obtain information on all of the Linn-Mar District schools go to www.linnmar.k12.ia.us.
- ❑ **Bowman Woods Newsletter:** Find out what is happening! Available the first of each month on the school website. Hard copies will also be available in the office.

DRESS CODE

Students should dress comfortably based on the weather. Clothing should be clean, modest, and age-appropriate. Students **must** wear shoes and have gym shoes available for physical education class. Unacceptable clothing is anything that displays drugs, alcohol, tobacco, gang symbols, vulgarity, obscenity, and/or demeaning representations. Hats and headgear, including bandanas, are not allowed.

Winter Weather Dress:

If there is snow on the ground, students should wear snow pants. While it is snowy and muddy, students who wish to play on the playground areas must wear boots. Students who do not have boots or snow pants may play on the blacktop. However, in the event that the blacktop is covered with snow, boots will be needed. If you need financial assistance in providing these items please contact the office.

Indoor/Outdoor Recess:

In the event of rain or temperatures/wind chill factor is below zero, students will have indoor recess.

FEES

Instructional supply fee of \$50.00 per student is due by the first day of school. The fee covers consumable items such as paper, art supplies, and consumable science supplies.

FIELD TRIPS

Field trips occur throughout the school year to enhance the learning opportunities for our students. **Parents/Guardians will need to select "yes" under the permission page of eRegistration in order to permit your student to participate in all school field trips.** *District volunteer policy must be followed if parents/guardians are volunteering on field trips.*

HEALTH SERVICES

- ❑ **Health Assistant:** Our school Health Assistant is available every day from 8:00 a.m. to 3:30 p.m. A registered nurse is at Bowman Woods three half-days per week. Staff may send students to the health office when there is a concern for illness or injury. ***The health assistant may be reached directly by calling 447-3243 or via email at ehouse@linnmar.k12.ia.us.***
- ❑ **Emergency Contact Information:** It is critical that emergency contact information be up-to-date at all times throughout the school year. Please make sure the information you have

listed is up-to-date on your PowerSchool account and that the names/numbers provided are local so that contact can be made immediately if an emergency were to occur.

- **Parents/Guardians will need to select “yes” under the permission page of eRegistration in order to authorize school officials to administer minor first aid or take emergency action at parent/guardian expense.**

Additional Health information is published in the District Handbook.

INTERNET USE

Linn Mar District policy can be found in the District Handbook.

ITEMS FROM HOME

Students should not bring personal items from home unless requested by the teacher. No toys from home may be brought for recess. **Fidget spinners are not allowed.** The school is not responsible for lost, stolen, or damaged items. Items that may be harmful to students, including weapons of any kind, including toy weapons, are not allowed on the school grounds. Roll up sleds are not allowed on the school grounds unless specifically requested by the teacher for a special event. **Bringing any electronic equipment to school (e.g. iPods, CD players, pagers, cell phones, or headphones) is discouraged.** If such items are brought to school, they are the responsibility of the student. Linn-Mar School will not be held responsible if such items are lost, damaged, or stolen. If electronic equipment is brought to school, items may not be used during the school day without permission. If items are used during the school without the teacher’s permission, the item(s) will be taken by the teacher, kept in a safe place, and will not be returned to the student until the end of the day. If students have items taken away on more than one occasion, parents will be asked to come to school to pick-up the item(s).

LOST & FOUND

A lost and found area is located in the multipurpose room. Please check throughout the school year for items that your student may have misplaced. Items that are not claimed after one month are donated to local charities. Jewelry and valuables may be identified and claimed in the school office. **Please mark your child’s clothing items with their name and homeroom.**

LUNCH

Students may bring cold lunch or eat hot lunch provided by the district. Each day there will be three hot lunch choices. Lunch menus are sent home every three months or may be found on the district website at www.linnmar.k12.ia.us. On this same web site, you can sign-up to electronically make deposit to your student/family meal account. Lunch money can be sent to school with your child in an envelope marked with your child’s name and homeroom. The Total Access program will keep track of the money spent by each family and the number of lunches eaten. You will be notified when additional money is needed having your students hand stamped. **If you plan on eating lunch with your student please be sure to call your lunch order in to 447-3242 BEFORE 8:45 a.m., so that you can be included in the daily lunch count.** PLEASE DO NOT BRING RESTAURANT FOOD IN TO THE SCHOOL FOR YOURSELF OR YOUR STUDENT.

MEDIA CENTER

Mission Statement: The Bowman Woods media program is to provide an inviting, learning environment that assists staff and students with integrating effective informational resources and technology in the classroom, developing lifelong learning skills, and fostering reading for joy.

The following are Bowman Woods Media Center procedures:

- Students in kindergarten are allowed to check out three books at a time.
- Students in grades 1-5 are allowed unlimited check out.
- If a student has an overdue item, he/she will not be able to check out until the item is returned or brought into the library and renewed. If an item is on hold for someone else, it may not be renewed. If an item is lost, then it will need to be found and returned or the student will need to pay a replacement fee for the book, before being able to check out more items.

The following are district media procedures:

- Replacement fines are given for books that are damaged beyond repair or lost.
- The fee is to be paid to the building secretary in the office.

PARENT TEACHER ORGANIZATION (PTO)

- Mission Statement: The Bowman Woods PTO will function as a group to further student enrichment through program awareness, volunteering, and fundraising activities.
- All Bowman Woods parents/guardians are members of the PTO. There are no dues or fees. PTO board members provide leadership for the parent group and hold monthly meetings in the Library Media Center.
- The PTO serves in an advisory capacity to the principal. The monthly meetings provide time for the principal to share information about the school, the district, and allow time for parent/guardian questions or concerns to be answered or clarified. All parents are encouraged to attend the monthly PTO meetings that are held on the 2nd Tuesday of each month from 6:30 to 7:30 p.m. in the media center.
- PTO members provide support to the school by organizing one fundraising events (Bowman Blast).
- For up-to-date information on PTO events and board members contact information, log onto www.bowmanwoodspto.com.

PARTIES

Bowman Woods has three parties during the school year that include a Fall party, Winter party, and a Friendship party. Student birthdays may be celebrated at school however; food or beverage should no longer be brought to school to share with classmates. Instead, birthdays can be celebrated with stickers, pencils, etc. Please contact your building principal with any questions about the new way to celebrate birthdays.

Students should only distribute party invitations at school if they plan on inviting everyone from their classroom. Do **not** send balloons or flowers to school to celebrate your child's birthday, as these are more appropriate for home celebrations.

PHYSICAL EDUCATION

All students are required to participate in physical education and recess. If you believe your student needs to be excused from physical education or recess you **must** write a note to the classroom teacher. If your child is excused from physical education for more than two or three days the school may require a written order from your physician. Students should wear shorts or pants and gym shoes for physical education.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)

PBIS stands for Positive Behavioral Interventions and Supports. It is a school-wide approach that decreases common behavioral issues. With PBIS, students are taught the expectations and procedures for the school as a whole, as well as “hot spots” where problems are likely to occur.

PBIS strives on being a positive support system, where the adults in the school are recognizing good behavior. Students will know what to expect in all areas of the school, because every faculty member at Bowman Woods is participating in PBIS.

The expectations follow the acronym **ROAR**:

- We are **R**esponsible
- We **O**pt for Kindness
- We are **A**lways Safe
- We are **R**espectful

SNACKS

Linn-Mar is committed to promoting the health and well-being of our students. If a snack is needed please encourage a healthy one. Potato Chips, Doritos, candy, etc., will be sent back home if brought.

SUPPORT SERVICES

Support services are available to assist teachers and families when concerns arise with students. These services include building staff (special education teachers, counselors, nurses, health secretaries, etc.) and Grant Wood Area Education Agency staff (psychologists, social workers, consultants, speech-language pathologists, occupational and physical therapists, work experience coordinators, etc.). Teachers and families may use input on an informal basis or request formal assistance in identifying strategies to address a concern, in carrying out these strategies, or in monitoring individual student progress. These services are available for all students by teacher or parent request through the counselor at the student’s school. Any questions, please contact Bowman Woods Guidance Counselor, at 447-3244 or swiley@linnmar.k12.ia.us.

TELEPHONE USE

Telephone Use: Students should not use the school phones for social reasons. All arrangements for after-school play, lessons, or meetings should be made at home prior to the beginning of the school day.

VISITORS

Parents/guardians are encouraged to visit the school at any time *after* Labor Day. This allows a relationship to become established between teacher and student. **For the safety of our students and staff, all school visitors must report directly to the office. You will then be required to sign in and wear a visitors badge while in the building.** Parents are discouraged from bringing younger siblings when visiting their children's classrooms.

VOLUNTEERS

Bowman Woods families and friends give thousands of hours to support student learning. Volunteers assist students and teachers in the classroom, work on activities and projects at school, and complete activities and projects at home. ***Volunteers must follow district volunteer policy and treat all school information in a confidential matter.*** Every volunteer has their own nametag which should be worn at all times when working in the building. Volunteers must sign in and out in the school office. Hours worked as a PTO volunteer also count toward the district volunteer hours. Volunteer workshops are held monthly on the second Tuesday from 8:45 to 10:45 a.m. in the multi-purpose room. If you are interested in volunteering in the Linn-Mar District, please contact Karla Terry, Community Services Coordinator, at 447-3109 or kterry@linnmar.k12.ia.us.

Please see the District Handbook for additional information and policies.