

# Welcome to Onahan!

## New Family Orientation 2019-20



### Onahan's Mission Statement:

Onahan's vision is to provide a safe and fun learning environment that promotes mutual respect, inclusion and creative problem-solving.

Our team works to inspire the interests and meet the academic and social-emotional needs of all students. With every decision we face, we keep the best interest of children at heart.

**Principal**  
Marianne Patten  
mlpatten@cps.edu

**Assistant Principal**  
Kerrin Quezada  
kstaskawicz@cps.edu

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### Communications with the school:

- Check our school website regularly: <https://onahanschool.org/>
- Contact your child's teacher through the website
- Download our Onahan App from the App Store on your phone
- Make sure the office has your email on file for biweekly newsletters from Mrs. Patten
- Follow us on Twitter ([@OnahanElementa1](https://twitter.com/OnahanElementa1))
- Check Aspen Parent Portal to track student grades, attendance, etc.  
<https://aspen.cps.edu/aspen/logon.do>
- Principal: Marianne Patten ([mlpatten@cps.edu](mailto:mlpatten@cps.edu))
- Assistant Principal: Kerrin Quezada ([kstaskawicz@cps.edu](mailto:kstaskawicz@cps.edu))

Onahan School Hours: 7:45am-2:45pm

Office Phone: 773-534-1180

Clerk: Kathy McNamara ([Kmcnamara@cps.edu](mailto:Kmcnamara@cps.edu))

## Attendance policy

- When a child returns to school after being absent, he or she must bring a note from their parent/guardian explaining the cause of absence. A call to the school office does not replace a written cause of absence note. The Absenteeism and Truancy Policy (05-0126-PO2) requires that a parent/guardian send a written note which explains the student's absence each time a student is absent. There are four excuses for absence recognized and accepted by CPS:
  - Student illness
  - Death in the immediate family
  - Family emergency
  - Observation of a religious holiday

## Tardy Policy:

- The school day starts at 7:45 a.m. The State of Illinois requirement is that students attend school daily. It is important for students to learn the importance of punctuality, but the responsibility for prompt arrival to school belongs in part to the parent. Student tardiness will be documented. This is a reminder that if the student is tardy due to an appointment, he/she is still documented as tardy. Late arrivals will report to the security desk (first floor center hallway) for a tardy slip. Tardy arrivals to school will also be recorded and will appear on the student's report card and student records. Tardiness may impact a student's grade, and excessive tardiness may require referral an administrator.

## Arrival & Dismissal door assignments/time/procedures:

### Entry procedures:

- Drop-off will begin at 7:30am with school personnel and volunteers.
- Right at School provides a before-school program from 6:30am to 7:30 am. Parents can enroll their students through [www.rightatschool.com](http://www.rightatschool.com)
- Only two entrances will be open from 7:45 to 7:55am:
  - Kindergarten through 3rd grade will enter through the cafeteria doors (door 6)
  - 4th-8th grade will enter through the playground doors (door 3B). These two doors will be the ONLY access to the school for K-8th grade during this time.
  - After 7:55am, doors 6 and 3B will be locked, and the main entrance (door 1) will be open.
  - Pre-K families will receive directions for entry from Ms. Cyndi Lopardo.

### Dismissal procedures:

Raven will be blocked to traffic during dismissal. Only buses delivering and/or picking up students will be allowed. Please walk on the sidewalks and cross at the corners to ensure safety.

- Natoma St Door 8: Grades Pre-K, 1-2
- Raven St. Door 1: Grades 3-4

- West Normandy St. Door 3A: Grades 5-6
- Playground Door 3B: Grades 7-8
- Kindergarten students will exit the following doors:
  - 101 will exit from Door 11
  - 103 will exit from Door 10
  - 104 will exit from Door 9 (outside the Gym)

#### **Inclement Weather Procedure:**

##### Doors Open at 7:30

- K-3rd students enter through the cafeteria and remain seated until teachers pick up at 7:45
- 4-8th students enter through the playground door (3B), and wait outside homeroom door until 7:45
- Inclement Weather Recess Guidelines:
  - Above 32 F with or without wind chill: Recess should be held outdoors.
  - Between 31 F and 15 F with or without wind chill: Principal discretion.
  - Below 15 F with or without wind chill: Recess should be held indoors.

#### **Kiss and Ride Procedure:**

- The purpose of the program is to provide a way to get children safely from their car to the designed area without stopping traffic. When this program is working efficiently, the traffic congestion is significantly improved, making the trip to school much safer and easier. The Kiss 'N Ride is available on the school side of Natoma and Normandy. Kiss n' Ride means just that. Prior to putting your child in the car, say goodbye to them. At the drop off, the child only needs their seatbelt released and then they can exit the car on the passenger side only.

#### **Breakfast/Lunch:**

- All CPS students receive free breakfast and lunch. Menus can be found here: [https://cps.edu/About\\_CPS/Departments/Pages/MealMenu.aspx](https://cps.edu/About_CPS/Departments/Pages/MealMenu.aspx)

## ONAHAN DRESS CODE

Uniforms are to be weather appropriate. Students should be equipped for warm or cold weather, and have a proper sweater for colder classroom conditions.

| PANTS  |   |
|--|---|
| Acceptable   | Not Acceptable  |
| Color: Blue and Khaki<br>Uniform pants<br>Long shorts (3 inches above knee)<br>Capris<br>Jumpers, skirts, skorts (K-4) | Any other color<br>Yoga pants (other than gym day)<br>Short shorts, tight pants, baggy pants,<br>leggings, jeggings or look alikes<br>Cargos or jeans |

| SHIRTS   |   |
|--|---|
| Acceptable   | Not Acceptable  |
| Color: White, Powder Blue, Navy Blue<br>Polo Shirt – long or short sleeves<br>Collared and Buttoned<br>Turtle Neck | Any other color<br>Undershirt only<br>Shirts tied up in a knot in back or untucked<br>No collar |

| SWEATERS   |                            |
|--|----------------------------|
| Acceptable   | Not Acceptable             |
| Color: Navy or White<br>Sweater<br>Onahan sweatshirts<br>Zippered fleece | Any other color<br>Hoodies |

| GYM UNIFORM (May be worn all day on Gym Day)  |  |
|---|--|
| Acceptable  | Not Acceptable   |
| Color: Solid Navy or Gray<br>Plain T-shirt<br>Onahan Wear<br>Onahan Shirt of the Year<br>Solid, plain shorts<br>Solid, plain sweats<br>Yoga pants (6 <sup>th</sup> -8 <sup>th</sup> only) | Any other color than Navy, Gray or Color of<br>Class shirt<br>Stripes<br>Logos (except for "Onahan")<br>Pajama pants<br>Sports uniform |

| SOCKS AND SHOES                                |   |
|--|---|
| Acceptable                                     | Not Acceptable  |
| Dress shoes<br>Gym Shoes<br>Supportive sandals | Flip flops<br>Slippers<br>Light up shoes<br>Heelies (rolling shoes) |

| JEWELRY, COLOGNE AND DEODORANT                                |  |
|---|--|
| Acceptable  | Not Acceptable   |
| Minimal jewelry<br>Deodorant<br>Lotion with a light fragrance | Jewelry during gym period<br>Nose or other facial piercings<br>Heavy perfumed deodorant spray or cologne |

## Aspen Parent Portal:

- The Parent Portal gives parents/guardians an opportunity to view your child's attendance, grades, and assignments. With this tool you are able to monitor your child's daily, weekly, and monthly progress. You can register to receive e-mail or text notifications when your child is absent or when his or her grades drop below a point you identify. If you have not utilized this tool, please stop by the office to obtain your PIN (Personal Identification Number), which is necessary for creating an account. <https://aspen.cps.edu/aspen/logon.do>

## Student Fees:

- Money given to Onahan School does not cover all student expenses such as; technology, subscriptions, instructional materials, replacement textbooks, testing material, paper, and manipulatives. The student fee helps us to provide all students with the necessary materials need by classroom teachers for instruction. Your cooperation in paying this fee in a timely manner is greatly appreciated. Student fees are:
  - \$100 for each child up to three students
  - \$25.00 per student for a Technology Fee
    - Fees may be paid by cash, check (made out to Onahan School) or EPay

## Special Education Contact:

- Corinne Sutton (Case Manager)
  - [cmoconnell@cps.edu](mailto:cmoconnell@cps.edu)

## Bilingual Advisory Committee:

- School Contact - Debbie Schulze (English Learner Program Teacher)
  - [dlschulze@cps.edu](mailto:dlschulze@cps.edu)

## Dental at Onahan:

- CPS has partnered with the City of Chicago's Department of Public Health to offer dental service to all Pre-K-8th grade students free of charge. At the beginning of the year you may fill out a specific form if you would like your child to receive the services. You may also opt out if you do not want your child to receive dental services through CPS and would rather use your own dentist. Students that return the consent and authorization form below will receive the following services at school: dental exam, dental cleaning, fluoride treatment and dental sealants (as needed). All students requiring additional treatment will be referred to a dentist located within their school zip code. All students will receive a toothbrush for their participation
- All students in kindergarten, 2nd, and 6th grade must have a dental exam completed by a licensed dentist prior to May 15 of the current school year. If the student fails to present proof of exam by May 15 of the current school year, the school may hold the student's report card.

### **Vision and Hearing at Onahan:**

- Hearing and Vision Screening Technicians are assigned to Onahan to provide free vision and hearing screenings for students once a year.
- CPS partners with variety of agencies to provide families with access to vision services and glasses at no cost to the family or student. Vision exams are required by October 15th for students entering kindergarten or entering Illinois schools for the first time at any grade level. Vision exams are recommended for students who fail the vision screening; require an Individualized Education Program (IEP); receive teacher recommendation based upon classroom observation; or experience squinting, tilting of the head, sitting close to the television, losing place while reading, rubbing eyes, excessive tearing or headaches.

### **CPS Volunteer Process:**

All parent/family members who wish to volunteer at Onahan must register through cps.edu: [How to Become a CPS Volunteer](#)

- Level I Volunteers include coaches, overnight field trip chaperones  
\*\* fingerprint criminal background check required
- Level II Volunteers include classroom helpers, one day field trip chaperones

### **Onahan Local School Council**

- Chicago Public Schools have Local School Councils (LSCs) to help with the operations of each school. The primary responsibilities of LSCs include approving how funds and resources are allocated, developing and monitoring the annual school improvement plan, and evaluating and monitoring the school's principal.
- Every public school in Chicago has a LSC which is charged with three main duties: to decide how school funds and resources are allocated, to develop and monitor the annual School Improvement Plan, and to evaluate and select the school principal.
- The Local School Council consists of 6 parents, 2 teachers, a PSRP representative, 2 community members and the principal of the school. Council members are elected by members of their peer group on the second semester Report Card Pick-Up Day in April of every even-numbered year. Parent, community, and teacher representatives serve a two-year term beginning July 1 after each election and ending June 30, two years later.
- The Onahan School Local School Council (LSC) will meet the second Thursday of every month during the school year at 7:00 pm in the school auditorium, with some exceptions. All Meetings are on the school website calendar. These meetings are open to all. The LSC encourages the participation of teachers, parents, students, and neighbors in the important decisions it makes. There is a time for public comment during each meeting. If you cannot attend a meeting and wish to comment, please contact onahanlsc@gmail.com, by noon of the Thursday before the meeting. Each request should include your name and contact information along with the topic.

## Parent Teacher Organization (PTO):

- The PTO provides a connection between school and family. It supports teachers in the classroom, supplements school and classroom environments and prides itself in creating memorable moments for students, staff and families at Onahan School. PTO support is made possible by fundraising and membership dues.  
Support the Onahan PTO and become a member! Your membership fee pays for all PTO-sponsored events and supports students and teachers throughout the year.
- PTO meetings are held the 2<sup>nd</sup> Thursday of every month at 6:30 pm. Meetings are casual and child-friendly.
- Events supported by PTO include: Stemmania Family Nights, Daddy/Daughter Dance, Mother/Son Nerf Dodgeball Event, Spring Dance for Middle School, Wolves game outing, Chicago Dogs game outing, Holiday Gift Giving Program, Windy City Theater tuition based productions, Halloween fun for everyone, Zoo in the School, T-Shirt of the Year, Scholastic Book Fairs, Holiday Treasure Shop, PBIS support at all grade levels, Birthday Book program, Various Assemblies such as Relaxation, Super Structures and Anti-Bullying, St. Patrick's Day Parade Trolley, Teacher Appreciation Week, Field Day, Graduation Ceremonies
- Officers (2018-2020)  
Co-Presidents: Angela Devinney and Cheryl Pulse  
Treasurer: Michele Bielema  
Secretary: Michelle Jablonski  
Board Member: Colleen Carroll  
Teacher Reps: Tara Shannon and Debbie Schulze  
Paraprofessional Rep: Allison Santana

Contact [OnahanPTO@gmail.com](mailto:OnahanPTO@gmail.com)

## Friends of Onahan (FOO):

- Friends of Onahan is a volunteer based 501c-3 organization dedicated to supplementing the budgetary needs of our local CPS school, Onahan Elementary. Our school educates 670 students in grades Pre-K through 8th and has an active and diverse parent community. Our hope is to partner with local businesses to help us reach our goals.
- Originally, Friends of Onahan existed to fully fund the Rockets Program for Onahan's upper grades. With renewed enthusiasm and a greater vision, Friends of Onahan was revived in August 2018 to set larger school-wide global goals. Currently, our goals include the acquisition of Chromebooks for technology education and testing, the addition of a music or fine arts teacher, and programs that focus on health and wellness for our students in today's hectic environment.
- Through social events aimed at bringing parents and community together we aim to build a stronger school spirit and pride in our northwest side.

- **Officers (2019-2020):**
  - Co-President: Kerry Lowery Major
  - Co-President: Lauren Stenzel
  - Vice President: Nicole Schuirmann
  - Treasurer: Kerry Lowery Major
  - Secretary: Sara Strother

**Board Members:**

- Sally Klasen
- Patti Provax
- Margie Mosele
- Contact us: [friendsofonahan@gmail.com](mailto:friendsofonahan@gmail.com)

**Before and After School Programs:**

- **Right at School (K - 8th grade/tuition-based)**  
 Right at School provides a safe and fun place for your child every day before/after school to extend their day with enrichment, fitness and fun. Students are engaged in enrichment curriculum using *Disguised Learning* methods that focus on homework completion and physical fitness activities.  
 Contact: Elisa Vasquez  
           Onahan@rightatschool.com  
           Phone: 773-896-4846

See website for tuition-based pricing and registration:

<https://rightatschool-onahan-elementary.jumbula.com/#/2019-20-before-after-school>

- **Amigos (K - 3rd grade/tuition-based)**  
 Students will learn numbers, colors, shapes, greetings, days of the week and more; they will be singing, clapping and counting their way towards learning the Spanish language.
- **Band for Today - Piano (K-3rd grade/tuition based)**  
 Students learn how to play piano, read music and related music theory through class guided curriculum and activities.
- **Band for Today - Senior Band (5th - 8th grade/tuition based)**  
 Students learn brass, woodwind, and percussion instruments in group lessons.
- **Chess Scholars (1st - 8th grade/tuition based)**  
 Fun, interactive teaching and guided practice time will be provided. Both new and returning students are welcome and will get to the next level with the guidance of an experienced Chess Scholars coach.



- **Lego (STEM) Engineering** (1st - 4th grades/tuition based)  
Power up your engineering skills with Play-Well TEK-no logins and tens of thousands of LEGO parts! Apply real world concepts in physics, engineering, and architecture through engineer-designed projects.
- **Let's Code It Programming!** (2nd - 8th grade/tuition based)  
Students will design video games and animations in this exciting STEM program. Let's Code It uses a block-based programming system called Scratch, developed by MIT Media Lab. The curriculum hones important skills related to problem solving, attention to detail, creativity, storytelling, and critical thinking.
- **Mission Propelle** (K-5th grade/tuition based)  
Celebrating your body through yoga to emphasize social and emotional learning, helping students build confidence and problem-solving skills.
- **Windy City Performs** (2nd - 8th grade/tuition based)  
Students learn intermediate and advanced level skills in acting, vocal production, and movement. They prepare a fully-produced, adapted version of a play with costumes, props, lighting, scenic elements, and live musical accompaniment.
- **Onahan All-Stars** (K - 8th grade/1st come-first-served/Free)  
The Chicago Public Schools All-Star grant program provides Onahan students with opportunities to grow academically, socially and emotionally in a safe and supportive environment. Onahan before and after-school All-Star activities are developed and instructed by Onahan teachers and staff. Activities and registration is available in the Fall.  
Contact: Erin Martorano [emartorano@cps.edu](mailto:emartorano@cps.edu)
- **Rockets** (7th and 8th grade student application/\$110 fee)  
Students apply for placement on 1 of 4 Rockets teams. Students build a Class 1 rocket, payload, display board, rocketry worksheet, and presentation. Teams participate in the Rockets4Schools competition in Sheboygan, WI.  
Contact: [www.rockets4schools.org](http://www.rockets4schools.org)
- **4th grade Science Club**  
Contact: Angelo Restivo [arestivo@cps.edu](mailto:arestivo@cps.edu)

## Athletics

CPS SCORE! Sports Can Open Roads to Excellence: The CPS Elementary School Sports Program ensures the opportunity to learn and practice sportsmanship, teamwork, problem-solving, self-confidence, and accountability for as many CPS students as possible through a no-cut sports program for 5th through 8th graders. Harnessing the power of community and sport, this program provides a safe, structured, and positive learning experience for all interested students.

- No Cuts
- Guaranteed Playing Time
- Conferences Strengthen Neighborhoods
- Saturday Game Days
- High Schools Host Games
- After School Practices
- Service Learning Opportunities

### CPS SCORE! Sports

Cross Country (Coed/ Fall)

Volleyball (Boys & Girls/Fall)

Basketball (Boys & Girls/Winter)

Wrestling (Coed/Winter)

Flag Football (Coed/Spring)

Soccer (Boys & Girls/Spring)

Contact: Tricia Marszalec [TMDaly@cps.edu](mailto:TMDaly@cps.edu)

For additional information and coaching opportunities:

<https://cps.edu/Pages/elementarysports.asp>

### **Onahan Spirit Store**

Show your Onahan Pride and create and a sense of community - wear blue and gold! Onahan opens an online Spirit Store to purchase gym clothes and spirit wear three times during the school year (Fall, Winter, Spring). Orders are placed online, delivered to Onahan and students bring them home.

Contact: Erin Martorano [emartorano@cps.edu](mailto:emartorano@cps.edu)

### **Important Forms for the beginning of the year:**

- [CPS Media Consent Form and Release](#)
- [Student Acceptable Use of CPS Network Policy](#)
- [Student Acceptable Use Policy Consent Form](#)
- [Student Cellular Phone Agreement](#)
- [Disclosure of Student Directory Opt Out Form](#)
- [Certificate of Child Health Examination](#)
- [Minimum Health Requirements for Chicago Public Schools](#)
- [Proof of School Dental Examination](#)
- [Eye Examination Report](#)
- [CPS Health Requirements for Kindergarten Students](#)