2019-20 School Year

Program for Exceptionally Gifted Students
P.E.G.S. Parent Handbook

Danelle Marsden, Principal
NORTH KANSAS CITY SCHOOL DISTRICT
SAGE Center Information

Mission Statement:

As the heart of the gifted community, the mission of the SAGE Center is to ensure all students, as members of a global society, foster their uniqueness, develop their potential, and embrace their true belonging through learning experiences distinguished by: Courageous exploration and discovery of passions in a flexible and innovative environment; Support systems for students, staff, and community; and Ownership and self-regulation in a student-driven culture.

Address

6889 N. Oak Trafficway
Gladstone, MO 64118

Contact

(816) 321-5350 Main line
(816) 321-5352 Fax

School Mascot: Illuminators

Colors: Dark Blue and Gold

Mantra: We are the illuminators as we light up the world with our talents and gifts.

School Hours

8:25 a.m. – 3:20 p.m. (Mondays, Tuesdays, Wednesdays, and Fridays)
8:25 a.m. – 2:50 p.m. (Most Thursdays)

Principal: Dr. Danelle Marsden
(816) 321-5350

Administrative Assistant: Rebecca Mason
(816) 321-5350

Nurse: Amy Latz
(816) 321-5353

Cafeteria: Kimberly Haskins
(816) 321-5354
# SAGE CENTER STAFF

<table>
<thead>
<tr>
<th>Staff Name</th>
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<tr>
<td>Dr. Danelle Marsden</td>
<td>Principal</td>
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<td>Rebecca Mason</td>
<td>Administrative Assistant</td>
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<td>Amy Latz</td>
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<td>Mark Dieckman</td>
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<td>Heather Hodes</td>
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<td>Alicia Kleoppel</td>
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<td>Kari Lund</td>
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<td>Deborah Dorman</td>
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<td>Shannon Fuller</td>
<td>PEGS 3 – 4</td>
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<td>Lori Riddle</td>
<td>PEGS 5 – 6</td>
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<td>Kristi Black</td>
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<td>Amy Cox</td>
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<td>Tracy Dick</td>
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<td>Wendy Myers</td>
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<td>Shon Adamson</td>
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<td>Lara Bradley Owsley</td>
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<td>Melissa Duffett</td>
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<td>Wendy Rust</td>
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<td>Cassandra Shaffer</td>
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<td>Melissa Torres</td>
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<td>Lori Dameron</td>
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<td>Marcus Myers</td>
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<td>Elaine Clark</td>
<td>SAGE Paraprofessional</td>
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<td>Deborah Bredfeldt</td>
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<td>Amy Corlew</td>
<td>Lunch/Recess/Office Clerk</td>
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<td>Renae Foltz</td>
<td>Lunch/Recess/Office Clerk</td>
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<td>Kimberly Haskins</td>
<td>Cafeteria Manager</td>
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<td>Chris Deister</td>
<td>Cafeteria</td>
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<td>Julie Henry</td>
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**Welcome Letter**

Dear Parents / Guardians,

We are pleased that your child has qualified to participate in the Program for Exceptionally Gifted Students (PEGS) in the North Kansas City School District. We feel this is a wonderful and unusual educational opportunity for you and your child.

The following handbook will hopefully answer many of your questions and address concerns that you might be having as you and your child begin this adventure. Please feel free to contact your child’s teacher or the Principal for any further questions or concerns.

We are glad to welcome you and your child to the PEGS Team!

Sincerely,

PEGS Teachers
Shannon Fuller, 3rd & 4th grade Teacher
Lori Riddle, 5th & 6th grade Teacher
Purpose

A. To introduce PEGS policies and procedures.
B. To prepare parents for the unique PEGS experience.
C. To be proactive in answering questions parents may have regarding the PEGS program.

The PEGS program identifies and serves exceptionally gifted students in a full-time academic environment appropriate for their unique instructional and affective needs. The program is funded by the Missouri Department of Elementary and Secondary Education along with the North Kansas City School District.

Although students generally are in groups with other students close to their chronological age, at times multi-age groups are formed to meet individual or group needs. Regardless of their age or grouping patterns, students’ progress along a continuum of skills and content. In addition to working through regular compacted curriculum, students will be encouraged to pursue individual interests and passions. Students will be taught supportive process skills necessary to be successful, creative producers. As students become ready to accomplish an in-depth investigation, a combination of enrichment, acceleration, and standard curriculum is offered. Strategies that will be utilized include small and large group work, pre-testing, curriculum compacting and individual research and study.

PEGS Policies and Procedures

Attendance

Attendance is recorded on an hourly basis. Regular attendance is an important part of a child’s education. Unfortunately, absences and tardies can negatively affect academics, time in instruction, class participation, and consistency. Students in PEGS have their attendance documented through their home school.

Attending regularly and being on time are the shared responsibilities of the student, parent, and school personnel. A student who arrives after 8:25 a.m. is considered tardy and must check into the office for an admittance slip to class. Families are urged to check the district’s academic calendar for scheduling vacations, doctor appointments, etc. during times when school is not in session.

In the event of an absence:

1. Please call the SAGE Office at (816) 321-5350 before 8:45 am if your child is going to be absent. You may also email/call your child’s teacher, and copy Rebecca Mason at Rebecca.mason@nkcschools.org.
2. Keep your child home if he/she complains of a severe sore throat or headache, is vomiting, or has a temperature of 100 degrees or higher. Per district policy, your child’s temperature must be normal (98.6 degrees or below) for 24 hours before returning to school.
3. Report absences due to contagious disease to the school health office so that precautionary measures may be taken for those who may have been exposed.
4. When students are too ill to remain in school, parents/guardians will be notified.
5. A note stating the date and the reason for the absences should be sent with the child upon return to school.
Late Arrivals

Students are tardy if they enter the classroom after 8:25 am. Each child who is tardy must report to the office in order to sign in before he/she may go to the classroom. They will receive a signed office note confirming their time of arrival. Continuous patterns of tardiness interfere with the educational process and are strongly discouraged. Excess tardiness will result in the need for the school to contact the parents with a copy sent to the child’s home school.

Arrival and Dismissal Procedures

- Students have the option of being transported to the SAGE Center by NKC Transportation from their feeder pattern 6th grade Center. Students may be transported to the respective 6th grade Center by their parent/guardian, then will be shuttled to the SAGE Center.
- Students who ride the bus to and from the home school are delivered and dismissed through the lower level bus loop. Please avoid this area when visiting the SAGE Center.
- All car riders should use the upper level circle drive for drop off and pick up. Students should enter through the south side double doors of the SAGE Center.

Change in Student Dismissal Plans

- All students’ welfare and safety are our primary concern.
- If there is a change in a child’s dismissal plans, a parent or guardian must notify the school office no later than 2:00 p.m. on the day of the dismissal change.
- Transportation will also need to be notified of permanent dismissal changes.

Birthdays

- Birthday parties are not allowed at the SAGE Center. However, birthday treats may be sent in and shared with all students within the PEGS classroom. The timing of the snack depends on the specific teacher’s schedule.
- Per district policy, all treats should be store bought or purchased through our Food Service Department.
- Balloons, flowers, and gifts should not be brought or delivered to the SAGE Center. Transportation does not allow balloons or other items that cannot fit on a child’s lap to be brought on the bus.
- We appreciate the judgment of all parents in making decisions that have a positive impact on all students at the SAGE Center.
- Home party invitations may be distributed in class if all children in the class are invited.

Bullying Prevention

It is important to note that incidents of disrespect or a child’s inappropriate action, reaction, attempt to gain attention, or strategy to resolve a problem may warrant correction but may not qualify as “bullying.”

- Bullying is a pattern of negative behavior that is repeated over time, intentional, and power-seeking. It includes verbal bullying, physical bullying, severe hitting, threats of serious violence and harassment.
- It is our goal to address and assist students who initiate or receive inappropriate or disrespectful behavior encounters and eliminate all bullying or acts that may lead to bullying behaviors before they become patterns. We also strive to empower students to avoid becoming victims.
• Appropriate steps will be taken, and Board Policy will be followed by school personnel to respond to a pattern of behavior determined to be “bullying” when classroom interventions have not been successful in changing the behavior.

Communication Between Home and School

It is our belief at the SAGE Center that the best education for our children occurs when parents and teachers work together. Open communication is a vital link between home and school. Elementary students have a daily folder/log to assist in communicating between home and school. Please check your child’s folder/log on a daily basis for assignments, upcoming events, due dates, etc. You can assist in the communication process by:

- Reading all notices sent home from the SAGE Center.
- Calling the teacher, sending a note, or e-mailing when questions or problems arise.
- Attending conferences, programs, open houses, curriculum nights, PAGS meetings, etc.
- Reading the school newsletter closely each month.
- Checking the district and school websites on a regular basis.
- Following social media accounts (Facebook, Twitter, etc.) for the latest updates.

The SAGE teacher is available for a conference with parents by appointment. Conferences will be arranged whenever the parent or the teacher perceives a need as well as during parent / teacher conferences. To protect instructional time a parent may request to visit the classroom or a conference by contacting the teacher either in advance. A parent may request a conference by contacting the teacher either by note, phone call, or email.

Dress and Grooming

Students should be appropriately dressed and groomed each day for the school environment. Proper clothing should be provided for each student’s participation in the total school program. This includes clothing suited for outdoor play for the elementary-aged students. Tennis shoes with wheels are NOT allowed at the SAGE Center. In order to promote life long learning students are encouraged to dress for success each day.

Please see Section B under “Dress and Grooming” in the North Kansas City School’s Parent Handbook for more specific information on appropriate dress for the school environment.

Drills

Fire drills are conducted monthly, and severe weather and lock down drills are also conducted during each school year. The civil defense warning system informs school personnel about severe weather. During a tornado warning all children take cover in the lower level of the Northland Innovation Center within the Fab Lab and/or bathrooms until an “all clear” is sounded.

Field Trips

Field trips are educational experiences that relate to the curriculum and require travel from the building. Parent permission is required before a student may participate in a field trip.

Parents will receive written information as the purpose, time, cost, and location of each trip. At times, parental assistance is appropriate for support. Parents who volunteer to supervise small groups of children during field trip will be expected to adhere to all volunteer guidelines.
To ensure appropriate supervision of SAGE Center students during school field trips, *siblings not of school age (preschoolers and/or younger siblings)* may not attend school trips.

**Homework**

Homework is sent home in accordance to the North Kansas City School District’s homework policy. At times, students will be given long-term projects that may need some guidance or supplies from home. Parents will be notified in a timely manner of long-term assignments and projects.

*Please see Section B under “Homework Philosophy and Guidelines” in the North Kansas City School’s Parent Handbook for more specific information on homework policies and timing guidelines.*

**Inclement Weather**

In the event of inclement weather, the SAGE Center will be closed when the North Kansas City Schools are closed. If schools have an early dismissal due to inclement weather, PEGS parents will be notified via the district’s messenger system.

**Items Prohibited at School**

Students should **NOT** bring toys or devices (including, but not limited to: laser pointers, hand-held and/or portable game players, etc.), or other expensive toy-like items to school. Items that may be distracting from the educational process or the safety and well-being of others must be kept at home. *Students are not allowed to sell or trade items at school.*

**Electronic Devices** *(i.e. cell phone, earbuds, headphones, or other personal devices)*

In order to minimize possible disruptions to the educational environment, the following guidelines will be used:

- All devices must be silenced and/or stored in backpacks during instructional hours, unless directed or allowed by the teacher to be kept with the student. Students must keep cell phones put away during lunch.
- If a device is turned on or left on during the school day and causes a disruption, it will be confiscated and returned at the end of the school day to the student or to the parent/guardian, depending on the severity of the situation.
- If guidelines are violated, the privilege of the electronic device at the SAGE Center will be revoked.

*Please Note* - The SAGE Center is not responsible for any lost or stolen electronic devices (including cell phones, earbuds, headphones, or other personal devices).

**Lost and Found**

Students should have their name written in individual jackets, sweaters, coats, hats, gloves, scarves, bags, backpacks, lunchboxes, and other personal belongings. A container of lost and found items is maintained at the SAGE Center. Please have your child check the lost and found for items on a regular basis. Items remaining in the lost and found at the end of each semester will be donated to Social Services.
Lunch

- Lunch times at the SAGE Center will be provided at the beginning of each school year via the SAGE Center newsletter and on the school’s website.
- Please note that on several days of the week, the SAGE Cafeteria is a busy place! Due to minimal space, parents who are visiting their child for lunch will be asked to sit at a Parent-Designated table with only their child.
- Parents eating lunch at the SAGE Center may only bring food for their child. Per district and state guidelines, food may not be brought in, shared, or purchased for other children.
- Lunch accounts may be kept up to date by visiting the "My Payments Plus.” Free and Reduced Lunch applications are also available.

Lunch Payment Options

Any amount of money is welcome to be applied to your child's lunch account. Any “charge” is applied to the student’s account.

- Our system applies to the Lunch Program and the computer deducts each meal from the same account.
- Ice cream will not be sold to students who owe lunch money.
- An elementary child who does not have a lunch prepaid, or the money for the meal, is allowed to take a lunch and is given a charge slip.
- After approximately five charges, the principal and the cafeteria manager will agree to allow the child to have vegetables from the self-serve buffet cart and milk.
- Parents/guardians will be notified of all charges.
- All families are strongly encouraged to complete the free and reduced lunch application regardless of your financial status.
- If any circumstances change with your income, please notify the school or the SAGE Center and we will be glad to give you a free/reduced lunch form to complete.

Medications / Illness

Parents should bring medication in its original container along with the doctor’s written instructions for dispensing to the nurse at the SAGE Center. Medication should include the following: 1) Child’s name; 2) Name of medication; 3) Dosage; 4) Doctor’s directions for giving – including the dates and times to be given; and 5) Other directions that are pertinent.

*Students who may feel ill during the school day should seek permission from their SAGE teacher to visit the Nurse’s Office. Students should not contact their parents directly via phone or text before seeking Nurse support. In the event that the child needs to be sent home for illness, the SAGE Nurse will contact the parent.

Progress Reports

Students in the PEGS program receive grade cards each quarter. Expected grade card distribution dates for the school year may be found on the academic school year calendar. PEGS Grade Cards will be distributed at the parent/teacher conference and at the end of each quarter.
Recess Guidelines

All elementary aged students are expected to participate in recess unless they stay in because of a teacher or parent request (due to health issues). Students’ personal games/toys, including electronic games, balls (i.e. footballs, basketballs, etc.), or other recess equipment may not be brought to school.

Recess temperature guidelines are followed:

1. The temperature/wind chill is above 25 degrees F – outdoor recess
2. The temperature is above 95 degrees F – shortened recess or indoor recess
3. The air temperature/wind chill index is 25 degrees or below – a shortened outdoor recess or indoor recess.

*Teachers may take their class outside briefly for fresh air at their discretion.

School Climate and Student Expectations

School-wide expectations are the common expectations for behavior in all areas of the SAGE Center. 

PEGS Expectations: Be Professional, Be Respectful & Be Responsible

Philosophy
We, the staff of the SAGE Center, want to do everything possible to provide a safe and respectful learning environment for all students. Likewise, we believe that all students deserve to be treated with the utmost respect and dignity at all times; especially when they are experiencing difficulty within the school setting. Our goal, therefore, is to approach each situation with fairness and consistency, with the ultimate goal being to positively assist the student with his/her personal development.

Support Process
The expectation is that all students will follow the SAGE Center Expectations: be Professional, be Respectful, and be Responsible.

- If a student chooses not to comply with the expectations, he/she will be redirected in an effort to correct the behavior. The student will then review the procedure for the situation, which will include re-teaching (teacher) and practice (student).
- If the student continues to need assistance, he/she will be directed to a safe seat and a Processing Sheet may be used to assist in re-teaching. The teacher will discuss the problem and help the student brainstorm some alternative choices with more practice of the expected behavior.
- If the student is disruptive to the class he/she will be escorted to a Buddy Space. While in the Buddy Space, the student may need to complete the Processing Sheet and/or any unfinished assignments.
- If the disruptive behavior continues, it may be necessary for the student to be removed. When the student has regained composure and demonstrated that he/she is able to successfully return to the classroom, he/she will be allowed to do so. However, if attempts to de-escalate the behaviors are not successful, appropriate disciplinary action will be taken and parent will be notified.

If the student continues to have difficulties in learning/exhibiting appropriate behaviors and following the SAGE Center Expectations, interventions and/or an individual behavior plan will be implemented. The goal at the SAGE Center is for each student to be SUCCESSFUL ~ both behaviorally and academically!
Schedule

The schedule allows for social interaction between PEGS students and the elementary students from other students across the district during their regular SAGE day.

Students will participate in the district’s elementary art, music, physical education, health, and counselor curriculum. PEGS allows for flexibility to accommodate a variety of field trips, guest speakers, and other opportunities which emerge throughout the year.

School Parties

PEGS will host three parties throughout the year: Fall, Winter, and Valentine’s Day Parties. Parents are encouraged to donate items and participate as needed.

Please note the following district guidelines and procedures to safeguard our students:

- Party treats should be restricted to commercially pre-packaged items that require no food handling (please, no red drinks due to carpeting).
- The SAGE Nurse must review all food items brought into the SAGE Center prior to distribution.
- Please check with your child’s teacher to see if any students have food allergies.*
- Parents who agree to assist with the scheduled parties should work closely with the classroom teacher to provide treats, games, and other party supplies.
- To ensure appropriate supervision of PEGS students during classroom parties and/or events, siblings not of school age (preschoolers and/or younger siblings) should not attend parties when parents are assisting in the classroom.

*Please notify the school nurse and your child’s teacher if your child has any special dietary or health issues concerning food and/or party treats.

Snacks & Beverages

PEGS students may bring a healthy snack as deemed appropriate by the teachers. A labeled water bottle may be kept at the SAGE Center on a daily basis. Clear water is the only beverage that is permissible. Colored and/or sparkling beverages are not allowed.

Spirit Wear

PAGS works with families to provide opportunities for parents to purchase SAGE Spirit Wear for their children. We encourage all students to wear their Illuminator Pride wear during the week, on Fridays, and anytime that you are out in the community. Go PEGS Illuminators!

Student Family Information

Please notify the SAGE Center and/or the home school office when student contact information changes, including but not limited to: home address, home phone number, cell phone number, work phone number, email address, name and place of parents’ employment, or those numbers listed as emergency contacts. It is important for your child’s safety that school personnel is aware of all changes. Parents/guardians may also be notified via district calling system in the event of emergencies, early dismissals, etc.
Technology

All students will have access to technology and technological programs throughout the school year. All PEGS students are expected to bring their 1:1 device (iPad) to the SAGE Center each day. The iPad should be fully charged for adequate use while at school. Students will also have access to the Internet for lessons and projects. All students will be asked to sign a Technology Usage Contract and will be expected to adhere to all guidelines as stated in the contract throughout the entire year. Students who do not adhere to the guidelines will have computer and technological privileges revoked until further notice.

Visitor Information and Security

Parents and guardians are encouraged to visit the schools. If you would like to visit the SAGE Center during the instructional day, appointments with appropriate staff are required in advance.

All Visitors to the SAGE Center should enter / exit through the South door of the Center - near the 1st floor circle drive. Visitors will be required to show proper ID and receive a Visitor’s badge before entering the educational wings. Students should not bring younger siblings (not of school-age) or guests to school, unless prearranged.

Volunteers/YouthFriends

The SAGE Center welcomes volunteers to be involved in the school. A volunteer’s time and expertise is valuable in helping our students and teachers. District policy requires volunteers must participate in YouthFriend training in order to work in the classroom directly with students (small groups, individually, etc.) or to supervise small groups of students on field trips.

Those interested in becoming a volunteer YouthFriend to work regularly with students at the SAGE Center may contact the office or district office. Parent volunteers supporting school-wide events through PAGS must check in at the school office upon arrival to sign in and receive visitor’s sticker.
Parent Resources

There are many opportunities for SAGE students and parents to participate in enrichment activities:

**GEM Day** — GEM (Gifted Enrichment & Motivation) Day is a one-day enrichment program sponsored by gifted education teachers in GAM (Gifted Association of Missouri) District 3. GEM Day activities are offered to all students in kindergarten through ninth grade who are considered academically and creatively gifted and talented. Parent workshops are also offered to the parents of enrolled students. Students and parents participating in the activities must be residents of District C, which includes the boundary of NKC Schools. It is usually held in the spring of each year.

**MCTM Elementary Mathematics Contest** — This math competition is held at several regional locations during the spring and is open to students enrolled in grades 4, 5 or 6 in Missouri public or private schools. A Missouri student may compete in the Regional contest if he or she participates in an elementary qualifying round during the school year and does one of the following:

- Earns at least 50% of the available points on any of the individual tests.
- Scores strictly higher than 80% of the participants in his or her grade on any of the individual tests.
- Participates on a team that scores either at least 50% of the available points or strictly higher than 80% of the other teams on the team test.

Missouri will be offering qualifying competitions throughout the school year from October to February. There will be a total of six Regional competitions. Each student who qualifies must attend his or her regional competition with no exceptions. The top 10 students in each grade level (by individual totals) and the top Sweepstakes team will qualify to attend the State Competition.

**Duke TIP** — The Duke University Talent Identification Program (Duke TIP) is a nonprofit organization dedicated to serving academically gifted and talented youth. The 4th/5th Grade Talent Search is a resource for parents, school personnel, and local communities. It focuses on the identification, development, and support of talented fourth, fifth, and sixth graders. Please visit with your Coordinator before getting involved in any of the Duke TIP searches prior to 7th grade as the district supports it at the 7th grade level only at this time. The talent search strives to:

- Motivate students to focus on their academic achievements
- Reward positive performance
- Provide educational opportunities to students and their families
- Provide an above-level testing experience
- Offer independent learning materials for students

Once enrolled, benefits of participation continue through the student’s sixth grade year. The 7th Grade Talent Search, which focuses on the identification, recognition, and support of high-ability students, offers qualifying seventh grade students the opportunity to take college entrance exams alongside high school students. Duke TIP offers two levels of summer programs, Academy and Center, which have different score requirements for admission for 7th and 8th graders. More information is available online at http://www.tip.duke.edu/.

**SAGE Summer School** - The NKC Schools’ summer school program offers enrichment classes for gifted students as space is available. These classes are available at no charge. Information is emailed to parents of participating grade levels in early spring. Crestview and Winnwood students may not enroll in summer school classes as they are extended calendar schools.
The Parents of Academically Gifted Students (PAGS) organization is a volunteer organization within the district that advocates for gifted students. The group sponsors parent informational programs as well as social events for families and students. Each SAGE center is represented at PAGS Board meetings by a parent liaison. Families are invited to join PAGS and contribute a $10.00 membership, which is used to fund social activities, but the membership fee is optional and does not restrict participation.

The Gifted Association of Missouri (GAM) is an organization for parents, teachers, students, and community members. Its goals are:

- To create an awareness among parents, educators and the general public of the characteristics, needs and educational requirements of the gifted and talented.
- To support the development and funding of programs for the gifted and talented.
- To share and disseminate information about existing local, state and national educational programs for the gifted and talented.
- To encourage research relating to the identification and education of gifted and talented children and to assist in the dissemination of the information obtained to educators and the public.

The state of Missouri is divided into geographical districts. NKC Schools is part of District C which extends north to Iowa and south to the Missouri River. Please consider joining this worthwhile organization as it does much to further the cause for gifted education in our state and nation. More information can be found at: [http://www.mogam.org/parents.html](http://www.mogam.org/parents.html)

**Websites**

Gifted Resource Council: [www.giftedresourcecouncil.org](http://www.giftedresourcecouncil.org)

Gifted Support Network: [www.giftedsupportnetwork.org](http://www.giftedsupportnetwork.org)

Missouri Department of Elementary and Secondary Education (DESE) Gifted Education Programs: [dese.mo.gov/divimprove/gifted/](http://dese.mo.gov/divimprove/gifted/)

National Association for Gifted Children: [www.nagc.org](http://www.nagc.org)

Gifted Association of Missouri: [www.mogam.org](http://www.mogam.org)


Davidson Institute for Talent Development: [www.ditd.org/](http://www.ditd.org/)

Hoagies Gifted Education Page: [www.hoagiesgifted.org/](http://www.hoagiesgifted.org/)