

Room Parents

Parents are given the opportunity to volunteer as a Room Parent via a Sign-up Genius in August. These volunteers provide support to the classroom teacher as needed and encourage positive social connections between students and families.

School Supplies

As a convenience, the PTO arranges for every student to receive school supplies on the first day of school. Payment for these supplies is due prior to the start of school. Related instructions can be found in PTO emails sent in August and on the PTO website.

Visiting School

Visitors are welcome. Please enter ONLY at the front door on Chatfield and sign in and out at Rosa Kanellos' desk at the entrance. Every visitor is required to leave a valid driver's license or state issued ID at the front desk. You will receive a lanyard that must be worn while on school grounds.

WGST

The "World's Greatest Student Television" is recorded four days a week from the Hubbard Woods' "studio." 4th grade anchors present daily news and special interest stories. Classrooms have the opportunity to watch the broadcast's recording.

World Travelers

Multiple times a year, the PTO plans a travel experience related to a particular country. Students learn about culture and history and are given the opportunity to purchase lunch featuring food from the country being studied.

Yearbooks

Every year, PTO volunteers put together a memory book capturing the many exciting events of the school year. Yearbooks are available to purchase in the spring and are distributed the last week of school.

Important Contact Information

School Phone: 847-446-0920

Ivory Ajavon, *Principal*

Rosa Kanellos, *Entrance Monitor*

Jennifer Hartlett, *Secretary*

Ashley Jaskowski, *School Nurse*

Teacher/Staff Email

To email teachers/staff follow this format:

firstnamelastname@winnetka36.org (Example: ivoryajavon@winnetka36.org).

The Item PTO e-newsletter is emailed every two weeks. It contains important information regarding PTO sponsored events and activities. Add hwitemeditor@gmail.com as a 'safe sender' in your email account.

Follow the HWS PTO on Instagram at @hubbardwoodspto (activate "notifications" so you never miss a post!)

How Do I Get Involved?

The PTO consists of over thirty different committees that work to support the students, teachers, and school community. There are volunteer opportunities both big and small! To find out more, contact PTO President, Jessica Newell, at jessicawrobertson@gmail.com.

Still Have Questions?

Your buddy family, room parents, teacher, HW staff and PTO board members are all here to help!

Up to date information related to the PTO can be found on the PTO website: www.hubbardwoods36pto.org (or by scanning the below QR code)



Hubbard Woods School Quick Reference Guide

2024-2025



**1110 Chatfield Road
Winnetka, IL 60093**

**Phone: 847-446-0920
Fax: 847-501-6124**

School Hours

Grades 1-4:

- Doors open at 8:30. **School starts at 8:37.** The playground is supervised from 8:20 to 8:30.
- School dismissal at 2:45 on Monday and 3:15 Tuesday-Friday.

Kindergarten:

- School starts at 8:37 and ends at 2:10 Monday-Friday.
- Stay and Play child care begins at 2:10 and ends at 2:45 on Monday and 3:15 Tuesday-Friday. This is supervised by associate staff.

Getting to and from School

Kindergarten: Teachers will communicate the drop off/pickup location for their individual classes.

Grades 1-4 By Car:

- For last names beginning A-L, pick up is at the Chatfield entrance at the front of school. Children should only load and unload at the cutout space in front of the doors.
- For last names beginning M-Z, pick up is on Laurel. Traffic flows from the south side of Mann Park (Laurel) past the playground entrance. Do not try to enter the line from Burr Ave.
- If you would like to get out of your car to meet your child, please park on neighboring streets.

Biking: Only 3rd and 4th grade students are allowed to bike alone to school. In spring, 2nd graders will be given a bike-safety test and be able to bike to school alone. Bike racks are on the north, south, and east sides of school. The east side, on Burr, is preferred. Once on school grounds, please walk bikes. Helmets are required.

Bus: Arrangements/payments are made through the district office. Any time a child is not taking the bus home, an email should be sent to Rosa Kanellos.

Walking: If students need to cross Tower Road, please do so with the crossing guard at Tower and Gordon Terrace. Cross other streets only at marked crosswalks.

Absences

If your child is sick or will otherwise be absent, please notify the school nurse before 8:00 a.m. When students arrive or depart school while school is in session, parents must sign them in or out at the front desk.

After School Programming

The PTO works with third parties to offer limited after school programming. Some programs historically offered include chess, tae kwon do, dance and STEM experiences. Sign-up and payment information are sent out via PTO communications throughout the school year. Programs may also be offered through the school.

Allergies

Please meet with the school nurse to discuss your child's situation. Food Allergy forms are in the registration packet and must be completed prior to the start of school. There are "peanut free" tables designated at lunch and all classroom snacks are required to be nut-free.

Buddy Families

Families new to Hubbard Woods will be assigned a buddy family. This family can help answer questions you might have throughout the year. If you have not yet been assigned a buddy family please contact the PTO at hubbardwoodspto@gmail.com.

Directory Spot

Parents are given access to the App, Directory Spot, at the start of the school year which offers contact information for all families who have opted in and for all faculty.

Elementary Strings Program

Students in grades 1st-4th are given the option to participate in violin, viola, cello or double bass lessons. Small group lessons take place weekly. Large group lessons take place before school. The schedule will be determined once enrollment is completed.

4th Grade Chorus

4th graders are welcome to join the 4th Grade Chorus which meets before school once a week and performs several concerts. Details are sent in the fall.

Lost and Found

The lost and found is located in the main hallway by the front entrance. Be sure to label your child's clothing. Items not claimed are donated to charity.

Lunch

Marla's Lunch is a hot lunch option featuring a number of local vendors. Detailed ordering information will be sent in August.

Pizza Fun Lunch, a PTO fundraiser, takes place on select Fridays throughout the school year. Sign up at any time via Marla's Lunch!

Mann Park

Utilized by all students, Mann Park is the triangle-shaped grass park on the east side of school.

Mayfest

The school's biggest fundraiser, Mayfest, is held on the third Sunday in May. Each classroom "sponsors" a booth (game/food) and parents work a volunteer shift. There is an online raffle with prizes such as classroom parties, sporting event tickets, and more.

Phones/Smartwatches

Phones that come to school must be turned off and kept in backpacks. Smartwatches must be in airplane mode while on school grounds. If a student is using their watch for something other than telling time, they will be asked to put it in their backpacks. The school is not responsible for any lost items.

Related Arts

In addition to classroom study, students participate in a variety of related arts. These include Kinetic Wellness, Art, Music, Spanish, and Resource Center/Library.