

**Getting to
Know
McKenzie
2023-2024
School Guide**



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WELCOME FROM THE MCKENZIE PRINCIPAL

Dear McKenzie Parents:

Welcome to McKenzie. We're glad you're here! We are looking forward to welcoming students back to McKenzie for the start of the academic year! We encourage you to become actively involved in the many PTA/school activities that are available to you and your family. We hope you will find many new friends among the members of the McKenzie family.

This handbook contains information that will help ease your transition to McKenzie and make you feel at home a little sooner. We've tried to hit the high points and those areas where the most questions come up, but if we haven't addressed your needs or questions, please call. We are happy to answer any questions you may have.

Again, welcome to your new school, and best wishes for a rewarding year!

Regards,

Dana Nasiakos, Principal



YOU ARE HERE



MCKENZIE SCHOOL

649 Prairie Avenue, Wilmette, Illinois 60091

Main Phone Number: (847) 512-6300

Principal: (847) 512-6395

School Nurse: (847) 512-6302

Safe Phone: (847) 512-6350 *To report an absence

HOUR OF OPERATION

OFFICE HOURS: 7:45am - 3:45pm

Academic Kindergarten: 8:35 am - 11:55 am

Kindergarten with KEEP39: 8:35 am - 3:15 pm
(early dismissal at 2:15 pm on Fridays)

Grades 1-4

8:35 am - 3:15 pm

(early dismissal at 2:15 pm on Fridays)

In 1893 McKenzie School began as a one-room schoolhouse and was named Logan School after Civil War general and Illinois Congressman, John A. Logan. In the late 1970s, the name was changed to McKenzie School to honor Louise McKenzie, a former principal.

For more information about the PTA and the many events it sponsors, go to: mckenziepta.com

HOW TO REGISTER AT MCKENZIE

Returning families register at ps.wilmette39.org. New families should enroll your child at wilmette39.org/enroll and provide the necessary documents to the school office. Please refer to the school website, mckenzie.wilmette39.org, for more information about the registration process.

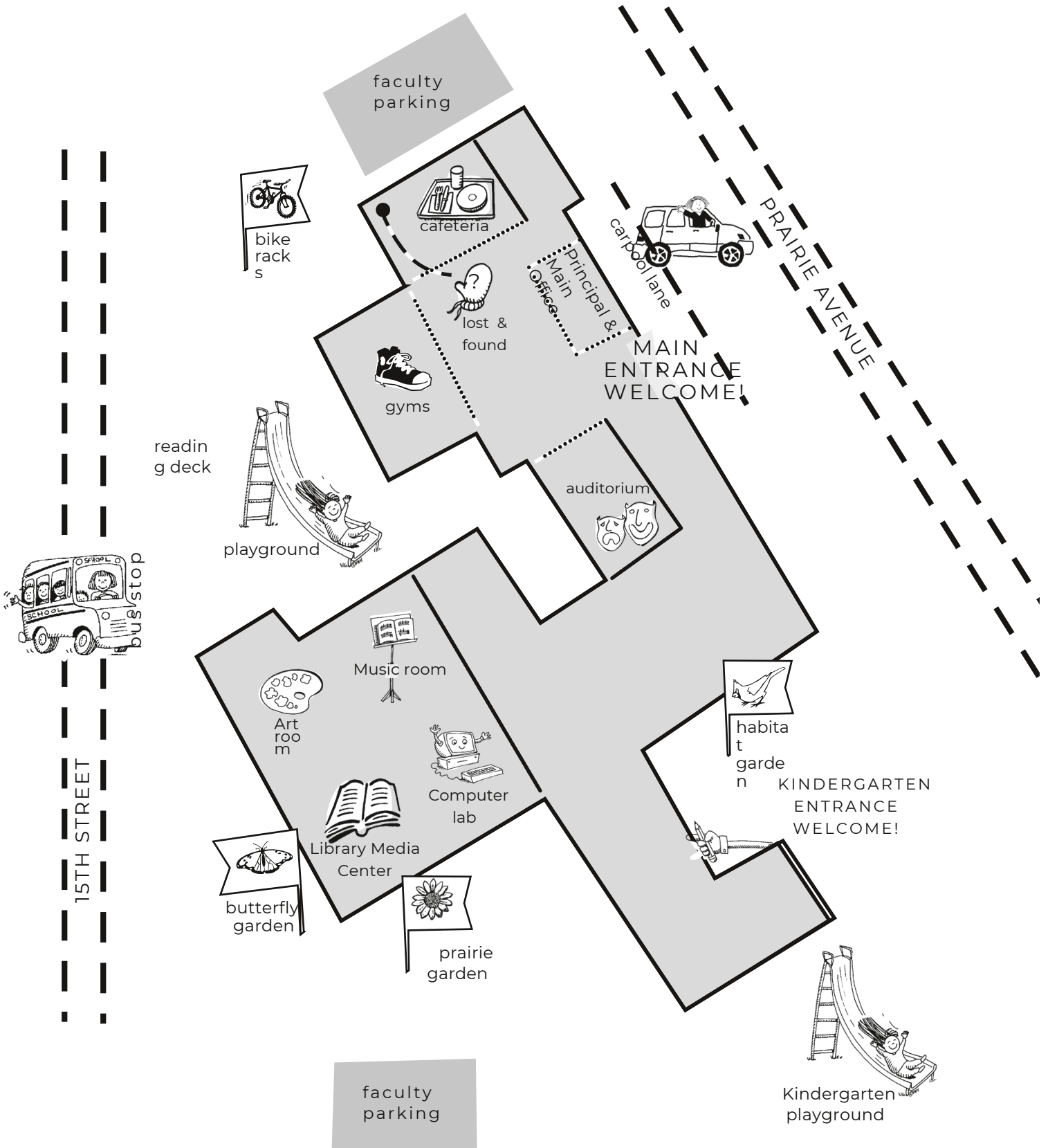
Kindergarten registration begins in January for the upcoming school year. McKenzie offers a Kindergarten Orientation May of each year, as well.

ASKING FOR DIRECTIONS

A map of the school and surrounding area.



MAP NOT TO SCALE



WHEN IN MCKENZIE...

WALKING:

For your child's safety, please familiarize yourselves with the designated walking routes the Wilmette Police have noted with crossing guards. Crossing Guards are located at:

- Lake Ave. & 15th
- Highland Ave. & Ridge Rd
- Wilmette Ave. & 15th
- Wilmette Ave. & Prairie

BIKING:

McKenzie students may not ride their bikes to school without an adult until after completion of the Bike Safety course offered in the spring to 2nd graders. Transferring 3rd and 4th graders may ride their bikes once they have reviewed the McKenzie bike safety rules.

DRIVING:

If you are driving your child to or from school...

LEARN THE FOLLOWING DROPOFF/PICKUP RULES:

1)The dropoff and pick up car line runs along Prairie Avenue (moving north to south)

The area south of Central and Prairie is for Kindergarten students (you must park your car and walk your student to/from the Kindergarten entrance), and the area north is for all other students.

2)No parking is allowed on Prairie between Washington and Central.

If you wish to park and walk your child to the school entrance, please obey traffic laws and follow the parking signage throughout the McKenzie neighborhood.

3)Prairie, Central, 15th and Highland are one-way.

4)Drivers MUST STAY IN THEIR CARS at all times.

5)The parking lots or alleys MAY NOT be used for parking, pick up or drop off before or during school hours. These lots are reserved for staff and teachers.

6) Staff will assist students when exiting cars and entering the building.

A reference card detailing traffic rules is available in the front office or at mckenziepta.com. Please review the rules with your children and with all drivers who drop off and/or pick up your children at McKenzie. Every driver in your household must be familiar with these guidelines to ensure a safe and efficient flow of cars around our school.

NOTE: Police will ticket violators of the carpool rules.

ABSENCE, LATE ARRIVAL OR EARLY PICK UP:

If your child will not be attending school for any reason, you must call the Safe Phone at (847) 512-6350 as soon as possible to report the absence. If your child arrives late or leaves early, you must check-in or out in the front office. The Safe Phone may be called anytime, 24 hours a day, 7 days a week.

TAKING THE BUS:

If you want your child to take the bus, go to the District 39 website (wilmette39.org) and look for Bus Registration.

BEFORE/AFTER SCHOOL PROGRAMS:

The Wilmette Park District handles enrollment and management of before care and after school programs. There is an option for on-site before and after school care as well as programming at the Wilmette Park District Recreation Center (with busing).

For more information, please visit: wilmettepark.org/beyond-the-bell

ARRIVAL PROCEDURES:

*Arrive at your designated grade-level door.

Supervision begins at 8:20 am.

*The first bell will ring at 8:30 am for students to enter the building.

*Take it slow. We are all practicing patience as we arrive at school!

DISMISSAL PROCEDURES:

*Students will prepare for dismissal at 3:10 pm

*Walkers and bike riders will be dismissed first to the doors near the back blacktop.

*Parent pick-up students will be dismissed at the front doors.

*Finally, bus riders and Campus Club participants will be dismissed.

DOGS:

Dogs are not allowed on school property.

STROLLERS:

Strollers and wagons should be parked outside the front entry.

VISITING:

When visiting McKenzie, you must visit the front desk and provide a photo ID before being admitted.



McKenzie will provide lunch options for purchase, in addition to the option for students to bring their own lunch. Please see the online lunch schedule for more detailed information.

To purchase lunch, drinks, or snacks at school your child will use a District-issued student account. You may fund your child's account online at WILMETTE39.ORG/FORPARENTS/FEE_PAYMENTS/ to set up a RevTrak account. When your child's account runs low, you will receive an email request for additional funds.

CURRICULUM-RELATED SCHOOL EVENTS

2023 Curriculum Night:

Kindergarten: August 23rd at 5:30 pm

Grades 1-4: September 7

The schedule will be shared by the classroom teachers.

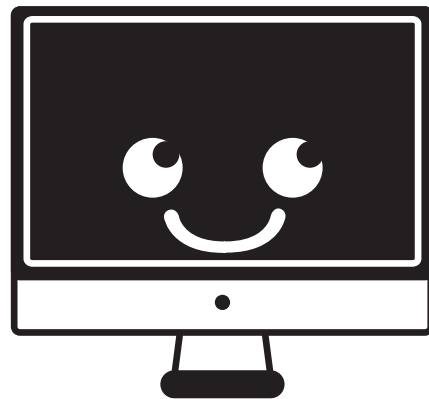
The following events will be updated accordingly as safety guidelines are considered:

- *Second-grade music program
- *Fourth-grade music program
- *Halloween parade
- *Outdoor Ed

WEBSITES:

MCKENZIEPTA.COM

WILMETTE39.ORG/MCKENZIE



WELCOME FROM THE MCKENZIE PTA

The McKenzie PTA is an organization of parents and teachers who power the activities and sense of community at McKenzie School. Our Ice Cream Social, Book Fair, Fall Frenzy, Kindness Month, and the famous Variety Show are just a few of the annual events that make McKenzie special.

The PTA is a wonderful way to meet people and enrich the lives of our children. It funds the events that most excite your kids: hands-on science and social studies lessons, author visits, artist and scientist-in-residence programs, field trips, and school-wide assemblies. It also selects and funds an annual school gift. The PTA also supports the staff and teachers of McKenzie through welcome back luncheons, annual staff appreciation week activities, holiday gifts, and grants for innovative teaching projects.

I hope that you will volunteer and make an impact in this community. Everyone is welcome. No matter how much time and/or talent you may have, we have a role for everyone!

We hope you find this guide helpful, and we look forward to a great year at McKenzie!

Eric Bertram
Volunteer PTA President

MCKENZIE PTA EXECUTIVE BOARD

Eric Bertram, *President*
ptapresident@mckenziepta.com

Courtney Radde, *Secretary*
secretary@mckenziepta.com

Gretchen Cappiello, *Treasurer*
ptatreasurer@mckenziepta.com

Ariel Knauff, *Communications*
communications@mckenziepta.com

Sara Kennedy, *Enrichment*
enrichment@mckenziepta.com

Alicia Brown, *Room Parents*
roomparents@mckenziepta.com

Dani Bowden, *Fundraising*
fundraising@mckenziepta.com

Stephanie Strano, *Community Building*
communitybuilding@mckenziepta.com

Lora Amigo, *Webmaster*
webmaster@mckenziepta.com

Jeff Toth, *Diversity & Inclusion*
diversity-inclusion@mckenziepta.com

Rob Greenberg, *Parliamentarian*
parliamentarian@mckenziepta.com

COMMUNICATION CHANNELS AT MCKENZIE

PTA WEBSITE: mckenziepta.com is the most complete source of information on PTA committees and events. It is the place to find the school lunch menu as well as the PTA, school, and District 39 calendars. Visit the website frequently for updates on events, volunteer opportunities, back issues of the McKenzie Monitor, or access to PTA forms.

MCKENZIE MONITOR: McKenzie's weekly electronic newsletter comes to you from our principal on Friday afternoon and contains information on upcoming events, volunteer opportunities, and other items.

MCKENZIE SCHOOL WEBSITE:

MCKENZIE.WILMETTE39.ORG is the best source of school-related information. Be sure to check out this website frequently for updated information.

DISTRICT 39: Check out what's going on by visiting the District's website at wilmette39.org, and reading the District's email newsletter. District 39 also has an online calendar with the most up-to-date events for ALL of District 39 schools.

E-MAIL: Most teachers and staff members communicate with parents via e-mail. Check MCKENZIE.WILMETTE39.ORG/STAFF_DIRECTORY for e-mail addresses.

BACKPACK EXPRESS: Backpack express is one method for distributing communications from the school. This is also a way for you to communicate with your child's teacher. Send notes inside your child's folder and check your child's backpack every day after school for "mail."

PTA MEETINGS: Monthly meetings are held on the second Thursday of every month, except December. Exec Board meetings are at 8:45 followed by the General Board Meeting at 9:45 am. Check the calendar for updates.

BULLETIN BOARDS: There is a large bulletin board in the front foyer. Look here for information on upcoming PTA events. The Bulletin Board Chairperson coordinates the schedule for this board. There is also a bulletin board by the Kindergarten entrance.

The McKenzie PTA mission is to work with the District and the School to enhance the educational experience of students by:

Providing curriculum-related activities and events that enrich the academic lives of the students;

Creating and maintaining a safe and comfortable environment for the students;

Establishing a strong sense of community within McKenzie.

ATOZ MEMBERSHIP DIRECTORY:

This is an online listing of all the students in McKenzie School, including phone and address information as well as classroom information. The directory may not be used for any activity unrelated to the school. PTA Membership dues (\$25) are collected at the beginning of the school year which includes access to the online directory via computer or smartphone. Paper copies can be ordered for a \$6 fee (limit one copy per family). The Directory chairperson coordinates with the District and an outside vendor to create the directory, and it is published annually.

MAILBOXES: The PTA mailbox is located in school vestibule. Teacher mailboxes are located outside the nurse's office.

PTA VOLUNTEER OPPORTUNITIES & COMMITTEES

Volunteering is a great way to meet people and enhance your child's experience at McKenzie. Consider this your invitation to join a committee today! Don't feel overwhelmed and pressured to participate in every event. Just pick the ones you find most interesting or personally valuable.

Wondering how to get involved? Committee chairs are recruited in the spring for the next school year, although there may still be some openings available.

You can also join a committee. Here's how:

- Attend the First Day Coffee and Volunteer Fair right after drop off on the first day of school
- Visit mckenziepta.com and check the *McKenzie Monitor* for the latest volunteer opportunities.

Read on to learn about the various committees and volunteer opportunities at McKenzie.

COMMUNITY OUTREACH

COMMUNITY REVIEW COMMITTEE (CRC):

The CRC consists of parents, teachers, and administrators from District 39. These committee members study the needs and identify areas for improvement in the school system and report back to the PTA. Volunteers learn the inside operations of the school district. Meetings are held monthly in the evening. This is a two-year commitment.

DISTRICT 39 EDUCATIONAL FOUNDATION:

This McKenzie representative attends monthly District 39 Educational Foundation meetings. The Foundation issues grants for projects that expand, enrich, and complement educational opportunities for District 39.

FAMILY ACTION NETWORK (FAN):

This is a parent-run, New Trier-based organization that provides educational programs and information on parenting and social issues. This representative attends monthly FAN meetings and promotes FAN-sponsored parent programs.

PASS39:

PASS39 is a parent organization committed to supporting parents of children with IEPs and 504 plans. Its members facilitate communication and teamwork between parents of children who receive educational support in schools and the district staff.

SHARING COMMITTEE:

This committee coordinates programs in which McKenzie families can help a nearby school community in need. This includes holiday gift and clothing drives. The Share the Warmth, Share the Joy and Share the Feast initiatives begin in late Fall. McKenzie families can volunteer to purchase and wrap holiday gifts for students at our sister school, and volunteers caravan to deliver them in December.

PTA CURRICULUM ENRICHMENT

IGNITE PROGRAM:

The VP of Enrichment works with grade-level Enrichment Coordinators and teachers to schedule, plan, and oversee curriculum-related field trips and in-school programs. These programs are the primary purpose of the PTA's fundraising efforts.



Fine Arts Project :

A student-driven arts program designed to enhance children's understanding of the social nuances of kindness and inclusion. Each class will collaborate to create works of art inspired by grade-appropriate books that explore these themes. The curriculum will be designed by school staff and implemented by the project's co-chairs, who will recruit and organize parent volunteers to facilitate the project in each classroom.

GARDENS/OUTDOOR CLASSROOM:

The chairs and their committee maintain the McKenzie outdoor garden classroom area. This involves weeding, watering, and plant maintenance. They also organize outdoor time in the gardens for grades 1-4 during recess in the fall and spring. Volunteers run activities that include garden projects, nature games, looking for insects, and arts and crafts.

PTA EXTRACURRICULAR ACTIVITIES & FUN-RAISING

The PTA sponsors several community-building activities and fundraisers throughout the year. Fundraising goes toward the iGNITE Program and toward the School Gift and Staff Reimbursement Program. The remaining funds support programming and community-building events throughout the year.

FIELD DAY:

This school-wide event for grades K-4 is held in June during the school day. The Field Day chair assists the PE staff by organizing volunteers to supervise field events and provide refreshments.

FOURTH GRADE FAREWELL:

This chair organizes the Fourth Grade Farewell party with a committee of 4th-grade parents. The party is held in June during the school day. Committee members develop the theme, decorations, activities, and menu for the party. Volunteers can also help out on party day.

ICE CREAM SOCIAL:

This team of volunteers organizes and runs an outdoor family event held on a weekend in September at McKenzie. Volunteers work in short shifts to serve ice cream at this school-wide event.

FUN RUN:

This committee promotes overall wellness, good nutrition, and regular physical activity. The annual Fun Run is either 3K or 5K and is open to students and families.

ROOM PARENTS:

The VP of Room Parents solicits and assigns one or two room parent(s) to each classroom. They aid the teacher, assist the class, find chaperones for field trips, and organize parties. Room parents work closely with teachers.

SIGN-UP PARTIES:

This chair coordinates Sign-Up Parties - fun, community-building events to raise money for McKenzie. Tickets to these parent-hosted parties can be purchased at the beginning of the year and held throughout the year.

OPEN GYM NIGHT:

During the winter on selected evenings, the gym is open to McKenzie families for some indoor fun!

MOVIE NIGHT:

This chair coordinates with the school and gathers some adult volunteers to host Movie Fun Night. It is an opportunity for parents/caregivers to drop off their kids to watch an age-appropriate movie.

SCHOOL PLAY:

Skyline Studios holds two separate productions at McKenzie. An after-school class will be available to third and fourth graders. Skyline Studios helps students create a special production that will be performed in November and April.

BOOK FAIR:

These chairs organize and run the Book Fair, which occurs in the fall in the McKenzie Small Gym. It is open during scheduled times during the day and evening over a three-day period. Volunteers help run the event, from set up to take down.

BOX TOPS FOR EDUCATION:

We collect "Box Tops for Education" coupons to benefit our school as well as our sister school. Clip the coupons and send them to school or deposit them in one of the boxes in the school foyer.

FALL FRENZY:

Co-chairs and committee members organize this fall carnival. This evening family event is held in October. Volunteers run carnival games, crafts, freeze dancing, and pizza sales. It's a great way for volunteers to be a big help in a small amount of time. Older responsible siblings are also welcome to volunteer.

IGNITE:

iGNITE is a fundraising program led by the McKenzie PTA. iGNITE programs bring students exciting, multi-sensory programs that accelerate a passion and depth for learning that are not funded by the School District. Find more information on our website.

PARENT PARTY:

Join old friends and meet new ones at McKenzie's parent-only fundraising event that builds community and offers opportunities for fundraising sign-up parties to benefit the school.

READ-A-THON:

This chair encourages a love of reading while raising money for the school. The chair will organize the time frame for the Readathon, working with the principal to make sure the timing works with the school so they can help promote the Readathon in class.

KINDNESS MONTH:

This Chair coordinates messaging and recruits volunteers to serve as "Kindness Ambassadors" to encourage student participation. Students pick three Acts of Kindness and request donations and pay it forward by completing their AOK lists to show gratitude for the contributions.

SPIRITWEAR:

This chair coordinates McKenzie logo clothing and accessories purchases (like hoodies, t-shirts, and pajama pants) for students and adults alike. A portion of the sales supports McKenzie. Show your Cheetah pride all year long with Spiritwear!

VARIETY SHOW:

The Variety Show has a Producer & Director team, and volunteers (parents, teachers, and staff) write, produce, and perform an original show each year. Rehearsals begin in January and the shows are in March. No experience or talent is required. Volunteers get to know lots of other folks (and are considered by their kids to be stars). The show needs writers, actors, singers, dancers, set designers, musicians, lighting, ticket and t-shirt sellers, ushers, seamstresses, painters, graphic designers, and worker bees. This annual fundraiser is one of the year's highlights and one of the school's biggest traditions since 1980.

PTA HOSPITALITY

FAMILY TO FAMILY:

This volunteer contacts or sends cards to McKenzie families, teachers, and staff in need.

FIRST DAY COFFEE VOLUNTEER FAIR:

This chair organizes and runs the First Day Coffee. Parents and younger siblings are invited to the blacktop. Come socialize, enjoy light treats, and sign-up to help at school.

LAST DAY OF SCHOOL POPSICLES:

This chair organizes and runs this event on the last day of school.

STAFF APPRECIATION:

The chair organizes the annual Staff Appreciation Week in May, PTA Spring Luncheon to honor our teachers and staff (on the last day of Staff Appreciation Week) and Staff Conference Dinners. A McKenzie parent hosts/organizes the events and volunteers to help set up, serve, and clean up. The chair organizes the annual PTA Spring Luncheon to honor our teachers and staff. The buffet-style luncheon is held on the last day of Staff Appreciation Week in May.

WELCOME BACK STAFF LUNCHEON:

Co-chairs organize this luncheon for all McKenzie faculty held at McKenzie the day school starts. Bring a dish or come serve. It is a fun chance for volunteers to get to know teachers and staff.

WELCOMING COMMITTEE:

The Welcoming Committee assists with both New Family and Kindergarten Orientations. This committee is the place to go to find answers and friends that will help you as you join the McKenzie community. Volunteers are needed to serve as mentors to new families and to give school tours throughout the year.

PTA SCHOOL SUPPORT

BIKE SAFETY DAY:

This chair coordinates with the gym teachers to organize and run Bike Safety Day for 2nd & 4th graders in the spring.

BIKE TO HIGHCREST:

This chair coordinates with the Village-Wide PTO Civics & Safety Committee to organize and run the Bike to Highcrest for 4th graders in May.

CIVICS AND SAFETY:

This committee creates awareness of the carpool lane rules, safe walking routes to school, and attends a monthly Village-wide meeting. The Civics and Safety chairperson also coordinates with the Bike Safety chair and Bike to Highcrest chairs.

CAFETERIA:

These co-chairs organize the lunchroom volunteers each month and coordinate with the lunchroom staff. Volunteers sign up for specific days or can be on-call as substitutes. Sign up online at mckenziepta.com.

LEARNING COMMONS VOLUNTEERS:

This chairperson coordinates a team of volunteers who re-shelve books and help with displays and special projects in the Learning Commons. Volunteers also get to peek in on students attending their weekly sessions in the Learning Commons. Hours are flexible. You may come early in the morning. No siblings, please.

LOST AND FOUND:

This chairperson manages the Lost & Found items. Periodically the chair organizes a Lost & Found last chance to search for your lost items; unclaimed items are then donated.

INDOOR RECESS ITEMS:

This Chair will work with staff to curate items to entertain kids when the weather is poor. The Chair coordinates a sign-up so parents can donate items for age-appropriate theme-based bins instead of relying on movies and iPads for entertainment.

Special Things

BIRTHDAY BOOKS:

Families may donate a book to the Learning Commons in honor of their child's birthday. Participating children select from a collection of books. We celebrate half-birthdays for children with birthdays in June, July and August. The donated book has a nameplate with the child's name. This committee chair coordinates with the Learning Commons staff.

GREEN COMMITTEE/ENVIRONMENTAL AWARENESS:

The Green Committee encourages environmental awareness through fun activities during the year. In the spirit of Reduce/Reuse/Recycle, the committee organizes school supply exchange and Earth Week activities, sponsors the Walking School Bus and Waste-Free Days in the cafeteria, and promotes increased recycling during school events. Parents help with classroom presentations, cafeteria games, and recess activities to encourage students to make sustainable choices and "live green."

SCHOOL PICTURES:

This chair works with the school secretaries and a team of professional photographers to create a stress-free Picture Day. Volunteers act as runners to bring classes to the auditorium and help organize the children's order forms.

SCHOOL SUPPLIES:

This chair works with the teachers and a national school supply company to coordinate school supply lists, process the orders, and deliver boxes of pre-ordered, pre-packaged school supplies to school. Volunteers help distribute the packages to the classrooms. The PTA provides this service as a convenience to parents. If you choose to purchase supplies on your own, class supply lists are on the PTA website.

YEARBOOK:

The committee shares the responsibilities of taking pictures, publishing and distributing the yearbook. Yearbooks are ordered in the fall and delivered at the end of the year. Volunteers have the satisfaction of knowing they are producing treasured mementos. Everyone may submit photographs for yearbook via mckenziepta.com.

Pure PTA

AUDIT COMMITTEE:

This committee chair works with the Audit Committee to review the PTA financial records at the end of the PTA fiscal year (June 30). The audit committee includes the incoming President-Elect, the incoming Treasurer, and four additional volunteers. The audit occurs in one day, takes approximately 4 hours, and happens at the end of the fiscal year. The specific date, time, and location are determined by the Audit Chair and confirmed by the Treasurer. The Treasurer does not participate in the audit but attends to answer any questions that may arise. Chairing the Audit Committee is a one-year position.

EXECUTIVE BOARD:

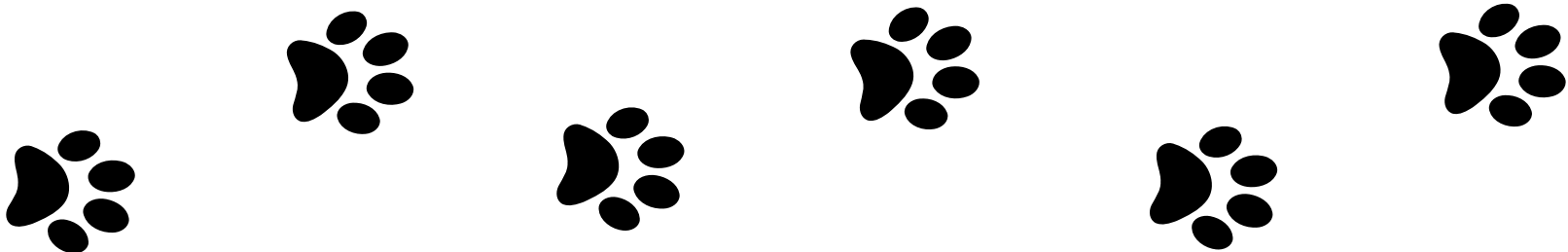
The Executive Board consists of all elected officers of the PTA. Each officer oversees an area of operation for the PTA and works closely with teachers and the principal. The Nominating Committee identifies candidates for the PTA Executive Board. (See *Nominating Committee for more information.*)

NOMINATING COMMITTEE:

The Nominating Committee is elected in late fall and works to identify candidates for the PTA Executive Board. The Executive Board is voted into office by the PTA membership in the spring. The Nominating Committee may also assist (as needed) in filling certain general PTA committee positions.

SCHOOL GIFT:

Each year, the PTA identifies and votes for major gifts to be donated to the school when funds are available. The PTA President-Elect oversees the process. Recent gifts include flexible seating, iPads, an iPad cart, an outdoor creative playscape, auditorium improvements, children's games, and outdoor play accessories, and library books for both children and parents. Each year, funds may be allocated to teachers and staff for educational purposes.



HELPFUL SURVIVAL HINTS FROM PARENTS

- Check mckenziepta.com regularly, both for content and the calendar of events. The PTA web site is your the best source for information about what PTA stuff is going on at McKenzie.
- Read the weekly *McKenzie Monitor* sent by the principal via email.
- Attend the PTA meetings. It's a great way to meet other parents and be in the know about school happenings!
- For parents working outside the home, look into activities that occur after school hours such as the Ice Cream Social, Fall Frenzy and the Variety Show.
- Volunteer! This is a great community of parents and children. Get to know as many people as you can. You can find a list of groups currently looking for volunteers on mckenziepta.com under "Volunteering."
- Be sure to join the PTA online or at the First Day Coffee to get your online school directory.
- Hang out at the PTA First Day Coffee or check out the Virtual Volunteer Fair on mckenziepta.com to learn about volunteer opportunities.
- Check out the district website now and then to keep up to date with what is going on district-wide. (wilmette39.org)
- Check the lunch menu. There may be days your child(ren) would prefer to bring a lunch or buy a lunch! The lunch menu is posted monthly on mckenziepta.com.
- Consider ordering school supplies in the spring for the next school year.
- Watch for yearbook sales information in the fall.
- An extra set of clothing is always wise to have in their lockers, especially during the wet and cold winter months.
- Enjoy your time here, it goes by too quickly!

WEBSITES:

MCKENZIEPTA.COM

MCKENZIE.WILMETTE39.ORG

THE LOCAL LANGUAGE

Terms you will hear at McKenzie:

BUTTERFLY GARDEN:

The garden is located along the west wall of the school building, just south of the blacktop area. It is maintained by the Outdoor Classrooms/Garden Committee, who can always use help watering and weeding. Many classes integrate the garden into their curricula. (see map)

HABITAT GARDEN:

The garden is located at the Kindergarten entry. It was the Eagle Scout project for a McKenzie alum. Students study birds that visit the garden. (see map)

IGNITE PROGRAM:

The iGNITE fundraising program is dedicated to enriching the learning experience at McKenzie. Each year students benefit from field trips, speakers, and performances that enhance the curriculum taught in school and build skills integral to future success.

HABITS OF MIND:

Patterns of thinking and behaving that lead to effective problem-solving. Each month features a new habit which is then reinforced through classroom work and everyday activities.

LEARNING BEHAVIORAL SPECIALISTS (LBS):

Assist in the classroom with Curriculum Differentiation.

LEARNING COMMONS:

Another name for the library

MIKAELIAN EDUCATION CENTER (MEC):

The operations of District 39, including the superintendent and administrators. There is a copy center for use by district PTAs. It is located at 615 Locust Road, the phone is (847) 512-6000.

MCKENZIE MONITOR:

A brief, weekly emailed update of upcoming events. Also available on mckenziepta.com.

PARAPRO:

An assistant teacher who is usually assigned to a classroom to meet the needs of one or more specific children but also helps the classroom as a whole.

PRAIRIE GARDEN:

The garden is located at the southwest corner of the school building. It was a gift from the PTA intended not only to beautify the school but also to help the students who are learning about the Midwest region. (see map)

READING RALLY:

“Reading Rally” is a list of books recommended for 4th graders by District 39. It can be found at the Learning Commons and the Wilmette Library

SAFE PHONE:

Report your child’s tardiness or absence by calling this number: (847) 512-6350.

NOTES:

Horizontal lines for taking notes.