University Park Elementary
Handbook for
Students and Families

Updated: May 2022
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Welcome to University Park!!!!!!!!!!!!!!!!!

About Our School

University Park Elementary is a learning community built on partnerships between students, families, and staff.

From the Principal

University Park welcomes the 500+ energetic students and their supportive families to the University Park learning community. University Park School is located on the west side of Fairbanks near the University of Alaska. Students who live in the local neighborhood, University of Alaska family housing, and the Ester area attend our school. Our student body has 34% ethnic diversity and our students speak 14 different languages. We also have students who are hearing impaired, and/or deaf, and other students with disabilities enrolled at University Park. Students in these programs are educated with their non-disabled students as much as possible. All of our students can participate in a variety of extracurricular academic activities such as Spelling, Speech and Geography Contests, Science Fair, and intramural sports.

University Park’s dedicated staff accepts the challenge of structuring learning activities so our students become effective communicators, responsible citizens, and positive problem-solvers. To reinforce a caring attitude and help students connect, every primary class has a “buddy” intermediate class. We strive to create a welcoming, inclusive environment where positive effort yields improved skills and diversity is celebrated.

The diversity of University Park creates a kaleidoscope of unique features. Yet like all good quilts, there are strong stitches that hold the individual pieces together and shape them into a design that repeats its characteristics again and again. The staff and families of the University Park community never lose sight of quality characteristics, like the patchwork of a quilt. Our families and staff are the stitches that hold our school community together. It is a privilege to work here and watch the design progress. - Allyson Nicholson, Principal
Quick U-Park Facts

Address: 554 Loftus Road
Fairbanks, AK 99709
Phone: (907) 479-6963
Fax: (907) 479-6219
Mascot: Peregrine Falcon
Colors: Purple and White

This handbook is not intended to be all-inclusive and is not exhaustive. It reflects areas of importance to University Park Elementary and reinforces critical items pertinent to the district. District policies and administrative regulations are available in their entirety at www.k12northstar.org. Calendars of school events and other school-specific information are available at University Park Elementary School’s website, located through the district’s website.

School Hours

<table>
<thead>
<tr>
<th>School Hours</th>
<th>9:00 am</th>
<th>3:30 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Hours</td>
<td>8:00 am</td>
<td>4:00 pm</td>
</tr>
<tr>
<td>Student Entrance</td>
<td>8:45 am</td>
<td>4:00 pm</td>
</tr>
<tr>
<td>School Breakfast</td>
<td>8:45 am</td>
<td>9:00 am</td>
</tr>
<tr>
<td>Start of Class</td>
<td>9:05 am</td>
<td></td>
</tr>
<tr>
<td>Tardy Bell (check in at office)</td>
<td>9:05 am</td>
<td></td>
</tr>
<tr>
<td>Class Dismissal</td>
<td></td>
<td>3:30 pm</td>
</tr>
<tr>
<td>Student Pick-up</td>
<td>3:30 pm</td>
<td>3:45 pm</td>
</tr>
<tr>
<td>School Lunch</td>
<td></td>
<td>30 minutes daily</td>
</tr>
</tbody>
</table>

Start Times and Dismissal Times are reflective of School Board policy.
## Important School Phone Numbers

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Phone/URL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Main Number</strong></td>
<td></td>
<td>907-479-6963</td>
</tr>
<tr>
<td><strong>School Fax</strong></td>
<td></td>
<td>907-479-6219</td>
</tr>
<tr>
<td><strong>Principal</strong></td>
<td>Allyson Nicholson</td>
<td>Ext.44510</td>
</tr>
<tr>
<td><strong>Administrative Secretary</strong></td>
<td>Renee Melegari</td>
<td>Ext. 44501</td>
</tr>
<tr>
<td><strong>Attendance Secretary</strong></td>
<td>Sadie Gutzman</td>
<td>Ext. 44502</td>
</tr>
<tr>
<td><strong>Nurse</strong></td>
<td>Heidi Johnson</td>
<td>Ext. 44540</td>
</tr>
<tr>
<td><strong>Counselor</strong></td>
<td>Kristin Presler</td>
<td>Ext.44520</td>
</tr>
<tr>
<td><strong>Behavioral Aide</strong></td>
<td></td>
<td>Ext. 0</td>
</tr>
<tr>
<td><strong>Durham School Services</strong></td>
<td></td>
<td>907-206-7789</td>
</tr>
<tr>
<td><strong>PowerSchool login portal</strong></td>
<td></td>
<td><a href="https://premier.k12northstar.org/public">https://premier.k12northstar.org/public</a></td>
</tr>
<tr>
<td><strong>Caredox login portal</strong></td>
<td></td>
<td><a href="https://premier.k12northstar.org/public">Nursing Services / Overview</a></td>
</tr>
<tr>
<td><strong>SchoolCafe login portal</strong></td>
<td></td>
<td><a href="https://premier.k12northstar.org/public">Nutrition Services / SchoolCafé / Free &amp; Reduced Applications</a></td>
</tr>
</tbody>
</table>

## UPark Facebook page

## Attendance Policy

Students should be present and **on time** every day unless they are ill. Students may **NOT** be dropped off until 8:45 a.m. when school doors open and supervision is available. School begins promptly at 9:05 a.m. Students who do not ride the bus must be picked up by 3:45 p.m. and may not wait at the playground for their ride. Any student who has not been picked up by 3:45 p.m. must check in with the office.
Regular attendance for students is required by Alaska Education Law (Sec. 14.30.010). For the complete district attendance policy, please refer to Board Attendance Policy 1030.

**Absences**
Absences require notification to the school by 10:45 a.m. from a parent by one of the following methods:
- A written or email explanation from the parent or legal guardian
- A phone call from a parent or legal guardian. Call 479-6963 and press 1 to leave a message.

Vacations and Extended Absences (3 or more consecutive days)
1. Inform the classroom teacher of the planned absences.
2. Inform the attendance secretary of the planned absences.
3. Communicate with the classroom teacher about class work during absence.
   a. Gather any available work prior to absence.
   b. Please keep in mind work may not be available until after absence has occurred.

All absences must be excused within 48 hours.

In accordance with state and district policy, absences are monitored by the school principal and brought to the attention of parents when they accumulate to over five unexcused school days. Please communicate with the school office and your child's teacher to help track your child's attendance accurately.

**Tardies**
Students arriving after 9:05 a.m. are considered tardy and should report to the office for a tardy slip.

**Early Release**
To pick up a student early from school you must come to the office. To ensure the safety of your child please be prepared to show ID for early pick up. Early pick-ups will not be permitted without an ID.
Student’s Conduct and Behavioral Resources

Student Behavior Expectations
We expect students to act responsibly, respectfully and to take the opportunity to learn while at school. You may find our school district’s student behavioral expectations in the Student Rights,
Responsibilities & Behavioral Consequences Handbook located on PowerSchool
https://premier.k12northstar.org/public or in hard copy at the office.

While at University Park, students are expected to:
- Show respect and consideration for the rights, privileges, feelings, and needs of themselves and others.
- Respectfully follow the directions of adults and the rules of acceptable behavior in the classrooms, halls, playground, and other school facilities.
- Avoid swearing, cruel teasing, put-downs, and bullying.
- Use hands, feet, and objects safely. This includes building and playground equipment.
- Walk—don’t run—quietly while in the building.
- Respect the property of others.
- Do not bring prohibited items to school (see list below).
- Only use restricted items (see list below) under appropriate circumstances.
- Chewing gum is not allowed in school.

Restricted & Prohibited Items at School
Cell phones, electronic games and devices, trading cards, cameras, video games, hats (indoors), and gum are all subject to restriction at school. In general, these items should not be used, seen, or accessible during the school day. Exceptions may be made for special needs or activities, but we cannot be responsible for the potential loss, damage, and/or friction these items cause. Students are discouraged from bringing valuables and large sums of money to school as we are unable to assure proper security.

Inhalants, explosives, laser pens, lighters, weapons, objects that look like weapons or any object used as a weapon, and aerosols and breath fresheners containing alcohol are not allowed at University Park Elementary. This list is not exhaustive, and any object used in misconduct or aggression may be confiscated. These items may be confiscated permanently and may carry disciplinary consequences depending on the situation. Students are advised to self-disclose if they have prohibited items at school.

Cell Phones
Phone calls on cell phones may be made in the office waiting area or outside, before or after the school day, with direct permission from the closest supervising adult. Cell phones must be turned off and kept in student’s pockets or backpacks during the school day. All personal electronic devices will be put away at the first bell, 8:45 a.m. If students have electronic devices in their possession during the school day, devices will be confiscated and may be returned at the end of the day. If an item is confiscated for a second time or any subsequent offense, it will be returned only to a parent/guardian in person.

School Phones
Students should not use phones to plan social activities or have someone else assume student responsibilities (forgotten homework, materials, notes, tennis shoes, etc.). Use of the school phones will be granted by permission from staff members only. Staff members are not able to take calls during class time. You are welcome to use the teacher's voice mail or email for communication, which may not be checked until the end of the school day. Our school phone number is 907-479-6963.

Pets and Animals
Animals are not to be brought to school nor kept at school without permission from the office. Permission will be granted under carefully supervised circumstances to assure the safety and health of students and the pet.

Dress Code
District policy states that student's attire should not pose a threat to the public or personal health and safety or be disruptive or distracting to classroom activity or student behavior. Each student will assume full responsibility for his/her complete mode of dress.

Students should adhere to the following:
- No spaghetti straps or bare shoulders, low necklines, halter tops, bare midriffs, bareback, short shorts, or clothing that reveals underwear.
- Pants must be worn at the waist, with no sagging.
- No hats, hoods, bandanas, sweatbands, do-rags, or headgear of any type may be worn until the time students leave school.
- Articles of clothing that advertise, depict the use of, or condone inappropriate language, drugs, alcohol, tobacco, violence, sexual behavior/innuendo, or suicide, or that disparages or
humiliates any group, individual, national origin, gender, race, or disability is strictly forbidden.

**Bus Misconduct Citation Policy and Procedures**

Drivers are responsible for maintaining order on the buses. Administering sanctions for misconduct on the school bus is the responsibility of the school where the student is enrolled. The Principal and the Behavioral Specialist have the authority to suspend a student’s bus riding privileges. In the event of misbehavior on the part of the student riding the bus, the bus driver may issue the student a Bus Misconduct Citation for minor and/or major infractions. The following courses of action are considered as a minimum.

1. Depending on the nature of severity of the incident, the first misconduct citation may result in a warning, or other disciplinary action, up to and including temporary or permanent suspension of bus privileges by the Principal or Behavior Specialist.
2. The second misconduct citation may result in the imposition of ‘PROBATIONARY’ status. This process will include counseling with the student and official notification to the parents of the probationary action. Bus riding privileges may be denied to the student for additional violations.
3. The third misconduct citation may result in the suspension of bus privileges for a minimum of three (3) days, depending on the severity of the incident.
4. The fourth misconduct citation may result in the suspension of bus privileges for a minimum of ten (10) days, depending on the severity of the incident.
5. Habitual misconduct citations may result in permanent suspension from the privilege of bus transportation.
6. This procedure will not preclude the right and responsibility of school officials to take other immediate action, as may be necessary in their judgment, for the preservation of good order and specifically for the safety and well-being of others who ride the bus. **Suspension from bus transportation does not excuse the student from school attendance.**

** Discipline for In-school Misconduct**

Conduct that interferes with the educational process or the lawful activities of others is prohibited. Meetings with the principal and notification to parent/guardian may be required by the teacher or staff member, depending on the incident.

Disciplinary action may occur for violation of school district policy. Each student is under the direction of the principal or teacher in charge and is subject to district and school policy, regulations, and rules:
During the time he/she is being transported to or from school-on-school buses.
- During the time he/she is attending school or on school premises.
- During the time he/she is taking part in any school-sponsored activity.

Student misconduct that occurs off school property or outside the school day may be subject to school disciplinary action, provided that the misconduct is shown to be related to school order. Such determination will be made by the building principal.

**Disciplinary Report**

A Disciplinary Report will be issued for the following behaviors:
- Severe fighting, threatening, or humiliation of another person
- Deliberate injury to others
- Defiance of an adult
- Property destruction
- Disruptive or disrespectful behavior
- Other serious kinds of negative behaviors

A progressive discipline strategy is followed. Consequences for not following school rules include:
- Conferences with principal, parents, and staff
- Intervention from a behavioral aide and/or counselor
- Loss of recess
- Community service
- In-school or out-of-school suspension
- Loss of privileges (grade-specific)

**Behavioral and Counseling Resources**

University Park Elementary School is committed to the social and emotional well-being of all its students. To this end, we have behavioral staff on hand to assist all students, including the school counselor, behavioral aide, and school psychologist.

**Behavioral Staff School Counselor**

As part of the school counseling program, University Park's school counselor will be seeing your student's class once a week to teach about topics such as social skills, conflict resolution, handling bullies, emotional regulation, healthy lifestyles, personal safety, and study skills. Each grade level is introduced to the topics appropriate to their developmental needs. There are also opportunities for some small groups and lunches designed for meeting new students or
addressing short-term student issues. If there is a social-emotional concern, please contact the school counselor at 907-474-6963 ext. 44520.

Parent Resource Room
As of the fall of 2019, we have a Parent Resource Room available to all University Park families. Located in room 19, the Parent Resource Room shares space with University Park’s PTA. Available resources include parenting books and videos and family activities such as books and games. Parents are encouraged to visit the resource room during school hours to check out materials.

Weather

Closure Policy
Schools are open every day unless closed by the district superintendent due to dangerous conditions. Please consult local news stations (T.V. and radio) and district announcements regarding delayed openings or cancellations.

Cold Weather and Winter Preparedness
Students are expected to dress appropriately, no matter the weather. During recesses and before/after school, students are expected to remain outside when the temperature is above -20°F. The student will not go outdoors for recess when the temperatures or wind chill dip below -20°F. Students shall be dressed in appropriate clothing to accommodate warmth and personal comfort in an arctic setting, including proper footwear.

Appropriate Clothing includes:

- warm coat
- snow pants
- boots
- hat and
- mittens/gloves
Shoes must be worn at all times. Children may be directed to come to the office if they are in danger of physical harm due to inappropriate dress. Parents will be contacted if this occurs.

Please refer to School District Policy 960.6 for more information.

**Staying Healthy**

Health services are provided for all students during school hours. We have a nurse's office, located near the main entrance of the school. If you have questions about the school nursing program, please contact the district nursing supervisor, at 907-452-2000 x 11253.

**Student Health and Emergency Contact Information**

University Park uses CareDox to document student immunization records, health conditions and concerns, allergy plans, and medications. CareDox can be accessed through the PowerSchool portal.

Please update emergency contact information via CareDox online or notify the office immediately if it changes. It is critical that we have current phone numbers to contact parents/guardians and their designated emergency contacts. If a child becomes ill or hurt at school, we will attempt to contact parents/guardians first. If we cannot contact parents/guardians, we will call designated emergency contacts.

**Immunizations**

Students entering the FNSB school district will need to show proof that they are fully immunized according to Alaska State Law. The school nurse can review your child's record and determine which immunizations are needed. These can be administered by your private medical provider or at the Fairbanks Regional Public Health Center (907-452-1776).

**Illness Policy**

Regular attendance at school is critical, but please do not send your child to school if he/she is ill. Please keep your child home if:

- They have a fever above 100°F, diarrhea, or vomiting. These are all signs that your child is contagious.
● Lice or nits are present in the child's hair or on their scalp.
● They have any other signs of acute, contagious illness.

Children should not return to school until they are fever-free with no vomiting and diarrhea without over-the-counter products in their system.

A student who becomes ill during the course of the school day will be permitted to contact the nurse. The nurse will determine whether the student should return to class or be sent home. Parents should pick up ill children promptly for the child's well-being.

Children who are in school will be expected to participate in class activities and recess. A physician's note or medical plan is required to modify a student's day or activities. If a student has had a significant medical procedure (i.e., surgery, broken bone), please contact our school nurse.

Medication Procedures

Prescription Medications

Prescription medication can be given at school by the school nurse or trained staff under the following conditions:

● The medication is sent in an original container with the student's prescription label complete and clearly legible.
● The medication is brought in by a parent/guardian to the school nurse or front office.
● A Request for Administration of Medication form is filled out by the medical provider and signed by the parent/guardian if the medication must be administered for more than two weeks.
● Arrangements for short-term medications, such as antibiotics, can be made through the nurse, as can permissions for a student to carry and keep his/her own inhaler or other emergency medications.

Other Medications

The nurse has a limited supply of non-prescription medications - acetaminophen, ibuprofen, Benadryl, and Tums - that can be given by the nurse as needed, with parent/guardian permission. Homeopathic and herbal formulations, vitamin supplements, and aromatherapy can NOT be administered to students by any staff, including nurses, while at school. As a rule, all medications are to be administered through the nurse's office. For everyone's safety, please help us uphold this rule. For needed paperwork or clarifications, please contact the nurse.
**Health Screening**

The school nurse will conduct a health screening annually during school instruction. Vision, hearing, height, and weight will all be measured. If you would like to be present for this, please contact the school office.

**Insurance (Medical)**

The school district does not provide automatic coverage if your child is injured at school. If your child is not covered by the parent or guardian’s health insurance policy, the school district has arranged for a commercial carrier to make low-cost insurance available to all public school students. If you need an application or have questions, please contact the Fairbanks North Star Borough School District Risk Management Office at 907-459-1344. Our school nurse can also help with Denali Kid Care applications.

**School Breakfast and Lunch Program**

Children are able to purchase breakfast and hot lunch using the online SchoolCafe system; student accounts will be used to track funds in their lunch account. For additional information, please contact the Kitchen Manager at 907-479-6963, ext. 44556 or call the school district’s Nutrition Services at 907-451-1004. SchoolCafe can be accessed at School Cafe or by using the app

School breakfast is available to students from 8:45 – 10:00 a.m. each morning. Students will have a 30-minute lunch period every day. We encourage nutritious choices for lunch and snacks. Students may not charge more than two meals. If a student finds it necessary to charge a meal, please make every effort to pay for the meal the following day. A charge slip will be sent home as a reminder. Payment can be made online using SchoolCafe or by sending payment to the school with your student.

**Free/Reduced Meals**

Nutrition Services / SchoolCafé / Free & Reduced Applications

Applications for Free/Reduced price meals are available from the office or online at the district website. We highly encourage the utilization of the online application process and all registered students to apply for free and reduced lunch. Applications must be submitted annually and are due within the first 20 days of the current school semester.

**Record-keeping**

Like other schools in the FNSB school district, University Park uses PowerSchool Premier to track student progress, grades, student permissions, and emergency contact information. A full description of the website and app is provided on the district’s website at https://premier.k12northstar.org/public/home.html. Parents are encouraged to create an
account prior to the start of their child's first year at school and to sign up for updates on their child's progress. Instructions and tips for using PowerSchool can be found on the district website at PowerSchool Premier for Parents.

It is imperative that parents provide current addresses, phone numbers, and emergency contacts to the school. Pertinent court orders, custody agreements, or legal documents must be properly signed, dated, and in the office for us to be responsive to the terms. If changes in address, phone numbers, or emergency contacts occur, please notify the attendance secretary so records can be maintained with current information.

Grades
Each teacher is responsible for evaluating students in accordance with standards established by the teacher and district policy. During the first month of school, teachers will inform parents of the methods they use in their classrooms to determine grades. Parents are encouraged to contact teachers for clarifications. Mid-quarter notices are sent home with students who are not meeting expectations. Students enrolled for a minimum of twenty days within a grading period will receive grades on their report cards. Please call your student's teacher to discuss concerns and possible solutions.

Homework
The district believes that homework is an integral element of the learning process. As per school board policy, homework shall be assigned regularly in grades 4-6. Homework shall be encouraged in grades K-3. Each classroom teacher will inform students and parents about homework expectations and grading policies for their class. In the intermediate grades, families should familiarize themselves with PowerSchool to regularly monitor assignments and grades online.

Parent/Teacher Conferences
Please make every effort to sign up for and attend Parent/Teacher conferences with your student's teacher. P/T conferences will be held over the course of 2 full days in the fall and mid-winter. There is no school these days.

Class Placement
Class placement decisions are made prior to the start of each school year. University Park will host a Back to School Social in August so that children and their families can meet the child's teacher. Please contact the school office or refer to the school website for more information.

University Park Elementary accepts timely input concerning class placement pursuant to School Board Policy 1154.1. Placement is based on total numbers in each class, the ratio of boys and
girls, cultural backgrounds, range of ability levels, special academic and/or behavioral needs, and learning/teaching style. Firsthand input from your child's current teacher and staff is utilized. As per School Board Policy, the principal makes the final decision concerning student class assignments. Out of Attendance Area Lottery (OAA), applications are available on the district website Lottery in the third quarter of the school year and closes the first week of May. OAA Lottery acceptance decisions will not be finalized until the third week of the new school year.

**Supplies and Equipment**

Students are expected to come to class prepared and to provide their own supplies (paper, pencils, etc.). Individual teachers may indicate additional supplies needed for their classrooms. These lists will be provided to students at the beginning of school. Educational materials such as computers and textbooks will be issued to each student on a loan basis. Care of this equipment is the responsibility of each student.

**Computers**

An "Appropriate Use Form" must be signed before a student may use school district computers. Computer and technology use in school is for educational purposes only and will happen with the direct supervision and direction of an instructor. Students wishing to bring their own technology for educational purposes must fill out a contract with the principal.

**Textbooks**

When textbooks are furnished to students, the book's condition is noted. The student's name should be put in the book to facilitate return if lost. Students are expected to treat school property with respect. If a student loses or damages a textbook or a library book during the course of the school year, he/she will be required to reimburse the school for the cost of replacement or repair of the book, according to district policy.

**Desks**

Desks are provided for the convenience of the students. The district reserves the right to search lockers/desks for the purpose of securing property, maintaining adequate sanitation, and inspecting for prohibited articles.

**Inside Shoes**

Students will need a pair of sneakers/tennis shoes with non-marking soles for physical education (gym) class and to wear inside the building. Gym shoes should be marked with the child's name and are to be left in the classroom.
Other School Activities and Resources

Library

Music

Physical Education (P.E. or gym)

Extra-curriculars

In addition to in-school activities, University Park also provides several extra-curricular activities, which are supervised by staff, PTA members, and volunteers. We need families' help to make these a success!

Running Club
The running club meets from early September until early October. Practice is twice a week, and approximately five races are held on Fridays during the season.

Ski Club
Is active from early February until early March and is a way for kids to learn to ski in a non-competitive environment. Practice is twice a week.

Transportation

Buses and Bus Routes
Bus service is provided for the following areas only: UAF, Goldhill, Ester, Cripple Creek, Dale Road, Lakeview Terrace, and Chena Ridge. Information on University Park bus routes may be found on the school's website at Transportation Overview. All questions related to buses should be directed to Durham School Services at 907-206-7789. Transportation questions can also be directed to our district office by calling 907-452-2000 ext. 4.
Requesting a Bus Deviation

Parents may send a written request for a bus deviation to the school office or call early in the day. Messages after 2:45 p.m. are not guaranteed to be delivered, as the end of the day is extremely busy, and classes may not be in their room. Parents are encouraged to tell their children of any details regarding their after-school plans before school starts.

Student Pick-up and Drop-off (Stop, Drop & Go)

Students will be picked up and dropped off at the main entrance of the school along the curb (known as Stop, Drop & Go).

1. Pull all the way forward at the Stop Drop & Go curb.
2. While at Stop, Drop & Go, students should enter and exit vehicles on their own.
3. Adults, please pay attention to the instructions on posted signs and those from attending staff.
4. Never enter or park in the bus lanes to drop off students.
5. Please do not park at the curb and vacate your vehicle when dropping off or picking up students. If you have to enter the building for any reason, please park in a designated parking spot.
6. Always use the crosswalks provided.

Bicycles

Students are welcome to ride their bicycles to school if they practice bicycle safety. Remember, walk ‘em and lock ‘em! Once on school grounds, bicycles are to be WALKED to the bike rack and may not be ridden on the playground. Security of bikes cannot be assured. Students who cause safety concerns or who must repeatedly be reminded to follow the rules may lose their right to ride their bikes to school. Bikes may be confiscated and held for a parent to pick up. Unauthorized motorized vehicles, including motorized scooters, motorcycles, mopeds, and electric bikes, are not permitted on school property.

Bicycles on roadways are subject to state law. They must be ridden on the bike path or with the traffic on the roadway.

School Safety and Your Child

ALICE program
Students at University Park Elementary are taught how to respond to a dangerous situation while at school using the principles within the ALICE program (Alert, Lockdown, Inform, Counter, Evacuate). ALICE is taught each year during counselor time, and there is a drill every year to practice. Families are notified each year before ALICE is taught.

Earthquake and Fire Drills
Earthquake drills are conducted at University Park one time per year as part of the Great Alaskan Shakedown. Fire drills are conducted one time per month.

Stay Informed

Falcons Fly Newsletter
Members of the PTA, in cooperation with school staff, publish the Falcons Fly, a monthly newsletter that is emailed to our families and staff. This newsletter is filled with information about University Park activities, resources, policies, and upcoming events.

Social Media
University Park's Parent/Teacher Association (PTA) maintains a Facebook page for all University Park families. Please join the University Park Falcon Families page for updates on school events, policies, and volunteer opportunities. The FNSB School District also maintains a Facebook page.

Website
University Park maintains a school website through the FNSB school district. For school policies, bussing, events, staff directory, and forms, please visit https://www.k12northstar.org/universitypark

Volunteer Opportunities

FNSBSD Volunteer Application

Parent/Teacher Association (PTA)
University Park Elementary is affiliated with the district, state, and national PTA. The University Park PTA hosts fundraisers, social events, the Science Fair, and more. Information regarding membership, meetings, and activities will be available early in the year and is also available on the University Park Elementary website at https://www.k12northstar.org/Page/9115. Families and staff are encouraged to become members and attend monthly meetings.

Volunteers
The very act of caring for your children, getting them to school regularly, following up on school work, and communicating is a tremendous help to our school program. In addition, University Park Elementary School's volunteers are a vital part of our school community. They can assist classroom teachers in tutoring, field trips, and other classroom activities. Persons interested in volunteering should contact the classroom teacher or the office. **Completion of the FNSBSD volunteer process must be done before volunteering at our school. This process can take up to 10 days after submitting the completed packet. To begin the volunteer process please use the following link:** [FNSBSD Volunteer Application](#) more information on volunteering in the school district can be found on the FNSB School District website at [Bright Futures Fairbanks / Become a Volunteer or Partner](#). Parents and visitors are asked to sign in at the office.

**Nondiscrimination Notice**

The Fairbanks North Star Borough School District does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, marital status, pregnancy, sexual orientation or veteran status.

The Fairbanks North Star Borough School District does not discriminate on the basis of sex in violation of Title IX of the Education Amendments of 1972 in the educational programs or activities which it operates.

The Fairbanks North Star Borough School District does not discriminate on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973. This includes admission or access to, or treatment or employment in its programs, services, and activities. Individuals requiring further information should contact the designated compliance director:

**Director of Employment and Educational Opportunity 520 Fifth Avenue**
Fairbanks, Alaska 99701
(907) 452-2000 ext. 11466
(907) 452-3172 (fax)