

Once A Panther, Always A Panther!



Welcome to Poe Elementary School

2024-2025 School Year



Community Consolidated School District 21

ABOUT CCSD21

Formed in 1948, Community Consolidated School District 21 (CCSD21) is located in Cook County, about 30 miles northwest of Chicago. It serves students in grades PK-8 from six communities: Arlington Heights, Buffalo Grove, Mount Prospect, Northbrook, Prospect Heights, and Wheeling.

Mission: *Ensure engaging, innovative, equitable and safe learning experiences for every student, every day.*

Core Values: *Equity, Whole Child, Engagement, Stewardship, Continuous Improvement, Trust & Respect, Partnership, Accountability, and Growth Mindset.*

Vision: *CCSD21 strives to empower every student, every day, in every school.*

CCSD21 develops an annual report to highlight the yearly accomplishments of the district. To view the latest Impact Report, please visit: ccsd21.org/annual-impact-report

The District 21 Community Service Center and Administrative Office is located at 959 W. Dundee Road, Wheeling, IL 60090. The office hours are 7:30 a.m. to 4 p.m. Monday - Friday and the phone number is 847-537-8270. To learn more about CCSD21, please visit: ccsd21.org

BOARD OF EDUCATION

The CCSD21 Board of Education holds monthly meetings of the entire school board. These are typically held on the third Thursday of the month at 7 p.m. at the District 21 Community Service Center and Administrative Office.

Agendas are posted 48 hours prior to the meeting and can be viewed by visiting: ccsd21.org/board-of-education-meetings

Empowering Every Student, Every Day

SUPERINTENDENT



On behalf of the school administration, I'm pleased to welcome you to our CCSD21 family. You are entering a district that is unique in many ways. From enhancing the educational experience of our students to increasing family engagement, our combined efforts are giving support to students learning inside and outside the classroom. Additionally, we are committed to good stewardship of our community resources, all of which translates into a better learning environment – one which allows your student to grow into a successful individual.

Dr. Michael Connolly
Superintendent

YOUR ADMINISTRATORS



Welcome to the 2024-2025 school year at Poe Elementary School! We are excited your family is joining us and we look forward to developing a strong partnership with you throughout your student's educational journey. Here at Poe, we are committed to creating an inclusive and welcoming learning environment for all staff and students. We celebrate the hard-work and perseverance of our Panthers and greatly enjoy seeing them grow as learners each day. We believe that kindness matters and cannot wait for your student to share in the fun and joy of our Panther Pack meetings!

☎: **847-670-3210**

Stephanie Stallman, Principal

✉: **stephanie.stallman@ccsd21.org**



Welcome to the 2024-2025 school year at Poe Elementary School! Together we will foster a nurturing and dynamic environment where every child can thrive. Our goal is to support our dedicated staff, engage with families, and create an inclusive educational experience for our students. Together, let's make this year exceptional, filled with growth, joy, and memorable achievements. I am eager to work with each of you and look forward to the wonderful year ahead!

☎: **847-670-3202**

Melissa Sutton, Assistant Principal

✉: **melissa.sutton@ccsd21.org**

Empowering Every Student, Every Day

ABOUT POE

Poe Elementary School was built in 1968 and is one of nine elementary schools in CCSD21. It serves students in grades K-5. The school was named after author Edgar Allan Poe (1809-1849).

Motto: Once a Panther, Always a Panther!

Mascot: Edgar the Panther

Address: 2800 N. Highland Ave, Arlington Heights, IL 60004

Main Office Phone Number: 847-670-3200

Office Hours: Monday - Friday from 8:15 a.m. - 4:15 p.m.

Attendance Line: 847-670-3205

Health Office: 847-670-3201

Fax Number: 847-670-3216

Family Engagement Liaison: nora.molina@ccsd21.org or
ingrid.maradkel@ccsd21.org

Website: poe.ccsd21.org/

Handbook: ccsd21.org/handbook

School Hours: 9 a.m. - 3:30 p.m.

9 a.m. - 12 p.m. on School Improvement Days

Registration Fees: CCSD21 is waiving student registration fees for all students for the 2024-2025 school year.

School Supplies: CCSD21 will provide all students with school supplies needed for the school year. The supplies will be distributed to each student at the beginning of the school year.

School Calendar: The first day of classes for students in grades 1-5 is Wednesday, August 28, 2024. The first day of classes for kindergarten students is either Thursday, August 29, or Friday, August 30. Your principal will communicate which kindergarten group your student belongs to. Please visit ccsd21.org/parent-resources/calendars for the complete school year calendar.

Poe School Calendar: poe.ccsd21.org/events/



Poe
Elementary School



Cooper Middle School



Empowering Every Student, Every Day

IMPORTANT INFORMATION

Attendance

- Parents/guardians must notify the school of their child's absence. A voicemail will take messages before and after school hours.
- Attendance phone number is 847-670-3205.
- If the school does not receive a notice, you will be contacted at home and/or work.

Health Services

- If your child has a health condition, please notify the school nurse at 847-670-3201
- State medical forms are required. Please visit ccsd21.org/registration for further details.

D21 Health Center

- Bring your student to our new Health Center for their physical, immunization(s), or other medical needs! The center is free and right in your backyard! Schedule an appointment at: ccsd21.org/healthcenter/

Medications at School

- Medications may be self-administered only upon written request of the student's physician and parent/guardian.
- Contact the school nurse at 847-670-3201 for more information.

Communicating with Poe Staff

ParentSquare is CCSD21's communication tool.

To contact a Poe staff member:

- Sign into your account: parentsquare.com/signin
- Select messages on the side menu
- Click on the new message box
- Select a quick recipient OR type the staff member's name under the recipients box.

For more information and to set up your account visit: ccsd21.org/parentsquare

Chromebooks

- All CCSD21 students in grades K-8 are provided a Chromebook device on a take-home model.

For more information on the CCSD21 1:1 Chromebook program, including the device parent and student handbook, please visit:

ccsd21.org/information-services/chromebook-information/chromebook-program/

Empowering Every Student, Every Day

Panther Pack

Students may be awarded a 'Panther Pack' ticket for good behavior.
Kindness Matters!

E-Learning Day

- In the event of a school closure, either for weather or other emergency, all CCSD21 students in grades K-8 will be provided instruction virtually, unless otherwise communicated.
- Communication will be shared via ParentSquare.

Emergency School Closures

In the event of extreme weather conditions or any other reason that would require school to be closed, you may find information on:

- The CCSD21 website (ccsd21.org)
- Phone and email notifications via ParentSquare
- Major news media outlets, such as WGN, WBBM, WMAQ, WLS, WFLD, WGBO and WSNS.
- EmergencyClosingCenter.com under the listing DIST #21 (WHEELING).
- Our social media channels.

Updating your Contact Information

Please visit or call Poe School's main office if at any time you change your:

- Telephone number(s)
- Email address(es)
- Emergency contact information

Visiting the School

All CCSD21 schools have secure entrances.

Visitors are required to:

- Enter through the front door
- Identify themselves
- Provide the reason for being at school
- Provide a picture ID
- Return to the main office to sign out

PowerSchool Parent Portal

PowerSchool Parent Portal is CCSD21's Student Information System. Some of the information available to you in the Parent Portal:

- Grades and assignments
- Report cards
- Teacher comments
- Student schedules and more

To create your PowerSchool Parent Portal account, visit:

ccsd21.org/powerschool-parent-portal

PROGRAMS

Advanced Learners

CCSD21 elementary schools offer the following Advanced Learners courses:

- Accelerated Mathematics for fifth grade
- Advanced Language Arts for fourth and fifth grade

For more information, please visit:

ccsd21.org/equity-learning/advancedlearners

Family Learning Programs

CCSD21 offers a variety of community workshops, seminars, and events. You are encouraged to take advantage of these FREE learning opportunities to empower your family and connect with other community members. Details will be shared via a ParentSquare communication.

Language Services

Poe offers the following language service programs:

- Bilingual Russian ● English Language Learners (ELL)

If your child has specific language needs, please contact the school principal.

Empowering Every Student, Every Day

Special Education

- CCSD21 offers a continuum of special education services to support students with disabilities.
- Students with special needs may qualify for an individualized education program, a 504 plan, and/or services through the Northwest Suburban Special Education Organization (NSSEO).
- For more information, please visit: ccsd21.org/student-services

Support Services

All schools have the following support services available for CCSD21 students:

- Occupational Therapist
- Speech Pathologist
- Psychologist
- Social Worker

Please contact the principal if your child needs support services.

Library & Media Center (LMC)

- LMC materials and books may be checked out by the student.
- Students are asked to care for the materials and books that they borrow from the LMC.

Physical Education (PE)

- Students in grades K-5 attend PE with a PE teacher three times per week.
- Students should wear shoes appropriate for physical activity for PE in all grades.

Clubs

Clubs and special activities are designed by teachers based upon student interests. Clubs may include the following, among others:

- STEM Club
- Robotics Club
- Engineering Club

Keep an eye on the school website throughout the year for additional clubs and enrichment activities offered by the Parent Teacher Organization.

Performance Art Programs

- Poe offers band and orchestra to fourth and fifth graders.
- Recruitment and enrollment takes place in September.

SERVICES

Families in Temporary Living Situations

Please contact Poe's social worker or the CCSD21 McKinney-Vento Liaison for assistance and information on helpful resources.

- **Poe School Social Worker:** danielle.antonucci@ccsd21.org and natalia.yaguana@ccsd21.org
- **CCSD21 McKinney-Vento Liaison:** 847-419-3083

Fee Waivers

A parent/guardian may request fee waivers by submitting a fee waiver form. Applications may be obtained from:

- The school's main office ● CCSD21's Business Office
- ccsd21.org/business-services/food-service

Food Service

CCSD21 provides a nutritionally balanced, free and reduced breakfasts and lunches every school day for qualified students as part of the National School Lunch Program, a federally assisted meal program operating in public schools. Students who do not qualify for the free or reduced price meals may still purchase lunch at school at the established prices. Eligibility guidelines are based on household size and income. See the application form online.

- Menus can be found on MealViewer at:
schools.mealviewer.com/district/CommunityConsolidated21

If your child has specific nutritional needs or has needs related to allergies, please contact the nurse at 847-670-3201.

Bus Transportation Services

- CCSD21 offers school bus transportation services to qualified students.
- First Student, Inc. is CCSD21's contracted transportation provider.
- Bus routes are distributed to CCSD21 families in the summer.
- Transportation Contacts:
 - **First Student, Inc.:** 847-541-0220
 - **CCSD21 Transportation Manager:** 847-520-2705
 - **CCSD21 Director of Business Services:** 847-520-2773
- **Want to track your child's bus?**
Download our ParentView bus tracker app! firstviewapp.com

Empowering Every Student, Every Day

PTO

Join the school's PTO to make a direct impact on your child's educational experience, fostering a stronger community and supporting valuable programs. Your involvement can help create a more enriching and supportive environment for all students.

Through events and fundraisers, the PTO provides funding for:

- Cultural programs
- Equipment
- and more

All Poe parents/guardians are welcome to volunteer and participate in PTO programs.

You may contact the Poe PTO at: poepto@gmail.com

FOLLOW US - #21Learns



CCSD21: facebook.com/ccsd21

Poe: facebook.com/ccsd21poe



CCSD21: instagram.com/wheeling_ccsd21

Poe: facebook.com/ccsd21poe



CCSD21: www.linkedin.com/company/ccsd21



CCSD21: youtube.com/@ccsd21/videos

Empowering Every Student, Every Day

COMMUNITY SERVICES

Buffalo Grove Park District

530 Bernard Drive
Buffalo Grove, IL 60089
Phone: 847-850-2100
Fax: 847-459-5741
info@bgparks.org
bgparks.org
Clubhouse Child Care:
847-850-2100

Village of Buffalo Grove

50 Raupp Boulevard
Buffalo Grove, IL 60089
Phone: 847-459-2500
Fax: 847-459-7906
info@vbg.org
vbg.org

Indian Trails Public Library District

355 Schoenbeck Road
Wheeling, IL 60090
Phone: 847-459-4100
Fax: 847-459-4760
social@indiantrailslibrary.org
indiantrailslibrary.org
Library Cards:
[indiantrailslibrary.org/
visit-us/library-cards](http://indiantrailslibrary.org/visit-us/library-cards)

Wheeling Park District

100 Community Boulevard
Wheeling, IL 60090
Phone: 847-465-3333
news@wheelingparkdistrict.com
wheelingparkdistrict.com

Village of Wheeling

2 Community Boulevard
Wheeling, IL 60090
Phone: 847-459-2600
Fax: 847-459-9692
wheelingil.gov

Wheeling Township

1616 N. Arlington Heights Rd.
Arlington Heights, IL 60004
Phone: 847-259-7730
Fax: 847-259-1570
wheelingtownship.com
Food Pantry:
[wheelingtownship.com/
Food-Pantry](http://wheelingtownship.com/Food-Pantry)

Suicide and Depression Awareness and Prevention

- Visit the National Suicide Prevention Lifeline:
988lifeline.org, call, text or chat **988**.

Safe2Help

- Safe2Help offers students a safe, confidential way to share information that might prevent threats to school safety.
- The icon is located on the Task bar of each student's Chromebook.
safe2helpil.com/make-a-difference

Empowering Every Student, Every Day

Once A Panther, Always A Panther!

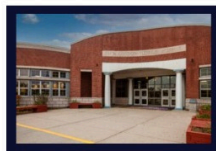
CCSD21 SCHOOLS



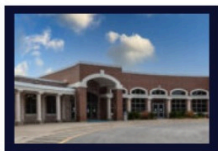
**Cooper
Middle School**
Tel. 847-520-2750



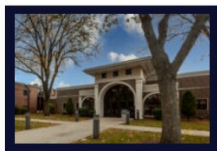
**Holmes
Middle School**
Tel. 847-520-2790



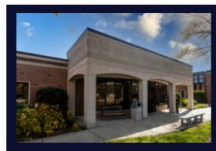
**London
Middle School**
Tel. 847-520-2745



**Field
Elementary School**
Tel. 847-520-2780



**Frost
Elementary School**
Tel. 847-803-4815



**Kilmer
Elementary School**
Tel. 847-520-2760



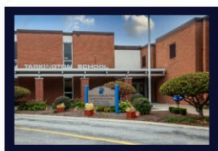
**Longfellow
Elementary School**
Tel. 847-520-2755



**Poe
Elementary School**
Tel. 847-670-3200



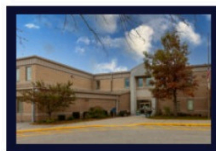
**Riley
Elementary School**
Tel. 847-670-3400



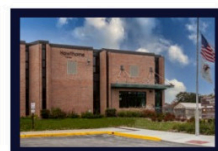
**Tarkington
Elementary School**
Tel. 847-520-2775



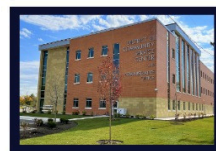
**Twain
Elementary School**
Tel. 847-520-2785



**Whitman
Elementary School**
Tel. 847-520-2795



**Hawthorne Early
Childhood School**
Tel. 847-465-7290



**District 21 Community Service
Center & Administrative Office**
Tel. 847-537-8270

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