



— ALBUQUERQUE —
School of Excellence

Welcome to ASE!

Principal K-5: Vickie Kwiecinski

Assistant Principal K-5: Suzanne Zamora

Dean of Students & Culture: Dora Summy

Counselor: Amy Osborne

Special Education Coordinator: Kitty Niclas



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School Calendar and Hours

The Calendar and Bell schedule can be found on the ASE web page www.abqse.org

- Students may arrive no earlier than 7:35 a.m.
- Class begins at 8:00 a.m.
- K-2 students enter through the front entrance and 3rd-5th enter through the Gymteria. Grab and Go breakfast is available.



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Grades

Grades will be posted on PowerSchool and updated weekly by Monday. Please use the PowerSchool Parent login to check student grades, the App is an excellent tool to keep you informed.

Questions/concerns related to grades should be addressed through the teacher first.



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PowerSchool-Checking Grades

The link on the school website will take you to the PowerSchool login.

www.abqse.org <https://abqse.powerschool.com/public/home.html>

Or use the App



It will direct you to look up the school and to enter your username and password.
Then you can set it up to receive notifications to see the most up to date grades.



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DEAR and MLSS

Students will have a 30 minutes DEAR time to Drop Everything And Read.

MLSS a special time frame where students will receive supports in areas specific to the student's needs.



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Attendance

ASE uses Safe Arrival. If your student is ill please keep them home and enter the absence on Safe Arrival. Information on how to use Safe Arrival will be given at Open House.

If your student is late, they will need to enter through the main entrance and obtain a tardy pass to class.



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Dismissal

You will receive a map of the traffic plan map at Open House. Students will wait with their teachers at designated locations.

Monday-Thursday:

K-2 will dismiss at 2:35 p.m.- 2:55 p.m.

3rd-5th will dismiss at 2:40 p.m.- 3:00 p.m.

After 3 late pick ups, parents will be asked to provide proof of registration for an afterschool program.



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Study Hall

Younger siblings who need to wait for Mid/High dismissal:

K-2nd will report to the elementary Library

3rd- 5th will report to the Mid-High Cafeteria

Mid/High Siblings will pick up 3rd-5th grade students from the Cafeteria and the younger siblings will be escorted to the front of the elementary building for Mid/High siblings to pick up. A Student Agreement will be sent home the first day of school with parents and students to sign.



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Dress Code and Spirit Days

Students are required to be in dress code to attend ASE.

Monday-Thursday students are to have a red polo shirt with a patch or an ASE uniform polo shirt purchased from the office. Students may wear khaki or navy blue pants or shorts. No cargo pants or cargo shorts are allowed.

Fridays are spirit days. Students may wear jeans or uniform pants and a school spirit shirt only or wear their School Uniform. Spirit shirts can be purchased in the front office. Supplies are limited at this time.



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DeansList

DeansList is the program we use to record positive (PRS) and negative behaviors (DPS). You will receive an email weekly to keep you informed of your students behaviors from DeansList. This email will also include grades. You may also download the DeansList app. on your phone. Information for your students account will be given out on the first day of school.



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Consequences

DPS points are given for infractions.

Accrual of 15 points results in after school detention. Failure to report results in Saturday detention.

Accrual of 30 points results in Saturday detention.

Accrual of 45 points results in 1 day in-school suspension.

Accrual of 60 points results in 1 day of out of school suspension.

After 75 points the student will be suspended pending the outcome of expulsion procedures.



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Personal Property

ASE is not responsible for lost or stolen items and will not investigate the loss of personal property.

Please leave toys, smart watches, and any other item of value at home.



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School Counselor: Amy Osborne

The Counselor is here to help with:

- *Adjusting to a new school
- *Working out friendship problems
- *Managing your emotions (stress, worry, anger, etc.)
- *Working well with others
- *Feeling good about yourself
- *Dealing with Peer pressure and Bullying



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SPECIAL EDUCATION

Kitty Niclas

K-12 Special Education Coordinator

(505) 355-5895

kniclas@abqse.org

If your student has a current IEP, please contact me.



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ASE PTO

ASE has a highly active PTO. Please be on the lookout for correspondence and ways to participate. Information on meetings will be emailed, available on the school website, and via ASE Social Media pages.