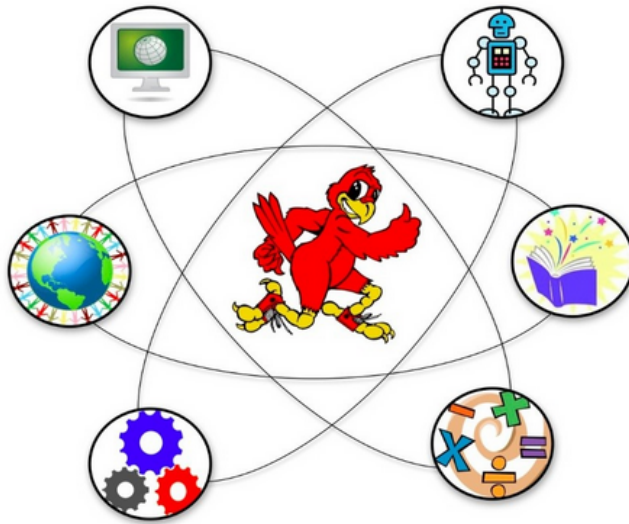


**2022-2023**

## **Student-Parent Handbook**

**PATRIOTS STEM ELEMENTARY**

**WELCOME TO PATRIOTS STEM ELEMENTARY SCHOOL**



**Principal**  
**AP**  
**AP**

**Billy Davis**  
**Heidi Copeland**  
**L. Dee Smith**

**[william.davis@cabarrus.k12.nc.us](mailto:william.davis@cabarrus.k12.nc.us)**  
**[heidi.copeland@cabarrus.k12.nc.us](mailto:heidi.copeland@cabarrus.k12.nc.us)**  
**[leslie.smith@cabarrus.k12.nc.us](mailto:leslie.smith@cabarrus.k12.nc.us)**

**School Office Hours: 7:00-4:00**

**Contact Information: Phone: 704-260-6230**  
**eFax: 704-260-6249**

**School Website: <https://www.cabarrus.k12.nc.us/Domain/17>**

**Upon reading the handbook in its entirety and by filling out the Scribbles form, you acknowledge that you have read the entire handbook, including all rules, policies and compacts and understand the (insert school name) expectations for the 2022-2023 school year.**

## **PARENT/ COMMUNITY INVOLVEMENT INFORMATION**

Patriots STEM Elementary understands the invaluable role families play in the education of their children and the need to communicate with them regularly and clearly. Because of this, we will send home information in a timely manner through the use of ConnectEd, (our automatic phone system), newsletters, fliers, SeeSaw and emails. During the month of September, a Curriculum Night will be held for parents so that teachers can share information concerning instruction. During Curriculum Night teachers explain grade level curriculum expectations and standards. Parents may also check our school's website and other social media platforms for up to date information. Cabarrus County Schools has also published the Parent Information Handbook that provides parents with useful information. You can access the handbook on the CCS website or use this [link](#).

Each year the state of North Carolina provides information about our school's academic performance. This information is shared through multiple platforms. Performance and growth data is also available on the State Report Card website in English and Spanish.

Patriots STEM Elementary will use a variety of methods to provide feedback to parents about their children's progress including mid-quarter progress reports and end of nine-week report cards. All parents will receive reports of state testing results including Benchmark Assessments that are given three times a year and the End of Grade assessments. Conferences are conducted at the end of the first nine weeks for the teacher and parent to discuss each child's performance. Additional conferences are conducted as needed. Parents may request the use of a translator by contacting their child's teacher.

Patriots STEM Elementary invites all parents to participate in our school activities. We seek to have representation on boards and committees that reflect our diverse population. Our School Improvement Team is made up of parents and teachers who meet regularly to make Patriots STEM the best elementary school in our area. We welcome parent input and as a result school surveys may be conducted to solicit that input. In addition, our PTO Board meets on a regular basis to identify ways to keep parents connected to the school. We sincerely invite you to join our PTO.

If you have any questions or concerns, please contact the school at any time.

This handbook was last updated on August 7th, 2022. Please check back periodically for any updates to policies or procedures. Additionally, our Patriots STEM Elementary School website, Cabarrus County Schools website, and social media sites publish updates throughout the school year.

## **PES COMPACT**

This compact is an agreement among a student, his/her parent or guardian, his/her teacher, and the school's administration. It defines the roles and responsibilities of each person involved in your child's education.

**As a PARENT/GUARDIAN, I want my child to achieve; therefore, I will encourage him/her by doing the following:**

- Seeing that my child is punctual and attends school regularly.
- Supporting the school in maintaining proper discipline and reinforcing the Code of Conduct.
- Establishing a time and an appropriate place for remote learning and/or homework
- Encouraging my child's efforts and being available for questions.
- Reading with my child on a regular basis and letting my child see me read.
- Attending open houses and school programs.

- Staying in touch on a regular basis with all involved teachers

**As a STUDENT, I want to work to the best of my ability, and I will strive to:**

- Attend school regularly.
- Come to school each day with the necessary supplies.
- Respect and cooperate with adults and fellow students.
- Complete and return homework, assignments, and signed papers.
- Share with my parents something that I learned in school each day.
- Follow the Code of Conduct.
- Use my study time at home.
- Read daily to my parents or listen to my parents read to me.
- Ask for help when I don't understand.
- Put forth my best effort all day, every day.

**As a TEACHER, I want our students to be successful; therefore, I will strive to:**

- Have high expectations for all of my students and believe all students can achieve.
- Provide for the various learning styles of my students.
- Teach the rigorous curriculum and enforce the Code of Conduct.
- Maintain communication and cooperate with families to ensure the best education.
- Provide parents with helpful information for working with their child at home.
- Support the philosophy of the Cabarrus County School System.
- Provide progress information to parents.
- Work collaboratively with other staff members to make the entire school a better place.

**Patriots STEM Elementary School Parent Right to Know Correspondence**

Dear Parent/Guardian,

As a parent of a student at Patriots STEM Elementary School, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers.

- Whether the NC Department of Public Instruction has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the NC Department of Public Instruction has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking skills he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled and qualified. If you would like to receive any of this information, please call the school at (704) 260-6230.

Sincerely,

Billy Davis, Principal

## ADMINISTRATION

Principal Billy Davis	Assistant Principal Heidi Copeland	Assistant Principal L. Dee Smith
Kindergarten 5th Grade Administrator	2nd Grade 4th Grade Administrator	1st Grade 3rd Grade Administrator
STEM	Curriculum and Instruction	MTSS
Attendance	Testing	Transportation
Facilities	Student Assignment	Technology
Exceptional Children	Early Entry	Field Trips
Student Services		

## AIG

Nicole El Maroudi, AIG Teacher

According to North Carolina Article 9B, "Academically or intellectually gifted students perform or show the potential to perform at substantially high levels of accomplishment when compared with others of their age, experience, or environment. Academically or intellectually gifted students exhibit high performance capability in intellectual areas, specific academic fields, or in both intellectual areas and specific academic fields. Academically or intellectually gifted students require differentiated educational services beyond those ordinarily provided by the regular educational program. Outstanding abilities are present in students from all cultural groups, across all economic strata, and in all areas of human endeavor."

All elementary students in 1st and 2nd grade will have the opportunity to experience enrichment classes that extend and enrich the curriculum that is being offered in the regular classroom. These LIFT (*Learning Interventions for Talented*) classes will provide students, the regular classroom teacher, and the teacher of gifted education a chance to partner together in the cultivation of potential in young high ability students.

Beginning in 3rd grade, students that exhibit gifted abilities in the classroom and on achievement tests have the opportunity to be nominated by his/her teacher for the AIG program. The nomination is submitted to the AIG program team for review and decisions are made on the next steps for each particular student. The decisions are based on the Cabarrus County Schools Academically and Intellectually Gifted criteria. Students in 3rd through 5th grades that are identified for gifted services in the SOAR Program (Strategies, Opportunities, Activities and Resources) will receive services from the gifted education teacher each week. The curriculum that they will participate in will be reflective of the new North Carolina Gifted Education Standards established by the NC Department of Public Instruction. As a part of the new grades 3-5 SOAR model, lessons will be planned that extend and enrich the new common core state standards and align with the standards for gifted education.

# ATTENDANCE

Heather Chastain, Data Manager

## School Hours

- 7:45 AM Students may enter building
- 8:15 AM Instruction begins/ Tardy Bell rings
- 3:00 PM Dismissal

Office Hours: 7:30 AM to 4:00 PM

## ABSENCE PROCEDURES

The Cabarrus County School Board has defined the following absences as lawful: illness or injury; quarantine; medical or dental appointments; death in the immediate family; court or administrative proceedings; religious observances; educational opportunities. See the complete list below.

For an absence to be considered excused, a parent must supply one of the following:

- Patriots STEM Elementary [Absence Excuse Form](#) (under the Parents Tab, then select attendance option)
- written note, the day the child returns to school
- email teacher

A student must be in attendance more than one-half of the school day (11:35 am) before he or she can be counted present for that day. For extended absences, your child's assignments may be collected before, during or after the absence. Please contact your child's teacher to make these arrangements. Completion of work missed during an absence is determined by the individual needs of the student. Please notify the school if your child has a contagious disease or an extended illness.

Students need to be in school every day. Regular attendance is essential to the learning process. In addition, students who are absent from school are deprived of a variety of educational experiences shared with their peers. Students can make up missed work due to absence upon their return to school. However, there is no way to reproduce or recapture classroom activities.

## EXCUSED ABSENCES

- **Illness or Injury** - student illness or injury prevents physically being able to attend school
- **Quarantine** – isolation is ordered by the local health officer or by the State Board of Health
- **Death in Immediate Family** – death of an immediate family member (e.g. grandparent, parent, brother, sister)
- **Medical or Dental Appointment** of student
- **Court or Administrative Proceedings** – attendance at court proceedings, or student is party to action or under subpoena as a witness
- **Religious Observances** – observances required by faith of the student or the student's parent.
- **Educational Opportunity** – valid education opportunity with prior approval by principal prior to absence (e.g., college visitation, service as a legislative or governor's page)
- **Local School Board Policy** – temporary or occasional absences in accordance with local school board policies
- **Absence Related to Deployment Activities**-student visits parent/legal guardian who is on active military duty and called to duty, on leave, or immediately returned from deployment to combat zone or combat support posting at the discretion of superintendent/designee

## UNEXCUSED ABSENCES

- A student's willful absence from school with or without the knowledge of a parent; or

- A student's absence from school for any reason other than those listed in 'EXCUSED ABSENCE'; or
- A student not permitted to attend school because he/she lack proper immunizations

### **REQUEST FOR EDUCATIONAL OPPORTUNITY**

- If it is necessary for your child to miss school for an educational opportunity, please go to the Patriots STEM Elementary webpage click the attendance link under the parents tab and complete a **Patriots Elementary Educational Opportunity** form online. Once submitted, the form will be sent to a principal designee for final approval. The designee will determine if the absence(s) will be excused according to the criteria outlined on the form, as well as prior attendance record. This form should be completed a minimum of 3 days **prior** to the absence(s).

### **TARDY PROCEDURES**

- Students are expected to be in class prior to the 8:15 tardy bell.
- **Students arriving on campus after 8:10 are most likely not going to be in class by 8:15 AM. Therefore, we ask that car riders are on campus before 8:10 to ensure ample time to get to class.**
- When a Cabarrus County bus is late and students ride that bus, they are not counted as **tardy**.
- If a student arrives by car after the 8:15 bell, **both the parent and the student** must come to the office and sign in. A tardy slip will be issued at this time.
- All tardies and early checkouts from school will be recorded and tracked and listed on the student's report card under the heading of *Tardies*. In addition to absences, Excessive tardiness (and early checkouts) may result in a referral to the school social worker for investigation and/or scheduled "make up" hours.
- **5 tardies of more than 15 minutes will equal 1 absence**

### **EARLY DISMISSALS**

- Cabarrus County Schools defines Tardy as a late arrival or an early dismissal.
- Students will not be released to anyone other than their parent/legal guardian unless prior written notice has been given to the school.
- A photo ID is required to pick up any student.
- Children are to be picked up at the school office after they have been signed out.
- Should the student return to school again that same day before the afternoon dismissal, the student shall report first to the office before going to the classroom.
- Students must attend at least half of the school day to be counted as present for the day. Arrival before 11:40 AM or dismissed after 11:40 AM.
- If it is necessary to take your child out of school early, please do so before 2:30 PM.
- Parents are not permitted to check out students **after 2:30**.

### **WITHDRAWAL PROCEDURES**

- Parents who are planning on moving or changing schools should notify the office at least a week in advance if they intend to **withdraw** their child from Patriots.
- Technology devices, library books and fees must be paid/returned prior to withdrawal.

### ***BIRTHDAY CELEBRATIONS:***

In an effort to protect the academic day, birthday celebrations will not be permitted during the school day.

- **ONLY Store bought treats, which include cupcakes and cookies** may be brought in for the class and given out during the last 5 minutes of the lunch period.
- **No homemade baked goods may be served to children.** Please notify the child's homeroom teacher prior to bringing food. The teacher will be able to advise you of any food allergies in the classroom.
- Products containing peanuts or peanut butter cannot be distributed to any students in any classroom.
- It is also against school policy to distribute party invitations by parents, students or staff at school.
- The delivery of balloons, gifts, flowers, etc. to school is prohibited. No items will be delivered to students during the school day. Balloons, flowers, baskets and other large gifts are prohibited on the bus.

# BULLYING OR HARASSMENT

Bullying is a **repeated pattern** of intimidation which may be either real or perceived. Bullying may include, but is not limited to verbal taunts, name-calling, implied or stated threats, and exclusion from peer groups. Online Bullying can occur in person, or through social networking sites, texting, blogging and the internet. Students who feel bullied, harassed or intimidated at school by another student or an adult should report the concern to a teacher, administrator, counselor or other staff member. Parents and students may use the CCS Bully Report link on our school website to make a report of bullying.

## BUS EXPECTATIONS/DISCIPLINE

L. Dee Smith, AP

Each school day our bus drivers are committed to providing safe and dependable transportation for our students. In order for this to happen, we rely on a partnership between the driver, parents and the students. Please help support school bus safety by reviewing these bus safety rules with your children.

- Students should wait quietly while the bus is approaching and not move toward the bus until it has come to a complete stop. There should be no pushing, shoving, or fighting at any bus stop. Keep hand to self.
- Students are not permitted to bring large projects or materials on the school bus. Objects that will not fit on the student’s lap will need to be dropped off at school by a parent. This includes science fair projects and boards/displays.
- Students should be at the bus stop at least 10 minutes before their scheduled pick up time. We allow the drivers a 10-minute window before and after the actual stop time.
- If a student is absent from the bus for 10 consecutive days, they may be removed from the bus assignment list. If this occurs, you will need to reapply for a bus.
- Students may only ride a bus to which they are assigned. A note from a parent does not give a student permission to ride a bus on which the child is not on **the bus roster**. **Cabarrus County School policy prohibits students from riding home with friends.**
- Students are not permitted to get off at a stop that is not assigned to them.

Students who are referred to the office for bus misbehavior will meet with an administrator and parents will be contacted. Students demonstrating serious bus misbehavior or safety violations will be given consequences which may include suspension from the bus. Bus suspensions can be in increments of 1-3-5 or more days. In cases of extreme or deliberate misbehavior bus suspensions can be given for 10 days, 1 month or the remainder of the quarter.

Please review the following rules with your child.

### BUS RULES

<b>S</b>	<b>Safety First</b>	<ul style="list-style-type: none"> <li>● Voice Level 1</li> <li>● Remain seated</li> <li>● Keep hands, feet &amp; objects to yourself</li> <li>● Bottom to bottom, back to back</li> <li>● Backpacks in your lap</li> <li>● Keep all items in your backpack</li> </ul>
<b>O</b>	<b>On Task</b>	<ul style="list-style-type: none"> <li>● Pay attention and exit at your designated bus stop</li> </ul>
<b>A</b>	<b>Acts Responsibly</b>	<ul style="list-style-type: none"> <li>● Demonstrate self control</li> <li>● Keep seat and floor clean</li> <li>● Treat bus with care</li> <li>● Remember all belongings</li> </ul>
<b>R</b>	<b>Respects Self and Others</b>	<ul style="list-style-type: none"> <li>● Use appropriate language</li> <li>● Follow drivers' directions the 1st time</li> <li>● Respect others' space</li> </ul>

## CAFETERIA

Audra Honeycutt, Cafeteria Manager

### Breakfast and Lunch Fees

#### School Lunch Prices for 2022-2023

Breakfast \$1.40  
Free or Reduced Breakfast \$.0

Lunch \$2.85  
Reduced Lunch \$.0  
Free Lunch \$.0

Students are encouraged to eat a school lunch, as it is a well-balanced meal. To help you plan, a menu is available to view online. Students may bring a box or bag lunch to the cafeteria; however, glass bottles are not permitted. Parents should not send soft drinks or fast food items for their children at lunch.

Milk is available to be served with all meals. Juices, extra milk, and bottled water are available for purchase. Desserts and snacks do not come with the daily lunch; however, they may be purchased.

### Visitors at Lunch

Parents are allowed to visit their children for lunch. Please sign in at the front office, with valid ID, before going to the cafeteria. Parents can only take their child to the designated area for lunch. Friends or classmates will not be permitted to sit with anyone other than their classmates. At the beginning of the school year the school principal will notify parents when they can begin eating lunch with their child.

### Fast Food

Parents who bring food and drinks into the cafeteria from an outside restaurant for lunch will need to repackage the food and drink items from the restaurant containers into zip-lock baggies, paper bags or plastic containers. To encourage independence, parents will not be permitted to walk their children back to their classrooms..

#### **\*\*NOTE\*\***

**It is against Federal regulations for staff members to regulate items students choose in the cafeteria. Staff members are not permitted to deny students extra snacks or desserts. If you do not want your child to purchase extra items such as chips, cupcakes or snacks, etc. from the cafeteria, please communicate this with your child.**

## CAR RIDER SAFETY RULES

L. Dee Smith, AP

**Please remember, morning and afternoon car pool line will be stopped at the top of the drive on Holden Avenue. We ask that all parents wait at the top and do not begin the carpool line at the bottom of the drive near the Spirit Rock.**

We ***highly encourage*** parents to allow students to ride the bus to and from school each day. If a parent must drop off or pick up students in private vehicles, it is imperative that they utilize the carpool line and follow these guidelines.

- **Morning Arrival:**
  1. Wait at the top of the drive on Holden Avenue until 7:45 AM.
  2. Do not drop students off until 7:45 a.m.
  3. Keep your position in the line of traffic and do not pass other cars in line.



4. Follow the directions of the staff on duty.
5. Wait for staff to unload cars at main entrance and do not let your child out before staff arrives to assist.
6. Do not park or leave cars unattended in the drive, traffic circle or in front of the school at any time.
7. Do not utilize the bus lot to drop off or pick up students.
8. Do not park in the gravel lot near the Spirit Rock before/after school or during the school day. This is a staff only parking area.
9. Do Not park in the traffic circle at any time.

- **Afternoon Pick Up:**

Each parent will be given a Car Rider Tag with a number on it. Teach your children their card number so that they are ready to dismiss in the afternoon. Display this tag on your rear view mirror.

1. Wait at the top of the drive on Holden Avenue until 3:00 PM
2. Parents should be ready to pick up their children by 3:00 each day.
3. Pull up to the first empty pickup station (designated by letters A-I.)
4. A staff member will assist your child into the car.
5. Do not signal students to come to the parking lots or driveways.

**Special Events:**

During special events at the school you will be directed to a parking area. Buses begin to arrive as early as 7:35 in the AM and you will not be permitted to park in the bus parking lot. We will need to keep this lot clear for student safety.

**Walkers:**

As our neighborhood grows and expands we expect to have more requests for students to walk or ride their bikes to and from school. Please adhere to the following guidelines so that we may keep our students safe.

1. Complete a request for walkers by going to our school webpage and clicking the [link](#) under the Quick Links heading.
2. Walkers will be dismissed with car riders and will exit the front of the building.
3. Parents will meet their walkers at the corner, near the stop sign just before the bus lot.
4. If your child does walk to and from school, please be aware that there are no crossing guards. Talk with your child about traffic safety.
5. We have 2 bike racks for those who wish to ride their bikes to school.
6. Students in Kindergarten and 1st grade are not permitted to walk home alone.

## ***CHAPERONES/VOLUNTEERS***

We welcome parents and volunteers in the classroom and as chaperones on field trips.(if venue allows)

**All parents who accompany students and classes on field trips are defined as chaperones and must have a cleared background check on file with the school. Parents who serve as chaperones or visitors cannot bring any siblings.**

To apply for a background check, you may visit the “Quick Links” section on the right side of the Patriots STEM homepage and click on the [CCS Volunteer link](#). Parents are not allowed to ride school buses with students on field trips. For schoolwide volunteer opportunities, contact the PTO parent volunteer coordinator for more information.

## ***CHANGE OF ADDRESS/PHONE***

**Heather Chastain, Data Manager**

Please notify the teacher *and* our Data Manager of changes of address, email or phone number as soon as possible. Accurate records are necessary so that we can contact you easily.

**CLASSROOM OBSERVATION**

Upon request and approval by the principal, parents may observe their child’s classroom. Please adhere to the following procedures during the observation.

- To schedule a classroom observation, please make an appointment with the principal.
- Report to the office and sign in for a visitor’s pass before going to the classroom.
- The observation will be limited to 45 minutes and a Patriots Staff Member will be present.

**COMMUNICATION FOLDER DAY**

Good communication between home and school is vital to a successful school experience for each child. Tuesday has been chosen as Communication Day at Patriots. On Tuesdays, your child will bring home important school information. Please check your child’s communication folder daily, ESPECIALLY ON TUESDAYS.

**CONFERENCES and TEACHER CONTACT**

All faculty and staff are encouraged to keep the communication lines open. In an effort to quickly and effectively address any potential problems contact the classroom teacher first. Remember that teachers cannot answer phones until after school is dismissed for the day. Please leave a message on their voicemail and the teacher will respond to your request within 24-48 hours. Parents will be asked to schedule a conference to discuss his/her child’s progress near the end of the 1st quarter.

**CONNECT ED PHONE MESSAGES**

Missy Parks, Receptionist

Each Sunday evening, parents will receive a prerecorded message from the school principal. These messages will ordinarily be reminders of things happening at school, but this system may also be used to notify you of things of a more urgent matter, such as school closings, bus delays, etc. Please contact the office at 704-260-6230 if your contact number has changed or you do not receive these messages.

**DISCIPLINE**

The Cabarrus County Schools *Student Code of Conduct* is guided by the board’s educational objectives to teach responsibility and respect for cultural and ideological differences and by the district’s commitment to create safe, orderly and inviting schools.

We believe that all students have the right to learn in a safe, warm, nurturing environment. We also believe in providing a climate that is conducive to learning and free of disruptive behavior. The faculty and staff work hard to create a positive atmosphere in which students can learn. Yet, we believe that students are responsible for their own behavior and academic success. It is the duty of teachers (school staff) and parents/guardians to help students become more responsible for their own behavior. Through a close partnership, parents/guardians and educators will lead by example and ensure that all students benefit from a safe, inviting environment that is conducive to learning. The following are behaviors (*Student Code of Conduct*) demonstrated by model students in Cabarrus County Schools:

- |   |
|---|
| Display self-control<br>Support the learning process<br>Demonstrate a positive attitude<br>Respect the rights and feelings of others<br>Take Responsibility |
|---|

## **APPLICABILITY OF CODE**

All students shall comply with the *Student Code of Conduct* while on educational property, which includes any school building or bus, school campus, grounds, recreational area, athletic field or other property under the control of the board of education. Students may also be disciplined for conduct that occurs off educational property that violates this *Student Code of Conduct* if the conduct has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

## **Code of Conduct Rule Violation Levels**

The [CCS Student Code of Conduct](#) rules are divided into levels according to the severity of the violation and the type of consequence. The principal shall inform students of local school rules that, if broken, may result in suspension from school.

### **LEVEL 1**

Rule violations generally result in in-school interventions. In cases where a student refuses to participate in the in-school interventions or engages in persistent violations of a Level 1 rule, or other aggravating factors are present, the principal may impose a short-term suspension or recommend participation in an intervention program related to the violation. Consequences for truancy or tardiness shall not include out of school suspension, but may include recommendation for intervention programs and/or transfer to an alternative learning program.

### **LEVEL 2**

Rule violations involve more serious misconduct. Level 2 consequences generally range from restorative interventions to short term suspension. Principals may recommend transfer to an alternative learning program and/or participation in an intervention program based upon the presence of aggravating factors. There is no appeal for short-term suspensions.

### **LEVEL 3**

Rule violations are more severe in nature and depending on the circumstances, may support principal recommendation for participation in an intervention program, transfer to an alternative learning program and/or long-term suspension. The principal may however, impose Level 2 consequences based on mitigating factors.

### **LEVEL 4**

Rule violations compromise the safety and welfare of students and staff and require a suspension of a specific length under North Carolina General Statutes.

### **LEVEL 5**

Allows for expulsion of a student, as provided by state statute, for a violation of the *Student Code of Conduct*, if the student is fourteen (14) years of age or older and the student's behavior indicates that his/her continued presence in school constitutes a clear threat to the safety of other students or employees and the Board determines that there is no appropriate alternative education program. Additionally, any student who is a registered sex offender under N.C. General Statute 14-208 may be expelled consistent with state law.

## ***DRESS CODE***

Cabarrus County Board of Education specifies that each student must come to school appropriately dressed in clothing that is not disruptive to the educational process and does not endanger the health and safety of others. (See [Policy 4316 Student Dress Code](#)).

The board believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that is conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents

will be deemed acceptable. The principal has the authority to determine when a student has violated the school dress code and assign consequences consistent with the Student Code of Conduct.

**THE BOARD PROHIBITS APPEARANCE OR CLOTHING THAT DOES THE FOLLOWING:**

- violates a reasonable dress code adopted and publicized by the school;
- is substantially disruptive;
- is provocative or obscene;
- depicts or promotes gang affiliation; or
- endangers the health or safety of the student or others.

**Each school will adopt a dress code in compliance with Policy 4316 that includes but is not limited to the following expectations:**

- Skirts and shorts: Mid-thigh length or longer
- Shirts and blouses that cover the student's midriff- no plunging necklines or exposed cleavage
- Straps at least the width of the student's ID card (two inches or greater)
- Pants that are fitted at the waist
- Shoes, tennis shoes, sneakers or sandals

**Do NOT Wear:**

- Tank tops (with straps less than 2"), muscle or mesh shirts
- See-through or excessively baggy, short, tight, or revealing clothes (i.e. plunging necklines or exposed cleavage)
- Exposed undergarments
- Clothing advocating drug, alcohol, vaping or tobacco use
- Clothing advocating products or services illegal to minors (i.e. weapons, drugs, etc.)
- Clothing with inappropriate or suggestive language or symbols (i.e. profanity, pornography)
- Clothing that discriminates against particular groups
- Clothing with holes or slashes above mid-thigh
- Bedroom slippers and pajamas
- Excessively long or oversized shirts, coats or jackets
- Sunglasses, hats, caps, stocking caps, toboggans, bandannas, skull caps or any other headgear in school
- Any apparel and accessories including jewelry, emblems, tattoos or body markings, that depict gang affiliation
- Excessive face painting
- Chains, spikes or other accessories that could be perceived as or used as a weapon

**Principals may use their discretion in implementing the dress code, including making reasonable accommodations on the basis of students' religious beliefs or medical conditions.**

***EMERGENCY CONTACT***

Walker Russell, Receptionist

Parents will be asked to determine who will be the emergency contact for their children. The emergency contact is called only when you cannot be reached and there is an emergency. If you change the name of the emergency contact, please notify the school as soon as possible. For the safety of your child, it is imperative that the school has the name, address and phone number of your designated emergency contact.

***EMERGENCY SCHOOL CLOSINGS***

If it is announced that school will be closed early due to weather, we will dismiss your child following the same dismissal procedure that is utilized daily. If you wish to have an inclement weather dismissal please complete the ***Emergency/Inclement Weather Dismissal Form*** that you received at Open House. Please help alleviate your child's stress by talking to him/her in advance about emergency dismissal procedures. Inclement weather information can be found on the Cabarrus County Schools webpage or CCS social media sites.

## *FIELD TRIPS*

L. Dee Smith, AP

All field trips are supplemental learning activities that support the curriculum. Written parental permission is required for any field trip. Parents are sometimes asked to chaperone (see CHAPERONES for guidelines on becoming a chaperone); however, younger/older siblings may not accompany the parent on the trip.

Children are required to ride the activity bus with the class to the field trip destination, but may ride home with their parents with prior permission in writing. However, students may not ride home with someone other than their parents or guardians.

## *HEALTH (NURSE & MEDICATION)*

TBD, School Nurse

The school nurse is located in the administration office and is available during student school hours. The Nurse's responsibilities include administering medication with a doctor's order, identifying students with chronic health problems and developing safe plans for them to manage at school, caring for students who become sick or injured at school, communicating with parents concerning health problems and helping to link them with community resources and make medical referrals to best meet their healthcare needs, and providing education to promote healthy lifestyles for the entire school community.

**No medication may be given at school without the appropriate forms completed and signed by the child's attending physician and a parent.**

To provide the best environment for your child's learning experience and to protect the health of others, send your child to school feeling well. Should symptoms of any oncoming illness be displayed, keep your child home for observation. Call the school to indicate that your child will not be in school.

Never send a child to school with a fever, with a cloudy discharge from the nose, earache, or with stomach/intestinal distress. If your child contracts a contagious disease, please notify the school office, so that other children in that classroom can be observed more closely. Return your child to school only after all infectious and contagious symptoms have-resolved (**NO FEVER FOR AT LEAST 24 HOURS WITH NO MEDICATION**).

- When your child returns to school, send a written note, signed by the parent/legal guardian indicating the days of the child's absence and the reason for the absence.
- When a child becomes ill at school, he/she is referred to the school nurse. The nurse will make the preliminary determination on whether the child needs to go home. When called, the parent should make
- arrangements immediately for the student to be taken home.
- No medication can be given to a student without the written permission of the physician. This includes over the counter medication such as Advil, Benadryl, Pepto-Bismol, etc. A specific form must be completed by the physician, signed by the parent and brought or faxed to the school.
- Students who are found to have live lice will be sent to the nurse to confirm the diagnosis. If lice are found parents will be called to pick up the students.
- School areas (classroom, bus, etc.) will be cleaned as soon as possible.
- **Children who have lice or nits may return to school after proof of treatment and will be rechecked by the nurse upon arrival to school.** This is a Cabarrus County Schools Policy. Students must be accompanied by parents for recheck and should not use school transportation until cleared by the school nurse.

**Visit the school health page by following the link under the Student Services tab.**

Contact the school nurse for any questions or concerns. Her office hours are M-F 8:00-3:30

## *HOMEWORK*

Heidi Copeland, AP

At Patriots STEM Elementary, we understand the importance of spending time with family and friends, exploring personal interests and participating in hobbies after school. Because of this, we have adopted a **No Homework**

**Policy.** Students will not receive regularly assigned homework. However, there may be times when students need to complete a classroom assignment or make up work due to absences.

## ***KIDS PLUS***

**Jatanna Bryant, Director**

Kids Plus: 6:15 AM to 7:45 AM and 2:50 PM to 5:45 PM

Kids Plus is a before/after school childcare program that is licensed through the North Carolina Division of Child Development. The program is open from 6:15 AM to 5:45 PM. In addition to before and after school care, the program provides care for students on Teacher Workdays and summer. Before and after school, the Kids Plus program provides purposeful activities in a caring and safe environment right on campus. For more information about the Patriots Kids Plus Program, call Jatanna Bryant @ (704) 260-6247 or via email [jatanna.bryant@cabarrus.k12.nc.us](mailto:jatanna.bryant@cabarrus.k12.nc.us).

## ***LOST AND FOUND***

Clothing and personal items that are brought to school should be labeled with the child's name. Lost articles of clothing are turned into the School Lost and Found bins or hung on the rack. Unlabeled or unclaimed property will be donated to a local charity on a regular basis.

## ***MTSS***

**L. Dee Smith, AP**

MTSS is a way of doing things within the school that impacts every single student enrolled and is designed to make sure no one "falls through the cracks." It is not a program. It is not a process. It is not anything that anyone can be "put in." MTSS is a philosophy that considers all learners so that we can make sure all students are getting the instruction needed and are making adequate growth. There are three tiers of instruction, and *your* child is in (at least) one of them.

### **Tier 1: The General Curriculum (100% of students)**

Every single student receives the core, or Tier 1, instruction. It is expected that at least 80% of our students will make adequate progress with this core instruction.

### **Tier 2: Students Who Struggle Get More Support (15%-20% of students)**

If 80% of our kids are making adequate progress with the core instruction, that means that 20% are not gaining enough, so Tier 2 exists to support these students. Patriots Elementary provides Tier 2 support in the form of small group instruction in addition to the core Tier 1 instruction. It is expected that the majority of those students getting Tier 2 support will make adequate progress.

### **Tier 3: Intensive Instruction (5% of students)**

When students are getting the core instruction (Tier 1), frequent instruction beyond that (Tier 2), and are still not making gains, MTSS calls for an individualized, intense level of instruction (Tier 3); there should be no more than 5% of the general student population needing this level of support. Diagnostic assessments are given to pinpoint why students are not learning and an intervention plan is created. It is vital that in Tier 3, the teaching be *specific* to the student's needs. For instance, if a child is weak in reading and the diagnostic shows that he has excellent phonics skills but has a poor vocabulary, vocabulary should be the focus of this level of instruction.

Patriots STEM Elementary is committed to implementing and sustaining this Tiered approach to promote school improvement through engaging, research-based academic and behavioral practices.

***NON-DISCRIMINATION POLICY***

Cabarrus County Schools and Patriots Elementary School does not discriminate against any disabled person solely by reason of his/her disability, in admission, or access to, or treatment in, any program or activity sponsored by the school. Inquiries regarding compliance to the policy should be directed to the principal.

504 Coordinator Nancy Jones, 704 260-5764  
 Title IX Kelly Withers, Deputy Superintendent, 704-260-5600

nancy.jones@cabarrus.k12.nc.us  
 kelly.withers@cabarrus.k12.nc.us

***PARENT TEACHER ORGANIZATION***

Patriots STEM Elementary has a very active Parent Teacher Organization (PTO) and all parents are encouraged to join each year. The PTO holds five general meetings a year for parents. For information about becoming involved in the PTO, please stop by the table at Open House and/or Curriculum night, or call the school to learn more about how you can help. The PTO also has a link on the Patriots website. You can also contact the PTO president, Mary Ellen Clifford @ [President.patriots@gmail.com](mailto:President.patriots@gmail.com)

***PROGRESS REPORTS AND REPORT CARDS***

Report cards will be issued after the end of each 9-week grading period. The purpose of report cards is to keep parents up-to-date on their child’s academic performance and work habits, and to enlist parents’ support and help as they work together with the school staff to improve educational opportunities for students.

Distribution Dates			
	Progress Reports Sent home:	End of Quarter	Report Cards Sent Home
1st Quarter	September 28, 2022	1 <sup>st</sup> Quarter	November 9, 2022
		October 28	
2nd Quarter	December 7, 2022	2 <sup>nd</sup> Quarter	February 8, 2023
		January 20	
3rd Quarter	February 22, 2023	3 <sup>rd</sup> Quarter	April 5, 2023
		March 24	
4th Quarter	May 3, 2023	4 <sup>th</sup> Quarter	June 8, 2023
		June 8	

***RETENTION/PROMOTION***

Retention and promotion recommendations are made by teachers after reviewing both the student’s assessment data and classroom work samples.

The school principal will make the final decisions on promotion and retention.

- A parent-teacher conference will be held to inform parents of unsatisfactory performance by the end of February.
- A second parent-teacher conference will be held by the end of school for all Potential Retention Candidates. The school principal, psychologist and the classroom teacher will be in attendance.
- Parents will be notified of the decision by the last day of school, unless otherwise directed by the district office.

## ***SOAR/PBIS***

L. Dee Smith, AP

Patriots STEM Elementary uses a 3-tiered, Positive Behavior Intervention and Supports system (PBIS) as the basis for our school-wide behavior plan. PBIS is an evidenced-based framework to improve and integrate all of the data, systems and practices affecting student outcomes every day. PBIS creates schools where all students succeed.

Each student will be given a Character Card so that teachers recognize and reward students' positive behaviors. Students will bring these cards home each evening to share their progress with parents. These cards will also be used to give students reminders when inappropriate choices are made. Please be sure you initial your child's character card each evening and return it to school. Please take time to review the expected behaviors indicated on the [SOAR Matrix](#) with your child regularly.

## ***SCRIBBLES***

Heather Chastain, Data Manager

ALL parents will need to sign up for a Scribbles account at <https://ccsprogramchoice.scribborder.com/>. Documents for the beginning of the school year will be housed in the Scribbles portal for parents' signature. Parents will need to log into their Scribbles account to sign those documents.

## ***SCHOOL INSURANCE***

Student insurance may be purchased at a low cost through a private company approved each year by the Board of Education. Information on this insurance, its costs and other details of the plan may be found on the Patriots STEM website.

## ***STUDENT SUPPLY FEE***

Lynn Flowe, Financial Secretary

In order to offset the cost of school supplies, Cabarrus County Schools collects funds at the beginning of each year. The school supply fee is \$20. This can be paid online @ [K12paymentcenter.com](https://k12paymentcenter.com). Checks (payable to PSES) can also be mailed to school.

## ***TECHNOLOGY***

Mary Ellen Brafford, ITF

Because we are a 1 to 1 school, each classroom has open access to Chromebooks and iPads for instructional use. As part of our mission as a STEM school, teachers will look for frequent opportunities to embed and integrate technology into the curriculum. Students will be required to adhere to all Cabarrus County Schools technology guidelines. Failure to adhere to those guidelines could result in a students' access to technology being revoked.

While each classroom has Internet access, parents must sign the ACCEPTABLE USE POLICY(AUP) giving permission for students to use technology and access the Internet in the classroom. Teachers may use selected Internet sites for instructional purposes with the entire class. Students are monitored closely while using the Internet. Students are not allowed to access the Internet without teacher supervision. At the beginning of each school year, parents will sign AUP documents on their Scribbles account.

Parents will have the ability to opt out of having their child(ren) bring their devices home each night. A form will be available for this purpose at the beginning of each school year.

## ***TELEPHONE - Cell Phones***

Students may use the telephone in an emergency. Students are not allowed to use personal cell phones or other electronic devices during the school day.



## ***TRANSPORTATION CHANGES:***

Please utilize the [AFTERNOON TRANSPORTATION CHANGE REQUEST FORM](#) located on our school web page to change the mode of transportation for your child in the afternoon. This form must be completed by 1:30 each day. ***Parents will be unable to make transportation changes after 1:30***

Please use this form ***only in an emergency*** and refrain from making regular changes to your child's transportation. Changing transportation modes on a weekly basis can lead to confusion for staff and for your child. Please limit your use of this transportation change form.

## ***SCHOOL MATERIALS***

Calculators, ChromeBooks, iPads and other materials issued are the property of Cabarrus County Schools. They are provided to enhance the education of your child. They should be used with care and returned in good condition. Students are responsible for any materials that are lost, stolen or damaged.

## ***VALUABLES/MONEY***

Students should not bring large sums of money or items of value to school. iPads, electronic gaming systems, and sports equipment are not permitted. Parents will be required to pick up confiscated items. The only time students are permitted to bring a toy or game to school is at the direct request of the teacher.

## **Cell Phones and SMART Watches**

We understand that many students have personal cell phones and SMART Watches. These items are not allowed in class and must be turned off and kept in book bags. The school is not responsible for lost items.

## **Search of Electronic Devices**

In accordance with CCS Board Policy 4342, Student Searches, a student's electronic device and its contents, including, but not limited to, text messages and digital photos, may be searched whenever a school administrator has reason to believe the search will provide evidence that the student has violated or is violating a law, board policy, the Student Code of Conduct, or a school rule. The scope of such searches must be reasonably related to the objectives of the search and not excessively intrusive in light of the nature of the suspected infraction