

# *Rehobeth Elementary School*

# REES

## SCHOOL HANDBOOK



# 2022-2023

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## High Expectations = Improved Results

A family plans a route of which roads to take going to a new place on vacation.  
Help your child plan the roads to academic success this year.

### 2022-2023 RES Goals

- Provide a safe, clean and positive school environment for all stakeholders
- Provide a culture of support and community for our students, families and staff at RES
  - Provide the opportunity for every student to become a proficient reader
- Provide the opportunity for all students to become proficient in in foundational math skills
  - Provide enhanced learning opportunities through technology
- Offer real life experiences in the classroom, field trips, special activities and clubs/organizations
- Provide a positive learning environment where students develop strong academic skills while interacting with classmates and teachers allowing for learning and positive relationships to thrive throughout the school

### ✓ For Your Child's Safety

#### No Exceptions!

- ✓ Parking in front of the RES office building is from 8:00 am until 2:00 pm
- ✓ Adults checking out a student must have identification and be on the pick-up list.
- ✓ All visitors must check in with the office.
- ✓ The parking lot at the North end of Building F across from the city park is not a pick-up area.  
Cars found to be parked in that area to avoid the carline may be banned from the campus.

### ❖ Friendly Reminders

- ❖ Parents if you have a concern related to the classroom first communicate directly with the teacher. If the matter is not settled satisfactorily then contact a school administrator.
- ❖ It's very important that Students be on time and have regular attendance at School. The school administration is required to contact the District Attorney's Office if a student has continued tardiness or absenteeism.
- ❖ Please place the RES provided hang tag in the front windshield with your child's name and grade. This provides a level of security and helps speed up the loading of the students.

# Calendar 2022-2023

## HOUSTON COUNTY SCHOOLS

**CALENDAR FOR 2022 - 2023**

**189 Teacher Days; 177 Student Days**

	Student/Teacher Days
	Student/Teacher Holidays
	Teacher Professional Development/Workdays

JULY 2022

M	TU	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST 2022

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

SEPTEMBER 2022

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER 2022

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

NOVEMBER 2022

M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

DECEMBER 2022

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Exams: December 16 - 20, 2022

JANUARY 2023

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

FEBRUARY 2023

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

President's Day

MARCH 2023

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

APRIL 2023

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

Good Friday

MAY 2023

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Senior Exams: May 17-19, 2023  
Exams: May 23-25, 2023

JUNE 2023

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

1st Nine Weeks	August 9, 2022 - October 7, 2022	43 days
2nd Nine Weeks	October 18, 2022 - December 20, 2022	40 days
3rd Nine Weeks	January 4, 2023 - March 24, 2023	56 days
4th Nine Weeks	April 3, 2023 - May 25, 2023	38 days
		<hr/>
		177 days

**TENTATIVE SPECIAL DATES AT REHOBETH ELEMENTARY  
2022-2023**

**Fall**

August 9	First Day of School/ First Quarter Grading Period Begins
August 18	5th Grade parent night for Schoology Orientation
August 24	Fall/Yearbook Pictures
August 30	PTO and Title I Parent Night
September 5	Labor Day Holiday - NO SCHOOL
September 7	Progress Reports
September 7	Fall/ Yearbook Pictures Retake/ Makeup
September 28	See You at the Pole (7:30am at the flagpole)
September 30	BETA New Members Tapping
October 10-14	Fall Break - NO SCHOOL
October 17	Teacher Work Day - NO SCHOOL for students
October 19	Report Cards
October 21	BETA New Members Induction Ceremony
October 24-28	Red Ribbon Week
October 28	Halloween Dress-Up (Kindergarten only)
October 28	Monster Mash Dance - BETA Fundraiser 6 - 7:30pm, grades 3-5 only
November 3	K-2nd grade Santa Pictures
November 10	2nd Grade Veterans Day Program
November 11	Veterans Day Holiday - NO SCHOOL
November 16	Progress Reports
November 18	Release at 1:00pm for Holiday

November 21-25	Thanksgiving Holiday - NO SCHOOL
November 29	PTO
December 14	1st Grade Christmas Program
December 16	Tacky Sweater Dance - BETA Fundraiser 6 - 7:30pm, grades 3-5 only
December 20	Release at 1:00 pm for Holiday
December 21-Jan 2	Christmas Holiday - NO SCHOOL

### **Spring**

January 3	Teacher Work Day - NO SCHOOL for students
January 4	Report Cards
January 16	MLK Holiday - NO SCHOOL
February 15	Progress Reports
February 13-17	Random Acts of Kindness Week
February 20	Teacher Work Day - NO SCHOOL for students
February 20-22	Alabama Jr BETA Convention - BETA members only
Feb 27-March 3	Read Across America Week
Feb 27-March 10	Book Fair
March 15	Spring Pictures
March 27-31	Spring Break - NO SCHOOL
April 5	Report Cards
April 7	Good Friday Holiday - NO SCHOOL
April 13	Kindergarten Cap and Gown Pictures
April 21	K-2 Field Day
April 28	3-5 Field Day



May 3	Progress Reports
May 1 - May 5	Teacher Appreciation Week
May 9	PTO
May 19	Honors Day
May 19	BETA Fundraiser - Spring Fling Dance
May 24	Kindergarten Graduation
May 25	Last day of School Report Cards - Elementary
May 26	Teacher Work Day



Dear Parents and Students,

I hope that each of you had a restful summer filled with great memories. Teachers and staff are excited to welcome students back and have them fill our campus with laughs, friendships, and an excitement for learning. Our RES staff strives for excellence and for making our students feel safe and welcome while at school.

Many of our teachers have spent countless hours over summer break preparing for the start to a new and exciting school year. I am extremely grateful for all of our faculty and staff and their dedication to our students, their abilities to establish positive connections with students and families, as well as their outstanding instructional skills. We have an amazing staff!

I hope that parents and guardians will continue to be active members in their child's education. We strive to keep an open line of communication with each of you. Please feel free to contact your child's teacher with any questions or concerns you have during the school year. With COVID and its impact on the world of education, it is very important that your child have regular school attendance and be at school on time. This will help with academic success and achieving goals during the school year. It takes a village to achieve any goal. I am so thankful to have you a part of our RES village and working towards a common goal for our students-for them to be the best they can be. I am looking forward to a great school year!

Sincerely,

A handwritten signature in blue ink that reads 'Dusty McKinley'. The signature is written in a cursive, flowing style.

Dusty McKinley

Principal

## **Vision Statement**

Houston County Schools, in partnership with our stakeholders, will prepare students to lead productive lives and meet the high expectations of a competitive global society. In this pursuit we will strive to become innovative, exemplary, and technology-rich centers for learning. We will inspire, challenge, and empower students to become responsible citizens and lifelong learners who are excited by the challenges of tomorrow.

By implementing high quality, researched-based educational strategies in a safe, secure, and nurturing environment, we will insure the success of our students to compete in the twenty-first century.

While sharing this vision, we will shape the future through perseverance, dedication and teamwork.

### **Motto**

Sharing the vision; Shaping the future.

**Houston County Board of Education  
Superintendent and Board Members**

Brandy White  
Superintendent of Education

Mr. Marty Collins

Mr. Gary Cox

Mr. David Hollinger

Mr. Chris Lasseter

Mr. Scott Long

Mr. Scott Thomas

Mr. Vince Wade

404 West Washington Street  
P.O. Drawer 1688  
Dothan, Alabama 36302  
334-792-8331 Phone

**Rehobeth Elementary Faculty & Staff  
2022-2023**

**Principal**

Dusty McKinley

**Assistant Principals**

Michael Stevens (Grades K-2)  
Jami Whillock (Grades 3-5)

**Counselors**

Shanel Stewart (Grades K-2)  
Lydia Walker (Grades 3-5)

**Office Personnel**

Megan Lee

**Bookkeeper/Secretary**

Janue Williams

**Media Specialist**

Elizabeth Terry

**Psychomotrist**

Susan Brown

**Nurse**

Kim Jackson

**Instructional Coaches**

Adrienne Maddox  
Sharon Bates

**Teaching Assistants**

Tammy Carlson  
LaShaun Hooks

**Kindergarten**

Jordyn York  
Karla Gullede  
Jessica Hicks  
Shay Johnson  
Jenna Malloy  
Brittany Nolin  
Heather Stupka  
Nikki Swann  
Debra Robison  
Elizabeth Wade  
Melissa Yelverton

**First Grade**

Hannah Chancey  
Alyssa Dean  
Tracy Gantt  
Andrea Holloman  
Michelle Lee  
Stacey Parker  
Missy Shelley  
Haley Lanier  
Courtney Ingram  
Tina Worley  
Katie Ellison

## **Second Grade**

Tina Allen  
Jessica Barnes  
Jessica Davis  
Paige Hardy  
Brittany Layton  
Jennifer Perdue  
Anna Short  
Samantha Willis  
Kaide Moman

## **Fourth Grade**

Nikki Anderson  
Lindsey Hicks  
Julie Bump  
Linda Crabtree  
Lynn Finn  
Casey Johnson  
Jessica Taylor  
Kristen Lucas

## **Third Grade**

Pamela Bishop  
Rachel Dunning  
Kristin Freeman  
Shawndrea Lindsey  
Emily Hill  
Margaret Wyatt  
Emily Turvin  
Scotty Matthews

## **Fifth Grade**

Heather Alberson  
Melanie Tolbert  
Scot Arnold  
Allie Marshall  
Brittany Sanders  
Lesa Breth  
Erin Merrill

## **Physical Education**

Tyler Hill  
Lauren Fulmer  
Parker Moman

## **Music**

Holly Seales

## **Custodians**

Joe Arnold  
George Derenne

## **Computer Lab**

Tammy Browning

## **Lunchroom Personnel**

Heather Chapman – Manager  
Brandie Gaylor -Assistant Manager  
Randy Hughes  
Vy DeRenne  
Priscilla Dor  
Pamela Trawick

## **Exceptional Student Services**

Jerri Carpenter  
Kerri Shiver  
Joanie Fulford- PreK  
Kim Trotter-Prek K aide  
Melea Cleveland- Speech  
Jennifer Deloney- Speech  
Brandy Waters - Speech  
Kim Jones  
Morgan Moore  
Kristin Myers-Gifted (TAG)  
Ashley Murphy-Gifted (TAG)  
Kaylee Stinson-Lifeskills  
Marchelle Tolbert-Head Start  
Laura Roark-Head Start aide

## **English Language Learner Instructor**

Ariadna King

## **Bus Drivers' Supervisor**

O'Shawn McClendon

### **Bus Drivers**

15-23	Mark Brackin	15-02	Mike Pickles
18-02	Bill Wilcox	18-15	Glen Pitchford
18-16	Michelle Clark	15-15	Andrea Brown
18-S3	Bobby Clemmons	15-16	Brian Smith
18-10	Lisa Daniels	15-17	Tamara Smith
07-53	Debra Dekle	15-18	Bobby Stone
18-14	Tammy Devane	18-23	Karen Strckland
18-17	Angie Granger	22-S2	Greg Vinson
22-05	Jamie Holderfield	22-01	Tim Walden
18-09	Jim Tyson	15-04	Ronda Harrison
14-12	Janet Kennedy	18-S1	Olivia Watfrod
14-05	Renee McCord	22-03	Shannon Turvin
18-20	Tim Peckham	22-06	Craig Lobaugh
18-18	Margie Peters	14-04	Wendy Wells
15-20	Linda Phillips	15-03	Jessica Moore



**Bus Aides**

Janet Casey

Penny Wells

Vannise Gillilan

**Telephone Directory**

Main Office . . . . . (334) 677-3838

Fax (Main Office) . . . . . (334) 677-5947

Lunchroom . . . . . (334) 677-3811

**School Hours**

7:30 AM . . . . . Students Enter

7:45 AM . . . . . Students Tardy

2:55 PM . . . . . School Day Ends

\*Student drop off begins at 7:15 a.m. Students are not allowed on campus before this due to the fact that there is no supervision for them until 7:15.

The lunchroom will NOT be open for early drop off. NO EXCEPTIONS.

**Rehobeth Elementary and Houston County Schools Web Addresses**

- <https://www.hcboe.us/Domain/13>
- <https://www.hcboe.us/>

## **Grading System**

A - (90-100)

B - (80-89)

C - (70-79)

S - (Satisfactory)

N - (Needs Improvement)

D - (60-69)

F - (Below 60)

I - (Incomplete)

U - (Unsatisfactory)

### **Progress Report dates:**

September 7

November 16

February 15

May 3

### **Report Card dates:**

October 19

January 4

April 5

May 25 - Elementary

## **Honor Roll**

A student must have all A's to be on the A honor roll for a nine week period. A student must have at least one A and the remainder B's to be on the A/B honor roll for a nine week period. Physical Education and Music will not count toward honor roll in grades 1-5.

To receive special recognition at the Honor's Day Program, the following must apply:

1. "A" Honor Roll: This student must receive all A's each nine weeks in every core subject.
2. "A/B" Honor Roll: This student must receive at least one A in a core subject and the rest B's each nine weeks in every core subject.

## **Student Withdrawal**

If you are moving and are withdrawing your child from school, A legal guardian must come in to fill out withdrawal paperwork with ID. You may send a note to the school with your new address and the name of the new school your child will attend a couple of days prior to the withdrawal date or call and speak to a counselor to get the paperwork started. 24 hours notice is needed to complete all necessary paperwork. You must have an ID to pick up and fill out any paperwork.

## **Textbooks/Library Books**

The State of Alabama, along with the Houston County Board of Education, furnishes all textbooks to students. All lost books must be paid for in full, while damaged books will be assessed according to the amount of damage and the age of the book. If payment is not received within 30 days after notification, students will not be entitled to future use of textbooks until remittance is made.

Library books are checked out and are the responsibility of the students. Another book may not be checked out until one has been returned. A lost or damaged book from the Media Center must be paid for in full.

## **Lost and Found**

Articles found in and around the school should be turned in to the office. Students/parents may check the lost and found area in the main office, lunch room and PE gym for lost articles. Each year we have a hard time identifying lost items. **We are asking parents to label outer clothing and lunch boxes with your child's name so lost items can be returned to your child.** All items will be discarded at the end of the school year.

## **Dress Code**

Students are expected to choose their clothes in good taste, wearing only those clothes that are appropriate for an educational environment. Students generally conduct themselves in a manner similar to the way in which they dress and groom. Any type of dress that is disruptive **will not** be permitted. Shorts, skirts, and dresses must be **no more than 4 inches above the knees**. Any clothing with suggestive or derogatory pictures/phrases may not be worn. **Tops, blouses, shirts, and dresses must be at least 2 inches in width at the shoulder**. All items of clothing will be monitored by teachers with questions of whether permissible or not answered by the administration. Discipline will include: 1) Warning/Call parents. 2) Call parents/Change inappropriate clothing; 3) In-School-Suspension

## **Attendance**

Students are expected to be in school every day and parents are required under Alabama Code Act 94-782 to have their children in school unless an emergency condition, sickness or death in the family prevents their attendance. All absences will be marked unexcused until your child brings in a written excuse. You will have **three (3) days** to send an excuse. Students will be allowed to make up work if the absence is excused. This work must be made up within five (5) school days. Saturday school may be assigned for students having more than **5 excused parent/written notes for absences per semester** unless further documentation is provided. Please refer to page 5 of the Student Code of Conduct for examples of additional documentation.

**\*All documentation for absences must be received within 3 days or the absence will be UNEXCUSED.**

**EXCUSED Absences reasons:** Sickness, Doctor's note, legal quarantine, death in the immediate family, emergency conditions deemed by superintendent.

**Pre-Approved Absences:** All other absences are to be submitted to the principal in WRITING for consideration. The principal may request additional documentation as necessary.

### **Truancy Procedures**

3<sup>rd</sup> Unexcused Absence – Notify guardian (phone call or letter)

4<sup>th</sup> Unexcused Absence – Phone conference with guardian

5<sup>th</sup> Unexcused Absence – Student referred to the Houston  
County Truancy Prevention Project

6<sup>th</sup> Unexcused Absence – Refer to Early Warning Court

7<sup>th</sup> Unexcused Absence – Refer to District Attorney

\*Unexcused absences accumulate by the year not per semester.

### **Tardiness**

A student is considered tardy when he/she is not in the room when the tardy bell rings at 7:45 AM. Tardiness to school will result in the loss of perfect attendance and will be subject to disciplinary action as written in the Code of Conduct.

Excessive tardiness to school will be considered as truancy from school and will consequently result in the student being referred to **In-School-Suspension or Saturday School.**

RES Tardy procedures:

On the **fourth/fifth** unexcused tardy and/or check-in, **a letter is sent to the parent.**

On the **sixth and seventh** unexcused tardy and/or check-in, **one hour of ISS is assigned.**

On the **eighth and ninth** unexcused tardy and/or check-in, **two hours of ISS is assigned.**

**For any unexcused tardy and/or check-in over nine, a day (8:00 AM-12:00 PM) of Saturday School will be assigned.**

### **Check Out/Transportation Change**

**A request to leave early will result in loss of perfect attendance.** When possible, medical and dental appointments should be made outside of school hours. This will ensure that all students are present during instructional time.

A child will be released only to the parents/guardians with proper identification; unless the parents/guardians have notified the school in writing that they have granted permission for someone else to pick up their child. The authorized person must come to the office and present identification when signing out the child.

Please **do not call** the office **after 1:00 PM** to change the way your child is going home. We **cannot** ensure that the message will be delivered. All changes of transportation must be handled through the main office prior to 1:00 P.M. Please call

(334) 677-3838. Checkouts after 2:15 p.m. should be limited to emergency situations.

If arrangements for your normal afternoon pick-up change, please notify your child's teacher by note or email prior to the day of the change. PLEASE DO NOT CALL THE OFFICE WITH CHANGE OF AFTERNOON PLANS, UNLESS IT IS A TRUE EMERGENCY! These messages are difficult (at times impossible) to get to teachers and students. For safety reasons, the office or the teachers cannot take the word of a student that plans have changed. Unless the front office is officially notified, students will be directed to follow regular procedure.

### **Parking in Front of the Main Office**

No private vehicles should park in the elementary parking lot in front of the office after **2:00 p.m.** Students are boarding buses and we have to adhere to state bus safety policies.



## Car Riders

Car riders are to be picked up at 2:55 PM each day. K-5 students that are not picked up before 3:05 PM in the pickup areas will have to be picked up in the front office. All students must be picked up before 3:20 PM each day.

The pickup and drop off areas designated for all K-5<sup>th</sup> grade students are located near the lunchroom (South) and playground (North). Please make sure you only use these areas. Elementary students **are not allowed** to go to town hall or across County Road 203 for pick-up.

Parents are not allowed to meet students under front awning, students **MUST** be picked up in a carline.

Teachers are on duty in the mornings and afternoons. Students are to obey these teachers at all times and report to them any incidents that might occur in the mornings or afternoons.

## **NORTH and SOUTH CAR LINE PROCEDURES FOR RES**

Cars using the NORTH car line will need to use the RIGHT LANE ONLY!!! Once in the right lane, continue to your car line as normal.

Cars using the SOUTH car line will use BOTH LANES. After picking up your student, you will then turn RIGHT at the baseball clubhouse, and exit via the new road connecting to the baseball parking lot. PLEASE USE EXTRA CAUTION WHEN DRIVING THIS NEW ROUTE!

MORNING Car line begins at 7:15am. Students do not have proper supervision on campus until 7:15. Please remember, our rules are for your child's SAFETY!

North Car line (by the Town Hall)– this is for students that ride Daycare Vans and parents driving NORTH when they leave the school. You are ONLY allowed to turn RIGHT onto County Road 203 as you exit the school from the North car line. RIGHT TURN ONLY! If you are turning left you are holding everyone else up and need to use the SOUTH car line.

South Car line (By the RES Lunchroom)– This is for students/parents heading SOUTH after they leave RES.

**SAFETY:** Please remember that RES rules and procedures are for the safety of YOUR children.

If a school employee corrects you, please learn from the error and correct it. We enforce our rules for the safety of YOUR children.

If someone picks up your child in a carline that is not on your pickup/contact list please update this list ASAP. Things happen and sometimes people are late and if this person is not listed (or does not have an ID) we cannot allow them to take your child, for YOUR child's safety.

### Car Line reminders

#### 1. HANG TAGS:

Hang tags are mandatory to pick up a child in a car line. We will NOT place a child in a car at car line if the driver does not have the tag-you will have to go to the main office and show identification. Have your child's name displayed on the provided hanger. Due to safety concerns and to ensure that parents/legal guardians/approved individuals are picking up students, no student will be placed in a car unless the RES hanger is displayed. If the hanger is not displayed, then the driver will have to report to the front office to pick up the student. Hangers will be provided by RES at open house or at the front desk during the school year. A donation of \$1 would be greatly appreciated. Even if the staff at car lines know you and your child, if no hanger is in your car, you will have to go to the office.

2. Make sure your child's teacher and your child knows which car line he/she is to use (North-near the playground or South-near the lunchroom).

3. Follow the painted lines for each car line.
4. Pull all the way forward to the bold yellow lines at both car lines.
5. No parking will be permitted between the field house and the lunchroom.
6. Do not motion for your child to walk to your car. One of our staff will walk with your child to your car.
7. Stay in your car. We will walk your child to you.
8. The weather will be hot and the lines long at the beginning of the school year. Please use patience and know that we are doing our very best to protect your child as well as the other students.

## **Visitors**

We are very proud that we keep a safe environment for our students, faculty, staff, and community. Visitors must check into the front office and have a valid ID. To come on campus to check out a student you must have a valid photo ID. **THIS IS MANDATORY!**

## **Severe Weather/School Closing**

On days when school is dismissed early because of bad weather, your child should know where to go when school is dismissed. Please discuss and plan with your child what he/she should do, where he/she will go, and how he/she will get there. Students feel better if they know in advance what to do. Buses will run their normal bus routes and take students home as usual. If it is necessary in severe weather to delay the opening of school or the closing of school, an announcement will be made on local television, radio stations, and phone calls through Blackboard.

## **North Car Line Severe Weather Pick-Up**

If it is determined that the weather is unsuitable for students to wait for their ride at the North carpool line, all carpool students will be housed in the cafeteria and may be picked up at the South carpool line. We hope this severe weather carpool dismissal will not be necessary. Our initial efforts will be to delay dismissal to allow the severe weather to subside and allow regular dismissal procedures. However, when necessary, in an effort to keep our students safe we will implement this procedure. The back gate will be locked signaling that only the South carpool line will be utilized. Please display a car hang tag with the name of your children on the passenger side.

## **Communication**

In order to meet the needs of our students it is essential that the home and the school make every effort to communicate openly and frequently. **Please keep us informed by completing a change of information form in the front office with any changes in address, phone numbers, work numbers, and the numbers of relatives or friends to call in case of an emergency. Address changes must be accompanied by 2 proofs of residency.**

### **Conferences with Teachers/Principals**

You are urged to call the school office, write the teacher a note, or e-mail the teacher to arrange a conference. If problems exist, please contact your child's teacher **BEFORE** you contact the principal or assistant principal. School staff **MUST** have 24 hours notice to set up an appointment for a conference.

### **Homework**

Homework is a required teacher planned learning activity. Students must complete homework every night because it reinforces classroom learning. Homework will not exceed one hour per night. Parents are encouraged to help their children but not do the work for them.

## **Campus**

It is the responsibility of everyone (students and teachers) to keep the school grounds and buildings in good condition. Please do not throw juice or milk cartons, food, paper, and other objects on the campus. Please take pride in your school campus.

## **Field Trips**

Parents will receive notices of field trips well in advance of the scheduled trip date and will be asked to sign permission forms. Sometimes money may be requested from each student to help with transportation and/or facility use costs only. Only **Parents/Guardians** may choose to pick-up their child from the field trip facility rather than the child returning to school by bus. They must sign a required form.

## **Physical Education**

Physical Education is required by law. Students must participate unless he/she has a doctor's excuse or an occasional written note from their parents asking that he/she be excused for the day.

## **Holiday Gifts**

Students are **not** allowed to receive gifts from outside the school such as balloons, flowers, cakes, and cookies on Valentine's Day. These items will be returned.

## **School Parties**

School parties will be restricted to three parties per year. Parties must be for the entire class and not for honoring a special individual. No birthday parties for students will be held at school. In accordance with both Rehobeth Elementary and the Houston County Board of Education's Wellness Plans, healthy food options should be made available to students.

## **Care of Property**

Students who deface or destroy property of the school system will be required to pay for damages.



## **Sick Policy**

In the event a child becomes ill and needs to be picked up, the parent(s) will be called and are expected to come pick the child up within one hour (60 minutes). If the parent(s) cannot be reached the emergency contact person will be called and asked to come pick the child up.

All students will be evaluated on a case by case basis by the school nurse. The decision to send your child home will be made on an individual basis based on the school nurse's professional judgement. The goal is to keep your child safe and healthy.

### **Basic guidelines of when can a child return to school**

Feel free to contact your child's school nurse with questions.

After 24 hours of medication for the following conditions:

- Strep throat
- Infected skin eruptions
- Other conditions requiring antibiotics

The student has been free of the following conditions for at least 24 hours:

- Fever (without benefit of fever-reducing medication)
- Vomiting and/or diarrhea in the absence of other symptoms of illness

The student has been free of the following conditions for at least 48 hours:

- Vomiting and/or diarrhea when accompanied by other symptoms of illness

## **Medication**

If it becomes necessary for a student to take any form of medication at school, a paper form must be completed by the attending physician and must be presented and filed in the nurse's office. Forms are available in the school nurse's office. All medications will be kept with and dispensed through the nurse.

## **Head Lice Policy**

Once it is determined by the appropriate school officials that a child has head lice, a parent will be notified to pick the child up from school. A letter of notification with detailed instructions for removal of lice and nits will be sent home to parents upon verification a child has head lice (*Pediculus Capitis*). Before a child may return to school he/she must be treated with an effective lice remedy. **A parent or guardian should accompany the student back to school and remain with the student until the school officials have checked him/her. When it is determined by the school officials that the student is free of louse, he/she may return to the classroom.** A child attending Houston County Public Schools will be allowed two (2) excused absences due to each occurrence of head lice. If a child has an excessive number of absences due to head lice, further action will be taken at that time.

## **Non-Discrimination Policy**

It is the official policy of the Houston County Board of Education that no person in the Houston County School System shall, on the basis of race, color, handicap, sex, religion, creed, national origin, or age, be excluded from participation or be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

### **Grievance Procedures for Title VI of The Civil Rights Act, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1975**

If a student, the grievant, should present his grievance orally to the principal. If an employee, the grievant, should present his grievance orally to the immediate supervisor.

Grievance must be filed within Twenty (20) days of the time that grievant knew or reasonably should have known of grievance.

Detailed procedures for filing a grievance may be found on file in the principal's office.

## **Title I**

### **Parents' Right-To-Know**

**(A) Qualifications.** – At the beginning of each school year, a local educational agency that receives funds under Title I, Part A shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner) information regarding the professional qualifications of the student's classroom teachers, including, at a minimum the following.

- (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- (ii) Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- (iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- (iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

**(B) Additional Information.** – In addition to the information that parents may request under subparagraph (A), a school that receives funds under this part shall provide to each individual parent

- (i) information on the level of achievement of the parent's child in each of the State academic assessments as required under this part; and
- (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

### **Corporal Punishment**

Corporal Punishment is used as a means of discipline at Rehobeth Elementary School. Any parent who does not want corporal punishment administered to his/her child must complete a Denial of Corporal Punishment form or write a letter stating the request of no corporal punishment. Please see office personnel for the proper form. This form or written letter must be completed at the beginning of each school year.

## Toys/Electronic Devices

Types of communication devices include the following; but, are not limited to: cell phones, tablets, smart watches, Gizmos, Fitbits etc. School administration has the discretion-to determine any type of communication device-that would be classified in the aforementioned category.

**No** toys, electronic or communication devices are to be brought to school. If a student has in his/her possession an electronic device, the teacher will confiscate and abide by the Houston County Code of Conduct. If toys or electronic devices are stolen while on campus or a bus, school personnel **will not** try to locate them. Lost devices and toys are **not** the schools responsibility.

Cell phones are allowed on school campus and buses. However, they must not be visible or in use during the school day. If cell phones are stolen while on campus or a bus, school personnel **will not** try to locate them.

- \* No use of a communication device during the school day
- \* Communication devices must be turned off or set to silent; and, stored in a backpack, locker, or vehicle (ie. out of sight)
- \* Students are not permitted to carry communication devices-during the school day
- \* The Houston County Code of conduct reviews these procedures in detail

## Parental Involvement Plan

The Parental Involvement Plan will be available on the school website once our annual advisory meeting is held and the school board approves the system's plan.

## **Lunchroom Information**

All students will receive a PIN number at the beginning of each school year. The lunchroom computer system then develops an account for each student. This means money is deposited into the account and then taken out as the student purchases food. The computerized system does not allow students to share PIN numbers.

Students are asked to pay for their lunch, breakfast, milk, and juice on Monday of each week. Students are asked to please bring the correct change. Parents may write a check for lunch, breakfast, and milk money combined. Parents please send lunch money in a sealed envelope with the child's name, teacher's name, and the correct amount of money clearly marked on the envelope. The cost of lunch is \$2.50 for full price, which is \$12.50 for a full week, and \$0.40 for reduced price, which is \$2.00 for a full week. Breakfast is \$1.25 for full price, and \$0.30 for reduced price. Parents may also go the <https://paypams.com/> and add money to their child's account through PayPams.

If a student becomes ill and has to leave school, his/her paid lunch will be credited to another day. **Students are not allowed to charge meals or other items.**

Meals from **fast food** establishments and **can sodas** are not allowed in the lunchroom. Students are expected to clean up their area after eating.

Please be aware that students need to be in the lunchroom no later than **7:30 A.M.** to eat breakfast at school.

# RES Student Handbook Acknowledgement

## 2022-2023

I, \_\_\_\_\_, enrolled in Rehobeth Elementary School and my parent(s)/guardian hereby acknowledge by our signature that we have received and read, or had read to us, the foregoing Student Handbook.

MEDIA WAIVER: The Houston County School System has permission to use my child's picture in publications, social media and video for the purpose of promoting the Houston County Schools System and its programs.

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**NOTE: Please detach this page after reading and signing and have the student return it to the homeroom teacher. This acknowledgement will become a part of the student's cumulative file.**