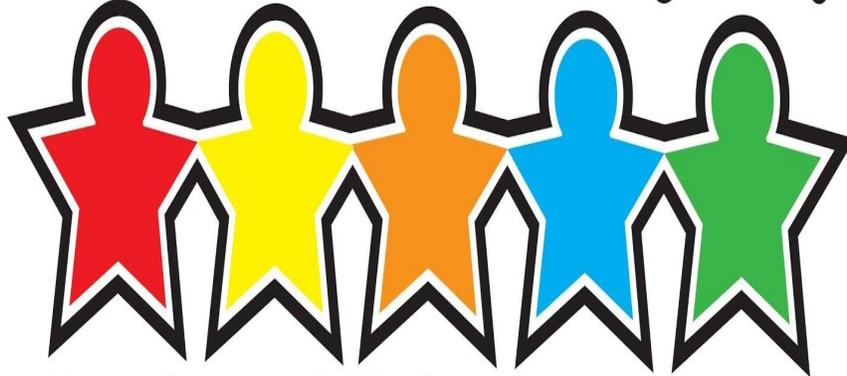


THE MEADOWS ELEMENTARY

Excellence by Design



Vision Character Leadership Innovation Motivation

"A FIVE STAR EDUCATIONAL EXPERIENCE"

*Parent
Student
Handbook*

2017-2018

Mission Statement: *We set high expectations for academic achievement and character development to educate and inspire student leaders.*

Campus Motto: *Excellence by Design: A Five-Star Educational Experience: Vision, Character, Leadership, Innovation and Motivation.*

Campus Pledge:

I am special

I was designed for greatness

There is nothing that I cannot do

If I commit myself to doing it

My potential is limitless

Restricted only by the choices that I make

I believe in myself!

I can do it!

I will be successful at The Meadows!

*******Five-Star Behavior & Study Skills Discipline Plan *******

Eagle Citizen Behavior Expectations

1. I will respectfully follow directions and school wide procedures.
2. I will be respectful to everyone and school property at all times.
3. I will not interrupt the learning process.
4. I will keep hands, feet, and other objects to myself.
5. I will accept consequences respectfully.

Eagle Citizen Study Skills Expectations

1. I will respectfully follow directions and classroom procedures.
2. I will bring necessary materials to class.
3. I will be in my assigned seat, ready to work when class begins.
4. I will turn in quality work on time.

Campus Consequence Plan

1. *Warning*
2. *Loss of Privilege*
3. *Isolated Reflection Area*
4. *Parent Contact*
5. *Office Referral*

Office Referral Tiered Consequences

<u>Referral Number</u>	<u>Consequence</u>
1 and 2	Parent Contact/Conference
3 and 4	Enrolled in Behavior Support Class with Campus Counselor
5	Campus Behavior Support Team & Parent Conference-Develop Behavior Intervention Plan
6+	Campus Behavior Support Team Recommendation

***Consequences may vary depending on severity. Some actions may warrant out of school suspension as well.**

Early Morning: The school doors open at 7:15 a.m. Breakfast will be provided for all students free of charge in the cafeteria. Students may enter at the main front entrance or at the cafeteria side door entrances only. Parents will not be allowed to escort children to classrooms for safety reasons after the first week of school. Parents may enter the atrium area to send their child off for the day but will not be allowed past this point to escort children to classrooms or to speak to teachers. Students will dismiss to their classrooms at 7:45 a.m. The instructional day begins at 8:00 a.m. Students are considered tardy at 8:10 a.m.

Attendance: Your child’s progress in school depends greatly on *regular attendance*. We need your cooperation in this matter.

- After 10 a.m., students are marked absent. According to state and district policy, students with excessive absences may be in jeopardy of being retained. Attendance will be monitored closely by the attendance clerk and principal.
- After 6 absences, a student will be referred to the Attendance Committee for a mandatory parent meeting to discuss truancy prevention measures.

- The committee's task is two-fold: 1) Determine if absences are excused or unexcused according to state law and DeSoto ISD Board Policy 2) Prescribe a plan of action to limit additional absences.

Student Dress: DeSoto ISD Dress Code will be implemented to maintain a safe, respectful, positive learning environment and to model good citizenship. All clothing should be appropriate to the student's age, the school setting, and weather conditions.

Student Dress Code:

Base: (Pants, Skirt, or shorts): Black or Khaki

Shirts: (White, Gold, Hunter Green, Black, or Grey

Students in violation of dress code will have parents notified. If you need assistance in obtaining a uniform for your child, please contact the main office. For a complete listing of dress code requirements, please visit the district's website at www.desotoisd.org. Wednesdays are college shirt days. On Fridays, students may wear dark jeans with a uniform or school spirit shirt.

Afternoon Dismissal:

Dismissal will begin at 3:15 p.m. Parents are asked to refrain from picking students up early within the last 30 minutes of the school day. For safety reasons, students will not be called to the front office for early dismissal after 2:45 p.m. Students must be picked up by 3:30 p.m., unless staying for a teacher-sponsored after-school activity. Students leaving the school by an alternate method must send a note to the school office with a parent signature and phone number in case of an emergency. **We are aware that emergencies occur; however it is imperative that the office be contacted by 2:00 p.m. to ensure the requested change can be implemented successfully.** Car riders will be picked up in front of the school by the gym. Please place car rider sign on your dashboard so that it is visible to the teacher on dismissal duty. Daycare and bus riders will be picked up from the cafeteria side of the building. Walkers will be dismissed from the front porch.

Personal Items: Parent cooperation in limiting unnecessary items such as toys, radios, CD players, electronics games, sunglasses, etc. is greatly appreciated. If taken up and given to an administrator, these items will only be returned to parents. Personal cell phones may be brought to school but must be turned off. Cell phones are not to be used during the instructional day including recess or lunch times. The first time a cell phone is taken up during the day, the student may retrieve it at the

end of the school day from an administrator or the front office. For the second occurrence, the student's parent or guardian must come pick up the phone from the office. Students are expected to have the necessary supplies for school daily. Please visit the counselor if you are in need of school supplies.

Parent Visitation: Parents visiting the campus must always check in at the front office and get a visitor's badge. **Badges must be worn while in the building.** Parents may have lunch with their child two days a week during the child's designated lunch time. We request these days be limited to **Tuesdays** and **Thursdays**. Parent visitation will be limited to 30 minutes. Instructional time is highly valued and will not be disrupted with phone calls. Parents may leave a message at the front office or send an email to the teacher. Parents are welcome any day to visit the parent information center. As classroom instruction is a priority, we request you coordinate volunteer requests for the classroom with the school counselor.

Contact Information: It is critical that your address, phone, and contact information be kept up to date with the front office at all times. All students should have an alternate emergency contact person in the event the parent/guardian is not available. All parents should have a working daytime phone number on file in the event of an emergency. The school office will not release students to anyone who is not listed on the emergency medical card.

Special permission for someone else to pick up your child must be in writing. You may stop by the front office to add or delete names or change phone numbers as needed. Persons who are picking up students under special circumstances must provide identification.

Textbooks and Library Books: State approved textbooks are provided free of charge. Books must be treated with care. A student who is issued a damaged book should report the damage to the teacher. Students wishing to take textbooks home must be given permission by the teacher. Students are issued library books according to campus library policy. Any unreturned library books at the end of the year will be assessed a fee.

Class Parties: Class parties typically include Christmas, Valentine's and the last day of school. **All treats should be store-bought, no homemade treats.** Homeroom parents may assist with parties in the classroom. Birthday parties are not allowed in classrooms or the cafeteria. Parents may send a treat such as

cupcakes to the campus for the child's birthday. The treats will only be distributed before dismissal. Treats may not be consumed before 2:45 p.m.

Bicycles: Many students ride bikes to school. Bicycles should be parked on the bicycle racks in front of the cafeteria and locked securely.

Report Cards and Progress Reports: Report cards will be sent home at the end of each nine weeks. Progress Reports will be sent after each 3 weeks. Please sign and return the report card and progress reports. We encourage conferences to be scheduled if a child's grades fall below 70%, or if there is a decline in a child's overall performance. Teachers may also request a conference which will be marked on the report card. Please contact the office to schedule a teacher conference.

Grading Policy: Our goal at The Meadows Elementary School is for every child to be successful. An assignment is considered late if it is not turned in on the date it is due and at the specified time by the teacher. Students who fail to turn in assignments will receive a grade of zero in the grade book. A student who has been absent will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

Withdrawal: Before a student can be cleared to withdraw, the student must return all textbooks, library books, and pay for lost or damaged books. All cafeteria fees must be paid as well. School records will be sent upon request from the receiving school district.

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