

Stringfellow

Elementary School

Student Handbook for 2023-2024

Stringfellow Elementary School

200 5th Ave. S.W.

Moultrie, GA 31768

Phone: 229-890-6187 Fax: 229-890-5007

Mr. Brian Knighton, Principal

Mrs. Tiffany Richey, Assistant Principal

School Website:

<https://www.colquitt.k12.ga.us/schools/stringfellow/index>

This Year's Theme:

"Reach for the Stars! Learning is out of this World!"

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



Stringfellow Elementary School

Dear Stringfellow Parents,

Stringfellow Elementary School is committed to excellence. We obtain excellence by putting children first. Through vision and planning, we are successful in helping our students become productive leaders and contributing members of tomorrow's society.

We welcome parents, businesses, and other civic organizations as our partners in education. With support, we are afforded many unique opportunities to achieve our goals and objectives.

Please take a few minutes to read the following information in the student handbook. Please contact the school office at 229-890-6187 if we can help you with any questions or concerns.

Stringfellow Vision Statement

We all work together as a team to become a school of excellence.

Stringfellow Mission Statement

We strive for excellence as we work together as a team to produce a community of lifelong learners.

Stringfellow Belief Statements

1. We believe every child can learn.
2. We believe every child should be treated with respect.
3. We believe children must be taught to hold high expectations for themselves.
4. We believe curriculum should be comprehensive.
5. We believe that developmental appropriate activities create successful learning for every child.
6. We believe all students must know the basic principles of citizenships.
7. We believe the school must be safe.
8. We believe students learn best through sincere affirmation and validation modeled by dedicated Professionals.
9. We believe that successful programs and regular attendance produce high achievements.
10. We believe teachers, parents, and children working together promote student success.

Stringfellow Student Citizenship Code

1. We will come on time, be prepared, and ready to work.
2. We will begin and end each day with a positive attitude.
3. We will strive to be honest and respectful.
4. We will strive for excellence in all that we do. Anything worth doing is worth doing well.
5. We will show respect for ourselves and for the rights and property of others.
6. We will not make excuses.
7. We are responsible for ourselves and will work together.
8. We will take pride in using good manners.
9. We will say positive and encouraging things to each other.
10. We believe anything is possible.

Revised July 30, 2023

PRINCIPAL'S MESSAGE

August 2, 2023

Dear Stringfellow School Families,

Welcome back to the beginning of the 2023-2024 school year! Teachers and staff are excited and energized for the start of the school year. We hope you and your child are looking forward to the school year as well. Stringfellow Elementary will continue with the energy and enthusiasm that makes our school a special place for your child.

It is my goal to continue the greatness of Stringfellow Elementary. The staff and I are committed to delivering a high quality education to your child. We look forward to a successful year. Your participation within our community is critical to our success. Please make every effort to volunteer in any way that you can. Get involved with Parent Engagement Nights, visiting the school, and the Local School Governance Team to name a few. We value your hard work and dedication and realize that we cannot do the important job of educating your child without your help. This is truly a team effort! Thank you for entrusting us with your child's education! It is my promise that we will do everything we can to make this year a fantastic experience for all! If we can be of any assistance, or if you have questions, please do not hesitate to contact me at brian.knighton@colquitt.k12.ga.us or 229-890-6187. We are partners in your child's education.

With Sincerest Gratitude,

Brian Knighton, Principal

Stringfellow School Song

**Stringfellow is our school, We really think it's cool,
Stringfellow makes us proud, We just want to shout out loud,
Our brothers and sister all cheer, We get an education here,
Stringer pride, it's so fine, let it shine.**

STRINGFELLOW ELEMENTARY SCHOOL PHILOSOPHY

Education is the continuing process through which a student becomes a thinking, creative individual capable of making decisions that affect his/her life. In view of the realization that our children are determinants of what civilization shall be; it is believed that our school should be interested in the total growth of all boys and girls in our school community. The administration, faculty, and staff at Stringfellow School feel that each child is an individual with his/her own unique abilities and should be given the opportunity to proceed at his/her own rate. Every effort is made to provide learning situations in which the child can realize success in order to achieve his maximum potential.

In this ever-changing society, the teaching of values and attitudes should be joined with the cognitive aspects of learning.

At Stringfellow Elementary students will learn to the best of their abilities when demonstrating:

RESPONSIBILITY for behavior, learning and work

RESPECT for self, others and property

COOPERATION with adults and students

APPRECIATION of our similarities and differences, and

GROWTH through self-improvement, encouragement and support

PERSERVERANCE through working through difficult situations and never giving up

We have high expectations for all student growth in the areas of academic performance, behavior, and social skills behavior. Growth in these areas will be supported in a positive and constructive manner. Discipline will focus on self-control, individual responsibility and enhancing self-esteem. Expectations will be reviewed frequently by all staff members and appropriate behaviors will be modeled. The focus of discipline is to enable students to make good choices, resulting in positive change.

What You Can Do To Help Your Child Learn

- Start each day at home with a calm beginning.
- Encourage your child to have a good breakfast and lunch.
- Make sure that your child sleeps at least eight (8) hours each night.
- Praise your child for something he/she has done.
- Have a special place to put schoolwork and other items brought home.
- Stress attendance. If your child is ill, home is the best place; otherwise, your child needs to take advantage of every school day.
- Be punctual (on time). The instructional day begins at 7:40 AM.

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- Keep the lines of communication open between yourself and your child's teacher. Inform the teacher of any family situation that could influence your child's behavior. Also, if he/she is reluctant to come to school, let the teacher know so that together you can find the reason.
- Take your child to the library to get a library card and encourage reading for pleasure.
- Read to your child and with your child DAILY.
- Work at home with skills taught at school.
- Encourage your child to do his/her best every day at school.

EQUITY COMPLIANCE

Federal Law prohibits discrimination on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); (Title IX of the Educational Amendments of 1972 and the Carl D. Perkins Vocational and Applied Technology Act of 1990); or disability (Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990) in educational programs or activities receiving federal financial assistance.

Employees, students and the general public are hereby notified that the Colquitt County Board of Education does not discriminate in any educational programs or activities or in employment policies. The Colquitt County Board of Education recognizes the model rights and procedural safeguards of the Georgia Department of Education regarding parent rights under Section 504.



PUBLIC RELATIONS STATEMENT

Establishing and maintaining public goodwill toward the school system requires a concerted effort by the entire staff. All personnel share the responsibility of keeping the community informed, involved, and interested in the activities of the local school system. A public that is made aware of its role in the educational process will be a more supportive public in rough waters as well as calm. In the system's endeavors to generate favorable public opinion, its most important PR ambassadors are the teachers and staff who work with children every day. They and all professional employees are encouraged to participate in the life of the community and the school system, and to demonstrate by their words, attitudes, and actions the ideals proclaimed by the Colquitt County School System.

2023-2024
Stringfellow Elementary Calendar of Events

Event	Day(s) of the Week	Date, Time, & Location
July		
Open House	Monday	July 31, 2023 <i>Williams Middle School.....3:00-6:00</i> <i>C. A. Gray Junior High School...3:00-6:00</i> <i>GEAR4:00-7:00</i> <i>Elementary Schools.....5:00-7:00</i>
August		
SWD Teachers' Goal book Training	Tuesday	August 1, 8:00-11:30 am
First Day of School	Wednesday	August 2
MAP Benchmark 1 Week	M-F	August 7-11
Myview Coach Week	M-F	August 7-11
PreK Roster 1 Window Open for data entry	Tuesday	August 8
Countywide ESOL Teacher Meeting	Friday	August 18
Admin/Academic Coaches Solution Tree Coaching Day	Tuesday	August 22
Local School Governance Meeting	Tuesday	August 29, 12:00, Conference Room
Staff Feeding	Thursday	August 31
September		
Labor Day Holiday (No School)	Monday	September 4
Tier 2 & SST Meetings	Tuesday-Friday	September 5-8
Progress reports go home	Thursday	September 7
Confirm plate count for Pre-Game Supper with Justin Beck at WJWMS Cafeteria (ext. 22014)	Friday	September 8
My View Coaching	M-F	Sept 11-15
School-wide Intruder Drill	Wednesday	Sept 13
Title I Meeting/Family Engagement Night 1 (grade level music performance)	Thursday	September 14
Solution Tree Coaching for staff	Tuesday-Wednesday	Sept 19-20
Food Truck for staff	Friday	Sept 22
Local School Governance Meeting	Tuesday	September 26 12:00, Conference Room
Parent Night for 21st Century	Tuesday	Sep 26, 2023
Pre-Game Supper (Homecoming)	Friday	September 29 4:00-8:00, WJWMS Cafeteria
October		

Pre-k Roster 2 open for entry	Monday	October 2
End of 1st Quarter	Wednesday	October 4
Report Cards go home	Tuesday	October 10
National School Lunch Week	Monday-Friday	October 9-13
SST Meetings - Tier 2 & 3	Monday-Friday	October 9-13
My View Coaching	M-F	Oct 9-13
1st Quarter Honors Day (grade level music performance)	Wednesday	October 13, 1:00pm
Solution Tree Coaching	Tuesday-Wednesday	October 17-18
Fall Break (No School)	Thursday-Friday	October 19-20
My View Coaching	M-F	Oct 23-27
Local School Governance Meeting	Tuesday	October 24 12:00, Conference Room
November		
Fall Festival	Thursday	Nov 2
Prek Roster 2 Count Date	Friday	Nov 3
MAP Benchmark Window 2	Monday-Friday	November 6-10
Veteran's Day	Friday	November 10
Prek Roster 2 Due Date/Waiting List Due Date	Monday	November 13
Thanksgiving Parent Meal- Kindergarten & 4th Grade	Thursday	November 16
21st Century Parent Night	Thursday	November 16
Staff Potluck	Friday	Nov 17
Thanksgiving Break	Monday-Friday	November 20-24
My View Coaching	M-F	November 27-Dec 1
SST Meetings - Tier 2 & 3	Monday-Friday	November 27-December 1
Solution Tree Coaching	M-W	November 27-29
December		
My View Coaching	Monday-Friday	November 28-December 2
Benchmark Window 2	Monday-Friday	November 28-December 9
Family Engagement Night 2 (grade level music performance)	Thursday	December 14
Food Truck	Friday	December 15
End of 2nd Quarter	Friday	December 15
Christmas Break	—	December 18, 2023-January 1, 2024
January		
Teacher Workday/Student Holiday	Tuesday	January 2, 2024
PreK Site Directors in PL2 to work on Roster 3.	Friday	January 5, 2024
Martin Luther King, Jr. Holiday (No School)	Monday	January 15, 2024
2nd Quarter Honors Day (grade level music performance)	Friday	January 19, 2024
My View Coaching	M-F	January 22-26, 2024
SST Meetings - Tier 2 & 3	M-F	January 29-Feb 2, 2024

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Local School Governance Meeting	Tuesday	January 30, 2024, 12:00, Conference Room
February		
Solution Tree Coaching	Thursday-Friday	February 1-2, 2024
21st century parent night	Thursday	February 1, 2024
Super Bowl Friday- Staff Finger Foods	Friday	February 2, 2024
National School Counseling Week	M-F	February 5-9, 2024
Class Valentines Parties	Wednesday	February 14, 2024
Myview Coaching	M-F	February 12-16, 2024
President's Day Holiday (No School)	Monday	February 19, 2024
Pre-k Registration	Thursday-Friday	February 22-23, 2024
Local School Governance Meeting	Tuesday	February 27, 2024
Family Engagement Night 3	Thursday	February 29, 2024
March		
My View Coaching	M-F	March 4-8, 2024
National School Social Workers Day	M-F	March 4-8, 2024
National School Breakfast Week	M-F	March 4-8, 2024
End of 3rd Quarter	Thursday	March 7, 2024
21st century parent night	Thursday	March 14, 2024
Solution Tree Coaching	W-F	March 13-15, 2024
MAP Benchmark 3	M-F	March 18-22, 2024
Myview Coaching	M-F	March 18-22, 2024
Smooth Moves @ Willie J Williams	M-F	March 25-29, 2024
SST Meeting - Tier 2 & 3	M-F	March 25-29, 2024
Local School Governance Meeting	Tuesday	March 26, 2024, 12:00, Conference Room
Easter Parent Meal-2nd & 3rd grade	Thursday	March 28, 2024
3rd Quarter Honors Day (grade level music performance)	Friday	March 29, 2024
Staff Ice Cream Bar	Friday	March 29, 2024
April		
Spring Break	M-F	April 1 - April 5, 2024
School Librarian Day	Thursday	April 4, 2024
Parent Night for 21st Century	Thursday	April 18, 2024
Solution Tree Coaching	Thursday	April 18, 2024
Family Engagement Night 4 (Grade level music performance)	Thursday	April 18, 2024
My View Coaching	M-F	April 8-12, 2024 April 22-26, 2024
Staff Finger Foods	F	April 19, 2024
GMAS Testing	T-F	4.23- EOG ELA Section 1 4.24- EOG ELA Section 2 4.25- EOG ELA Section 3 4.26- Makeups 4.29- Makeups

		4.30- EOG Math Section 1 5.1- EOG Math Section 2 5.2- EOG Science Section 1 & 2 5.3- Make-ups
Staff Food Taco Truck	Friday	May 3, 2024
May		
Teacher Appreciation Week	M-F	May 6-10, 2024
SST Meetings - Tier 2 & 3	M-F	May 6-10, 2024
School Nurse Day	Wednesday	May 8, 2024
Class of 2024 Senior Breakfast & Walk	Thursday	May 16, 2024
K-5 Field Day	Tuesday	May 14, 2024
5th Grade Graduation	Thursday	May 16, 2024, 6:00, First Baptist Church-Moultrie
4th Quarter and EOY Honors Day (Grade level music performance)	Friday	May 17, 2024, 1:00pm
End of 4th Quarter	Friday	May 17, 2024
CCHS Class of 2023 Graduation	Saturday	May 18, 2024
Post Planning	M-F	May 20-22, 2024

Stringfellow Elementary
FY 24 School-Family Compact
Revised July 21, 2023

What is a School-Parent Compact?

A School-Parent Compact for Achievement is an agreement that parents, students, and teachers develop together. It explains how parents and teachers will work together to make sure all our students reach grade-level standards.

Effective compacts:

- Link to goals of the school improvement plan
- Focus on student learning
- Describe how teachers will help students develop those skills using high-quality instruction
- Share specific strategies parents can use at home
- Explain how teachers and parents will communicate about student progress
- Describe opportunities for parents to volunteer, observe, and participate in the classroom

Jointly Developed

The parents, students, and staff of Stringfellow Elementary partnered together to develop this school-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held each spring to review the compact and make suggestions based on student needs and school Improvement goals. Parents are also encouraged to participate in the annual Title I parent survey that is also used as a tool to collect parent feedback regarding the current Title I programs and policies.

To understand how working together can benefit your child. It is first important to understand the district and school's goals for student academic achievement.

Colquitt County School System Goals:

- Increase student achievement as measured by GMAS EOG in grades 3-5 Content Mastery score from 53.2% in 2023 to 64% in 2024
- Increase % of Grades 3-5 GMAS EOG ELA (Levels 3 and 4) from 46.6% in 2023 to 57% in 2024
- CCRPI GMAS Literacy Rate in CCRPI Readiness File Grades 3-5 from 2022 32.88% to 70%* in 2024

Stringfellow Elementary Goals:

SIP Goal: By the end of the 2023-2024 school year, students in grades 3-5 will increase by at least 3% in the overall content mastery weighted score section as measured by the Georgia Milestones Assessment.

SIP Goal: Improve the overall climate in the school by the end of the school year in attendance and behavior.

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SCHOOL/TEACHER RESPONSIBILITIES:

In the classroom, teachers will:

- Provide parents with activities related to lexiles, math problems, and fluency to impact their child's overall literacy and math understanding. Parents will also learn about comprehension strategies and activities they can do at home to increase the child's Lexile level and math scores.
- Provide parent workshops/activities on a variety of reading, math, and science strategies to use with their child.
- Provide parent access to the reading and math programs utilized at school to show them how to access the program at home.

Families

At home, parents will:

- Implement the strategies provided by the teachers, aiding their child's reading comprehension and math understanding at home.
- Attend parent nights and use the strategies to help develop my child's reading comprehension at home as well as assist in helping choose the appropriate books within their reading level range and spend at least 15 minutes a day reading with/to my child. Math facts and strategies need to be implemented as well.
- Attend parent nights to learn about the reading and math programs available at school and that can be accessed at home, allowing their child to practice their reading skills at home.

Students

As a student, I will:

- Take home my weekly folder so that my parents can help me practice the strategies at home.
- Work with my parents to use the reading comprehension strategies and math strategies from the parent workshop/academies to help me develop my reading comprehension skills and math skills so that I can better understand learning in the classroom.
- Work with my parents to practice my reading and math skills at home or after school programs to enhance my comprehension score, lexile level and math scores.

Communication About Student Learning

Stringfellow Elementary is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- Class newsletters to parents
- Infinite Campus
- School Website Updates
- School Updates on the School Marquee Sign in the front of the school
- School Facebook Page
- Parent-Teacher conferences
- Phone calls
- Remind messages
- One Call Phone System

Do you have questions about your child's progress? Contact your child's teacher by phone at (229) 890-6187. Email addresses are the teacher firstname.lastname@colquitt.k12.ga.us

Activities to Build Partnerships:

Stringfellow Elementary offers ongoing events and programs to build partnerships with families.

- Parent-Teacher Conferences
- Parent Workshops/Trainings
- Curriculum Nights
- Parent Resource Area
- Volunteering/Observing
- Open House

Please sign and date below to acknowledge that you have read, received, and agree to this School-Parent Compact. Once signed, please return the form to your child's teacher. We look forward to our school-parent partnership!

School Representative Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

DAILY SCHEDULE

7:00 AM	Students may enter cafeteria for breakfast and supervision.
7:00 -7:45 AM	Breakfast is served. Students are supervised in the lunchroom and gym.
7:35 AM	Warning bell rings, alerting everyone there is five minutes before announcements begin and five minutes before students are late to class.
7:40 AM	Morning tardy bell rings. Morning announcements start. Students should be in class. Instruction begins. Students that report to school after 7:40 should report to the MAIN OFFICE for a tardy pass. Students that are already in on campus will not be counted tardy.
7:45 AM	Instruction begins.
2:35 PM	Students are dismissed for the day.

School Office Hours

Office staff will be available to assist parents and/or students from 7:00 AM – 3:30 PM. If you have questions or concerns, please call 229-890-6187 during these hours.

Visitation in School

Parents and visitors are welcome to visit our school. However, we do not allow instructional time to be interrupted for visits unless approved by administration. If parents need to meet with a teacher, please set up a meeting during teacher planning times. For other scheduled visits, please contact the principal and/or teacher in advance to arrange a time and date to visit. All visitors to the school must always wear a visitor's pass while in the building and/or on the school campus and must be appropriately dressed.

ACADEMICS

Organization of Instruction

In elementary school, students are placed heterogeneously in classrooms for most of the day. Within the classroom, students are assigned to flexible reading and math groups. Students have opportunities to work in flexible group structures, such as cooperative groups, whole class, individual, interest groups, or other criteria as determined by the teacher. Students are regularly evaluated and instructed at their appropriate instructional levels.

K- 2nd Grade	Beginning Learner (level 1)- Not yet demonstrating proficiency of the standard; needs substantial academic support, Developing Learner (level 2)- Demonstrating partial proficiency toward achieving the standard; needs additional academic support, Proficient Learner (level 3)- Demonstrating proficiency achieving the standard; prepared for next grade level. Distinguished Learner (level 4)- Demonstrating advanced proficiency achieving the standard. (Does NOT apply to all standards)
Grades Three-Five	Numeric Grading System: A=90-100, B=80-89, C=70-79, U=below 70 (failing) Honor Roll of Excellence: 93-100 in all subjects Academic Honor Roll: 85-100 in all subjects
Specials	S=Satisfactory, NI=Needs Improvement, U=Unsatisfactory

1. Grading Guidelines

Stringfellow Elementary will follow the Board Policy IHA: Grading Systems. To learn more about the K-12 Grading and Reporting Guidelines go on the Colquitt County District Website for further clarification. These grading guidelines can be reviewed with your child's teacher.

2. Retention & Promotion Policy:

Each teacher shall be responsible for determining through a variety of assessments whether a student appears to be on grade level or achieving at a level which, with accelerated, differentiated, or additional instruction or interventions, would allow the student to perform at grade level by the conclusion of the subsequent school year. Where the teacher believes the student is not performing at such a level, the teacher must implement remediation efforts as set forth in regulations or procedures. Parents will be informed of promotion and retention requirements in the student handbook or in other information disseminated to parents. A school-level team will review a student's performance prior to any decision to retain the student. Prior to a student's retention, the student's parents must be notified of the possibility of retention and given the opportunity to attend a meeting to discuss the matter. School-level promotion and retention decisions may be appealed to the Superintendent or designee. The Superintendent's decision shall be final.

3. Report Cards

When a teacher sends papers home to be signed, please look at the work. Your signature will let us know that you are aware of the work your child is doing. YOUR SIGNATURE DOES NOT MEAN THAT YOU APPROVE OR DISAPPROVE.

4. Honor Roll

Students in grades 3 – 5 are eligible for honor roll if their grades are 85 and above.

ARRIVAL AT SCHOOL

Doors will open at 7:00 a.m. All students will report the cafeteria for breakfast as they enter school through the side door each morning. Adults are on duty in the lunchroom. If your child will be having breakfast at school we ask that he/she arrive no later than 7:30 a.m. This will ensure that the student has enough time to eat and get to his/her class before the tardy bell rings. **Please do not drop your child off before 7:00 each morning.** We do not have any staff members on duty before 7:00am and dropping them off before this time creates safety concerns.

Parents/guardians will be contacted by the social worker if this occurs.

ATTENDANCE- See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.

Parents must exercise reasonable diligence in getting their child to school. Frequent absences can contribute to difficulties in learning and create emotional strain for the students.

Attendance Protocol-Each student is to submit written documentation following days absent. (Parent or Doctor Note) Additionally, it is important that your child ask for any missed work following an absence. Valuable minutes of instructional time are missed each time your child is tardy or absent. We are committed to providing the best education possible for your child. Regrettably, this process is adversely affected by poor attendance and causes your student to fall behind academically. We believe that a strong partnership between home and school is essential in the education of children.

We know that you care and are concerned about your child's success in school, and it is our goal to help in

resolving this problem. If you have any questions, please contact the school Social Worker. The school social worker will contact parents regarding attendance.

Colquitt County Board of Education Protocol for Attendance is as follows:

1. Five (5) unexcused days – School based Hearing.
2. Seven (7) unexcused days – Hearing with School Officials, District Attorney Representative, and Department of Family and Children Services.
3. Ten (10) unexcused days – Refer to DFCS.
4. Twelve (12) unexcused days – possible legal action.

Absences – Students who are absent from school must bring in an excuse stating the reason for absences **within three days of the absence**. Students who arrive after 11:00 are considered a full day absent. If a student is absent from school, parents should send the following on a written note:

- The date(s) of the absence;
- The reason for the absence;
- The parent's or guardian's signature; and,
- The parent/guardian phone number

Early Dismissal of Students –Students who leave school before 2:00 must be checked out in the office by a parent or guardian listed in our school information system. Any other person checking the student out must have a note from the parent or the parent must call. For others who bring in notes, the parent will be called before the student is released. **IF SOMEONE OTHER THAN THE PARENT IS PICKING THE CHILD UP EARLY, THEY SHOULD BE TOLD IN ADVANCE TO BRING A FORM OF PICTURE ID.** Parents who need to pick up their children early will need to do so **by or before 2:00**. Students who are picked up early consistently will be counted as tardy and possibly referred to the school social worker or an administrator. Teachers are expected to teach up to 2:25. Students who are frequently checked out at the ending of the day causes their child to miss important instruction.

General Attendance Information - Students are expected to attend school each day unless they are sick.

Tardy –Tardy refers to any student who arrives after 7:40. It is important that children come to school on time. When they arrive late, they not only interrupt the class, they miss out on making their lunch choice, directions, and important classroom instructions. We know that it's not always possible, but we encourage you to try to make appointments for your child after school hours. Excessive tardiness or leaving early can cause hardship on the student, inconvenience for both the teacher and classmates, and may result in the loss of recess for the late student to make up lost time. Excessive tardiness will result in an attendance conference with the principal and a possible referral to our social worker so that we can help find a solution to the problem. It is our hope that students, with the help of their parents, can make punctuality and good attendance a lifetime habit.

BIRTHDAYS

Please **DO NOT** send home made birthday treats to school with your child. Treats and snacks are regulated and some food items are restricted in schools based on the following guidelines approved by the Colquitt County Board of Education. Food items served to students at class parties or school functions will be commercially prepared and packaged. Nutritional labels will be available on all products served. **Homemade items will not be allowed at school functions during normal school hours.**

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Parents are also discouraged from sending flowers or balloons to school for their child. Deliveries of this sort disrupt the learning process in the classroom. **Flowers or balloons that do arrive will be kept in the office for the student to pick-up at the end of the day.** Flowers or balloons are not allowed on school buses.

TRANSPORTATION PROCEDURES

BUS TRANSPORTATION

Student and driver safety is our main priority on the bus. Students must ride the bus assigned to them unless a parent sends a note to school for the driver stating that the student will be riding home with another student on a different bus. Students must also be able to hold any item carried onto the bus in his/her lap. The bus driver is responsible for maintaining appropriate student behavior. Bus transportation is a privilege that may be withdrawn for inappropriate behavior. Abuse of this privilege will result in a disciplinary report that will be submitted to the principal for disciplinary action. A copy of the discipline referral will be sent to the parents. If the problem persists (continues), the principal may suspend the child from the bus. **See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

CAR RIDERS PROCEDURES

Morning

Students should be dropped off on the sidewalk where the school monitor is waiting starting at **7:00 AM and no later than 7:35 AM.** The sidewalk intersects with another sidewalk leading to the lunchroom. Drivers should follow **the single line of traffic ONLY** beside the sidewalk. Please do not stop your car in this area to go inside the building. If you need to go inside, please park in a parking space, then walk inside, and stop at the front desk for help. **Students who arrive after 7:40 must be signed in by an adult. If a child is not brought in by an adult when they are late, the School Social Worker will be contacting the parent/guardian of the child.**

Afternoon

We ask the adults to **REMAIN in their vehicle** as children are escorted to you. We have monitors on duty that will make sure that the car pick-up line moves smoothly. Please remain in the line and move forward as the line moves. Please be attentive and try to refrain from cell phone use so that you are aware and using safe procedures. Each student that is picked up by car pick up will have a name sign. Name signs are to be placed in the window dash area so it is visible to the duty staff to recognize the name of the student(s) being picked up. If you do not have a sign, drivers will be asked to park and come inside to pick up the student.

CELL PHONES/ELECTRONICS

Students may have these devices at school, but they must remain powered off and left in their bookbag. If electronic devices are found out at school, the devices will be taken and held for a parent/guardian. We are not responsible for any devices that are lost or stolen at school. **See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

CHANGE OF ADDRESS, TELEPHONE NUMBER, OR EMPLOYMENT

It is extremely important that every student maintain an up to date address and working phone number on file in the school office. Please contact the school immediately when information changes. It is imperative that we know how to reach you in case an emergency arises. **The school clerk will be asking for address information, contact information, etc, to ensure we have the most up to date information for our parent/guardians.**

STRINGFELLOW ELEMENTARY
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

One of the foremost advances in school-wide discipline is the emphasis on school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create **positive** school environments. Instead of using a piecemeal approach of individual behavioral management plans, a continuum of positive behavior support for all students within a school is implemented in areas including the classroom and non-classroom settings (such as hallways, buses, and restrooms). Positive behavior support is an application of a behaviorally-based systems approach to enhance the capacity of schools, families, and communities to design effective environments that improve the link between research-validated practices and the environments in which teaching and learning occurs. Attention is focused on creating and sustaining primary (**school-wide**), secondary (**classroom**), and tertiary (**individual**) systems of support that improve lifestyle results (personal, health, social, family, work, recreation) for all children and youth by making targeted behaviors less effective, efficient, and relevant, and desired behavior more functional.

School Wide Discipline Policy

Class time belongs to the students. Teachers are expected to devote full attention to teaching during class and cannot complete this with constant disruptions.

The faculty and administration at Stringfellow Elementary School believe that school is a place for learning and building friendships. Some children enjoy coming to school because every day is a new experience. Students feel good about themselves when they participate in making school a good place to be.

Stringfellow Elementary is a bucket filling school! Have you filled a bucket today? The book, “Have You Filled a Bucket Today?” explains to children that we all carry an invisible bucket in which we keep our feelings about ourselves. When our bucket is full, we are happy; when our bucket is empty, we are sad. It teaches children how they can fill their bucket by loving others, helping others, and being a friend to others. It’s important to know that when we fill someone else’s bucket, we fill our own, and when we “dip” in someone else’s bucket, we dip in our own bucket, too. This is a lifelong message and one that can easily spill out into students’ homes and community.

Students are expected to follow the Number One Rule at Stringfellow Elementary: “Do the right thing, even when no one is looking.” We celebrate good choices at all times and in all places (classrooms, hallways, cafeteria, playground, school buses). No student will be allowed to interfere with or repeatedly disrupt the educational process of others. Four major expectations govern the behavior of students at Stringfellow:

Be Respectful

Be Responsible

Be Safe

BEE GREAT!

Each student at Stringfellow Elementary School has the right to a free and appropriate education; to be treated with respect; an equal educational opportunity and freedom from discrimination. Rights also bring responsibilities and a student is responsible for the manner in which his/her individual rights are exercised. The biggest responsibility is to exercise respect.

Revised July 30, 2023

All inappropriate behaviors will be treated the same throughout the school. Every child will have opportunities to correct their behavior **before** the administration becomes involved. The stages are as follow:

Classroom Discipline Cycle for Minor Behaviors (Reminder 1-3 equals 1 cycle)

Reminder 1: A non-verbal warning- no words are said to the student.

Reminder 2: Verbal warning- Positively remind students what you want to see by saying to others around him or her (Thank you for getting to work).

1. Teacher will **talk** to the student to find out why they are doing what they are doing and put in a solution for the problem if possible. Teacher can seek help from the behavior team, social worker, admin, parent or counselor as needed. If no reason is given or problem is a choice proceed to step 2.
2. Teacher will say the following statement to the student who is doing the minor behavior: “If you choose to continue ____you choose ____”
3. Let them know the next infraction will result in a consequence

Reminder 3: Consequence Menu- Teachers need to come up with a menu of classroom consequences.

1. Teachers should post these in the classroom under the statement in Reminder 2.
2. A reflection sheet is to be completed every time you get to reminder 3.

The teacher will complete reminders 1 through 3 three times. On the fourth time, an office referral will be completed and sent to the office. The “try 3” documentation will be sent with the office referral. Below are the steps administered at the office level:

1st Office Visit:	Brief conference with administration – Parent notified
2nd Office Visit:	A period of time spent in the Opportunity Room (ISS) – Parent called
3rd Office Visit:	Office detail-parent, teacher, administration, and student meets for conference.
4th Office Visit:	At the discretion of the administration – possible corporal punishment, opportunity Room (ISS) or suspension

****Discipline steps are subject to change based on the Colquitt County Code of Conduct. Unfortunately, there are instances where the student may bypass the classroom consequences altogether. See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

******Only the administrators (principal, assistant principal) may suspend or administer corporal punishment and we will follow established guidelines for both instances. These means will be used as a last resort only and after all other options have been exhausted. *****

ITEMS NOT ALLOWED AT STRINGFELLOW ELEMENTARY

- Roller/skate shoes
- CD players, MP3 players, IPODS, Nintendo DS all electronic games
- Lighters and matches
- Any item that might be considered a weapon (fireworks, plastic guns/knives, real guns/knives, etc.)
- Hat/caps are not be worn inside the building unless approved by the administration, a spirt day, fundraiser, etc
- Cell phones
- Sunglasses (except on field day or an assigned school spirit day)

******Only** depending on if it is an incentive day or a planned/special day, students will be allowed to wear hats, sunglasses, or bring technology at the discretion of the administration. ***

GENERAL CONDUCT EXPECTATIONS

Bus Rules

See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.

BACKGROUND CHECKS

All school volunteers or parents/volunteers attending a school field trip as a chaperone MUST have a background check on file with the Human Resources Department at the Colquitt County Schools District Office. For more information, please call or visit the front office.

CONCERNS

Any person who feels concerned about any matter connected with Stringfellow Elementary should first contact the appropriate teacher, staff member, or principal. If the concern cannot be resolved contact the Student Services Director (Dr. Irma Townsend). The number to the central office, Board of Education is 229-890-6200.

CONFERENCE OPPORTUNITIES

School-wide conferences are held at scheduled times throughout the school year. Watch for notes being sent home. However, if you wish to have a conference with our child's teacher at any other time, please call to make an appointment or send a note to your child's teacher requesting a time. The teacher's schedule does not allow for drop-in conferences. Teachers may be contacted by email, note or telephone. If you call during the school day, the office will leave a note to have the teacher return your call or forward you to the teacher's voicemail.

DRESS CODES

During the school day, the primary focus of the student should be to learn. Some clothes that are suitable for wear outside of school are not suitable for wear at school. The age and gender of the child and what is considered to be developmentally appropriate will be considered in the enforcement of the dress code. The administration reserves the right to amend or modify the dress code to ensure safety or improve the atmosphere for learning.

1. No bare midriffs, tank tops, halter tops (one shoulder out, tube tops) no low or plunging necklines, spaghetti straps, loose fitting sleeveless tops that do not cover foundation garments.
2. ALL length of shirts for girls should cover the stomach area.
3. No sagging pants or shorts, no low waist pants, low rider pants, **pants/shorts with holes.**
4. No overly short dresses or shorts (must come to the fingertip of the middle finger when the arms are down at the student's side.)
5. Earrings are to be worn only in the ears.
6. Clothing depicting disruptive words, gang related activity, violence, vulgarity, drugs, alcohol, or disrespect for others will not be allowed.

7. Hats, hoodies, scarves, headbands, doo-rags, bandanas, or other head coverings are not allowed unless approved and granted permission by the administration. Certain situations and circumstances will be addressed and dealt with on a case-by-case basis.
8. Students are expected to wear appropriate footwear for all school activities.
9. Haircuts/designs that symbolize gang related activity or that disrupt the learning environment are not allowed.

PARENT DRESS

1. All parents and adults visiting the campus should physically appear in a manner appropriate for our educational learning environment. Adults should follow the same guidelines that are expected of students. Do not wear sleep attire or clothing that exposes undergarments or private body parts. Low-cut tops, and extremely short skirts or shorts are not appropriate for the school environment. Clothing that advertises alcohol or drugs is not allowed on campus. Any parent dressed inappropriately may be asked to leave campus. Help us maintain our respectful student standards by modeling Stringfellow Elementary School's expectations.
2. **All guidelines are subject to the interpretation of the administration.**

Dress Code – Procedures for Violations

The administrators have the final decision as to the appropriateness of all clothing. Students who dress inappropriately will be sent to the office and asked to change or be provided with appropriate clothing, if possible. Parents will be contacted if they need to bring clothes to the student. Parents are an important part of our school dress code and will be informed if a student is repeatedly in violation of the dress code.

FAST FOOD

We provide healthy, nutritionally balanced lunches at school. **Fast food is not allowed in the cafeteria at lunchtime. For more information regarding this, see the administration.**

EMERGENCY MEDICAL FORM

All medication to be administered at school by the nurse requires the signed authorization of the parents. It is very important that parents complete this form and send it back to school as soon as possible. Any questions about the administering of medication at school, please see the school nurse in person.

EMERGENCY PREPAREDNESS

We have drills that are practiced periodically during the school year. All students are informed and practice escape routes. NO TALKING is permitted during these drills.

- Fire Drills: Fire drills are held once a month so staff and students will be trained in fire emergency procedures.
- Tornado Drills: Tornado drills are held at least twice a year so staff and students will be trained in tornado emergency procedures.
- Emergency Lock-Down: Emergency lock-down drills are held to ensure that students and staff know what to do in case of an emergency lock down.

FIELD DAY

Field Day is held each year in the spring. All students participate in athletic events. All parents are asked to purchase a t-shirt for their child/children for this event. Parents are invited to attend.

FIELD TRIPS

First-hand learning experiences are encouraged at all grade levels. Classes take several trips during the year. These trips are part of the instructional program. One permission form for local trips must be signed at the beginning of the year. Each out of town trip requires an additional form. Parents are invited to participate in Field Trips but must provide their own transportation based on Colquitt County Schools policy.

HOMEWORK

Homework provides an opportunity for parents to become partners in their students learning process. Teachers give light homework to strengthen children's skills in specific areas. Students will be assigned reading each night, serving as part of their homework. All students in grades Kindergarten-5th grade will be assigned homework throughout the year. It is not taken for a grade. See the Board Policy IHA: Grading Systems to learn more about the K-12 Grading and Reporting Guidelines on the Colquitt County District Website for further clarification.

LEGAL CUSTODY

If there are any custody arrangements existing regarding your child, the school must have a copy of the official court documents. These documents must be updated yearly or as specifics change. Stringfellow Elementary School does not get involved in legal custody battles between parents, guardians, etc. If legal custody issues arise, the administration will contact central office and speak with Dr. Irma Townsend, Assistant Superintendent of Student Services about this issue and further guidance.

LOST AND FOUND

Found items are kept in or near the school office. Found items that are identified with the child's name will be returned. With this in mind, please remember to label your child's clothing. Items not claimed in a reasonable amount of time will be given to a charitable organization at the end of the school year.

MEDICAL CONCERNS-Updated June 2018

It is imperative that all school personnel know of any type of allergy that your child has, such as bee stings, food, etc. This information should be provided on the health form that is sent home with your child. The nurse will keep these forms. She will see to it that the appropriate personnel are notified. The nurse will also call you in the case of an illness.

GENERAL HEALTH SERVICES

See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.

NUTRITION MEAL PRICES FOR ELEMENTARY SCHOOLS:

See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.

NOTES REQUIRED FROM PARENTS/GUARDIANS

The school requires a note from parents or guardians under the following circumstances:

- To explain an absence
- To explain a tardy (late)
- To request early dismissal
- To excuse a child from recess or physical education (doctor's excuse required)
- To change daily transportation procedures (how the student goes home)

The school social worker will file these notes. The school social worker will work with the school clerk to get this information.

OUT OF ZONE

If you live out of the Stringfellow's district school zone, it is the responsibility of the parent/guardian to ensure that their child is brought to school on time and picked up on time. If this becomes an issue, the administration reserves the right to ask you to go enroll in your zoned school based on your address.

PARENT INVOLVEMENT

Stringfellow Elementary values and actively seeks parent involvement to support student success and achievement. We believe that the support and input of parents is essential to the successful implementation of all state and federal categorical programs. Stringfellow School, in consultation with parents and teachers, has developed a policy on parent involvement and the Home-School compact that outlines the responsibilities of students, parents, teachers and administrators in ensuring student success. The policy on parent involvement and the Home-School compact is shared with parents at the beginning of each school year. All parents are invited to provide input and to support the compact so that our children have access to the best educational opportunities provided during the year. Involved parents are essential to improved student achievement. Stringfellow personnel participate in professional development that enhances understanding of effective parent involvement strategies and recognize the importance of setting expectations and creating a climate conducive to parental participation. Stringfellow Elementary fosters and supports active parental involvement by:

- Encouraging regular, two-way communication between home and school (daily/weekly folders, phone calls, notes, emails, conferences).
- Promoting and supporting responsible parenting.
- Understanding that parents can and should play an integral role in assisting student learning.
- Welcoming parents in the school and seeking their support and assistance.
- Including parents as full partners in the decisions that affect children and families.
- Developing a relationship of mutual trust and respect that transcends cultural, social, and language barriers.
- Promoting lifelong learning as a key to success.
- Participating together with an active and well-organized school PTO.

Parent Resource Center

The Parent Resource Center is in the Media Center. Please feel free to stop in and access the materials located in that area.

PARENTS' BILL OF RIGHTS

See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.

PARTIES

Classrooms are allowed to have the following parties during the school year: Christmas, Valentines, Easter, and End of Year. If parents plan to bring in items for birthday celebrations, they must first make arrangements with the teacher and then those items cannot be brought in before 2:00. All food items served must meet the following guidelines approved by the Colquitt County Board of Education.

- (a) Food items served to students at class parties or school functions will be commercially prepared and packaged. Nutritional labels will be available on all products served. **Homemade items will not be allowed at school functions during normal school hours.**

RESPONSIBILITIES OF STUDENTS-Student Behavior Code

The Student Code of Rights, Responsibility, and Conduct assumes that the vast majority of Stringfellow students are law abiding and respect both public and personal property, as well as the rights of others. However, when student conduct disturbs the learning environment or threatens the health, safety, and welfare of themselves and of others, they subject themselves to disciplinary action. **See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

LOCAL SCHOOL GOVERNANCE TEAM

The Stringfellow Elementary Local School Governance Team was established to help the Board of Education develop and nurture participation, bring parents and the community together with teachers and school administrators to create a better understanding of and mutual respect for each other's concerns and share ideas for school improvement.

SCHOOL NUTRITION/CAFETERIA INFORMATION

ALL Colquitt County Schools Participate in the Community Eligibility Program. ALL Colquitt County School students are eligible to receive a healthy breakfast and lunch meal at **NO CHARGE** each day of the school year. No additional action is required of you. Your child(ren) will be able to participate in this meal program without having to pay a fee or submit an application. **See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

SEXUAL HARRASSMENT and BULLYING

Sexual harassment and bullying are forms of discrimination prohibited by federal and state laws. Consistent with these laws, harassment and/or bullying of students is prohibited. Any student that feels he or she has been subjected to harassment and/or bullying is encouraged to talk with an adult at the school immediately. **See the Colquitt County policies & procedures set forth by the district on the Colquitt County School website.**

TELEPHONES/CELL PHONES

Telephones in the school are for business purposes. In emergencies only, students may obtain permission to use the phone. We will allow students to call when they have forgotten something at home or to make arrangements to visit another child after school. The staff of Stringfellow Elementary greatly value their instructional time. If you need to leave a message for your child's teacher, you will be connected to his/her voice mail. Students will only be called from the classroom in case of an emergency.

VALUABLE PROPERTY/PERSONAL ITEMS

It is recommended that sports equipment, playground games, and toys from home not be brought to school. The school takes no responsibility for their loss or damage.

No electronic devices, CD players, MP3 players, cameras, video games, laser pointers, cell phones, trading cards or toys are allowed at school without the permission from the administration for a specific reason and a limited time.

WITHDRAWAL OF STUDENTS

If you find it necessary to change schools during the year, please notify the office as soon as possible. It is helpful if you can provide the address of the new school (if it is not in Colquitt County) and your family's forwarding address. Your child's records will be sent within ten days of our receiving a request for records from the new school (less if the school is in Colquitt County).