

PHILOSOPHY

We believe that every child is unique and, therefore, has a right to learn and be treated as an individual. The faculty, staff, and volunteers have the responsibility to accept each child at his or her own level of development and provide the basic foundation for educating the whole child: academically, socially, emotionally, and physically.

SCHOOL DAYS

The school day for students begins at 8:55 a.m. and ends at 3:25 p.m. **Students should not arrive prior to 8:25 a.m., as there is no supervision.** Children should not be left on the school grounds after 3:45 p.m. unless the parent is present to supervise. **Students left after 3:45 p.m. will be taken to the after school program and a fee will be charged.** The Wakulla County Senior Citizens Center offers before and after school care on the school grounds for a fee. **Please contact them directly at 926- 7145 to make arrangements.**

ATTENDANCE

Daily attendance in school is critical for academic success. Please make sure your child arrives at school on time and **you refrain from picking him or her up prior to dismissal.** **If your child is absent from school please send a written note or doctor's excuse upon their return.** Perfect attendance will be awarded only to students who are in attendance each day and are in class for the majority of the academic day. Please refer to the Wakulla County Code of Student Conduct and Attendance booklet.

REPORT CARDS

Report cards are issued every nine weeks. Again this year students will receive a grade in Language Arts that includes: reading, writing, and language skills. Progress reports will be issued for all students at the end of every four weeks. See calendar on back for specific dates.

GRADING SCALE

Kindergarten and Special Area

E – Excellent

S – Satisfactory

N-Needs Improvement

U - Unsatisfactory

First – Fifth Grade

A - 90 to 100 (Excellent)

B - 80 to 89 (Above Average)

C - 70 to 79 (Average)

D - 60 to 69 (Below Average)

F - 0 to 59 (Failure)

I-Incomplete

ACADEMIC AND EFFORT AWARDS

Each nine weeks students are awarded ribbons for their accomplishments in academic achievement, academic improvement, citizenship, work habits, and attendance. These ribbons are included with report cards each grading period. Achievement in the classroom is recognized with an awards program at the end of the school year. Students may earn ribbons, medallions and trophies for high academic honors, as well as citizenship, work habits, attendance, and academic improvement. Students may also earn a "Shadeville Reading T-Shirt" by meeting their grade levels reading goal. Each semester students may go to the Accelerated Reader store and purchase items using points earned through the schools Accelerated Reading Program. At the end of the school year students reading a million or more words are rewarded with a reading party.

NOTICE OF NONDISCRIMINATION

The School Board of Wakulla County, Florida does not discriminate in admission or access to, or treatment or employment in, its programs and activities on the basis of race, color, religion, age, sex, national

origin, marital status, disability, genetic information for applicants and employees, or any other reason prohibited by Federal and State law regarding non-discrimination. See 34 C.F.R. 100.6(d); 34 C.F.R. 106.9; 34 C.F.R. 110.25.

In addition, the School Board provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. See 34 C.F.R. 108.9.

Disabled individuals needing reasonable accommodations to participate in and enjoy the benefits of services, programs, and activities of the School Board are required in advance to notify the administrator at the school/center at which the event or service is offered to request reasonable accommodation. The lack of English language skills will not be a barrier to any opportunity or event associated with Wakulla County Schools.

The designated Equity Coordinator, Title IX and Section 504 Compliance Coordinator as required by 34 C.F.R. 100.6(d) is Lori Sandgren, Executive Director of Human Resources, 69 Arran Road, Crawfordville, Florida 32327; (850)926-0065; lori.sandgren@wcsb.us.

COMMUNICATION

Your child's teacher will communicate with you during the school year regarding your child's progress. At the beginning of the school year, and throughout the year, you will have opportunities to conference with your child's teacher. Parent-Student-Teacher Compacts will be discussed at each conference. You will be contacted in person, by letter, e-mail, or by telephone. Each classroom teacher will provide parents with a newsletter containing important information concerning upcoming events and class assignments at least monthly. **if concerns arise about your child, parents should first discuss the problem with the teacher.** Parent conferences may be scheduled between 8:10-8:45 a.m. or after 3:30 p.m.

The principal distributes a monthly newsletter with school information such as lunch menus, upcoming events, parent tips, educational web sites, current news, and recognition. This publication can be found online at our school's website.

DISCIPLINE

Proper student conduct and behavior are fundamental to the educational process. Teachers and staff will maintain a classroom management system that is consistent with a productive learning environment. A list of classroom rules and consequences from your child's teacher will be sent home the first week of school. Additionally, classroom teachers will continue to implement "The Positive Behavior System" into their classrooms expectations to direct and encourage students to make good decisions. During each nine weeks, students earning an "E" in citizenship and/or work habits will participate in a fun-filled grade level activity.

SCHOOL WIDE STUDENT EXPECTATIONS

Shadeville Students will follow all **ARROW** Expectations:

- Aiming high with a positive attitude
- Respect myself and others
- Responsible Behavior
- Obey the school, classroom, bus and lunchroom rules
- Warrior display kindness

Beyond ARROW Expectations, students will

- Keep the school a safe place to be;
- Use technology appropriately;
- Complete work to the best of my ability;
- Complete all homework assignments;
- Complete, deliver, and return home notes daily;
- Read at home and work hard to meet my reading goals.
- Keep cell phones, smart watches and other electronic devices in backpacks while on school campus.

BUS RULES

Bus transportation is considered a privilege. Students must earn this privilege by obeying bus rules that are posted on each bus. A student who is provided transportation shall be assigned to a specific bus and shall not ride any other bus except upon the request of the parent or guardian. Any disruptive behavior on the bus will be reported to administration. Students who jeopardize the safety of themselves or others may have their bus riding privileges revoked, temporarily or permanently, by the administration. If a child is suspended or expelled from riding a school bus due to misconduct, the parent or guardian is expected to provide transportation during the time the student is excluded from the bus. For safety reasons, helium balloons, glass containers, pets or living animals, softball / baseball bats, scooters, and skateboards are not permitted on the school bus.

PM BUS NOTES

Please send a note with your child if he/she is to ride a different bus, go to after school, or get off at a different location. You may also call the school for this purpose, but please call prior to 1:00 p.m. (unless it is an emergency), after bus notes are sent, messages interrupt the education process for everyone, including your child. Bus notes are delivered to the classroom at 2:30 p.m. No changes will be made after that time.

SUSPENSION AND EXPULSION

Suspension and expulsion are measures employed only after all other measures of correcting student behavior have been exhausted, and only in accordance with School Board policy. Refer to your copy of the 2022-2023 Wakulla County Code of Student Conduct /Attendance handbook online at www.wakullaschooldistrict.net.

LOST AND FOUND

Please write your child's name on his or her coats, sweaters, lunchboxes, and backpacks with a permanent marker before coming to school so that they can be returned to them if the item becomes lost at school. We make every effort during the school year to return lost items to your child, but unlabeled items are rarely claimed and are eventually given to local charities. Encourage your child to check for lost items as soon as they are

AFTERNOON STUDENT PICK-UP

For your child's safety, we asked that you use the designated car line for dropping off and picking up students daily. Refrain from cell phone use while in the drop off/ pick up lane once vehicles begin moving. Students will exit at the double doors beside the computer lab. They will wait on the benches until your car pulls into the loading area. Please enter the first drive on your right when you arrive, wait your turn in line, and have your school pick up identification on your dash. **If you prefer to park your car, please wait in your vehicle until 3:20 when all students are dismissed to the designated pick-up area and called for by school personnel. Although this procedure may be of some inconvenience, it provides a measure of safety for our students.** Please refrain from taking your child out of school before 3:25 p.m. unless you have a medical appointment. This practice disrupts the classroom learning environment.

PLAYGROUND RULES

Fresh air and exercise are important for proper student development. All children will play outside unless they have a doctor's excuse or a daily excuse signed by the parent. Students are not allowed to leave the school grounds. The following are not permitted: chase, tackle football, skateboards, roller skates and blades, headsets, radios, piggyback riding, hand-held electronic games, jumping from swings, improper use of equipment, or rock throwing.

STUDENT DRESS

Students are expected to dress appropriately for school, safety, modesty, and the weather. Culottes, skirts, dresses, shorts and shorts should be an appropriate length (fingertip length, including any revealing holes, for 3rd - 5th grade students). Tights, yoga pants, and/or leggings must be covered by a top that extends the mid-thigh area. Mini-skirts, short shorts, tank tops, hats, sunglasses, baggy pants, midriffs, spaghetti strap shirts, shirts displaying inappropriate language or pictures, high heels, wheeled shoes, slides, and flip flops will not be permitted. For safety reasons tennis shoes should be worn on P.E. days.

PARENT-TEACHER ORGANIZATION

Shadeville's PTO is a vital part of our school's success. The PTO sponsors our annual fall festival. We encourage you to become involved. Please contact your child's teacher or an administrator to join in the fun!

PARENT VOLUNTEERS

Parents are needed as school volunteers to assist classroom teachers with instructional and clerical duties. We are proud of our parent volunteer program and encourage your participation. To volunteer in the school an orientation and registration is necessary. Volunteers are accepted throughout the year. Volunteer hours count toward the Golden School Award. We have earned this award for 39 years. An orientation will be scheduled the first month of school with Mrs. Eden Rodgers, Assistant Principal. Children are not allowed to accompany volunteers while they work at the school or serve as a chaperone on a fieldtrip.

CAFETERIA RULES

After going through the serving line, students will sit at their designated table. The students will empty their own trays and return to their original seats and wait for dismissal. Students are to enter and leave the cafeteria in an orderly manner. Students are expected to control their behavior while in the lunchroom. We expect students to behave like ladies and gentlemen. Lunchroom behavior problems will be communicated to the classroom teacher or school's administration.

SCHOOL LUNCH POLICY

All students will be offered breakfast and lunch at no cost for the 2022-2023 school year. Students may wish to place funds in their lunch account to purchase additional milk or food items.

MEDICATION POLICY

All medications to be given to a student during school hours must be delivered to the school nurse by an adult. It must be in the original container and be accompanied by a written statement from the child's doctor as to need and/or a note from the child's parent giving consent to administer the medicine. This policy applies to over-the-counter medicines, as well. Medical release forms are enclosed. Parents are responsible for picking up any remaining medication at the end of the school year. Medications not picked up will be properly disposed of by the Wakulla County Health Department.

HEAD LICE

All Wakulla County schools have a no nit/lice policy. Head checks are conducted by the school nurse as requested by teachers. Students sent home must be brought back to school by an adult for clearance by the school nurse before returning to their classroom.

VISITORS ON CAMPUS

All visitors on the campus MUST use the main entrance. Please check in at the front desk upon arrival. You will receive a Visitor's Pass that must be worn and visible at all times while on campus. Be sure to check out when your visit is complete. Student safety is a top priority!

CLASSROOM VISITS

Education is a co-operative affair between home and school for the good of the child. Parents are encouraged to visit classrooms for the purpose of gaining an insight into operation, content of programs, and for the purposes of gaining an insight as to means of helping their own child. Parents are not expected to evaluate teacher effectiveness, nor may they have access to data on students other than their own child.

To avoid misunderstanding between parties concerned, the following guidelines for visits to the classroom must be followed:

1. An appointment will be made with the school administrator in charge of the elementary, middle, or secondary program, the teacher of the class to be observed, and the parent, a minimum of one week prior to the visit. This appointment will take place on time not considered instructional time of the teacher.
2. The parent/guardian will be briefed as to the lesson, its objectives and process of instruction to be used. This should avoid any misunderstanding.
3. The length of the visit will be prearranged, not to exceed 20 minutes.
4. No more than one (1) person at a time will be permitted to visit the room.
5. Parents/guardians visiting classrooms will be spectators, not participants.

It is understood that the school administration reserves the right to refuse visitation to persons who are not parents, guardians, or to persons it considers disruptive to the education process.

SCHOOL ADVISORY COUNCIL

Shadeville's School Advisory Council (SAC) is composed of parents, administrators, teachers, staff members, and community leaders who work together to develop on-going improvement goals of our school. Meetings are open and all parents are invited to attend. If you are interested in being an active member of the SAC, please contact your child's teacher at 926-7155 or Ro Samlal / chairman at sarojanie.samlal@wcsb.us.

TITLE I INFORMATION

Shadeville Elementary School is a Federally Funded Title I School. Title I funds are used to hire additional teachers, purchase supplemental materials at all grade levels, and to enhance our parental involvement opportunities throughout the school year.

Florida Schools Patriotic Bill 1003.44 Patriotic programs; rules.-

{1} Each district school board may adopt rules to require, in all of the schools of the district, programs of a patriotic nature to encourage greater respect for the government of the United States

and its national anthem and flag, subject always to other existing pertinent laws of the United States or of the state. When the national anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes. The pledge of allegiance to the flag, "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all," shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state. Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes, as provided by Pub. L. ch. 77-435, s. 7, approved June 22, 1942, 56 Stat. 377, as amended by Pub. L. ch. 77-806, 56 Stat. 1074, approved December 22, 1942.