

# George-Little Rock Community School District

## Elementary Section 2022-2023

# George-Little Rock

## COMMUNITY SCHOOLS

The mission of the George-Little Rock School District is to provide quality education for lifelong learning.

We welcome you to the George-Little Rock Family. You will find dedicated and committed staff who have a servant attitude. We are excited to work with your student and look forward to the upcoming year. As a building, we use Character Counts to create a strong culture and climate in our thriving school community.

We want for all of our families and our students to share common beliefs that support the Character Counts model. We want all of our students to be responsible and respectful community members, willing to embrace challenges when presented to them and to grow as a learner. It is important that you are willing to support your child and encourage them to take risks in regard to their learning, and mistakes may occur along the way, which is okay.

The George-Little Rock Elementary School would like for you to join us on this journey in the upcoming school year and remember to build that relationship with your student's teacher. Lastly, we want you to support your student, both academically and socially. Everything you need to be great is already inside you!

## **Admission/Entrance Requirements**

Children wishing to enroll in transitional kindergarten or kindergarten must be at least (5) years of age on or before September 15 of the year in which they wish to enroll. Children wishing to enroll in preschool must be at least four (4) years of age on or before September 15 of the year in which they wish to enroll. It will be the discretion of the superintendent's designee to determine what satisfactory evidence is for proof of age. Before starting school or when transferring into the school district, students must present an approved Iowa Department of Public Health immunization certificate signed by a health care provider stating that the student has received the immunizations required by law. (Students must have up to date immunizations to attend school.)

**Students without the proper certificate are not allowed to attend school until they receive the immunizations, or the student makes arrangements with the building principal.** Only for specific medical or religious purposes are students exempted from the immunization requirements. Parents who have questions should contact the George-Little Rock Elementary School office. Parents are encouraged to have their children receive periodic physical examinations. All kindergartners must have a physical and dental report on file in the office before attending school.

## **Attendance**

Students who need to leave school during the school day must receive permission from the office and have a signed note from the student's parents, have the parents telephone the office, or have the parents pick them up from the office. Students who return to class or arrive after the school day has begun must present a signed note from their parent for re-admission. Students are not released to anyone other than the parents during the school day unless the office has a note signed by the student's parent.

Students leaving school during the morning session (after 10:00 AM) or the afternoon session (before 1:45 PM) will be counted absent for that session (half day).

Although we discourage taking your child out of school for vacation purposes, circumstances may arise where an absence is unavoidable. In such instances, discuss the situation with the classroom teacher so assignments can be completed before the absence.

School personnel will telephone the homes of all students absent unless previously notified by the parent. This is to account for all students.

1. **A written excuse or phone call from parents will be required for all absences.** If you are contacted by telephone, there is no need for a written excuse.
2. **A written medical excuse may be required for absences extending beyond three consecutive days.**
3. Absences should be limited to illness or an emergency in the family. Learning occurs by actively listening to discussions and participating in learning activities.
4. Chronic absenteeism and tardiness, as well as students who fail to bring an appropriate excuse, shall be referred to the administration.
5. Students who leave during the day must have parental consent by telephone, a written note or by a parent's arrival in the office to pick up the child.

## **Arrival/Dismissal**

The George-Little Rock Elementary building and the District Administrative Central Office building will open their doors at 7:25 AM. Breakfast will be served from 7:30 AM to 7:50 AM for students riding the shuttle bus. For those students not riding the shuttle bus, breakfast will be served from 7:30 AM to 8:05 AM.

Shuttle buses will be leaving both sites (GLR elementary and district administrative building) at 7:50 AM in the mornings and 3:15 PM in the afternoons with the exception of the early out Wednesdays when buses leave at 2:15 PM. School **begins at 8:15 AM and dismisses at 3:15 PM with the exception of early out Wednesdays where dismissal is 2:15 PM.** Rural route buses depart at approximately 3:35 PM.

Preschool – 6<sup>th</sup> grade students arriving before 8:00 AM in George should gather in the lunchroom. Students arriving before 8:00 AM in Little Rock should gather in the gymnasium.

Students who go home to the same location after each school day are required to have a signed note from the parent indicating different instructions. This ensures that your child will arrive at the correct destination. Students who are riding the bus to a friend's house must have a signed note from their parents and brought to the office in the morning.

Students who are driven to school in Little Rock must be dropped off at the south or north entrances to avoid the bus traffic on the west side of the building. In George, students should be dropped off and enter the building on the west side.

### **Walking to and From School**

Follow the safest route to and from school without loitering. Take the same route each day. Children should use the crosswalk or the stop sign intersection when crossing the street. The school repeatedly emphasizes safety. Please remind your children that they should not accept rides from strangers at any time.

### **Breakfast**

Breakfast is served from 7:30 AM – 8:05 AM. **NOTE:** The shuttle bus will leave each site at 7:50 AM. Students must be in the classroom by 8:15 AM for the beginning of class.

### **Lunch**

The school lunch program provides a hot meal which is well balanced with a varied menu. If cold lunches are brought, they should be equally nutritious. Milk is available at school. **SOFT DRINKS ARE NOT ALLOWED AT SCHOOL DURING LUNCH or within the lunchroom.**

To make the lunchtime enjoyable for everyone, students are to follow these rules:

- Enter the lunchroom in an orderly, calm manner;
- When in line remain quiet;
- Good table manners are observed;
- Students must return plates in an orderly manner;

### **Playground/Recess Rules**

Students must abide by the rules posted in each classroom. Those who disobey playground rules will be subject to our established discipline policy found in this handbook.

1. Re-teaching the appropriate behavior on students' non-classroom time
2. Loss of privilege

Most students will be assigned two fifteen-minute supervised recess periods per day in addition to a noon activity period of approximately twenty-five minutes. When students are to be kept inside during recess periods, written permission from parents is required. **Students can stay in from recess for only three (3) days before needing a doctor's note.** Healthy children are expected to attend recess.

During periods of severe cold (minus wind chill) or inclement weather, students will be kept inside. Students should dress appropriately for current weather conditions including well-fitting boots or overshoes when conditions warrant.

All students are expected to follow the instructions of the recess supervisor on duty. Playground supervisors are expected to administer the rules and maintain constant supervision of students during recess.

**RECESS RULES:**

1. Be respectful of others and their play area.
2. Obey the recess teacher's directions.

**Character Counts! Behavioral Program**

It is our belief that good character yields productive citizens. Our behavior program is based on the six pillars of character counts. We believe if the six pillars of Character Counts! are followed, we will continue to have a safe, caring environment that is conducive to learning.

Students are expected to demonstrate the six pillars of Character Counts. The pillars are as follows:

1. Caring
2. Trustworthy
3. Respect
4. Responsible
5. Fair
6. Citizenship

When students know and use a good character then good behavior results. If students do not behave appropriately, there may be a consequence, including, but not limited to, the following:

1. Re-teaching the appropriate behavior
2. Loss of privilege
3. Behavioral contract
4. Referral to Building Assistance Team
5. Referral to specialized services for additional support for what may be classified as a behavioral disorder

Parents may be contacted as needed to assist the school in redirecting poor behavior. When the school and the home work together, children win!

**Elementary Programs**

**Title I Reading Program:** The Title I Reading Program is a federally funded program. It provides additional small group reading instruction to children who need additional help in learning to read. Eligibility for this program is based on several standardized test scores, depending on grade level (i.e., reading scores, teacher recommendation, etc.) The Title I Teacher works closely with the classroom teacher and parents in setting goals, discussing problems and progress. Parents are encouraged to contact the teacher throughout the year.

**Special Education:** The school district is committed to providing for the individual needs of each student it serves. The resource program provides instructional support services for those students with identified learning disabilities, medical or physical disabilities and to develop appropriate educational programming in view of specific needs of these identified students.

**Media:** Students in grades K-5 receive library skills. This includes locating books and reference materials, using reference materials, and reading for enjoyment.

**Art:** Students in grades K-5 participate in art classes that encourage art exploration and creativity.

**Music:** Students in grades K-5 participate in music classes and perform twice per year.

**Band:** Band is available to students in grade 5. Students, who elect to participate, experience large group, small group, and individual direction.

**Physical Education:** All students should have a pair of tennis shoes for physical education classes

held in the gym. Students are asked to dress appropriately for physical education. Personal hygiene will also be stressed.

**Talented and Gifted:** Selected students may participate in the TAG program. Students must acquire a portion of the following requirements to be accepted into the Talent Pool. Once in the Talent Pool, they will be given the cognitive abilities test. Students that score a 7 or higher in two of three areas will be admitted to TAG.

1. Staff will review the ISAP data and determine the requirements needed.
2. Teacher recommendation with an artifact NOTE: Artifacts are any examples of student work that displays outstanding achievement
3. Parent recommendation with an artifact
4. Student recommendation with an artifact and interview with a TAG committee member
5. Other valid test or assessment that shows achievement in a non-academic area, such as creativity, music, art, leadership, and others

### **Child Custody**

In most cases, when parents are divorced, the mother and father continue to have equal rights where their children are concerned. If you have a court order that limits the rights of one parent in matters such as custody or visitation, please bring a copy to the principal's office. Unless your court order is on file with us, we must provide equal rights to both parents.

### **Healthy Snacks**

Healthy snacks only are recommended for birthday or party treats and at teacher discretion. Otherwise, gum and candy are prohibited.

### **Communications to and From School**

When sending a note or money to the school, the student should receive clear instructions from the parents about who is the appropriate person to receive the note or the money. The school sends notes and papers home with students. Remind your child to notify you of notes or papers from school. Parents are responsible for knowing the contents of the notes or papers sent home.

### **Address/Telephone Number/E-mail Change**

If you move to a new location within the district, inform the school as soon as possible. It is important that we have up-to-date information in case of an emergency. If you anticipate a move from the district, notify the office so arrangements can be made for a smooth transition.

### **Volunteers**

Volunteers play a vital role in the success of our elementary education program. If you are interested in becoming a volunteer, contact the school office and indicate your interest.

### **Promotion-Retention-Acceleration**

Students will be promoted to the next grade unless, in the judgment of licensed staff and the building principal, the student lacks the academic achievement, maturity, emotional stability, and/or social adjustment needed to advance. Should this be the case, parents will be notified of the possibility by February/March that their child may not be promoted, and a conference will be scheduled to discuss the situation before a final decision is made. Students with exceptional talents may, with the permission of the principal and the parents, be accelerated beyond their current level.

### **Screenings**

Vision and hearing screenings are given each year. Hearing screening is administered to students in grades K-4 and 8. Vision screening is administered to students in grades 1, 3, 5, 7.

### **Parties/Treats/Party Invitations**

Parties will be held in school on several occasions during the school year. Teachers will announce arrangements for parties to their respective classes. Students' participation in parties is not required. Treats should meet the guidelines of the Wellness Policy.

Students may bring healthy treats for their classmates on birthdays in grades PS - 6. **Personal invitations to parties are not to be distributed in school.** We have experienced problems with invitations distributed to only a few children in a class, which results in other children feeling hurt and left out. We ask that such invitations be taken care of outside the school setting.

### **Books and Book Orders**

Students choosing to purchase books from book clubs should bring the money or checks in a sealed envelope with the order. Designate the child's name, amount of money enclosed and "Book Order" on the outside of the envelope. Please make checks **payable to the book company.** Cash may be sent in the exact amount. The staff is not responsible for lost money. Each student is responsible for the good care and return of all books and equipment that he/she received from the school. Payment must be made for lost or damaged books and equipment.

### **Bicycles, Mopeds, Skateboards, Roller Blades/Skates**

Skateboards, roller blades and/or roller skates are not allowed in school. Bicycles and mopeds must be parked in the bicycle racks on the bike pad. Bikes are not to be ridden in the parking lot or on the playground. Students are not allowed to ride their bicycles/mopeds during the school day. Bicycles and mopeds are not permitted on lawn or playground areas.

### **Electronic Devices/Nuisance Items**

Elementary may not possess pagers, water guns, laser pointers, and other nuisance items. Nuisance items are defined by school personnel. The items will be taken away from the students and returned at a later date. At times, parents will be asked to pick up the item from the student. (Cell phones in elementary school are not recommended and are required to be turned off or silent and left in the student's locker during the school day).

### **Toys/Nuisance Items**

Toys and other such items often cause a disruption to the day and are frequently misplaced. Students may be warned about toys and nuisance items. They may also be taken away from the student, and the parent may pick them up at a later date.

The George-Little Rock CSD is not responsible for lost or stolen items.

**Iowa Nondiscrimination Statement** – "It is the policy of George-Little Rock Community School District not to discriminate on the basis of race, creed, color, age, sex, sexual orientation, gender identity, national origin, disability, marital status, socioeconomic status, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7 and 216.9. There is a grievance procedure for processing complaints of discrimination. If you have any questions or grievances related to compliance with this policy by George-Little Rock Community School District, please contact Reid Geerdes, Equity Coordinator, George-Little Rock Community School, 500 E. Indiana Ave., George, Iowa 51237; phone number 712-475-3311, email: [rgeerdes@george-littlerock.org](mailto:rgeerdes@george-littlerock.org). Iowa Civil Rights Commission, Grimes State Office Building, 400 E. 14th St., Des Moines, IA 50319- 1004; phone number 515-281-4121, 800-457-4416; website: **Error! Hyperlink reference not valid.**[icrc.iowa.gov/](http://icrc.iowa.gov/).

To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call 1(866) 632-9992 (Voice). Individuals who are hearing

impaired or have speech disabilities may contact the USDA through the Federal Relay Service at 1(800)877- 8339 or 1(800)845-6136 (Spanish). USDA is an equal opportunity provider and employer.

Parents of students who attend a public school district receiving Title I funds have the right to inquire and receive information about the qualifications of their child's teachers. Should a child be taught by a non-highly qualified teacher for a period of four or more consecutive weeks, parents will be notified.

**END OF ELEMENTARY SECTION**