

Flat Shoals Elementary School

A School with High Expectations



**Be Brave, Be Kind, Be True,
Be You!**

2023-2024

Parent and Student Handbook

Flat Shoals Elementary School Table of Contents

Mission and Vision.....	Page 3
Our Beliefs.....	Page 4
School Calendar and Student Holidays.....	Page 5
Parent-Teacher Association (PTA).....	Page 6
School Council.....	Page 6
Attendance and School Hours.....	Page 7
Arrival, Dismissal & Transportation Information.....	Page 8 and 9
Inclement Weather.....	Page 9
Clinic and Medication.....	Page 10 and 11
Grading.....	Page 12
Standardized Testing.....	Page 13
Food Programs.....	Page 13
Student Information.....	Page 14-15
Dress Code.....	Page 14
Invitations.....	Page 14
Telephones/Cell Phones.....	Page 14
Technology Fee and Device Charges.....	Page 15
Lost and Found.....	Page 15
School Celebration Guidelines.....	Page 15
Classroom Visits and Observations.....	Page 16
Teacher Qualifications.....	Page 16
Tier Intervention.....	Page 16-18
Behavior Policy.....	Page 18-19
Parent and Community Support.....	Page 19
Programs	Programs 19-20
After School Program.....	Page 21

Our Mission

Our Mission is to educate all scholars to the highest level of academic achievement by providing:

- A rigorous curriculum
- Enrichment activities
- Support for behavioral, emotional, and social needs.

Vision

The Vision of Flat Shoals Elementary School is to ensure that students achieve their highest potential as life-long learners and productive members of our global society.



A PBIS School with High Expectations

We are our personal best and kind!

We are Respectful

We are Responsible

We are Ready

Our Beliefs

We believe our mission will be realized if:

- Student learning and quality student work are the primary focus.
- Students apply their learning in meaningful, real-world contexts.
- Students are encouraged to learn in a variety of ways through varied instructional activities, and authentic, ongoing assessment.
- Students will incorporate technology as an integral component of learning.
- Students forge positive relationships with peers, school staff, and community leaders.
- Students are supported through the cooperative efforts of home, school, and community.
- Students feel safe so that student learning occurs throughout the entire school day.

School Calendar

2023-2024 School Year

Students Report	August 1, 2023
First Semester	August 1, 2023 - December 22, 2024***
Second Semester	January 8 - May 24, 2024***
Last Day of School	May 24, 2024***
Post Planning	May 28, 2024

Student Holidays***

Instructional Learning Day	September 1, 2023
	October 23, 2023
Labor Day	September 4, 2023
Fall Break	October 2-6, 2023
Teacher Workday	November 7, 2023 (Election Day)
* Conference Day (Student Holiday)	March 29, 2024
Thanksgiving Break	November 20-24, 2023
December Break	December 25, 2023 - January 3, 2024
Teacher Workday (Student Holiday)	January 4, 2024 and January 5 th 2024
Martin Luther King, Jr. Holiday	January 15, 2024
Winter Intersession	February 19-23, 2024
Teacher Workday (Student Holiday)	March 29, 2024
Spring Break	April 1-5, 2024
Last Day of School (Early Release)	May 24, 2024

Nine Week Periods

- 1st Nine weeks - August 1, 2023- September 29, 2023
- 2nd Nine weeks - October 9, 2023-December 22, 2023
- 3rd Nine Weeks - January 8, 2024 - March 15, 2024
- 4th Nine Weeks - March 18, 2024 - May 24, 2024

Parent & Teacher Organization



The overall purpose of PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. PTA is an amazing group of parents, teachers, administrators and community members - all with the common goal to make every child's potential a reality. There are many other groups out there focused on raising money, but PTA is about more than dollars. The PTA is committed to fostering family engagement and student success on every one of our campuses.

The PTA meets every month and costs \$7.00 to join. Benefits of Joining the FSE PTA include:

1. *Get Connected.* There's no better way to know what is happening in your school.
2. *Watch Yourself Grow.* By volunteering with your PTA, you gain valuable experiences. It's an opportunity to put your skills and hobbies to good use for a good cause - your child and all children in the community.
3. *Speak Up.* Because the PTA is a forum for exchanging ideas, you are encouraged to make suggestions. The PTA can be a way for you to more effectively suggest change at your child's school.
4. *Be a Role Model.* By becoming a PTA member, you'll be demonstrating to your child the importance you place on education.
5. *Tap into a Network.* Parenting is not easy - it helps to share ideas, concerns, and experiences with other parents and educators in the community. PTA functions are opportunities to meet other parents and teachers, building rapport and discussing issues that are on your mind.

School Council

Principal: Mrs. Maggie Degenhardt

Assistant Principal: Ms. Kela Jones

Assistant Principal Virtual 1-5: Ms. Janelle Gibson

Teachers: Mrs. Annika Sterling, Mrs. Robin Johnson & Mrs. Christine Vandiver-Tate

PBIS: Ms. Kira Hoston and Mrs. Jean O'Kelley

RTI Specialist: Dr. Angela Bennett

Digital Learning Specialist: Mrs. Jennifer Schie

Parent Liaison: Ms. Retonda Tate

Parents: Elected positions every 2 years

Attendance/School Hours

Please reference online Attendance Guidance and Procedures at www.rockdaleschools.org and click Attendance Protocol. School hours are 7:35 AM to 2:10 PM. Students are not allowed to arrive before 7:05 am. Students must wait in the vehicle until the front doors of the school open at 7:05 am. Promptness is very important to the quality of the instructional day for every child. All students should be in their seats, ready to begin the day's activities before 7:35 am. Students arriving after 7:35 am must be signed in by a parent or guardian in the front office before the student will be permitted to go to class. Any student not in class at 7:35 am will be designated as absent until they are signed in. Our instructional day begins at 7:35 am.

Absences

State law allows children to be temporarily excused from school who:

- are personally ill and whose attendance at school would endanger their health or the health of others.
- have in their immediate family a serious illness or death which would reasonably necessitate absence from school.
- have special religious holidays observed by their faith.

*Calling the school office to say your child is sick does NOT excuse the absence. A written note, from the parent or guardian explaining the reason for the absence is **required within three days after the child returns to school.*** Continued unexcused absences and constant absenteeism will be reported to the Flat Shoals Attendance Team for further action. You will receive a letter documenting unexcused, excessive absences from the Flat Shoals Attendance Support Team

Leaving School Early

If parents need to pick up a child during the school day, they should come to the office to sign the child out. The child will be called over the intercom and asked to come to the office for dismissal.

Adults should not go to the classroom to pick up a child. Please allow enough time for the child to be called from the classroom. Students will not be called up to the office prior to the arrival of the parent.

Students can be checked out in the front office until 1:30 pm each day.

Once dismissal has begun, students will not be called for early checkout.

A child leaving and returning to school the same day must first report to the office to sign/check back in noting the time of his/her return. ***A child must be present for half of a school day to be counted as present for the day. Half of the school day hours are from 7:35am to 10:35 am or 11:00 am to 2:10 pm.***

Arrival, Dismissal & Transportation Information

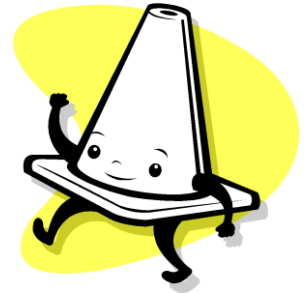


Safety is #1 at Flat Shoals Elementary! In order to provide a safe arrival and dismissal for our students, parents, and staff members, we have put together the following rules and guidelines. It is important that all adults (parents and staff members) adhere to these rules in order to keep our students safe. If you have a concern about Flat Shoals procedures, please see the administration instead of voicing your concern with the staff members on duty, so they can maintain focus on student safety. **Thank you** for your cooperation in keeping everyone safe.

Arrival Time in the morning: 7:05-7:35 a.m. Students may not arrive prior to this time. **All** late arrivals must be signed in at the front office. Please enter at the front of the building.

Front of School

Drop Off/ Pick Up Procedures



1. All vehicles must stay in a single line staying on the right side of the loop. **NO PASSING IS PERMITTED**. Please do not drop off your child and drive around passing other vehicles.
2. Students can **ONLY** exit or enter at the sidewalk. To keep our car line moving, please pull all the way up to the next available space.
3. The assigned tag must be displayed for pick-up. **PLEASE do not enter the car line without your tag**. Your tag must stay visible until you exit the pickup line. If you do not have a tag, for student safety, you **MUST** park and report to the front office to show your picture identification. This is for our students' safety! Staff members on duty are not allowed to bypass this rule.
4. Drive **SLOWLY** at all times. Thank you for not blocking the crosswalk coming from the parking area.
5. There is **NO** drop-off from the lower parking lot in the mornings. If you park in the parking lot, you **MUST** walk your child to the nearest staff member at the sidewalk; if it is after 7:35 am, you must walk your child into the school and check them in at the front office. Children are to be **IN** their homerooms at 7:35 am.

Car riders are dismissed at 2:10 pm and must be picked up no later than 2:30 pm. After 2:30 pm all remaining students will be taken to the school's After School Program (**MORE**) Parents will be required to pay **MORE's** drop-in fee of \$15.00 for this service.

Bus Loop Morning & Afternoon Procedures

1. Only **BUSES** will be allowed in the bus loop. **ALL** cars must use the front entrance.

Bus Riders:

Riding the school bus is a privilege and all students are expected to behave in an appropriate manner to ensure safety. The driver must be able to concentrate without distractions. He/she should be considered *the authority figure* on the bus and treated with respect. If a student fails to behave appropriately, student bus privileges may be suspended.

Change of Transportation -

All transportation changes MUST be made in writing. If it is an emergency, you may contact AP Jones at (470) 998-9246. Please send a text with a photo identification, the request for the change in transportation, and your child's name. If someone other than yourself is picking up your child, this information must be included as well.

We will not be accepting any changes via email, telephone, Remind messages, and notes. Changes must be made before 1:30 pm. There will be no changes accepted after 1:30 pm to ensure that all of our 600+ students get home safely, with the appropriate person, and in the appropriate manner.

Inclement Weather

In the past, inclement weather has necessitated our closing school mid-day. Such a decision is always based on the safety of our children balanced with the uncertainties of weather forecasting. In the event of a school closing, notifications will be provided through:



- **Infinite Campus** - your contact preferences on your IC Account dictates whether you get email, text, and/or voicemail notifications.
- **Websites** The Rockdale County Schools website (www.rockdaleschools.org) and Flat Shoals website (www.fse.rockdaleschools.org)

Be prepared for school closings:

- Be sure your contact preferences in Infinite Campus are updated!
- Be sure your emergency contacts - the adults to whom the school will release your child - are listed in Infinite Campus.

Clinic and Medications

Nurse Larisa Davenport Ldavenport23@rockdale.k12.ga.us

Flat Shoals Elementary offers the student body clinic services that address minor injuries and illnesses. A full-time school nurse is available each day (7:05 am to 2:35 pm). Parents of the students seen by the nurse will be contacted.

Student Illness or Injury

The main reasons for keeping your child home from school are he/she is too sick to participate comfortably at school or may spread a contagious disease to other students. If your child has been diagnosed with a contagious disease, please contact the clinic so other students' parents and school staff may be alerted of the symptoms.

Reasons Your Child will be Sent Home from School

1. **Fever >100.4 degrees F** or 38.0 degrees Celsius*. Students should stay home until there is NO FEVER for 24 hours (that is one full day of no fever without the use of medicine that reduces fevers). Call your doctor if the fever is with pain, rash, weakness, vomiting or diarrhea. (*Based on CDC Recommendations)
2. **Vomiting or Diarrhea** Student should stay home with ONE event of vomiting or watery diarrhea. Call your doctor if vomiting or diarrhea continues or with fever, rash, or weakness.
3. **Drainage** from a wound, rash, eyes or nose Student should stay home with drainage from a wound, rash, or eyes. Call your doctor for treatment.
4. **Head Lice** Student should stay home until after treatment is complete and there are no live lice or nits. Contact the health department or your doctor for treatment. The student must be cleared by the Nurse to return to school.
5. **Unexplained Rash** Student should stay home with an unexplained rash. Call your doctor for treatment.
6. **Symptoms associated with COVID-19.** Students will be evaluated by the School Nurse. Parents will be contacted and receive directions for next steps and safety guidelines to follow before your child may return to the school. A formal letter will also be received by the parent or guardian.

If your child goes home sick with a contagious disease, vomiting or diarrhea, he/she must not enter the school building for a full 24 hours. When there is doubt in your mind about sending your student to school, consult your doctor. Your school nurse or principal may ask for a "Release to Return to School" from your doctor before returning to school. Please make sure that your child's school knows how to reach you during the day.

Sick During School

Once contacted by school because of a sick child, parents have ONE HOUR to retrieve their sick child from school. If you are unavailable by that time, you must arrange for an alternate adult contact to pick up your child.

Injury

Minor cuts, scrapes, and bruises will be treated in the clinic with the child returning to class after treatment. Any other more serious injuries such as head injuries, sprains, or breaks will be reported to parents. 911 emergency calls will be made at the discretion of the school administration with parents assuming responsibility for the payment of services. Every effort will be made to contact the parents should these services become necessary. **(Please make sure all your contact numbers are up to date.)**

Special Problems

If your child has any medical or health problems of which the school needs to be aware, notify the child's teacher and the school nurse in writing (i.e. allergies, asthma, daily medications, etc.)

Daily Medications

Many students require medications daily due to acute and chronic conditions. To administer prescription medications, the school requires the proper parent and physician forms to be completed. The parent or legal guardian must complete and sign a *School Medication Authorization* form before medications can be administered. A reproducible copy of this form is included in this handbook. Medications should be brought to the school clinic with the appropriate paperwork by the parent or legal guardian. All medications (prescribed or over the counter) must be in their original containers with unexpired dates and labeled in English. Nurses or other school employees are authorized to administer epinephrine, if available, to a student who is having an actual or perceived anaphylactic adverse (allergic) reaction, regardless of whether the student has a prescription for epinephrine. Any school employee who, in good faith, chooses to administer epinephrine to a student in such circumstances shall be immune from civil liability. Over-the-counter medications require only the parent's authorization. The School Medical Authorization form or Health Care Plan must be signed and presented with over-the-counter medicine. Each school year the School Medication Authorization or Health Care Plan must be completed.

Procedures for Head Lice Screening

In the event we believe your child has live head lice, we will contact you and ask you to remove him/her from school. All members of the classroom will be screened so that no student is singled out and parents will be notified of the possibility of exposure. In order to return to school, the infested student will need documentation of treatment and must be nit free. The school nurse will screen the student before admitting him/her to class.

Grading and Assessments

Grading Policy:

Students are expected to receive two grades per week in reading, ela, and math. Students will receive one grade per week in science and social studies. The grades should be entered into Infinite Campus on a weekly basis. [RCPS grading policy](#)

Grading System

Kindergarten - The Georgia Kindergarten Inventory of Developing Skills (GKIDS) is a performance-based assessment aligned to Kindergarten Georgia Standards of Excellence. GKIDS allows teachers to assess student performance during instruction, and record student performance in an on-line database. At the end of each 9 weeks, teachers evaluate student performance on the following scale:

• Not Yet Demonstrated • Emerging • Developing • Demonstrating • Exceeding

Grades 1 and 2 - Teachers in these grades report progress to parents using a standards based grading system. Each 9 weeks, progress on specific standards in language arts, mathematics, science, and social studies is reported using the following scale:

- 1 = Little to no progress toward meeting the standard
- 2 = Progressing toward the standard
- 3 = Meeting the standard
- 4 = Exemplary performance on the standard

Grades 3 to 12 - report progress to parents in each subject using the following grading scale:
A = 90 - 100 B = 80 - 89 C = 70 - 79 F = 69 and below

Missed School Assignments:

Requests for missed assignments during an extended absence can be made by contacting the teacher(s). *Student work will be available for pickup 24 hours from the time of the request.*

Standardized Testing

Standardized testing is one way schools assess what students learn. Our philosophy is that testing is one stroke in painting a realistic picture of each child's potential and achievement. We appreciate the differences in pace, process, and product that characterize each child yet we hold high standards for quality student work. Standardized tests that are administered at Flat Shoals Elementary School include:

- **Georgia Milestones Assessment:** State mandated **Georgia Milestones Assessment (GMAS)** are criterion and norm referenced tests administered to grades 3-5. These tests are administered in April/May and measure student mastery of specific criteria. Rather than being compared to other students, each student's performance is compared to a set of criteria. Our *GMAS* measures each student's mastery of the state mandated curriculum standards.
- **Writing Assessments:** Writing assessments are incorporated into the *Georgia Milestones Assessment*.
- **GKIDS 2.0:** The *GKIDS 2.0* is administered to all kindergarten students to provide evidence of readiness for first grade. Students are assessed in three domains, Literacy, Mathematics, and Social/Emotional Development.

Food Programs

Breakfast Program

Flat Shoals Elementary offers a breakfast program. Breakfast is served from 7:05 until 7:35 am.

Lunchroom Program

School lunches are offered to students. Each student will have his/her own lunch account into which deposits may be made at any time. As students purchase ala carte items, their lunch account will be debited.

Students are welcome to bring lunch from home. We request that soft drinks not be sent in lunchboxes. Juice or water is preferred. Milk may be purchased a la carte from the cafeteria. Students will have an opportunity to purchase ice cream during their lunch period.

Visiting For Lunch

Until further notice, parents will not be permitted to join their children for lunch.

Student Information

Dress Code

Faculty, students, as well as parents, relatives, and other visitors are expected to adhere to Flat Shoals Dress code. Please see Board Policy JCDA-E (1) Student Code of Conduct

Our dress influences our behavior. Since we hold *HIGH EXPECTATIONS* for all students regarding academic achievement and behavior, our expectations for student dress are also high. Students are expected to dress appropriately each day at school and at all school functions. Students who wear any clothing that, in the judgment of the school's administration, is deemed disruptive to the learning environment of the classroom, will be asked to change that clothing item. Shoes must be worn at all times. Students must not wear clothing with any message that is discriminatory in nature, that depicts inappropriate role models, or that includes profanity. Students must not wear clothing with messages that, in the judgment of the school administration, promote drugs, alcohol, tobacco, or violence. Due to safety concerns, all shoes must have a strap on the back of the shoe.

Invitations

Birthday party invitations can be distributed at school only if every member of the class or if only all the boys or all the girls in the classroom are invited to the celebration. In order to avoid hurt feelings, individual invitations need to be distributed by parents outside of school. Off campus class party invitations (i.e. end of the year celebrations) cannot be distributed through the teacher and/or school. The school assumes no responsibility for off campus parties.

Telephones/Cell Phones

Parents are asked not to call students during school hours unless an emergency exists. Students will not be called from class except in extreme emergency. Students may NOT use the phone during class time or between classes.

Students in use of cell phone during the school day will have their phone collected and turned over to school administration. Parents will be required to pick up the device from a school administrator. RCPS rules for cell phones are covered in the District Behavior Code in the District Handbook (Rule 1.6 pg. 36).

Technology Fee and Device Charges

Each student will be assessed a \$10 Technology Fee through Infinite Campus to be used to enhance instructional technology resources. All electronic devices issued to students by Rockdale County Public Schools are covered by the district in the event of accidental damage on or off campus. All devices are also covered by theft insurance. This protects devices only in the event of theft — not if they are lost.

Lost devices/chargers will be fined accordingly. These fines will be recorded in the child's Destiny account which also includes their library and media resources. The \$10 technology fee covers ONLY accidental damage and ONE repair each year. The cost of purposeful damage or repeated repairs will be charged to the student's Destiny account. Please refer to the Acceptable Use Agreement in your student's Annual Update for more information

Lost and Found

Flat Shoals has a Lost and Found closet. This is located in the room off the Café. Items left in this closet at the end of each semester will be donated to charity. PLEASE put your child's name on ALL personal items!

School Celebration Guidelines

Birthdays

Birthdays are a special day and an important time to celebrate with classmates. Suggestions that Flat Shoals administration and staff prefer to celebrate your child's birthday include the following:

- School Ice Cream Pass for the class during lunch.
- Store purchased cupcakes.
- Individually wrapped treats.
- **Please refrain from sending or bringing flowers, balloons, or other items to celebrate birthdays at school.** These items will not be allowed in the cafe, the classroom, or the bus.

School Celebrations and Activities

To provide a safe and healthy environment for all our elementary students, school celebrations should emphasize activities (such as crafts or games) and limit refreshments and/or treats. Two class celebrations may be held during the school year. We will host a Winter Holiday Celebration and an End of Year Celebration.

Classroom Visits & Observations

As we continue to protect each other's health and safety, our parent and guardian visits are revised due to updated health and safety guidelines.

Parents and guardians are requested to schedule an appointment to meet with the Principal, Assistant Principal or Counselor. Contact the school at (770) 483-5136 to make an appointment. In the case of an emergency meeting, a request to meet may be allowed.

Classrooms visits are allowed with specific guidelines. Please contact the school to schedule a time for a classroom visit in advance to ensure appropriate paperwork is submitted. Parent/teacher conferences are scheduled for two specific dates throughout the school year. However, a parent/guardian teacher conference can be scheduled at the request of the parent/guardian or teacher at any date or time throughout the year.

ALL forgotten lunches, classroom materials (including assignments & homework), and all other items to be given to the classroom teacher during non-instructional times must be dropped off in the front office. Office staff will make sure the items are delivered in a timely manner.

Teacher Qualifications

In compliance with the requirements of the Rockdale County School District, parents may request information about the professional qualifications of their child's teacher(s). Parents wishing to request the information should contact one of the school administrators.

The following information may be requested: certification information: college major/graduate certification or degree held by the teacher; whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived; qualifications of the paraprofessional, if paraprofessional services are provided.

Tier Intervention and Pyramid of Interventions

We define family school partnership as child focus approaches where families and professionals collaborate to enhance opportunities and success for children. For this reason, parents support increases the positive impact of intentional intervention and enrichment support.

Response to Intervention (RTI) provide a framework for us to ask the following questions:

- Are our students learning?
- How do we know what they are learning?
- What are we prepared to do when they do not learn, or they already know what is to be learned?

With RTI we have a four-tiered process to systematically develop and deliver instructional and behavioral interventions to struggling learners as well as extremely high-level learners. It provides us with a common focus and a common language regarding instructional practices and interventions. It can serve to explore all avenues to assist students in their learning process.

The essential components of our RTI include the following:

- Providing scientific, research-based instruction and interventions with fidelity in the general education classroom.
- Monitoring a student's progress in response to these changes in instruction and interventions; and
- Using this information to shape instruction and make educational decisions.

Tier 1

Standards-Based Classroom Teaching and Learning.

It consists of high quality instructional and behavioral support that is provided for all students in general education. This includes implementing the Georgia Standards of Excellence using research-based instructional practices, adjusting instruction to meet student needs, and monitoring student progress on a regular basis. Parents are notified of concerns related to their child's academic or behavioral struggles. If students still struggle or they need a more enriched curriculum, Tier 2 instruction is recommended.

Tier 2

Needs Based Teaching and Learning.

Students receive more specialized interventions, remediation, acceleration, and enhancement within the general education setting. The "RTI Team" and teachers work collaboratively to formalize interventions in addition to Tier 1 instruction. If indicators suggest a need for greater academic challenge, students will be assessed for gifted services. Otherwise, the teacher, remedial teachers, connection teachers, or others generally provide Tier 2 instruction in small groups. Monitoring of the student's progress is increased. As always, communication with parents is vital, and the school's intervention plan must be communicated to parents. Should the student continue to show lack of progress or failure to thrive academically and/or socially and need more specialized instruction, Tier 3 level instruction is considered.

Tier 3

At this point, the RTI committee reviews the student's progress and generally plans for more intensive and systematic instruction. Individualized assessments and evaluations are used to tailor interventions to the specific needs of the child. The interventions are provided one-on-one, in small groups, or in classes (based on gifted assessment) developed to accelerate learning and provide greater challenge. This instruction is more frequent and for longer periods of time. Progress monitoring is implemented more frequently to determine continued instructional interventions.

If, with all the interventions and intensive instruction provided, the data indicates a student still shows lack of appropriate academic or behavioral progress, Tier 4 interventions are considered.

Tier 4

Individually Designed Teaching and Learning. At this point, the student is referred for specialized programs through special education. Grade or subject-area acceleration may be considered for learners demonstrating the need and readiness. Other students may require adapted content and instructional delivery while still having access to the general curriculum.

Behavior Policy

The Flat Shoals community, which consists of school personnel, students, and families, will work as a team to provide a positive and safe learning environment. Everyone will be treated with dignity and respect. Positive behaviors will be encouraged and enriched through consistent, meaningful instruction and guidance. Our staff shares the responsibility for teaching behavior and encouraging all students to develop the skills and attitudes needed to develop self-confidence and to maximize learning.

PBIS Expectations

We are Ready.

We are Responsible.

We are Respectful.

Discipline

The Rockdale County School System's disciplinary procedures are age-appropriate and designed so that the degree of discipline will be in proportion to the severity of the behavior leading to the consequence. The previous discipline history of the student being disciplined, and other relevant factors will be considered, and all due process procedures required by law will be followed.

Your student will receive a **Rockdale County Discipline Code of Conduct** through the Infinite

Campus Parent Portal. Parents should verify that they have read the Code of Conduct. The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them replace inappropriate behaviors with those that are consistent with the character traits and concepts taught in our PBIS program.

Parent and Community Support

One characteristic that America's best schools share is a strong parent and community support system. Flat Shoals always welcomes caring parents, grandparents, and community volunteers. We value all of our families and encourage your active involvement in the life of our school. Your participation communicates to all of our children that learning and growing, setting goals and achieving them with effort and perseverance matters. Any investment of time and energy in the school lives of the children of Flat Shoals offers the best promise for the future of this next generation of citizens and the country they will lead. **Due to the current pandemic, parental involvement will be limited. Please call ahead of time for further information.**

Parent Engagement Series

The Rockdale County School System offers parenting programs during the school year. Please review the calendar for dates and time of sessions. For more information, please contact our Parent Liaison, Ms. Tate.

Programs

Gifted

The Gifted Program at Flat Shoals Elementary School consists of high-level activities beyond the regular classroom. These activities are differentiated through the county's gifted curriculum and universal themes. Emphasis is placed on developing critical thinking, deductive reasoning, research skills, and technology related to these universal themes. Student identification for placement in the Gifted Program involves four areas: Mental Ability, Achievement, Creativity, and Motivation. Students may be referred for gifted testing by teachers, parents, or current test scores. Students may only be evaluated for placement every year.

ELL

An English Language Learner (ELL) Program is offered at Flat Shoals. This program is for students who do not know the English language well enough to profit from the regular, English-based classroom experience. Support services include collaboration within the regular classroom for meaning and resource activities for skill development.

Special Education

Flat Shoals offers services to children with special needs through IDEA. A continuum of services from consultative to collaborative, resource, and self-contained is offered.

EIP

The Early Intervention Program (EIP) is a state mandated reading, math, and writing instructional support program designed to serve K-5th grade students who qualify. Students may be served in pull-out and collaborative settings.

Guidance and Counseling Services

Flat Shoals Elementary has a full-time counselor on staff. The counselor, Ms. Kira Hoston, is here to aid students, parents, and staff members. Areas of responsibility include counseling, guidance, and consultation.

Counseling

Students are encouraged to consult with the counselor if they need help with a problem. He conducts individual and group counseling sessions with students in areas of need such as divorce, relocation, shyness, etc.

Guidance

The counselor may lead classroom discussions and activities to help children strengthen self-esteem and to improve interpersonal skills. The counselor also ensures that students receive appropriate life-development assistance such as help with transitions to middle school, etc.

Consultation

Parents and teachers often talk with the counselor concerning issues and problems involving students. The counselor offers another, objective point of view. The counselor also consults with community resources and may make suggestions regarding their use as support to Flat Shoals families.

After School Program

Parents may choose to enroll their Pre-K -5th grade Flat Shoals students in the After School Program (MORE) in our building as enrollment permits. The hours of MORE are from 2:10 to 6:00 pm, Monday through Friday. If you register your child for MORE, please write a note to the teacher notifying them of the registration. Handbooks and registration materials are available in the front office. Every parent is encouraged to register his/her child in MORE in the event that an emergency arises, and after-school supervision is needed for the safety of the student. In addition to a once-a-year registration fee, weekly rates are outlined in the MORE handbook. The Flat Shoals Site Coordinator may be reached at (770) 483-5136. Payments can be made electronically via the school website. All checks for MORE services are to be made payable to FSE. (Only cash will be accepted during the last four weeks of the school year.) **Note:** *For the safety of our students, parents are strongly encouraged to complete and sign the **MORE Emergency Release Form** at the beginning of the school year. It will only be used in the event of an emergency.*