

General Greene



School of Science and Technology

2022-2023 Student and Parent Handbook

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TABLE OF CONTENTS

| | |
|--|----|
| Message from the Principal | 3 |
| SCHOOL POLICIES | |
| School Day and Attendance | 4 |
| Tardy, Arrival and Dismissal | 5 |
| Check Out | 6 |
| Address and Phone Changes | 7 |
| Child Custody, Student Records | 7 |
| Student Illness and Medication | 7 |
| Inclement Weather, Visitors | 8 |
| Volunteers | 8 |
| Classroom Visitation and Conferences | 8 |
| Dress Code | 9 |
| Personal Property | 9 |
| Celebrations and Birthdays | 9 |
| GCS Policy (IHB-P) for Student Wellness | 10 |
| K.12 Online Payment Options | 10 |
| CAFETERIA INFORMATION | |
| Prices | 10 |
| Lunch Visitation | 11 |
| ACADEMIC and SOCIAL ACHIEVEMENT | |
| GCS PowerSchool Parent Portal, Report Cards, Interims, Assessments | 11 |
| Conferences, Study Habits, and Homework | 12 |
| Special Services | 12 |
| STUDENT BEHAVIOR | |
| Playground Rules | 13 |
| Bus Conduct, Bus Safety, and Bus Misbehavior | 13 |
| Bullying | 14 |
| Network Etiquette | 14 |
| SCHOOL SAFETY | |
| Emergency and Crisis Planning | 15 |
| GGES PTA INFORMATION | 18 |
| APPENDIX | |
| Request for Pre-Approval for Educational Trip | 23 |
| GCS Inclement Weather Plan | 24 |
| Attendance Information/Advice | 25 |
| Parents' Guide to "School Talk" | 26 |
| Medication Form | 27 |
| School Safety Bus Stop Law | 28 |
| Handbook Receipt and Review Form (Please Sign and Return by September 9) | 29 |



Message from the Principal

Greetings General Greene Gator Family,

I want to welcome you to the 2022-23 school year! I am honored to be the principal at General Greene Elementary School, *Home of the Gators!* I am looking forward to working with all stakeholders to ensure a year filled with high academic and professional excellence and enhanced achievement for *all* students. At General Greene, we are building a foundation for a successful future while **G**rowing life-long learners, **A**chieving excellence, **T**aking off with science and technology, **O**pening doors to our community, **R**ecognizing the power of yet, and **S**ecuring a foundation for our students.

My journey consists of several years of education and experience; a Bachelor of Science in Elementary Education from Elizabeth City State University, a Master of School Administration in Education from Old Dominion University, and a Specialist in Education in Educational Leadership from the University of North Carolina at Greensboro. My education from the various universities has afforded me the opportunity to complete 27 years of experience as an educator.

Although I have had the opportunity to work as the principal at General Greene since January 2016, I continue to be excited about all the wonderful things that are happening and those to come. I am very passionate about children. Therefore, I welcome you to join and support us in our commitment to ensuring students while building a foundation for a successful future for the students at General Greene. If you have questions regarding the classroom, please contact your child's teacher to discuss your concerns. With the staff and parents working together while considering what is best for *all* students, our children will benefit greatly. We invite you to join our team in making this year a success for ALL Gators!

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Harrod'.

Principal

General Greene Elementary

SCHOOL INFORMATION

Student Instructional School Day
Teacher Workday

7:45 a.m. until 2:30 p.m.
7:30 a.m. until 3:00 p.m.

The building is open to students at 7:20 a.m. each day. Students are not allowed in the building prior.

If you desire to speak to your child's teacher, call and leave a message, or call after 2:30 p.m., as unscheduled telephone calls/conferences interrupt instructional time.

It is essential that students attend school regularly and arrive on time in order to benefit the most from school experiences. We have a great deal of curriculum to teach and learning goals set for students. There will be times when students have legitimate absences; however, needless absences and habitual tardiness interrupts the learning process for your child and other students. We believe children should be taught and modeled the value of punctuality.

Remove Your Child from School Early: If it is vital that you remove your child from school early, please send a note or email to your child's teacher.

Transportation Change: Students are not allowed to change their method of transportation without a written note or email from parents.

- If your child will not be going home the usual way, please send a note or email communicating the change.
- If your child will be going home with another student, or someone will be coming home with your child, we **MUST** have a note from **both** parents.
- If a parent needs to change transportation after the school day has begun, they must **call the office and follow up with a written fax or email.**

The school must have something in writing for all transportation changes by 2:00 p.m. If you email the change of transportation after the teacher's planning time (your child's specials time), please copy an office staff member or administration to ensure you confirm receipt of your transportation change.

Forgotten Materials: We understand students forget things on occasion, it is your child's responsibility to have all supplies, homework, lunches, and clothes daily. When we take forgotten items to the classroom, it interrupts the learning for students. Refrain from dropping off items during the day and help your child with practicing responsibility while ensuring they have all materials.

ATTENDANCE POLICY

Upon returning to school immediately following an absence, students should give his/her teacher a written explanation of the absence.

Attendance: If your child will be or has been absent, **send a written note** with the following.

- a. Student's Name
- b. Date(s) of absence
- c. Reason(s) for absence
- d. Signature of parent

Written or emailed explanations will allow us to determine if the absences are excused or unexcused. Per GCS policy, **if no written or emailed explanation is received within three days, the absence will be unexcused.** The following shall constitute valid excuses for the absence of a student.

- a. Illness or injury
- b. Death in the immediate family
- c. Medical appointments (Please supply us with the doctor's note)
- d. Court proceedings
- e. Religious observances
- f. Educational opportunity
- g. Suspension

Other reasons are unexcused. Refer to the GCS Student Handbook for more information, if desired.

We can provide make-up work to all students who have absences. Make-up work should be **completed within 3 days of their return** or sooner. If a child is absent for an extended period, we will gladly send work home **at your request**.

Students must be present at least half of the school day to be considered present. **Students arriving after or leaving earlier than 11:15 a.m. will be considered absent.**

If your child is absent due to an **educational opportunity**, the absence will automatically be coded UNEXCUSED unless you notify the principal in writing (Please refer to the form in the Appendix) **one week** prior to the absence. The principal will determine if the absence is excused.

TARDY POLICY

The following procedures will be followed when a student is **tardy (not in the classroom by 7:45 a.m.)**.

1. Students on late buses are not tardy.
2. **Car riders/walkers must be in the classroom by 7:45 a.m.** If not, they must obtain a tardy pass from the office. Parents are required to sign in their child(ren) in the office.
3. Excessive tardies will be reported to the School Social Worker and other appropriate school officials who will take actions deemed necessary.

All tardies are unexcused unless we are provided **valid** documentation from the parent. **This does NOT include the reason typed in on student sign-in program.**

It is important that all students are in the classroom on time. Since it takes at least 10-15 minutes for students to eat breakfast, **it will not be served after 7:40 a.m.** for students who are **car riders**.

ARRIVAL and DISMISSAL

One Cards: Students will receive and are always required to wear their OneCards (ID Badges) daily, as they serve many purposes.

The Guilford County Schools OneCard is a safety and convenience initiative that ensures all students carry identification cards to not only help us know who is in our building but comes with the following added benefits.

- Checking out media center resources
- Purchasing meals from the cafeteria
- Accessing other resources from the public libraries in Greensboro and High Point
- Tracking your child's pick up and arrival times on their school bus

Parents and students are to obey staff and signage on campus and be very cautious when traveling through parking lots.

Car Riders: The safety of our students, staff and visitors is a priority at General Greene Elementary. The parking lots at our school can be very dangerous during arrival and dismissal times. Those parents who choose to bring and/or pick up their children from school by automobile will observe the following guidelines.

1. **The building opens for students at 7:20 a.m.** They may not be dropped off prior.
2. Parents dropping off their students should use the **main entrance off Benjamin Parkway ONLY**.
3. Automobiles should unload in the **drop-off zone only** (sidewalk in front of the school). **You will NOT be allowed to park or drop off child(ren) on Benjamin Parkway.**
4. For safety purposes, do not use your cell phone while in the car rider line.
5. **At dismissal**, parents who choose to **walk up** to get their child(ren) will wait on the grass on the school side of Westmoreland. These students are considered walkers. **Car riders must use the hanging name tags (child's last name only). Please keep tags, as they will be used the following years.**
6. **Please refrain from parking in the church parking lot next door. Do not park/block the church entrance, dumpsters and driveways to homes located on Westmoreland. When we have large events, we do ask for permission for our parents/staff to use the parking lot at the church.**

Arrival and dismissal can be a lengthy process, but to ensure lines move expeditiously, please assist us with the following procedures.

1. **When arriving to school, students are encouraged to have their seatbelts unbuckled with book bags/school supplies and ready to exit on the RIGHT when the vehicle stops.**
2. **When picking up your child, arrive on time. Students not picked up by 2:45 p.m. will be escorted to the office. The parent will need to park and enter the building to sign out their child.**
3. **If a student will be dismissed with another student, BOTH students' parents must send written permission to the office for approval. Calls/telling the student will not be honored.**

Bus Riders: Bus transportation is provided for students. Please **have your child at the bus stop at least 10-15 minutes earlier than the designated time.** If your child misses the bus, please make every effort to get him/her to school.

It is an expectation that Gators use good conduct and self-control. If problems arise, students should:

1. **Report problems to the driver immediately.**
2. **Report student discipline or safety concerns to an administrator immediately.**

Students who cause disturbances on the buses are endangering the lives of others and may lose their privilege to ride the bus. Parents are not allowed on the buses, and bus drivers are not allowed to get off the buses while students are on the bus.

Students may not ride a different bus home without written permission from his/her parent(s) as well as the parent of the other student and prior approval from administration. All notes should be taken/sent to the office in the morning. Students will not be granted permission if they wait until they board the bus to receive permission.

A student who does not usually ride a bus home in the afternoon cannot ride the bus without approval from the transportation office. Therefore, the administrators and other General Greene personnel cannot give permission.

Bike Riders: K-2 students are asked to refrain from riding bikes to school. 3-5 students who ride must wear helmets for their protection and should walk their bikes while on school property. General Greene is not responsible for lost, damaged or stolen bicycles.

Afternoon walkers report to the front of the school at dismissal. Staff walk the students to the crosswalk, and the crossing guards assist the students in getting across the street. At this time, the students have been released from General Greene's supervision/responsibility.

CHECKOUT POLICY

In order to maximize student learning, students should be in class for the entire day. General Greene is actively monitoring students' early releases. While we understand that students need to leave school early at times, it is important that early releases occur only when necessary. Please understand that dismissal is the busiest time of the day, and all parents will be required to follow our dismissal policy. **Parents are asked to schedule appointments after 2:30 p.m.** so students can complete a full day of learning.

1. **If anyone other than the parent/legal guardian is picking up a child, the office must have written permission from the parent /legal guardian to remove the student off campus. If we receive calls asking the office to change a child's transportation, it will be denied, as we are unable to verify who is on the phone. Therefore, **we will not approve the request.** Please **send such requests in writing BEFORE 2:00 p.m.** We will not be able to accept requests afterwards.**
2. **Checking students out prior to 2:30 p.m. is discouraged. Students will not be released between 2:15 p.m. and 2:30 p.m. due to the disruptions this causes at the end of the school day. Early pick up will be treated in the same manner as tardies and absences.** Dismissal will be free from interruptions and confusion. Disruptions can cause students to come home without homework and other needed materials. As such, **early releases (other than illness) will be UNEXCUSED** but will be excused if a doctor/dentist note is sent to the school office within three days.

ADDRESS and PHONE CHANGES

Immediately notify the school (teacher and data manager) of any changes (address and all phone numbers). **It is critical that we can reach you in the case of an emergency.** If you do not have a phone, please send the number of a relative or neighbor and notify that person that you have identified them as an emergency contact. In the case of an **address change, you must provide proof of address changes.** Please contact the data manager with questions.

CHILD CUSTODY

If you/your spouse are separated/divorced and you have been granted custody of your child through a court order/deed of separation, please inform the office. **We can only comply if there is a copy of the court order in your child's file. Update us as court orders change/updated.**

STUDENT RECORDS

Contact the school counselor to schedule an appointment, if you wish to review your child's records.

STUDENT ILLNESSES *(Please refer to the Appendix for specific information.)*

Our school nurse is **ONLY** at our school once a week. Should your child become ill during the school day, parents will be notified so the student can be picked up from the office. **It is crucial that we have a number where the parent or other designated individual may be reached in the case of an emergency.** Be certain that we have several names and numbers of people we may contact.

Head Lice: Students may return to school **after** treatment with shampoo or crème rinse and removal of a significant number of nits (75% of lice eggs attached to hairs). If you must treat your child, inform the teacher/office to keep the spread under control.

Fever: Students should be **"fever free" without fever reducing medication 24 hours** before returning.

MEDICATION

The school recognizes that a student with chronic or unusual health problems may require medication during school hours (**this includes overnight field trips**). When possible, arrangements should be made with the physician to adjust the dosage so it can be given at home before and after school. If this is not possible, please adhere to the following.

1. **The school must be provided with authorization each year from the doctor as well as the parent for ANY medication administered at school.** This includes but is not limited to over the counter drugs (lip balm, cough drops, eye drops, and inhalers). Medication forms are available at school or GCS' website and the Appendix.
2. Medication must be delivered **in person by the parent/guardian** along with the "Parent Authorization Form". **Medication is not to be transported by a student.** If there is a situation where parents share visitation, arrangements must be made to provide medication to the school without the school being caught between the transference of medications. **If the child needs medication in ACES, a separate bottle needs to be provided to ACES.**
3. Medicine must be **provided in the original prescription bottle**, which includes the **name of the student, the name of the drug, the frequency, and the description of the anticipated reactions** of the student to the medication.
4. Whenever the physician changes medicine, the parent is responsible for informing the school by submitting a new form and delivering medication to the school.

We are required by GCS policy to adhere to this regulation, **no exceptions**. If a parent wishes to withdraw his/her authorization for medication to be given at school, the parent must inform the school of that decision in writing. The parent is responsible for removing any unused medication from the school. **This includes removal at the end of the school year. If medications are not removed, nurses are required by GCS policy to dispose of the medication.**

If your child has an **allergy, medical or physical problem**, inform his/her classroom teacher.

INCLEMENT WEATHER

On days when weather conditions create questionable circumstances for opening school, parents should listen to **local TV and radio stations for public information announcements**. If there is a delay, school employees report to work 15 minutes before students. For this reason, students cannot be left at school at the regular time when the opening of school is delayed. If early dismissal is deemed necessary, **closing times will be announced on local TV and radio stations, GCS website and shared via GCS phone message. ACES will not meet if school is closed.** Having a plan in place and sharing that plan with your child will make you and your child more comfortable. Please see the Appendix for more information regarding ACES and inclement weather.

VISITORS

Visitors and parents are always welcome to have lunch with their child, or attend a school event, but **all persons are REQUIRED to check in at the office**. All GCS schools use a computer sign-in process to identify visitors. Anyone who is visiting a school should have a valid driver's license or GCS ID to check in and will be given a **required** visitor's pass to wear while on campus. Our purpose is to maintain a safe school for our students, faculty members, and parents. Signs are posted on exterior school doors that direct visitors to the office. Employees will ask any unidentified individuals to go directly to the office and sign in if they do not have a GCS badge or visitor's pass. **All visitors should return to the front office/entrance to check out before leaving the building.**

VOLUNTEERS

Parents, grandparents and other relatives have many talents that can be shared with our children, and we hope you will share with us by volunteering. In order to volunteer (supervised/unsupervised, this includes field trips) you are required to register at www.gcsvolunteers.com. Background inquiries and checks are required for all volunteers (interns, student teachers, tutors or similar roles) who may have unsupervised contact with students. The district's Human Resources Office will review the results and notify the principal and volunteer coordinator of the results and recommendations. **No volunteer as defined above will be used without a completed background check and an affirmative recommendation. Therefore, you will not be considered as an option to chaperone a field trip unless you have been cleared a week (7 days) before the field trip.**

Volunteers who registered online to volunteer the previous school year should log into the site, pull up his/her application, edit any information which has changed, then click on submit at the bottom of the page to reactivate the application. You will be prompted to complete a **Criminal Background Check**. Once you are approved (you will be informed via email), and you may begin volunteering.

In all cases, please check in at the office (you will need a driver's license), get a visitor/volunteer badge, and check out when leaving.

Confidentiality is very important when working in the schools, and if we feel this is breached at any time, you will not be allowed to return.

CLASSROOM VISITATION and CONFERENCES

Parents are encouraged to visit the school, attend PTA meetings, and other special events. It is important that we protect the instruction and the confidentiality of ALL students.

If you **desire a conference** with your child's teacher, contact the teacher. Parents who wish to schedule conferences with administration should call the office to schedule an appointment, but not prior to communicating with the teacher.

DRESS CODE

Each student is an individual who makes choices about ways to dress and groom. To maintain a positive learning environment and encourage the development of positive self-esteem, students are expected to come dressed and groomed appropriately.

Please help with enforcing an appropriate dress code as follows.

1. Clothing that **advertise illegal items** for minors to purchase/possess are not allowed. **Obscene language/gestures** is/are not permitted on clothing.
2. **Hats, caps, or any head coverings** may not be worn in the building, except for religious reasons or special occasions (school spirit weeks).
3. Students must **wear pants or shorts up to their waistline**.
4. **Halter-tops, crop tops and spaghetti strap tops** (even with a sweater) are not allowed.
5. **Undergarments or body parts (which should be covered) cannot be visible** while standing, sitting, or bending. Students should dress appropriately when wearing shorts, skirts, and skorts. **Short shorts or skirts will not be allowed**.
6. **Footwear** must always be worn. Students are required to participate in physical education daily. **Flip-flops, opened-toed shoes, high heels, or shoes without heel straps are not allowed**.

If students do not adhere to our dress code, they will be warned and asked to refrain from wearing the clothing again. If students continue, it will result in disciplinary action and a change of clothes.

PERSONAL PROPERTY (includes toys)

We ask that students bring to school only those materials that are necessary for the instructional program. Students are not allowed to bring toys and electronic devices (ex. basketballs, stuffed animals, trading cards, toys and electronic games, cell phones, or other devices) to school or on the school bus. If students violate this policy, the item(s) will be collected by a staff member and will be returned to the parent. **Shockers of any sort, toy guns and knives should remain at home**. Be aware of this when packing lunchboxes (knives, can openers, etc.). Possession of any type of weapons or explosive devices is a violation of the GCS' Student Code of Conduct and disciplinary action will be enforced.

Each student is expected to be responsible for all personal property (money, book bags, clothing, jewelry, etc.). **It is a good idea to mark all students' personal property with his/her name**. If items are lost, have your child check lost and found in the café. **The remaining items will be donated during spring break, winter break, and at the end of the school year**.

CELEBRATIONS

Teachers may have two (2) class celebrations each year: one before winter break and one at the end of the school year. The teacher usually arranges celebrations. We appreciate the cooperation of parents in providing snacks. **A simple snack (follows the guidelines of the GCS Wellness Policy, see below)** planned with the teacher may be provided for other special occasions.

Some classrooms may be designated as nut free to accommodate students with nut allergies.

We understand that birthdays are a special time for children. To celebrate your child's birthday, please note food is not allowed to celebrate, but you may send stickers and pencils, treat bags for students to take home.

Birthdays are announced over the intercom, they receive a birthday pencil, and your child's teacher recognize his/her birthday in the class in a special way (hats/crowns, stickers, etc.).

If you wish to celebrate your child's birthday at school, you may do so by:

- **Donating** a book to the library (Your child's name will be placed in the book (see the librarian).
- Providing **pencils or stickers** for each child in the class.
- Having your child wear a **special badge** or ribbon to school.

Other important information to consider:

- **Private party invitations may be distributed ONLY if every child in the class receives one.** Do not send invitations and ask staff to give to certain students. We do not want to hurt the feelings of students who are not included in birthday parties. Therefore, this policy will be enforced.

GCS POLICY (IHB-P) for STUDENT WELLNESS

General Greene will be supporting the Guilford County School policy (IHB-P) for Student Wellness, which follows the guidelines of the EAT SMART Nutrition Standards set forth by the General Statutes and State Board policies.

GCS' policy states **“Schools shall not use foods or beverages that do not meet Eat Smart Nutrition Standards as rewards for academic performance or good behavior or for celebrations.”**

When having a celebration at school, only **foods that are nutritious and healthy will be allowed**. A healthy snack is one that is **low in fat, sugar and/or sodium and less than 200 calories per portion**. Only foods from Environmental Health Services inspected facilities (i.e. stores or restaurants) may be served and should be **healthy choices such as pretzels, baked chips, sugar free cookies, low-fat muffins, 100% juice and/or water**. Foods **high in fat, sugar and/or sodium** such as regular-sized cupcakes/cakes, cake doughnuts, cookies, punch and soft drinks are **NOT allowed**. **Please note that miniature cupcakes and the original glazed doughnuts are allowed since they are under 200 calories**. When making purchases, please consider students who have food allergies; include versus exclude. **Soft drinks are not sold**. Do not send soft drinks to school. Students are **only allowed water on their desks** in the classrooms, if teachers approve (spill-proof containers only).

Physical activity is an important part of your child's education. Therefore, structured physical activity shall not be taken away nor used as a form of punishment. In grades K-8, a minimum of 30 minutes a day of physical activity at a moderate to vigorous intensity level will be provided to support significant health benefits to students.

GCS K12 ONLINE PAYMENT OPTIONS

K12PaymentCenter is a secure, easy and convenient system that Guilford County Schools' parents have used successfully for more than 10 years to pay for their students' school meals. The online payment system can now also be used to make online credit and debit card payments for After-School Care Enrichment Services (ACES) and school fees such as field trips, lost book fees, and yearbooks. If you have questions on how to access this, please go to K12PaymentCenter.com.

CAFETERIA INFORMATION

The cafeteria staff serves a balanced breakfast and lunch each day. Students may bring a lunch from home. **Drinks or food requiring cans (food or drinks) or glass bottles are not permitted at school**. Due to child nutrition recommendations, **do not send sodas**. Also, **knives and can openers are not allowed, as they are considered weapons**. Please be mindful of the following.

- Cups will NOT be provided to students.
- Small bottles of water will be available for purchase.
- **Full Prices: Breakfast is \$1.00, and Lunch is \$2.85.**

Breakfast and lunch menus will be available online and will be posted outside the café on the bulletin board. No gum chewing at any time in school.

Outside food or deliveries (ex. GrubHub, Door Dash, Instacart) are not allowed and will not be accepted.

ALL parents need to complete and return the free/reduced lunch form, or you may apply at www.LunchApplication.com.

If you have questions regarding lunch or breakfast, call the café manager at 336-545-8663.

LUNCH VISITATION

Parents/legal guardians or grandparents are welcome to have lunch with your child. Please check in at the office before going to the cafeteria. Due to the lack of space in the café, you may be asked to sit at the table with your child's class. **Do not bring food for other children.**

ACADEMIC and SOCIAL ACHIEVEMENT

GCS PowerSchool PARENT PORTAL

GCS allows you to access your child's school information and connect with their teacher more easily.

PowerSchool Parent Portal is part of the state's student information system, called PowerSchool. The Parent Portal is part of the state's HomeBase online portal for parents, students and educators to access information in one place, with one login.

Parents have online, real-time access to information including academic grades for students in third grade and above, attendance and tardy records. If you have questions on how to access the parent portal, please call the data manager.

REPORT CARDS

Report cards will be sent home every 9 weeks. Take the time to discuss these and provide positive, helpful, and encouraging feedback to your child. Your attention to your child's progress will help you help your child achieve academic success. The brown report card envelopes are to be signed and returned to your child's teacher within three days. If you wish to write the teacher a note, please use the white card enclosed in the envelope.

| K-2 GRADING SCALE | 3-5 GRADING SCALE |
|---|--------------------------|
| 4 = Consistently exceeds grade level expectations 3 = Consistently meets grade level expectations independently 2 = Needs support to meet grade level expectations 1 = Below grade level expectations with support | A = 90-100 |
| | B = 80-89 |
| | C = 70-79 |
| | D = 60-69 |
| | F = 59 and BELOW |

| REPORT CARD SCHEDULE FOR 2022-2023 | | | |
|---|--------|--------|--------|
| Nov. 7 | Feb. 7 | Apr. 6 | June 9 |

INTERIM REPORTS

Interim Reports will be sent home midway through each grading period. This report will let you know your child's progress at the mid-point of the grading period. These reports are to be signed and returned.

| INTERIM REPORT SCHEDULE FOR 2022-2023 | | | |
|--|--------|---------|-------|
| Sept. 26 | Dec. 7 | Feb. 27 | May 8 |

INTERIM ASSESSEMENTS

Interim assessments will be completed three times for grades 3rd through 5th. They will inform teachers of areas needed to assist students with mastery in reading, math and science for 5th grade.

CONFERENCES

All parents are expected to attend a conference with their child's teacher at the **end of the first quarter and again during the third quarter**. You are expected to conference with your child's teacher **every quarter** if your child is performing below grade level. Please feel free to request a conference at any time. **Tuesday afternoons are not available** due to planned staff meetings.

STUDY HABITS

We encourage every parent to help his/her child set aside a regular time each day to read and complete homework. Establishing good study habits can be of great value later.

If there is a problem or concern, feel free to contact your child's teacher. The teacher may not be aware of the problem and will appreciate you sharing your concerns. In general, problems and concerns can best be resolved at the level at which they occur. A class-related problem would be

most effectively resolved by calling the teacher and arranging a conference. If the teacher conference fails to resolve the matter, administration will assist with the problem.

HOMEWORK

While thinking of the whole child, we know that there is life outside school. Your child needs to have time to be a child and not always think of academics and projects. Our goal is to develop a well-rounded child so they can accept responsibility in order to be a responsible citizen in society.

Homework assignments should not exceed 45 minutes of written homework in addition to 30 minutes of daily reading Monday through Thursday. Some students may still be required to complete projects that are assigned by their teacher (ex. science fair). **Projects may take longer than 45 minutes; therefore, support your child in assuring they set daily/weekly goals in order to achieve success on the assigned projects.**

If your child states they do not have homework, encourage him/her to read or work computer-based tasks used by the classroom teacher.

Please understand that homework should not be a frustrating experience for the child or the parent. Talk with your child's teacher if they are unable to complete the homework independently with little or no help, seems to take an unusual amount of time to complete the work, or seems frustrated with the assignment.

SPECIAL SERVICES

There are specially trained support personnel who provide specialized services for students. The services include the Academically Gifted Program, Art, Music, Physical Education, Science, Technology, Resource Classes, Speech Therapy, Occupational and Physical Therapy, Media, Counseling, and School Social Worker Services. Services are provided as requested by the GCS School Nurse and GCS School Psychologist (along with the Intensive Problem-Solving [IPS] Team).

STUDENT BEHAVIOR

The GG staff believes that desirable behavior should be promoted through positive methods, whenever possible. The best-disciplined child is one with self-discipline. Our staff will work with students to help them grow in this area and accept responsibility for their actions. Close contact between the home and school is maintained through conferences, notes, letters, emails, and telephone communications. Staff members or parents/guardians may initiate these. It is essential that cooperation between students, parents, and staff members be maintained to ensure appropriate behaviors.

The **Guilford County Schools Code of Conduct** was developed to ensure safe, orderly, and productive schools. A link to the handbook is included in the orientation packet each student received on his/her first day at Greene. **Parents and students are required to read and discuss the code of conduct and sign and return the last page of this handbook.** Every teacher and administrators will explain these guidelines, along with classroom and school rules. Rules/Expectations will be posted in classrooms and will be practiced by students.

In addition, GGES continues to implement a proactive discipline system that incorporates positive and consistent daily procedures as well as character education and our Harmony curriculum. We will teach and review the rules as the basis of everyday activities at school.

General Greene Gators are 2CRTE:

| | |
|-----------|-------------------------------|
| 2C | CARING COOPERATIVE |
| R | RESPECTFUL |
| T | TRUSTWORTHY |
| E | SHOW EFFORT |

Students and staff will use these keys as daily guidelines for academic and interpersonal behavior. Our Positive Behavior Intervention and Support (PBIS) behavior program is a decision-making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students. PBIS is a prevention-oriented way for school personnel to (a) organize evidence-based practices, (b) improve their implementation of those practices, and (c) maximize academic and social behavior outcomes for students. PBIS is the re-design of teaching environments, not students.

We will include structure and procedures for common areas of the school, including the hallways, bathrooms, cafeteria, and playgrounds. It is our goal to set clear and consistent expectations and procedures in order to create a respectful, friendly, and safe school environment for everyone.

PLAYGROUND RULES

1. Students will remain in front of the shed.
2. Jumping from the equipment is not allowed.
3. Leave mulch, rocks, sticks, materials from the fossil pit, etc. on the ground.
4. Proper footwear and clothing are required for equipment.
5. Go down slides only. Sit on your bottom, facing forward.
6. Show respect to other students and adults.

BUS CONDUCT

Riding the bus is a privilege. In order to guarantee the safety of your child and other children, help us in maintaining good bus behavior. Listed below are rules and policies, which will be guidelines for expected behavior on our buses. Please discuss bus behavior and rules with your child.

BUS SAFETY GUIDELINES

1. Follow the directions of the driver and teacher.
2. Stay seated unless getting on or off the bus.
3. Keep hands, feet, and objects to self.
4. Food, drinks and **electronic devices are not permitted.**
5. No shouting, teasing, or inappropriate language.
6. No fighting or threat of physical harm to anyone.
7. Keep the aisle clear of objects.

CONSEQUENCES OF BUS MISBEHAVIOR

Drivers will give students a warning when necessary. The following consequences will be enforced:

Violation #1: Warning by driver.

Violation #2: Child will meet with administration to discuss behavior. A warning *may* be given, and a note and/or phone call will be made.

Violation #3: Bus suspension.

In the event a student commits a serious offense, the student can be suspended from riding the bus immediately, without following the steps above.

Please remember that parental permission is **REQUIRED** in **WRITING** when a child is requesting to ride a different bus or getting off at a different stop. **If your child is riding home with another student, we will need permission from the parent of the child going home with another student and the parent of the other student as well.**

If there are any questions and/or concerns involving the driver/route, please call the Transportation Call Center at 1-888-511-4427 between 6:00a-9:00p.

| AREA | SHUTTLE POINTS |
|--------------------------|---------------------|
| Traditional/Neighborhood | Bus Stops |
| Magnet West | Western HS |
| Magnet East | Dudley, Smith, Page |

Most transportation questions can be answered by the Transportation Call Center at 1-888-511-4427.

For more information regarding bus safety, please refer to the Appendix.

BULLYING

Harassment, bullying or discrimination are serious and will not be tolerated. If you *suspect* your child has been bullied, you will need to complete the form (found in the GCS Student Handbook) to report *alleged* harassment, bullying, discrimination at any time when the student's behavior has a direct and immediate effect on maintaining order and discipline and protecting the safety and welfare of students and staff. If you wish to report an incident of *alleged* harassment, bullying or discrimination, complete the [Bullying Reporting Form](#) and return it to the Principal or Assistant Principal.

Harassment, bullying and discrimination are defined as conduct intended to intimidate, discredit, injure or disturb a student or groups of students to the extent that the behavior causes mental and/or physical harm to students and is sufficiently severe, persistent and pervasive so that it creates a learning environment that is intimidating, threatening or abusive. Harassment, bullying and discrimination can occur face to face, in writing or by electronic means such as the internet, emailing or text messaging. Cyberbullying can include the use of personal web sites to support deliberate, repeated and hostile behavior intended to cause harm to persons or groups.

NETWORK ETIQUETTE

The use of technology requires that you abide by accepted rules of etiquette which include, but are not limited to, the following:

- **Courtesy:** Do not send or forward abusive messages to anyone.
- **Appropriate Content:** Defamatory, intentionally inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing or illegal material is prohibited.
- **Privacy:** All communication and information accessible via the network should be assumed to be copyrighted property. Transmission of data on the Internet cannot be guaranteed to be private or secure. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail and electronic transmissions. Electronic transmissions relating to or in support of illegal activities may be reported to the authorities. Do not reveal your or any individual's personal address, phone or credit card number or other personal information.

DEVICE CARE

Students should use appropriate behaviors when devices are in their care.

- Charge device daily
- Bring device to school daily
- Use device for school work only
- Handle/Carry device appropriately
- Refrain from cutting and writing on devices and covers (if applicable).



SCHOOL SAFETY

Guilford County Schools is committed to the safety and security of our school campuses, office buildings and other facilities. To support this commitment, GCS urges all students, employees, parents and community members to be familiar with our prevention, preparedness, response, and recovery procedures. We ask that you know the plan and make sure your children, classmates and coworkers do too. Everyone plays a key role in our preparation and emergency response.

Emergency Contacts

In an emergency, dial **9-1-1**.

Campus Crime Stoppers

Call Campus Crime Stoppers to report safety concerns anonymously:

- High Point Campus Crime Stoppers: **336-889-4000**
- Greensboro Campus Crime Stoppers: **336-373-1000**
- Students across Guilford County may also text tips to **274637 (CRIMES)**

Students can also contact Campus Crime Stoppers to report concerns anonymously at the numbers above.

PREPAREDNESS

GCS Emergency and Crisis Planning

Having a plan before an emergency strikes is necessary for the protection of life and property. Guilford County Schools has a crisis plan that provides guidance for emergency preparedness activities and what to do in the event of a real emergency. The plan outlines the organization of responsibilities for the emergency response and provides checklists of duties in the event of certain types of crises that range from inclement weather to damage to school buildings, threats and injury or death of school personnel or students.

For obvious security reasons, there are aspects of the GCS crisis plan that cannot be shared with the external community. However, there are portions of the plan that provide employees, students and parents with the proper steps to make sure everyone remains as safe as possible. Those parts are to be shared regularly within schools and practiced.

The success of any emergency plan is dependent on individuals knowing the plan and understanding how it works. This takes practice, which is why schools have regular drills to ensure preparedness for a range of potential emergencies.

DRILLS

The district requires emergency drills at every campus. Required drills include:

- Fire
- Tornado Cover
- Lockdown

Parents are encouraged to talk to their children about the drills, so the children are confident in their role if an emergency occurs. If parents/visitors are on campus during the time of the drill, you will need to join in the drill. If you are waiting to enter the building at the time of the drill, you will need to wait outside until the drill has ended.

In the event of an emergency please adhere to the following:

- Remain calm and monitor reliable news sources and verified GCS social media feeds for information; do not rely on information not relayed by GCS or first responders. Information and instructions for parents will be relayed via ConnectEd® messages and GCS communication channels. Supervisors will communicate with GCS staff members.
- Do not go to the school unless instructed to do so. In some cases, the school may be in “lockdown” and you will not be able to access the school. In other cases, evacuation from the school campus may be required and your child will not be at the school.

If the school is evacuated, you will be notified of the evacuation site and given instructions for reuniting with your child. Evacuation site locations are not given in advance, as they may change depending on the nature of the emergency.

FAMILY EMERGENCY PLANNING

Many emergencies, especially those related to weather or fire, are not confined to schools or school property. Any such event affecting a campus could well have significant impact on a surrounding neighborhood. For that reason, it is recommended that every family have its own individualized family emergency plan. It only takes a few minutes to develop a plan. Below are links that can help you and your family make a personal emergency preparedness plan.

Here are the basics of planning before an incident.

- Know the risks and danger signs.
- Know how to respond to severe weather or other disasters.
- Develop plans for what to do.
- Be ready to be self-sufficient for at least three days.
- Assemble a disaster supply kit
- Practice your plan.

CRISIS TEAMS

In addition to emergency planning, GCS has professional school counselors, school psychologists and other specialists who have received training in crisis counseling. These professionals are ready to respond to any campus that needs assistance with students or staff who need support.

PREVENTION

If You See Something, Say Something!

It is as simple as that. Prevention begins with reporting potential crime or suspicious activity to law enforcement. The [U.S. Department of Homeland Security](#) directs people to report concerns to local law enforcement or call 911. Even circumstances that do not seem serious at the time (such as someone taking pictures of a school building) could, when combined with other actions, inform authorities of possible criminal activity. By connecting the dots, law enforcement can investigate potential threats and act before serious harm is caused.

You can take an active role in preventing crime. As a student, employee or parent, take ownership of your school or office building.

- If you see someone you do not recognize without an ID badge or visitor pass, ask the person if you can help him or her find the office.
- If you see something out of place, such as a suspicious bag or package in a public place, report it right away.
- If you see someone trying to enter a restricted area or if something just does not seem right for the time or place, let law enforcement know.
- Report crimes such as burglaries, vandalism or suspicious people.
- Students should tell a teacher, principal or other trusted adult what they saw.

It is important to remember factors such as race, ethnicity, national origin or religious affiliations alone are not suspicious. Beliefs, thoughts, ideas, expressions, associations or speech unrelated to criminal activity or terrorism by themselves are likewise not to be confused as reportable activity.

The bottom line is that good common sense should prevail. If you see something you think is suspicious, say something to someone who can help determine if your suspicions are right.

BUILDING RELATIONSHIPS AND COMMUNICATION

Security plans and measures are important, and GCS ensures they are in place for all schools and buildings. However, the most important security measure often is not a metal detector but building caring relationships with each other and sharing information and concerns with the proper authorities. The greatest deterrents to crime often are information and communication.

If a student sees something suspicious or becomes aware of a threat, they should report it to a trusted adult immediately. This could be a teacher, coach, the principal, or a counselor.



Parent Teacher Association (PTA)

The Parent Teacher Association

Membership is open to anyone who believes in the vision, mission and values of the Parent Teacher Association. Individual members may belong to any number of PTAs and pay dues in each. Every person who joins a local PTA automatically becomes a member of both the state and national PTAs.

With your help, we can continue to work toward PTA's goal of a quality education and nurturing environment for every child.

PTA Vision

- Making every child's potential a reality.

The National PTA Mission

- A powerful voice for all children,
- A relevant resource for families and communities,
- A strong advocate for the education and well-being of every child.

General Greene Elementary School (GGES) PTA Mission

The purpose of the General Greene PTA is to provide a forum where parents, teachers, administrators, and other concerned adults can come together to discuss ways to promote quality education, strive to expand learning opportunities, encourage community involvement, and work for a healthy environment. The GGES PTA is committed to representing and serving the members of its multi-cultural community and helping parents, teachers and administrators give their very best for all the children. Together we are a powerful voice for children.

PTA Values

- **Collaboration.** We work in partnership with a wide array of individuals and organizations to accomplish our agreed-upon goals.
- **Commitment.** We are dedicated to promoting children's health, well-being, and educational success through strong parent, family, and community involvement.
- **Accountability.** We acknowledge our obligations. We deliver on our promises.
- **Respect.** We value our colleagues and ourselves. We expect the same high quality of effort and thought from ourselves as we do from others.
- **Inclusivity.** We invite the stranger and welcome the newcomer. We value and seek input from as wide a spectrum of viewpoints and experiences as possible.
- **Integrity.** We act consistently with our beliefs. When we err, we acknowledge the mistake and seek to make amends.



Resources You Can Use

- **Gator Bytes**
Be on the lookout for Gator Bytes. Our monthly electronic PTA newsletter features information about school programs, PTA activities, and community events. All GGES families will receive an emailed copy of the newsletter. Teachers will send a link to the newsletter via email, so please be sure to keep your email address up to date with the school.
- **PTA Member Hub**
This is a National PTA tool we're using for collaboration, communication, a PTA calendar, directory, and file sharing. The Whiteboard function in MemberHub facilitates collaboration on PTA projects when many hands are involved. Communication via announcements or discussions is easy to send to a wide group of families or a small committee (hub). All PTA members have free access to MemberHub. Download the free app (available on iOS and Android) to have access to the school directory and calendar. You can manage your own personal data visibility setting to share as little or as much information about yourself/your family as you wish. <https://generalgreene.memberhub.com/>
- **PTA Facebook**
Like our PTA page at <https://www.facebook.com/ggpta/>
- **PTA Instagram**
Follow us on Instagram at generalgreenepta
- **PTA Website**
Visit us at <https://www.qcsnc.com/domain/11948>
- **School Twitter**
Follow us at [GenGreeneGators](#)
- **School Instagram**
Follow us at [general_greene_gators](#)
- **School Facebook**
Like our page at <https://www.facebook.com/General-Greene-Elementary-School-397436157000325/timeline/>
- **School Website**
Access information at https://www.qcsnc.com/general_greene_elementary
- **Marquee, Bulletin Board and Calendar (located in the school lobby)**
Updated regularly to keep families informed of weekly events.
- **PTA Meetings**
Typically, we meet once a quarter on the third Wednesday from 6:30-7:30 PM through a zoom link that will be sent to you. All are welcome to attend!
- **Greene Leadership Team (GLT) Parent Representatives**
There are two parents who serve a term of two years on the leadership team at General Greene. The purpose of GLT is to make decisions related to school curriculum. GLT will deal with issues directly and indirectly related to instruction, student performance, school climate and improvement. These decisions are binding on provided the decisions are within the authority of the school and with the understanding that the principal may make a different decision.

The role of the GLT Parent Representative is as follows:

- Attend GLT monthly meetings (one meeting per month)
- Share GLT information with the board and other parents
- Talk/Listen to parents, and share parent feedback with GLT
- Reach out to under-represented groups

Ways GGES PTA provides for our children, staff and families

- **Reflections.** National PTA cultural arts program that encourages students to show their talents in visual arts, photography, music, literature, film production, and dance.
- **Teacher Resources and Grants.** Each classroom teacher is given a specific dollar amount to spend on non-consumable items for their classroom. Specialist teachers can make a budget request for the year and all staff members are eligible for grant money.
- **Staff Appreciation.** Honors the GGES staff with a special treat on a regular basis.
- **Health and Safety.** Provides health and safety information for students and families.
- **Parent Education.** Programs providing information to meet the demands of being a parent in these fast-paced, changing times.
- **Tech Fair and State Fair (STEM Fair).** Fun and educational events.
- **Communications.** Information given to our families to increase family involvement and advocate for our children at the county, state and national level.

How does GGES PTA raise money?

- **Walk for Greene.** A fundraiser with incentives for students, parents and teachers. 100% of your donation is tax-deductible and provides all the above, plus more.
- **“Silent” Fundraisers.** Linking with businesses who support education like Harris Teeter, Lowes Foods, Coke Rewards and Box Tops for Education.
- **Spirit Wear.** PTA offers t-shirts, car magnets and more for our Gators to purchase.
- **Book Fair.** In addition to raising money for the school and putting books in the hands of students, PTA sponsors family events during Book Fair week such as Pastries with Parents and Lunch with Grands.
- **Spirit Nights.** Families can dine at local restaurants (Chick-Fil-A, McDonalds, Texas Roadhouse, etc.) or attend skate night. Some of the sales are donated to the school. Families will receive a calendar with at the beginning of the year, and the events will be shared via our GGPTA social media sites.
- **PTA Membership.** Membership is \$7.00 per person (\$4 state/national dues, \$3 to the GGPTA) which helps pay for local member training to manage a 501c3 organization.

How can YOU help? Please join the PTA!

Studies show that parent involvement improves student achievement. The GGES PTA provides parents with opportunities to be involved in ways that fit any schedule. Contact us and we will be happy to help you find an opportunity to get involved in your child’s education that works for you!

Please help us meet our 2022-2023 Goal of 100% participation!
(Minimum 1 member per student)

PTA Board Members

| | | | |
|--|---|--|--|
| Karla Hamilton, <i>President</i> karlarrichardson@gmail.com | Jennifer Smith, <i>VP</i> jenncasmith@gmail.com | Christina Shea, <i>Secretary</i> christinanshea@gmail.com | Anne Whitehurst, <i>Treasurer</i> apheuphong@gmail.com |
|--|---|--|--|

If you have any question, suggestions, or concerns regarding PTA, please contact one of our board members.



Appendix



Revised 1.28.2023

Request for Pre-Approval for Educational Trip

Please excuse the student listed below, as they will be on an educational trip.

Student Name _____

Date(s) of Absence _____

Teacher Name _____ Grade _____

Trip Destination _____

Please give a brief description of how you feel this trip will be educational for the student and **the curriculum at your child's grade level.**

**General Greene
Elementary**

Stephanie P. Harris
Principal

To be completed by the teacher prior to approval.

If approved, I, _____, require _____
(teacher) (student)

to complete _____
(type of assignment)

including all missed work.

Parent Signature _____

Student Signature _____

Approved: Yes or No

Reason if not approved _____

ALL work and requested activity MUST be completed prior to approval.

Principal's Signature _____ Date _____





INCLEMENT WEATHER PLAN

How does Guilford County Schools (GCS) determine whether to close or delay school when inclement weather is predicted?

Guilford County Schools is dedicated to promoting the safety and wellbeing of students and staff. In the event of inclement weather, the district has thorough plans for determining if schools should be in session or if a delay, early dismissal or closure should be issued.

While following these plans and evaluating local weather reports and road closures, we use our best judgment in the interest of student and staff safety.

GCS follows Board of Education Policy [AFC](#) and Procedure [AFC-P](#) when determining inclement-weather plans.

For more information, please refer to the link below.
[Inclement Weather / Inclement Weather \(gcsnc.com\)](http://gcsnc.com)

I Know Attendance is Important, BUT Should I Send My Child to School?

Both excused and unexcused absences will make it more difficult for your child to keep up with other students, especially in math and reading.

- Even missing 5 – 10 days of school (excused or unexcused) can negatively impact students’ academics.
- Missing school during the early elementary years makes it more difficult for children to learn in later years.
- Students with chronic absences show lower academic growth in later grades, can be behind peers in literary and math skills.
- Some students with chronic absences are more likely to be retained in later school years.
- There are strong links between good attendance and high school graduation rates.
- Whether absences are due to illness or another reason, the result for the student is the same— learning time is lost!
- Make appointments with the doctor or dentist in the late afternoon so that your child misses as little school as possible.
- If your child must miss school, make sure you get his or her homework assignments and follow up to see if the work is completed and turned in to the teachers.
- Email your child’s teacher or call the school as soon as you know your child will be absent, tell the school staff why your child will be out and for how long.
- Also, submit official medical appointment documentation so the absence can be coded correctly.
- Please inform teachers of any changes in home or work telephone numbers. If you are not able to pick your child up, list another adult as an emergency contact if your child is sick or injured at school.

FOR MORE INFORMATION, CONTACT THE SCHOOL SOCIAL WORKER (Linda Dunn) OR SCHOOL NURSE (Livi Shepherd-Gray).

COMMON CONTAGIOUS CONDITIONS:

Chickenpox – See healthcare provider and stay out of school for the first six days or until the last pox has dried.

Fifth Disease – May attend school with rash if child feels well. Inform the teacher if your child’s doctor has made this diagnosis.

Live Head Lice – May return to school the following day if treated with special shampoo or cream rinse and removal of a significant amount (75%) of nits. Bring proof of treatment to the school. Students with only nits may stay at school. Parent will be notified.

Ringworm – If ringworm is located on the skin and treated by over-the-counter ointment, student can return to school 24 hours after treatment begins. Ringworm on the scalp must be treated by a healthcare provider.

| SYMPTOMS AND ILLNESS | SHOULD MY CHILD GO TO SCHOOL? |
|--|---|
| Parent is Sick, Stressed, Hospitalized | Yes – If you are sick, your child still needs to attend school. Your illness does not excuse your child from attending. Excused and unexcused absences represent lost time in the classroom and lost opportunities to learn. |
| Child Doesn’t Want to go to School | Yes – These concerns should be addressed with the school staff |
| Cold Symptoms/Seasonal Allergies Stuffy nose/runny nose, sneezing, mild cough | Yes – If your child can participate in school activities send him or her to school. |
| Conjunctivitis (Pink Eye) | No – If there is significant drainage from the eye or if it is matted, the child should see their healthcare provider. Your child can be at school if the pink eye is related to seasonal allergies. |
| Menstrual Cycle Issues | Yes – Most of the time menstrual cycle (period) issues should not be a problem. If they are severe and interfering with your daughter attending school, consult with a healthcare provider. |
| Fever: Oral temperature 100 degrees or higher within the last 24 hours | No – If your child has a fever of 100 or higher, keep them home until the fever is below 100 for 24 hours (without fever reducing medication). |
| Diarrhea: Frequent, loose, or watery stools | No – If your child has 2 or more loose stools during the night or in the early morning and he/she has a fever and/or vomiting. |
| Vomiting: Child has vomited 2 or more times in a 24-hour period | No – Keep your child home until the vomiting has stopped for 24 hours. |
| Coughing Severe: Uncontrolled, rapid coughing, wheezing or difficulty breathing | No – Keep your child home and contact a healthcare provider. If symptoms are due to asthma, provide treatment according to your child’s Asthma/Healthcare Plan and when symptoms are controlled, send your child to school. |
| Rash or Skin Sores | No – If a rash spread quickly, is not healing or is oozing, you should keep your child home and have him/her seen by a healthcare provider. |

Parents' Guide to Understanding "School Talk"

| ABBREVIATIONS & ACRONYMS ASSESSMENTS | WHAT DOES IT STAND FOR? | WHAT IS IT? |
|---|---|---|
| AL | Advanced Learner | Students that show high academic achievement in core subjects. Students are tested and placed for AL in third grade. |
| CogAT | Cognitive Abilities Test | Assessment tool used to determine whether a student meets the criteria for advanced instructional services. |
| DIBELS | Dynamic Indicators of Basic Early Literacy Skills | Formative assessment tool used to monitor a student's educational progress of specific literacy skills. |
| EOG | End of Grade Test | Standardized tests administered by the N.C. Department of Public Instruction. Students in third through eighth grades take EOGs in English Language Arts/reading and math; fifth- and eighth-grade students also take EOGs in science. |
| FA | Formative Assessment | A process of assessing student learning during instruction to determine the effectiveness of the of the instructional program |
| IEP | Individualized Education Plan | A written statement for a student with a disability... that must include specific information about how the student will be served and must set student goals. |
| IPS | Intensive Problem-Solving | Team of teachers and paraprofessional staff who come together to brainstorm ideas and strategies for students who are not performing on grade level in reading, writing, and/or math. |
| CCSS | Common Core State Standards | Common Core is the core set of English/Language Arts and mathematics standards taught in classrooms across North Carolina and the United States. In August 2012, the Common Core standards replaced the North Carolina Standard Course of Study as the academic measure of success by which students are evaluated. |
| CKLA | Core Knowledge Language Arts | Reading program for Kinder through 5 th grade. |
| PBIS | Positive Behavioral Interventions and Support | PBIS is a prevention-oriented way for school personnel to (a) organize evidence-based practices, (b) improve their implementation of those practices, and (c) maximize academic and social behavior outcomes for students. PBIS is the re-design of teaching environments, not students. |
| 2CRTE | Caring, Cooperative, Respectful, Trustworthy, Show Effort | Behavioral expectations at General Greene. |
| MTSS | Multi-Tier System of Supports | MTSS is a school model that uses data-driven problem-solving and incorporates system-level change to address both the academic and non-academic needs of all students. This model provides a comprehensive framework for how and when to administer support and allows for the tools and time to implement such strategies. |

GUILFORD COUNTY SCHOOLS
AUTHORIZATION OF MEDICATION FOR A STUDENT AT SCHOOL

Check one: ____ Prescription ____ Non-Prescription

School: _____ School Address: _____

Name of Student: _____ Date of Birth: _____

IN ORDER TO KEEP THIS STUDENT IN OPTIMUM HEALTH AND TO HELP MAINTAIN MAXIMUM SCHOOL PERFORMANCE, IT IS NECESSARY THAT MEDICATION BE GIVEN DURING SCHOOL HOURS.

NOTE: Please Complete a Separate Form for each Medication

PRESCRIBER INSTRUCTIONS:

Prescribing Health Care Clinician (print): _____ Phone: _____

Medication: _____ Diagnosis: _____

Dosage, Time, and Method of Administration: _____

Expected Dates for Administration: _____

List Any Possible Adverse Reactions That Should Be Reported to Health Care Clinician: _____

- Check here if serious reaction can occur if medication not given exactly as prescribed.
- Check here if serious reaction can occur even when medication is administered properly.

- Student has been instructed, understands and has demonstrated the skill to self administer his/her emergency medication.

Special handling instructions: _____

NOTE: The health care clinician may use another format (computer printout, letter, etc.) to authorize administration of the medication. However, all information requested above must be provided.

Signature of Health Care Clinician Date Phone

PARENT'S PERMISSION
I hereby give my permission for my child (named above) to receive medication during school hours. This medication has been prescribed by a licensed physician or other health care clinician. I hereby release the Board of Education and their agents and employees from any and all liability that may result from my child taking the prescribed medication.

Signature of Parent or Guardian Date Phone

(SCHOOL USE ONLY)
Name and title of person(s) designated by principal to administer medication: _____

- Student has demonstrated to the school nurse the skill to self administer his/her emergency medication.

Content reviewed by: _____
Signature of School Health Nurse Date

Withdrawal of authorization was made in writing (attach note from parents): _____
Date

School Bus Safety

Please refer to the following for the NC school bus stop law. Children's lives depend on it.



N.C. Department of Transportation
 Division of Motor Vehicles
 School Bus & Traffic Safety Section
 1100 New Bern Avenue
 Raleigh, NC 27697-0001
 phone: (919) 861-3109
 fax: (919) 715-3306
www.dmv.dot.state.nc.us

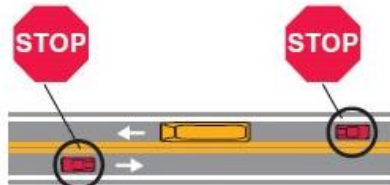


Original brochure designed and produced by
 the North Carolina Department of
 Transportation, Division of Motor Vehicles,
 School Bus & Traffic Safety Section

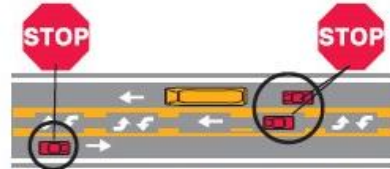
For a copy of this brochure,
 call [\(919\) 861-3109](tel:9198613109).

North Carolina School Bus Stop Law

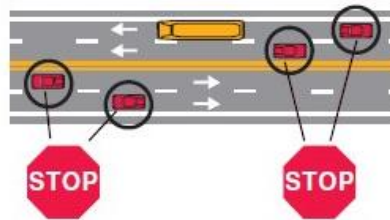
North Carolina SCHOOL BUS STOP LAW



Two-lane roadway: When school bus stops for passengers, all traffic from both directions must stop.

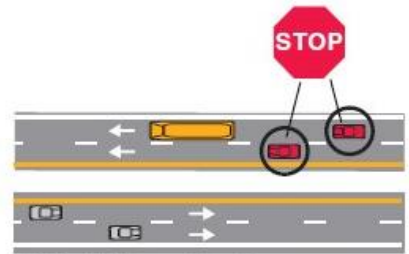


Two-lane roadway with a center turning lane: When school bus stops for passengers, all traffic from both directions must stop.

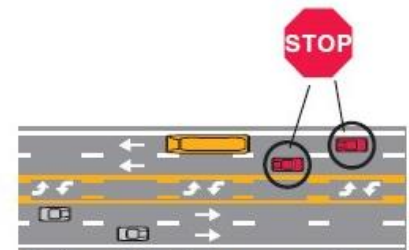


Four-lane roadway without a median separation: When school bus stops for passengers, all traffic from both directions must stop.

More information on reverse.



Divided highway of four lanes or more with a median separation: When school bus stops for passengers, only traffic following the bus must stop.



Roadway of four lanes or more with a center turning lane: When school bus stops for passengers, only traffic following the bus must stop.



N.C. Division of Motor Vehicles
 School Bus & Traffic Safety
 3140 Mail Service Center
 Raleigh, NC 27699-3140

Phone: (919) 861-3109
 Fax: (919) 715-3306
www.ncdot.gov/dmv

**General Greene Elementary School ELECTRONIC
Student and Parent Handbook Signature Form**

*GGES Student and Parent Handbook is online located on our school's website. Please review the handbook with your child, and sign and return this sheet with your child by **September 9, 2022**. If you need a hard copy, please inform your child's teacher.*

Parent/Guardian Verification of Receipt of Website and Review:

Parent/Guardian Verification:

This is to certify that I have reviewed the General Greene Elementary Student and Parent Handbook and understand that this document governs the standards of behavior for students at General Greene Elementary School in the Guilford County School District. I understand that these standards apply while on campus, on a school bus, and on field trips. I understand that policies may be revised and updated throughout the year may be found on the school's website.

Date

Teacher

Parent's Signature

Parent's Name (Please Print)

Student's Name (Please Print)

Please return this form to your assigned teacher by September 9, 2022.

**If you have any questions or concerns, please
do not hesitate to phone the office.**

(336) 545-2015

**We are looking forward to a great year with
great parents, great students, great
volunteers, a great community, and
our great staff!**

