




This presentation includes important information and links for the 2023-2024 school year.

Please read through each slide, and refer back to them as needed throughout the school year.

# A Message from MZE Administration

Welcome to the 2023 - 2024 school year at Mt. Zion Elementary School! We are excited to start the new school year with you all.

These Open House Slides should provide you with the information you need to get the year started, as well as serve as a useful tool for you throughout the year.

When you see this  on the slide, please take a moment to complete the attached form.

Thank you, parents & grandparents, for sharing your children with us! We will work hard to make this their best year yet!



**Mrs. Melissa Dearman  
& Mrs. Shana Hartsfield**

# Mission and Vision

## Mission:

The mission of Mt. Zion Elementary is to provide a premier learning environment where our students build relationships, gain confidence, and acquire knowledge to empower them to become competitive adults in society.

## Vision:

Mt. Zion Elementary will be valued by parents, students, teachers, and the community as a premier learning environment which fosters student success socially, emotionally, and academically.

# MZES Staff

## Office & Support

Melissa Dearman - Principal  
Shana Hartsfield - AP  
Drew Veal - Counselor  
Hope Velez - Nurse  
Shelly Williams - Nurse (Tue.)  
Kaitlyn Dutton - Nurse (Thur.)  
Jennifer Thomas - Media  
CJ Starnes - Instructional Support  
Ansley Whitley - Social Worker  
Stacy McGinnis - Registrar  
Rhonda Smith- Bookkeeper  
Cynthia Thomas - Secretary

## Special Ed

Michaela Ethridge - ISC, SpEd  
Jordan Chaffin - SpEd  
Jaycee Suddeth - SpEd  
Brittany Trotti - SpEd  
Leigh Dinarte - Speech  
Felicia Henderson - SpEd Para  
Heather Frazier - SpEd Para  
Kimberly German - SpEd Para

## Pre-K

Emily McCormick  
Erica Barnett - Para  
Alice Morley  
Nevaeh Smith - Para  
Timmie Davis  
Janice Garner - Para

## Kindergarten

Ashley Mashburn  
Melissa Buchanan - Para  
Chiara Smith  
Leslie Jennings - Para  
Stephanie Sharpton  
Shelly Dawson - Para  
Julie Kelley  
Kiayna Wallace - Para  
Emily Collett  
Loraina Bollen- Para  
Abigail Sadler  
Crystal Rivers - Para

## 1st Grade

Jodie Isbell  
Terri Driver  
Christy Cross  
Bethany Paul  
Natalie Myers

## 2nd Grade

Katrina Hursey  
Sierra Walker  
Katrina Thomas  
Stephanie Holt  
Molly Downs

## 3rd Grade

Blair Moody  
Tiffany Prucha  
Ashley Mandy  
Jan Morris  
Kerri Moore

## 4th Grade

Chastity Benfield  
Allison Huddleston  
Holly Painter  
Jessica Patterson  
Breanna Garrett

## 5th Grade

Alyson Monroe  
Amanda Skelton  
Nina Boyd  
Kristin Gosdin  
Emily Edmondson

## Student Support

Kristen Herringdine - Gifted  
Sarah Fales - Reading Tutor  
Charlene Rogers - Reading Tutor  
Randy Perkins - Math Tutor  
Stephanie Hodges - ESOL

## Exploratory

Randall Wright - PE  
Chris Gibson - Music  
Emily Cheek - Art  
Samantha Camp - STEM  
Renea Huddleston - Learning Lab

## Cafeteria

Patches Staples - Manager  
Janet Jackson  
Barbara Moreland  
Paul Seuss  
Mark Rush

## Bus Drivers

Kristie Capps	Dawn Lands
Heather Griffis	Melissa Hayes
Kelly Ashley	Amanda Johnson
Brandi Huddleston	Debbie Bennett
Sandy Cody	Erin Batson

# Important Information

## Times:

- 7:00am - Drop off begins
- 7:38am- Car rider line ends (parent must walk in)
- 7:40am- Students marked tardy
- 2:20pm- Dismissal begins
- 3:00 pm- Dismissal ends (students not picked up go to ASP)

## Holidays & Breaks:

- Sept. 4: Labor Day
- Oct. 9-13: Fall Break
- Nov. 3: Teacher Work Day
- Nov. 20-24: Thanksgiving Break
- Dec. 18 - Jan 2: Christmas Break
- Jan. 15: MLK Holiday
- Feb. 19-23: Winter Break
- March 15: Teacher Work Day
- Apr. 1-5: Spring Break
- May 22: Last Day of School

## School Info:

770-832-8588  
260 Eureka Church Rd. Carrollton, GA 30117

Doctor notes/ Excuses/ Transportation Changes: Please write a note or send fax to: (770) 832 - 0326. Transportation changes may not be made over the phone or through Class Dojo.

## Emails:

Principal: [melissa.dearman@carrollcountyschools.com](mailto:melissa.dearman@carrollcountyschools.com)  
Assistant Principal: [shana.hartsfield@carrollcountyschools.com](mailto:shana.hartsfield@carrollcountyschools.com)  
School Nurse: [hope.velez@carrollcountyschools.com](mailto:hope.velez@carrollcountyschools.com)  
Counselor: [drew.veal@carrollcountyschools.com](mailto:drew.veal@carrollcountyschools.com)  
Bookkeeper: [rhonda.smith@carrollcountyschools.com](mailto:rhonda.smith@carrollcountyschools.com)  
Secretary: [cynthiab.thomas@carrollcountyschools.com](mailto:cynthiab.thomas@carrollcountyschools.com)  
Registrar: [stacy.mcginis@carrollcountyschools.com](mailto:stacy.mcginis@carrollcountyschools.com)  
Cafeteria Manager: [patches.staples@carrollcountyschools.com](mailto:patches.staples@carrollcountyschools.com)

# Communication



Website: [mze.carrollcountyschools.com](http://mze.carrollcountyschools.com)

Phone number: (770) 832-8588

Fax change of transportation or absence  
excuses: (770) 832-0326



## Phone Call through School Messenger

Each Friday, Mrs. Cynthia will send out a recorded message with important information for the next week. These phone calls are sent to the email you have listed as “priority” in Infinite Campus.

You can check this information in your Parent Portal.



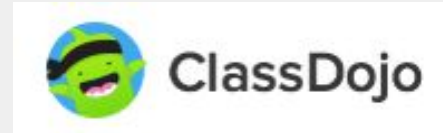
## MZES's Facebook Page

We post pictures & reminders to  
our Facebook page.



## Mt. Zion Elementary School

@eaglesriseupatmze · ★ 4.9 57 reviews ⓘ  
Elementary School



All important information will be posted in Dojo. Your child's teacher will invite you to connect with their class. You can also use Dojo to message any teacher or administrator in the school connected to their class. **ALL** students need to have a guardian who is connected through Dojo.





**Mark your  
calendar!  
You don't  
want to  
miss it!**

A vibrant space-themed background with a dark blue sky. It features various celestial bodies: a large yellow sun at the top, a red planet with a blue ring, a green planet with a brown ring, a blue planet, a red planet, and a purple planet. There are also several stars in different colors (red, purple, blue, yellow) and a satellite with solar panels in the bottom center. A comet is shown in the bottom right corner.

*Get Ready to Blast Off to an Amazing Year!*

# **Mount Zion Elementary Open House**

**Pre-K & Kindergarten  
Open House  
August 1, 2023  
4:00-6:00 PM**

**1st-5th Grade  
Open House  
August 2, 2023  
3:00-6:00 PM**



We are excited to host our rising Pre-K and Kindergarten students for PK and K Camp! This will allow your child to become familiar with our building and their classroom before the first full day of school.

You will receive more information at Open House. Car rider drop off will be from 8:30-9:00. There will be no bus transportation.







# Welcome Back Eagles!

**First Day of School  
Friday, August 4th**

Drop off is 7:00–7:38 am.

**\*One parent may escort the child/children into school.\***

Students should be in their classroom by 7:40 am.

Afternoon dismissal will begin at 2:20 pm.

# School Supplies

We ask that each student supply their own bookbag, headphones/earbuds, and water bottle.

Grade level and Exploratory supply lists can be found on our [school website](#).

All teachers would appreciate disinfectant wipes, paper towels, and Kleenex tissue.





**Please be sure to send a water bottle with your child each day.**

These need to be filled at home each morning.

We have refill stations for students to refill their water bottles throughout the day.

# Infinite Campus Parent Portal

ALL students must have a parent or guardian who is connected to the Parent Portal. This is a district-wide platform called Infinite Campus & is where your child's grades, attendance, report cards, & important information are kept. You will be able to view/update those items through the portal. This is where you will complete forms this year that have been paper copies in the past.


This document will help you with directions for the app:

<https://tinyurl.com/portal854>

Need help setting up your account? Click here for instructions:

<https://docs.google.com/document/d/1alqYPaRX3Ef9fnaTUhgdFK3AyHQUsj5BZ2PMjRK4nrY/edit?usp=sharing> \*You will need the child's DOB and the last 4 of their SSN

**Complete Back to School information for ALL of your CCS students in one place! 5 Steps for Parents:**

1. Login to the Infinite Campus Parent Portal
2. Access & start update process (Click More, then Online Registration)
3. Update Contact Info
4. Complete Student Information & Acknowledge the CCS Handbook
5. Click 

Please  
complete!



Click link or  
scan QR code  
to get to  
Portal

<https://tinyurl.com/CCparentportal>





# Money



## Online Payments through RevTrak

To pay for things at school (such as the After School Program, t-shirts, field trips, yearbook, etc...)

This will not include items paid for to PTO.



[MZES RevTrack](#)

## Checks & Cash

If you write a check, please make it out to MZES.  
Cash is also accepted,

If you send in cash or a check, please put it in a ziplock bag or envelope with your child's name on it & what it is for. Please place this bag/envelope in the front pocket of your child's Take Home Folder.



## Breakfast & Lunch

Pay Online: [www.myschoolbucks.com](http://www.myschoolbucks.com)



Parents must complete the Free & Reduced Meal Application to be eligible for discounted meals.



# Car Rider Reminders

- AM Drop-Off: 7:00 - 7:38 am
- PM Pick-Up: 2:20 - 3:00 pm

-For PM pick up, please enter the car rider line from Eureka Church Rd., and circle around the gym parking lot. Students will load cars at letters A-D. You may exit by Pats Pl. or Eureka Church Rd.

-You or the person picking up your child must have an MZES 2023-24 car rider sign. These will be provided to the Enrolling Parent at Open House with a valid photo ID. If you need more, please see the front office.



# Car Rider Procedures

## AM

- Pull all the way forward to the first adult.
- Students must exit the vehicle on the right side.
- Parents must stay in the car (park if you need to exit).
- Drop off ends at 7:38.
- Students dropped off after 7:38 must be walked in and signed in by a guardian.



## PM

- Post sign so it is visible, until your child enters the car.
- Pull all the way forward to an assigned letter (A-D will be loaded by a teacher).
- Students must enter vehicle on the right side.
- Parents must stay in the car (park ahead of the gym in the parking spots if you need to exit).
- For the safety of all students and staff, and to avoid an accident, please do not exit around the line.
- Pick up ends at 3:00.
- After 3:00, students will be sent to the After School Program (\$7/day).

Please  
complete!

# Bus Information



Sign up to get messages  
if there are bus changes:



[bit.ly/NotifyMeCC](https://bit.ly/NotifyMeCC)



Search here to find your  
child's bus information:



[bit.ly/transportsearch](https://bit.ly/transportsearch)





# After School Program

Please  
complete!



- Register at Open House
- ASP is available from 2:15-6:00 pm Monday-Friday
- The cost is \$7 per day, per child
- Students receive a snack and drink
- Homework help is available
- For more information, contact [tracey.harper@carrollcountyschools.com](mailto:tracey.harper@carrollcountyschools.com)

Please click on the link below or scan the QR code to add money to your child's ASP account.



<https://carrollcountyschools.revtrak.net/elementary-schools/mt-zion-elementary/mze-after-school-/>



# Cafeteria Prices

Breakfast	Lunch	Visitors
\$1.50 each day	\$2.50 each day	\$2.00 Breakfast \$4.00 Lunch
Extra Milk \$0.60		Ice Cream \$1.00
 PLEASE COMPLETE THE FREE AND REDUCED FORMS BEFORE YOU LEAVE OPEN HOUSE!		





# Free Meal Application

Please  
complete!

We ask that ALL families complete a free & reduced lunch form.

This program provides needed funding for our school & is based on the percentage of students who qualify. This money is HUGE for our school! For this year only, the governor has set aside funds for students who qualify for reduced lunch to receive it for free.

## ONLINE FREE & REDUCED MEAL APPLICATION INSTRUCTIONS

- Visit <https://www.myschoolapps.com/Application> or scan the QR code.
- Click the blue “Begin Application Process” button.

What you will need to provide during the application process:

- The names and incomes of every member of your household
- The school, grade, birthdate of every student in your household
- Your social security number and electronic signature
- A valid email address or phone number for district communication about the status of the application





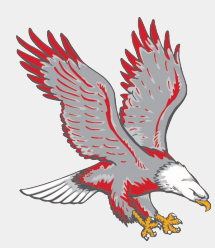
VOLUNTEER

# Visitors

Please  
complete!

At MZES, we love having visitors in the building! If you are interested in being a parent volunteer this year to help with Sno Cone Fridays, school celebrations, and assisting teachers with preparing learning materials, please click [here](#) to complete the Google Form letting us know when you are available, or email [Renea.Huddleston@carrollcountyschools.com](mailto:Renea.Huddleston@carrollcountyschools.com).

**Lunch and Birthdays:** Anyone listed in Infinite Campus on your child's profile may eat lunch with them. You must visit the front office to receive a visitor badge. Your child can ask 1 friend to eat with them if they would like to, and we ask that you sit at the benches on the sides of the lunchroom. Per school nutrition rules, outside food from a restaurant is not allowed. If you would like to bring a treat (cupcakes, ice cream cups, etc.) for your child's class to celebrate their birthday, you may drop it off in the front office or bring them in to be eaten during their class lunchtime. Only store-bought treats can be passed out to students.



# Parent/Teacher Organization

We would love to have you join our PTO! To get connected & be “in the know” with volunteer opportunities, sign up for PTO. They will be available at Open House in front of the Media Center. Follow our PTO on Facebook!



**Mount Zion Pto**

**Feel free to contact us anytime:**  
**[mountzionpto@gmail.com](mailto:mountzionpto@gmail.com)**

President - Stephanie Lipscomb  
Vice President - Janet Webb  
Secretary - Jamie East  
Treasurer - Hillary Blanchard



We are excited for another great school year!  
Thank you for all you do to support our school!



# Safety

Safety is very important at MZES & is our top priority.

We have many measures in place to help keep our students & staff safe. Below are a few things for parents to know about to help us with our safety efforts:

- Keep your Parent Portal up to date with who can visit/check out your child & phone numbers for how to get in touch with you.
- When you come to the school, always bring your driver's license to check in.
- We will have scheduled & unannounced lockdown drills to practice with students. We will explain the importance of these drills to students in a kid-friendly way, but we encourage you to speak with your child about this as well.

Locked doors have been found to be the #1 way to keep students & staff safe. Our exterior & interior doors will remain locked at all times.

# Parent Communication with Staff

Those wishing to meet with or visit MZE personnel may be denied immediate access due to scheduling difficulties. Our office will take messages and pass them to the appropriate personnel in a timely manner.



Please remember that during the school day, MZE personnel are serving students and working closely with teachers. Each member of the staff will check any voicemail or email messages and return them during their planning period or after dismissal each day.





# Student Medication



If your child has a medical condition that needs to be discussed, please contact her at (770)832-8588 and press 1 when prompted.

Students are not allowed to have/bring over the counter medications nor prescription medications to school.  
Medications may be brought in by a parent to the clinic.

**Hope Velez** is our school nurse, and can be emailed at [hope.velez@carrollcountyschools.com](mailto:hope.velez@carrollcountyschools.com) . Shelly Williams (from MZH) will be our nurse on Tuesdays. Kaitlyn Dutton (from MZM) will be our nurse on Thursdays.



# Student Technology

We are 1-to-1 with technology at MZES! Each student will be assigned a Chromebook to use throughout the year while at school. Students are responsible for taking care of their Chromebook and treating it respectfully.

If you need to check out a Chromebook for your child to use at home, please email our school Media Specialist, **Jennifer Thomas**, at [jennifer.thomas@carrollcountyschools.com](mailto:jennifer.thomas@carrollcountyschools.com), or stop by the front office.



Students will use different computer programs to support their learning. Teachers may assign tasks in Google Classroom, & your child will be familiar with how to use this.



# Phone Calls & Technology Policies

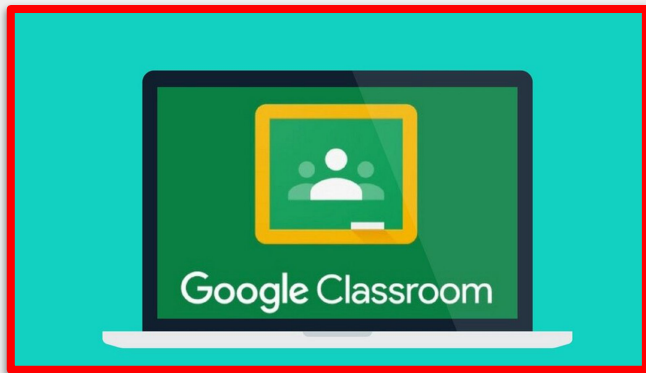


The office will call parents in case of emergencies, such as illness or injury. Those calls will be made from the clinic. The office will deliver important messages from parents to students during the school day. However, parent calls should be held to a minimum to avoid class disruptions.

Cell phones and smart watches with calling/messaging capability are not allowed to be used on campus **during school hours**. If your child needs their device for after school events, it must be powered off and in their bookbag. ***It is inappropriate for parent and student text messages and phone calls to take place on a student's device during the school day.*** This could possibly result in disciplinary action. If we see or hear it, it will be taken up. Parents will need to pick it up from the office. Disciplinary consequences:

- 1st Offense~Item is confiscated, and a legal guardian will be required to pick up the device from the school (7:00-2:35).
- 2nd Offense~Item is confiscated, and a legal guardian will be required to pick up the device from the school (7:00-2:35).
- 3rd Offense or more~Item is confiscated, and a legal guardian will be notified. The student will serve half a day in our Intervention Station area due to chronic disruption of instructional time.

**CLICK HERE**



**All K-5th Classrooms will  
utilize Google Classroom.**

Carroll County Schools

# GOOGLE CLASSROOM

Parent's Guide

**Google Classroom is an online classroom area in which teachers can share all the documents that their students need.**

## ACCESSING CLASSROOM

1. Go to [Google.com](https://www.google.com) and locate the sign in button on the top right corner of the screen.
2. Have your child enter their secure school email and password (provided by their teacher).
3. Once signed in, click on the apps logo on the top right corner of the screen.
4. From the app options, select Classroom
5. Here you will see all the classes in which your student is enrolled

## CLASSROOM TUTORIAL VIDEOS

[The Parent's Guide to Google Classroom](#)

(4 minutes)

[How to use Google Classroom for Parents](#)

(9 minutes)

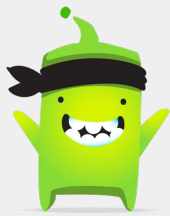
[Google Classroom Tutorial for Students & Parents](#)

(4 minutes)

If you need any additional support, please contact your child's teacher.

THANK YOU FOR BEING AN ACTIVE MEMBER OF YOUR CHILD'S EDUCATIONAL TEAM!





# Class Dojo and RCA



This year we will be using Class Dojo to track individual student behavior, and the RCA app for students to earn points for their House. Please be sure to connect to your child's class on Class Dojo to check on your child's behavior and receive information from your child's teacher. Information will be sent home later in the year to connect to the RCA app and track your child's RCA points.

- Students will “Spin the Wheel” to be placed in a House on the first day of school.
- Students will always be a part of this House, and will meet with their House throughout the year.
- Students will be able to earn points for their House by displaying School Spirit, Outstanding Performance, Academic Achievement, Rising Leaders, and Superior Characters.

You can preorder your child's House shirt at Open House!





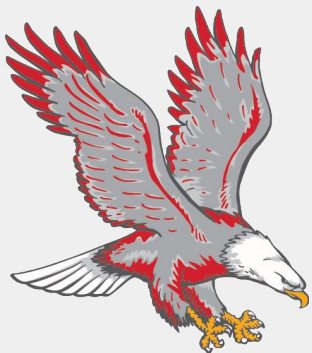


Please  
complete!

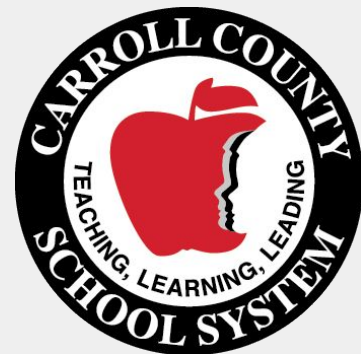
# Student Handbooks

Click [here](#) to view the 2023-24 MZES Parent/Student Guide.

Click [here](#) to view the 2023-24 Carroll County Student Handbook.



Once you have reviewed the Guide & Handbook, please **sign off** on this using your Parent Portal (directions in previous slide).





# Thank you!

At MZES, we value the home to school connection, and strive to communicate with our families to create a premier learning environment. We are going to work together as a **TEAM** to make this the best year yet!

Please let us know if you ever need anything by stopping by the front office, calling (770-832-8588), or emailing ([melissa.dearman@carrollcountyschools.com](mailto:melissa.dearman@carrollcountyschools.com)).

Our students are our top priority at MZES. Thank you for sharing your best with us!