

# David A. Perdue Elementary School

## Bulldog Procedures

### 2025 - 2026

115 Sutherlin Drive  
Warner Robins, Georgia 31088  
(478) 988-6350

Dr. Andy Payne  
*Principal*

*Mrs. Meredith Rhodes*  
*504 Coordinator*

*Dr. Varee Harrell*  
*District Title IX Coordinator*



Dr. Richard Rogers, Superintendent  
Houston County Board of Education  
Post Office Box 1850  
1100 Main Street  
Perry, Georgia 31069  
(478) 988-6200  
[www.hcbe.net](http://www.hcbe.net)

Welcome back parent and students! We are very excited to get this school year started, and we look forward to another great year in Bulldog Country where we work together to help ALL students learn at a high level. As the school year begins, here are a few reminders:

### **Arrival/Dismissal**

School begins at 8:30 a.m. and all students need to be in their classroom at this time. If, however, they are running late, please make sure to check them into the office when they arrive. **Do not drop off your children in the front of the school and let them walk in on their own.** For safety reasons, we need anyone who is tardy to be checked into school by an adult. There will NOT be any early dismissals after 3:00 p.m. except for emergencies or doctor's appointments with documentation of the appointment. If you need to check your child out of school for any reason, you will need to do it before 3:00 p.m.

### **Attendance**

Per the county handbook, when a child is absent from school he/she is to bring in an excuse for the absence. On page 5 it states, "Please send a parent or physician's note to the homeroom teacher **within five days of the absence**; otherwise, the absence is unexcused and subject to the truancy regulations." At Perdue Elementary we want all students to be at school daily, but understand kids get sick, have appointments they must attend, and have other things that could cause them to miss school. To keep track of all excuses efficiently we are asking all parents/guardians to make sure they send in their excuse within 5 days and we also ask that you **do NOT use email or the HCSD app** as a way of sending in these excuses. We are asking you to please send in a parent or physician's note to your teacher or bring one to the school. Technology is great but email and HCSD app are not as efficient for our documentation as the other forms.

### **Breakfast/Lunch**

School breakfast and lunch this school year is free however if your child want a supplemental item such as ice cream, chips, etc...they will have to bring money or have money on their account.

### **Communication**

This year we will not use agendas. We will utilize the HCSD app, Wednesday folders, & other forms of communication. We also use social media as one form of communication so please follow us on Facebook, Instagram, Threads, TikTok, X, and YouTube.

### **Discipline**

At Perdue Elementary School our mission is to build a community of life-long learners. We believe we can achieve our mission by creating a positive and nurturing environment that will enhance student learning and ensure success for all. We have set high expectations for ourselves and for our students. High academic standards and expectations can only be met when there is a classroom climate conducive to learning.

We believe that our school-wide discipline plan promotes and values individual students as well as creates a community of students working together to achieve greatness. One way to create this climate is by students meeting our BARK expectations. By students knowing, learning, and living these BARK expectations, they will encompass all of the characteristics we strive for them to learn each day.

- Be Respectful
- Act Responsibly
- Remember Safety
- Kindness Matters

Students will be given an opportunity to earn at least 7 points each day for meeting school-wide expectations. Points will be earned from the following areas:

- 1 point – Specials
- 1 point – Engagement during ELA Block
- 1 point – Engagement during Math, Science, and SS Block
- 4 points – Overall BARK Expectations

## **If a student loses a point or more, here are the consequences for each point lost.**

Seven points	All is Okay!
Six points	Verbal Warning
Five points	5-minute Time Out (i.e. another classroom, recess, etc...)
Four points	10-minute Time Out and completion of a Reteach Behavior Sheet
Three points	10-minute Time Out, completion of a Reteach Behavior Sheet, and MIR (Minor Incident Report)
Two points	10-minute Time Out, completion of a Reteach Behavior Sheet, and MIR (Minor Incident Report), and Silent Lunch
One point	10-minute Time Out, completion of a Reteach Behavior Sheet, and MIR (Minor Incident Report), Silent Lunch, and Talk with Administrator
Zero points	Office Referral – Automatic ISS

- Certain offenses will result in an automatic MIR. If a student gets after school detention for earning a certain number of MIRs, the student will not be able to stay for ASP or ride the bus home. The student will need to be picked up in the office at 4:30 p.m.
  - First MIR – Parent Notification
  - Second – Fourth MIR – After School Detention for 1 to 3 days (4:00 – 4:30 p.m.)
  - Fifth MIR – Office Referral – Automatic ISS, Parent Conference, Behavior Contract Signed
- All major offenses will be automatic office referrals.
- If a student gets an automatic office referral for something such as fighting, extreme disrespect to adults, etc...this student will lose all of his/her points for that day which could affect attendance at behavior celebrations.
- Teachers will use this system to reward students who show good behavior in the classroom.
- If a student has ISS/OSS, he/she will NOT be able to participate in events at the school for that day or earn their 7 points. For example, if we are having a special luncheon or a night event at the school, he/she will NOT be able to attend due to having ISS/OSS that day.
- Students who are absent will automatically receive their 7 points for the day.

As a PBIS school, we have implemented a school-wide reward plan where the students are given Bulldog Bucks when demonstrating traits of being a Perdue Bulldog. Being a good citizen, showing good behavior, and doing anything else that shows great BARK expectations will earn the student Bulldog Bucks. As students earn Bulldog Bucks, they may redeem their Bulldog Bucks for an item(s) at our school's Bulldog Store. Some examples of store merchandise are: snacks, school spirit appeal, sports items, art supplies, and much more!

We will also encourage the students to wear our school's colors on designated Fridays to show school spirit. Throughout the year we will also be recognizing students over the intercom for being Bulldogs of the Month. We are proud to be Bulldogs and want to instill our BARK expectations in everyone.

We hope that you are excited about this school year and know that working together is the best way to help us build a community of life-long learners!

### **Required Documents**

This year required documents from the school district need to be signed off through Infinite Campus. Please have all documents signed off by Friday, August 8<sup>th</sup>.

### **Transportation Changes**

Our front office staff is incredibly busy during dismissal and to avoid any confusion, missed buses, and safety issues, **we cannot change transportation for your child after 3:00 p.m. Also, please do not send a change of dismissal through the HCSD app as teachers do not always get to check that until after school.** This year we will continue to not have any parents checking their child out as a "walk up" in the office. These procedures are put into place for the safety of your children and to make dismissal run more smoothly. If you need to change dismissal, please make sure to call the office before 3:00 p.m. or send in a note with your child if there will be a change of transportation for that day.

IT'S GREAT TO BE A PERDUE ELEMENTARY BULLDOG!!!