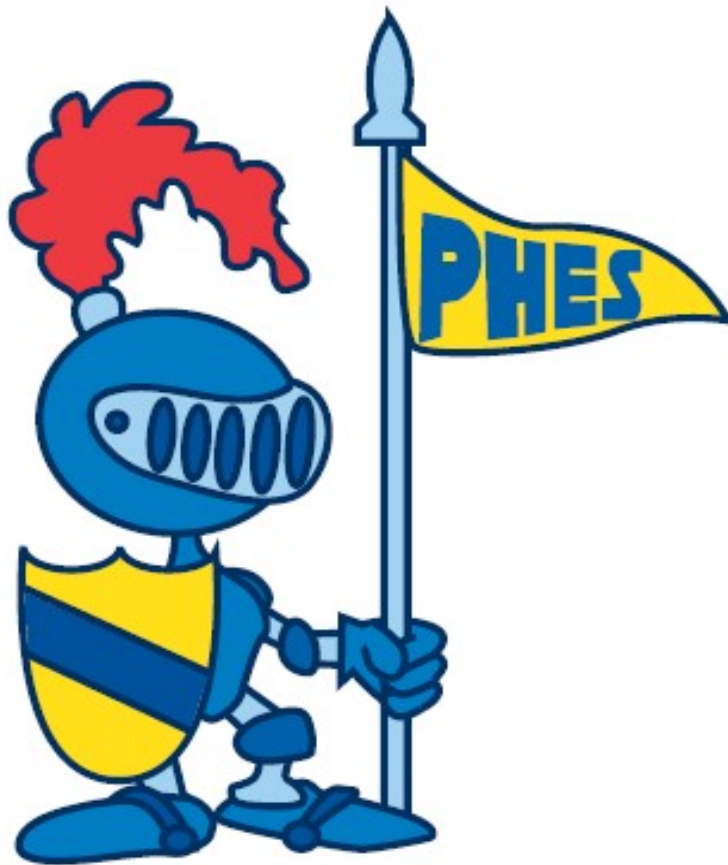

*Haskew
Student-Parent
Handbook
2023-2024*



Go Knights!



Pearl Haskew Elementary

Learn Love Serve Lead

Table of Contents

- Message from Sir Golden ----- 3
- About Pearl Haskew Elementary -----4
- Principal’s Message -----5
- School Hours-----6
- Uniform Policy ----- 7
- What Makes a Successful Student? -----8
- Attendance Policies ----- 9
- First Aid ----- 10
- Child Nutrition Program ----- 11
- Cafeteria Visits ----- 12
- Library/Media ----- 13
- Physical Education ----- 13
- PACE/Gifted Program ----- 14
- More Information ----- 15 - 17
- Discipline ----- 18
- Misconduct – A Offenses -----19
- Misconduct – B Offenses----- 20



Pearl Haskew Elementary
Learn Love Serve Lead

A Message from "Sir Golden"

The Great Knight, our mascot, representing the strength and chivalry of Pearl Haskew Elementary students



I am delighted that you have come to learn at this great castle that bears the name of an outstanding educator.

No other name represents excellence, wisdom, and kindness like that of Lady Pearl Haskew.

As knights and ladies of Pearl Haskew Elementary School, you will strive for excellence, as you conquer each subject.

I challenge you to honor Lady Pearl by being chivalrous. Respect yourself, your school, and other students as you reach for success in education!



Pearl Haskew Elementary

Learn Love Serve Lead

About Pearl Haskew and Pearl Haskew Elementary School

Pearl Golden Haskew was born in Theodore on August 8, 1920. Mrs. Pearl and her five brothers and sisters all attended Theodore High School. Mrs. Pearl's oldest brother was in the first graduating class in 1924.

Mrs. Pearl Haskew received her B.S. Degree at Livingston University (now the University of West Alabama) and her master's degree from the University of Alabama. Her first teaching assignment was at Satsuma. This school had three teachers for grades one through seven.

Mrs. Pearl Haskew transferred to Alba in 1941. Prior to World War II, teachers in Mobile County could not teach in their hometown. Due to the shortage of gas and tires, teachers were placed closer to home. It was at this time that she went to Theodore where she taught elementary, middle, and high school students.

Mrs. Pearl Haskew was assigned as the first principal at Nan Gray Davis Elementary School in 1965. She walked her students from the existing Theodore High (where Hankins Middle School is currently located) to Nan Gray Davis through the woods when the school opened. Mrs. Haskew was the principal at Nan Gray Davis for six years. Later she served as a curriculum supervisor for elementary schools in Mobile County until her retirement in 1976. She was active in the planning and designing of Pearl Haskew Elementary and was highly visible in the school until her death in 2007.

Pearl Haskew Elementary School opened in the spring of 2006. Students attended school on three different campuses for the first three quarters of the school year. Thirteen buses transported students from the three different sites: Nan Gray Davis, Meadowlake, and St. Elmo Elementary Schools for their first day at Pearl Haskew Elementary School on April 24, 2006.

The Theodore community is proud to have Mrs. Pearl Haskew as a pioneer and leader. Pearl Haskew Elementary School strives to be a wonderful tribute to a great educator and outstanding person.



Pearl Haskew Elementary

Learn Love Serve Lead

Principal's Message

To Parents

This handbook serves to acquaint you and your child with the policies and procedures of Pearl Haskew Elementary School. Please read this book thoroughly and discuss it with your child.

The faculty and staff at Pearl Haskew Elementary are dedicated professionals who are committed to providing the best educational opportunities for your child. Please remember that parents are teachers too. You are the first, most lasting, most important teachers in your child's life. That is why we at Pearl Haskew Elementary continually solicit your involvement and support. Our goal is to work together with you to provide the best education possible for your child.

Please get involved at school by maintaining contact with your child's teacher. We want you to be active in our PTO and parent volunteer programs. Support the exciting class and school-wide activities held each year.

I truly look forward to working with you. Together we can make your child's experience at Pearl Haskew successful and meaningful. Let's have a great year!

Catherine Coxe
Principal



Pearl Haskew Elementary
Learn Love Serve Lead

School Hours

Morning Arrival

1st Bell – 7:40 A.M.
Tardy Bell-8:05 A.M.

Students who are not in their classroom by 8:05 will be counted tardy.

No student will be allowed in the building before 7:40 A.M.

Car Riders and Bus Riders must stay in the vehicle with the driver until the signal is given to enter the school building.

Afternoon Dismissal

Car Riders – 2:50 P.M.
Bus Riders – 2:55 P.M.
Walkers – 3:00 P.M.

(NO Early dismissals after 2:00 P.M.)

***If your student is being picked up from school in the carpool line, you must have a school issued student identification card visible in your window. These cards will be given to your student the first day of school. If you do not have a card after the first day of school, you will be required to retrieve one from the office before you will be allowed to pick up your child.**

****If an early dismissal is due to a dentist or doctor appointment, you must send in the dentist or doctor note for the dismissal to be excused.**



Pearl Haskew Elementary

Learn Love Serve Lead

Uniform Policy

Please adhere to the MANDATORY STUDENT UNIFORM POLICY.

This dress code for students has been developed by the Support Task Force from our Effective School Leadership committee and parents. It is our belief that dress for school should be appropriate for the activities a student will encounter. Dress and grooming reflect the attitude of students toward school and class work. The uniform policy is enforced to create a positive learning atmosphere in our school.

SHIRTS

Boys & Girls – Navy polo shirt or Navy Haskew T-shirt may be worn any day of the week. **NO logos, such as Under Armour, Polo, etc.,** will be allowed. Other color spirit shirts may be worn on Fridays only. *Shirts must be tucked in pants.

Girls – *White Peter Pan collar shirt may be worn with Royal Park Plaid #3 navy jumper only

SHORTS, PANTS, SKIRTS, SKORTS, JUMPERS

Girls – Khaki uniform shorts, pants, skirts, or skorts (Royal Park Plaid #3 navy jumper only)

Boys – Khaki uniform shorts or pants

Pants must be uniform style **ONLY**. **NO** cargo pants, Capri length pants, low rise pants or flared leg pants.

BELT

Plain black or brown belt – required for Grades 2-5

SHOES

Athletic (tennis) shoe (tied with laces) and **WHITE** ankle socks. **Hey Dude**, slip-on shoes, light up shoes, and shoes with **black** soles will **NOT** be permitted. Soles of any color are appropriate. Velcro shoes are recommended for kindergarten. (**Participation in PE requires correct uniform shoes.**)

SWEATERS, JACKETS, ETC.

Navy or **gray** sweater, cardigan, jacket, fleece pullover or school logo sweatshirt. **Only PHES logos are allowed.** Solid white or navy long sleeve shirts may be worn under the navy-blue school shirt during cool weather.

Girls may wear **ONLY** white, gray, or navy tights during cool weather months.

(Please make sure your child's outer garments have their name written on the inside label.)

OTHER

For safety reasons, all earrings must be small studs. No hoop-style or dangle earrings. Hair must be kept neat, clean, and out of the eyes. Only natural color hair will be permitted. Long/fake fingernails will not be permitted.

Consequences for being out of uniform: 1st offense = warning, 2nd offense = demerit, 3rd offense = demerit, 4th offense = demerit resulting in after school detention.



Pearl Haskew Elementary

Learn Love Serve Lead

What Makes a Successful Student?

- Teamwork between parents, the student, and the school
- Respect for each other
- Caring about the school and its effect on the community
- Trust between each other
- Commitment to succeed
- Open communication
- Shared vision of the future
- Recognition of each other's efforts and accomplishments

It is a fact that students with high truancy (absenteeism) have the lowest academic achievement rate. School dropouts have fewer job prospects, make lower salaries, and are more often unemployed than youth who stay in school.

It is a fact that almost one half of students that drop out of school missed at least 10 days of school or more each year.

When parents and families are involved in the students' education process, students benefit in the following ways:

- Higher grades and test scores
- Increased motivation, better self-esteem
- Fewer instances of misbehavior

Parents can prevent dropping out by working with school administrators, counselors, and teachers. Start these strategies now to ensure the success of your child:

- Arrange for help with making up missed work, tutoring, or placement in a special program.
- Help your child with personal problems, and/or arrange for help.
- Help your child schedule their time – play, sleep, homework & study time.
- Help your child understand that the choices they make – behaving badly enough to get in trouble at school or possibly be suspended from school – can seriously disrupt their education.

At Pearl Haskew Elementary School, we are committed to working with students and students' families to take advantage of opportunities to build a strong sense of community.



Pearl Haskew Elementary

Learn Love Serve Lead

ATTENDANCE POLICY

Excused Absences

- **Personal Illness** - A doctor's note or parent note is necessary for the absence to be excused. Only 8 parent notes are allowed each year.
- **Inclement Weather** - Absence due to weather that may be dangerous and/or life threatening - This absence will be excused as determined by the principal.
- **Death of a Relative** - The absence may be excused for up to three days unless reasonable cause may be shown by parent or guardian for a longer absence. A parent note must be provided.
- **Observance of a Religious Holiday** - Any student of any religion shall be excused if his/her absence is for the purpose of observing a religious holiday consistent with his/her creed or belief with prior approval of the principal. A parent note must be provided.
- **Head Lice** - The school system allows three excused days for parents to treat and remove bugs. All bugs must be removed before the student is allowed to return to school. **The school nurse will work with you to resolve bug/nit problems.**

***Any other reason must be excused by the principal prior to the absence.**

Steps to Follow When a Student Is Absent

1. If student absence is a result of a communicable disease such as chicken pox, head lice, scabies, etc. please inform the school.
2. The parent or guardian must write an excuse giving the student's name, dates of absence, reason for absence and his/her signature.
3. Excuses should be given to the classroom teacher within three days of returning to class otherwise the absence will be marked unexcused.
4. Parents may contact the school for work when it appears the child is going to be absent for an unusual length of time.
5. Students must be in attendance one -half of the instructional day to be counted present (11:30 a.m.).
6. **Family vacations are not excused absences. These absences are strongly discouraged. Because unusual circumstances do arise, parents must contact the principal prior to the absence.**

Please note that the school will contact you if your child is absent. We would like to work with you to help make sure your child does not fall behind in their school work. After the eighth absence from school, the school attendance officer will contact you.



Pearl Haskew Elementary

Learn Love Serve Lead

First Aid

We have an onsite nurse to help care for our children. Our goal is to keep students healthy and in school.

Please follow these guidelines if you are not sure if you should send your child to school.

DO NOT send your child to school if they have:

- A fever over 100 degrees
- Vomited or had diarrhea within the last 24 hours
- Excessive coughing, running nose, and/or congestion.
- Contagions such as pink eye, head lice, and undiagnosed rash, etc.
- **COVID-19 Symptoms such as fever, loss of taste and smell, shortness of breath**

All open sores and ringworms must be covered with a bandage. If your child has a chronic illness that may cause them to miss school often, the school will need a physician's statement of illness that will need to be completed **each semester** for your child. You may request these forms from the school nurse.

The school nurse can assist with medications that need to be given during school hours. You must have your child's doctor complete a school medication form. You may get these forms from the school nurse. All medications ordered by your doctor must be brought to school by an adult and must be in the original prescription bottle accompanied by the medications such as Tylenol, cough medicine, etc. These medications may only be administered by the school nurse if they are accompanied by a medication form signed by the child's doctor.

Please encourage your child to have healthy habits. Healthy habits include washing hands often, getting plenty of sleep, and eating nutritious foods. In addition, it is important that children do not share food, drinks, or personal items such as brushes, combs, hats, etc.

We are looking forward to a healthy, happy school year!



Pearl Haskew Elementary
Learn Love Serve Lead

CHILD NUTRITION PROGRAM

There will be **NO CHARGE** for breakfast and lunch for students.

However, if a student wants a second helping, the following prices will apply. These prices are subject to change.

Breakfast Program

(Breakfast is served daily, Monday thru Friday)

Prices

Staff	\$1.75
Reduced	.30
Adults	\$2.00
Visitors	\$2.00
Child (under 10) visitors	\$1.50

Lunch Program

(Lunch times vary with each grade level)

Prices

Staff	\$3.75
Reduced	.40
Milk	.50
Juice	.30
Adults	\$4.00
Visitors	\$4.00
Child (under 10) visitors	\$3.75
Holidays/Special Events	\$5.25

1. Students must have a lunch either from home or from the school cafeteria.
2. Carbonated drinks will not be allowed in the cafeteria.
3. Glass containers are not allowed in the cafeteria.
4. Food may not be taken from the cafeteria.
5. If a parent plans to eat lunch with their child, a note must be sent to their child's teacher.
6. **Parents may not bring a lunch from a local restaurant (such a McDonalds, Wendy's etc.) for their child to eat in the cafeteria.**



Pearl Haskew Elementary

Learn Love Serve Lead

School Policy for Cafeteria Visits

Many parents value the opportunity to have lunch with their student during the school day. A parent, guardian, or grandparent may visit their child/grandchild in the cafeteria during the lunch period on **Thursday ONLY** provided the following policy is followed. These guidelines are intended to provide a safe and positive lunch experience for all students in the school. Parents/guardians and grandparents are required to report to the main office to sign-in. State issued photo identification is required.

Lunch guest procedures:

1. Adults visiting for lunch must be listed as a contact able to visit the student at school.
2. The student's teacher must be notified **BEFORE** arriving on campus.
3. Visitors must wear a badge/sticker provided by the office staff during check in. It must be always visible on your shirt while in the building.
4. Go straight to the cafeteria, **not the teacher's classroom**, after signing in.
5. You may purchase the school lunch or bring one from home. Restaurant food is discouraged. The visiting adult and the child may not share food with other students.
6. The cafeteria visit must take place during the child's regularly scheduled lunch time.
7. The cafeteria visitor will sit at the designated tables inside the cafeteria.
8. The student is required to follow all cafeteria procedures including:
 - a. Sitting in their own seat, not on a parent's lap
 - b. Remain seated during the visit
 - c. Remain quiet for the first 10 minutes to ensure they finish their lunch by the end of the period
 - d. Clean up after themselves
 - e. Refrain from using a cell phone or hand-held video game device. Enjoy quality time with the visitor.
9. Visitors will not be allowed to remain in the cafeteria for extended periods of time.
10. Visitors must return to the office immediately after the student's lunch period has ended.
11. The visitor is not allowed to take pictures or videos during the visit.
12. Cafeteria visitors may not visit other areas of the campus without prior approval from the principal.
13. Any questions or concerns must be directed to the principal or assistant principal.

*Please do not attend lunch with your student if you know it will cause your student undue stress when you leave.



Pearl Haskew Elementary

Learn Love Serve Lead

LIBRARY

Readers are leaders and leaders are readers!

At Pearl Haskew Elementary School, we believe the single-most accurate factor in predicting students' academic success is their proficiency in reading. Our strong emphasis on reading and writing provides students with the tools they need in all other academic endeavors. In conjunction with MCPSS'S Reading Program, i-Ready, and other reading material, the library provides students with age/grade/reading level-appropriate programs and activities. We make every effort to ensure all students have access to quality materials. Students are encouraged to visit the library frequently.

PHYSICAL EDUCATION

Physical activity is critical to the development and maintenance of good health. The goal of physical education is to develop physically educated individuals who have the knowledge, skills, and confidence to enjoy a lifetime of healthful physical activity.

A physically educated person:

- Demonstrates competency in skills and movement needed to perform a variety of physical activities.
- Demonstrates understanding of movement concepts, principles, strategies, and tactics as they apply to the learning and performance of physical activities.
- Participates regularly in physical activity.
- Achieves and maintains a health-enhancing level of physical fitness.
- Exhibits responsible personal and social behavior that respects self and others in physical activity settings.
- Values physical activity for health, enjoyment, challenge, self-expression, and/or social interaction.

The physical education department at Pearl Haskew Elementary School is committed to helping children become active, learn responsibility, and show respect for themselves, their classmates, and their elders. **Participation in PE requires correct uniform shoes.**



Pearl Haskew Elementary

Learn Love Serve Lead

PACE/GIFTED PROGRAM

Questions and Answers

- **Is there a program for the gifted in the Mobile County Public Schools?**

Yes, there is a program in the Mobile County Public Schools that serves gifted students in grades K-12 in every school. The program is called the PACE Program. PACE stands for Pursuing Academics, Creativity and Excellence.

To refer a child, contact the school. You may tell a regular teacher, a PACE teacher or the principal. Referrals can be made at any point from Third through Grade Twelve.

- **How long has there been a program?**

Classes for the gifted have been available since 1970. The PACE Program was authorized in 1982.

- **What kinds of behaviors does the gifted child show?**

The gifted child:

- | | |
|-------------------------------------|--|
| >takes initiative | >becomes passionately interested in ideas |
| >show leadership | >chooses difficult tasks |
| >is curious | >has a keen sense of humor |
| >is creative | >expresses thoughts with ease, often at great length |
| >show persistence | >uses ideas and learning in new situation |
| >is resourceful in solving problems | >has many different and unusual idea |

- **How are children referred for gifted services?**

Students must be enrolled in a public school in order to be referred, tested, and served. A parent or anyone who knows a child (such as a teacher, counselor or relative) may refer the child for gifted services.

- **Who handles the identification process?**

Local school committees handle screening, eligibility and placement. Parent permission is required at each step.

- **What are the school committees looking for?**

The committees are looking for evidence of high levels of:

- Ability: academic or creative
- Gifted behavior
- Performance- grades, test scores, products, leadership, motivation



Pearl Haskew Elementary

Learn Love Serve Lead

More Information

Devices

Our school system now has a 1:1 device policy, meaning your student will be assigned a laptop to use during the year. These laptops will stay at school for your student to use during the school day as needed. Our teachers will teach in a blended format that combines face-to-face teaching and online instructional activities within the classroom. Parents will sign for the devices taking responsibility for any damage incurred to the device during the year. See device agreement.

Student Birthdays

For your child's birthday, you may send a treat to school for all the students in the class. It will be served at break time. All birthday treats must be brought to the office before 8:05 A.M. No items will be delivered to classrooms after 8:05 A.M. Flowers, balloons, candy, etc. may not be brought to school or be delivered to school for students' birthdays or other occasions.

Classroom Parties

There will be two classroom parties during the school year: Christmas and End of the Year. Parents are encouraged to help organize and plan these parties. School-aged children attending other schools will NOT be permitted at parties or other events, such as fall festivals, for any reason. If you are 18 and older, you must provide a valid ID and be on the school's contact list.

Care of Property

Clothing- Be sure to label all clothing with your child's first and last name inside the garment.
Money- Students are discouraged from bringing more money than they need to spend at school each day.

Textbooks, Library Books and Materials- Please explain to your child that they are responsible for any book or materials that are assigned to them. Students will be required to pay for lost/damaged books or materials.

Carpool

There will be a **NO Cell Phone Policy** during the arrival and dismissal of our students. If you are using your cell phone during those times, you will be reminded of this policy by our staff. I hope you understand the importance of this policy and realize we have it for the safety of all our children. Please follow directions given by faculty and staff as you pull into the carpool line. Please do NOT change lanes once you enter the carpool line. You must also have a school issued student ID card displayed in the windshield to pick up your student. **Stay in your vehicle.** **Radios should be at a volume in which other carpool parents are unable to hear it. Vulgar and obscene language in songs will not be permitted in carpool.**



Pearl Haskew Elementary

Learn Love Serve Lead

Early Dismissals

Only parents/guardians and/or those listed as emergency contacts may sign out a student from school. **The person signing the student out must have a valid picture I.D.** Please remember early dismissals interfere with instruction and tests that are taking place during the last part of the school day. **Every minute of the school day is important.** Missing important assignments or tests can hurt your child academically. Unexcused early dismissals mean that students may not be allowed to make up missed assignments and tests, which results in poor grades. Please consider your child's education before asking for an early dismissal. Early dismissals come under the same policy as absences. There must be some emergency reason for the early dismissal to be excused. True emergencies are never questioned. No early dismissals after 2:00 P.M. **See p. 6.**

Use of the Telephone/Cell Phones

Students must have permission from the teacher or principal to make a call from school. Permission is given for urgent reasons only. Cell phones may not be used to call or text parents during school hours or in route on the bus. Phones should be powered off and kept in a bookbag. Smart watches should not be worn at school.

Student Records

Student records must contain accurate information on how to contact parents or relatives in case of accident or illness. If a true emergency happens on campus, we must be able to reach you. These records must be kept up to date; therefore, if you move, change your phone number, or need to add another emergency contact to your child's list, please do so as soon as possible. You must come into the school office to update your student's information.

Bus

MCPSS transportation policy doesn't allow students to ride any bus other than their zoned bus.

Registration

To register a new student for school, state law requires that you provide the school with 2 proofs of residence, the student's birth certificate, social security card, immunization card, and ID. One proof may be a utility, tax, bank or employment statement. Two credit card statements also equal one such proof. The other proof must be directly associated with the physical residence such as a deed, lease, mortgage, or property tax statement. Proofs must be dated within 2 months of registration. In addition, the school may periodically ask for new proofs of residence or verify attendance zone information

Parent Conferences

Throughout the school year, teachers will request a conference with you to discuss your child's academic status. Parents may also request a conference. Parents are encouraged to send a note to the teacher, email the teacher, or call the school in advance to set up an appointment. Our school firmly believes that joint efforts between parents and teachers provide the best support for our students. Parents will need to attend one student-led conference.

Students ID's

Students have an ID card on a lanyard to wear to lunch, computer lab, and the library. Students are given a free card, pouch, and lanyard at the beginning of the year. Replacement items are as follows:

\$5.00 for a replacement card
\$2.00 for a replacement lanyard

Please encourage your students to take care of these ID's. Students should not take their ID home.

Tardiness

Please be on time!! Promptness to school is very important for your student's education.

- Parents **must accompany** students to the office when they are late and inform the registrar of the reason for the tardiness.
- Admission slips are necessary to enter the classroom when tardy.

School Visitors

- All parents/school visitors **must report** to the office and sign in.
- Visitors will be given a pass to wear while at school. Parents will not be allowed to enter classrooms during instructional time unless permission is given by the principal.



Pearl Haskew Elementary

Learn Love Serve Lead

DISCIPLINE

School Wide/County Wide Discipline Procedures

“If a child lives with fairness, He learns justice.”

The following information has been reprinted from the Mobile County Public School System’s ***Code of Conduct for Students***. A complete copy is given to parents when they register their children. Visit <http://www.mcpss.com> and go to the Student Services link to access a copy of the Mobile County Public School Systems’ Code of Conduct for Students online.

Demerit System

Pearl Haskew implements a demerit system that will result in an after-school detention. Students will receive a demerit for the following inappropriate behaviors:

- Bathroom behavior
- Hallway behavior
- P.E. behavior
- Recess Behavior
- Library behavior
- Bus behavior
- Cafeteria behavior
- Dismissal behavior
- Classroom behavior (time-out for reflection)

Once your child has earned a demerit, the demerit will be sent home for you to sign. If your child receives 3 demerits, you will be notified of an after-school detention assignment for your child. **You should sign and return** each of these notifications, which will be placed in your child’s discipline folder. If they are not returned, you will need to attend a parent conference. You will know two days in advance if your child will be in detention. All detentions will be held on Thursday afternoons from 3:00-4:00 p.m. Students will report to the classroom of the teacher that is on detention duty that week. Pick-up will be in the front office where you must sign out your child. Once detention is served, then the demerits will start over. If your child attends detention more than three times in a semester (2 quarters), there will be a mandatory meeting that will include the student, the parent, the classroom teacher, and the principal.



Pearl Haskew Elementary

Learn Love Serve Lead

STUDENT CONDUCT

“If a child lives with encouragement, He learns confidence.”

Group A Offenses

Group A: Disruptive behaviors include those student offenses that disrupt the orderly educational process in the classroom or anywhere else where the school has authority. Teachers must attempt to resolve Group A misconduct when it is appropriate before referring a student to the administrator for official disciplinary action. These interventions and responses may be implemented for violations of any Group A offenses within a school year.

First (1st) Offense

Classroom Interventions and Responses include:

- Teacher contacting parent/guardian by phone, email, or text message
- Teacher verbally correcting a student’s misbehavior
- Student drafting a written apology for his behavior
- Conducting a conference between the teacher, student, and parent(s)

Student Support Team Interventions and Responses include:

- {TEACHER or SCHOOL ADMINISTRATOR} notifying the parent/guardian about the student’s misbehavior
- Conducting a conference between the student and community
- Student participating in a mentoring program
- Student being referred to a Problem-Solving Team
- Student being referred to school-based health or mental health clinic (parent **MUST** be notified)
- Student performing service to the school

Second (2nd) Offense

Intensive Support Staff and Administrative Interventions and Responses may include:

- Changes to a student’s schedule or class
- Teacher notifying parent \ guardian
- Student performing service to the school or community
- Student repaying any costs resulting from his or her misbehavior
- Detention
- Student participating in conflict resolution or peer mediation
- Teacher referring student to a school administrator

Group B Offenses

Group B: These are behaviors which upset the orderly classroom and all areas where the school has authority. The words “2nd Offense and Subsequent Offenses” refer to and include all second and subsequent violations of any Group B offenses within a school year.

First (1st) Offense

Classroom Interventions and Responses may include:

- Teacher contacting parent/guardian via, email, or text message
- Student drafting a written apology
- Teacher changing a student’s seat
- Daily progress sheet on behavior
- Other Classroom Responses

Student Support Team Interventions and Responses may include:

- Student Support Team or Teacher or School Administrator notifying Parent or guardian about student’s misbehavior
- Conducting a conference between the student and Community
- Student being referred to the Individualized Education Program
- Student being referred to school-based health or mental health clinic (parent **MUST** be notified)
- Student performing service to the school
- Student participating in conflict resolution
- Other and Student Support Responses
- Student receiving short-term suspension

Second (2nd) Offense

Intensive Support Staff and Administrative Interventions and Responses may include:

- Changes to a student’s schedule or class
- Teacher notifying Parent/ guardian
- Student Repaying any costs resulting from his or her misbehavior
- Detention
- In-School Suspension/Retract
- Student participating in conflict resolution
- Other Intensive Support responses
- Student being referred to the Problem-Solving Team (PST)

Subsequent Offenses

Suspension and Referral Responses may include:

- Teacher or School Administrator notifying Parent/guardian about the student’s misbehavior
- Student receiving short-term suspension (five to seven days)
- Student being referred to substance abuse counseling (parent **MUST** be notified)
- Student being referred to the Twilight
- Student being referred to the Problem-Solving Team (PST)
- Student being assessed for Functional Behavioral Assessments and Behavior Intervention Plans
- Others
- Excessive Group B offenses may result in a Proposed Long-Term Suspension

NOTE: When parents refuse to attend a conference, the principal may suspend after exhausting all reasonable attempts to contact parents. Efforts to contact parents must be documented.

Conflict/Anger Management Program (CAPPII) and/or Chemical Abuse Prevention Program (Tobacco only) (CAPP), can be used as an alternative or in addition to other disciplinary action for offenses marked and may also be used to reduce suspension days.