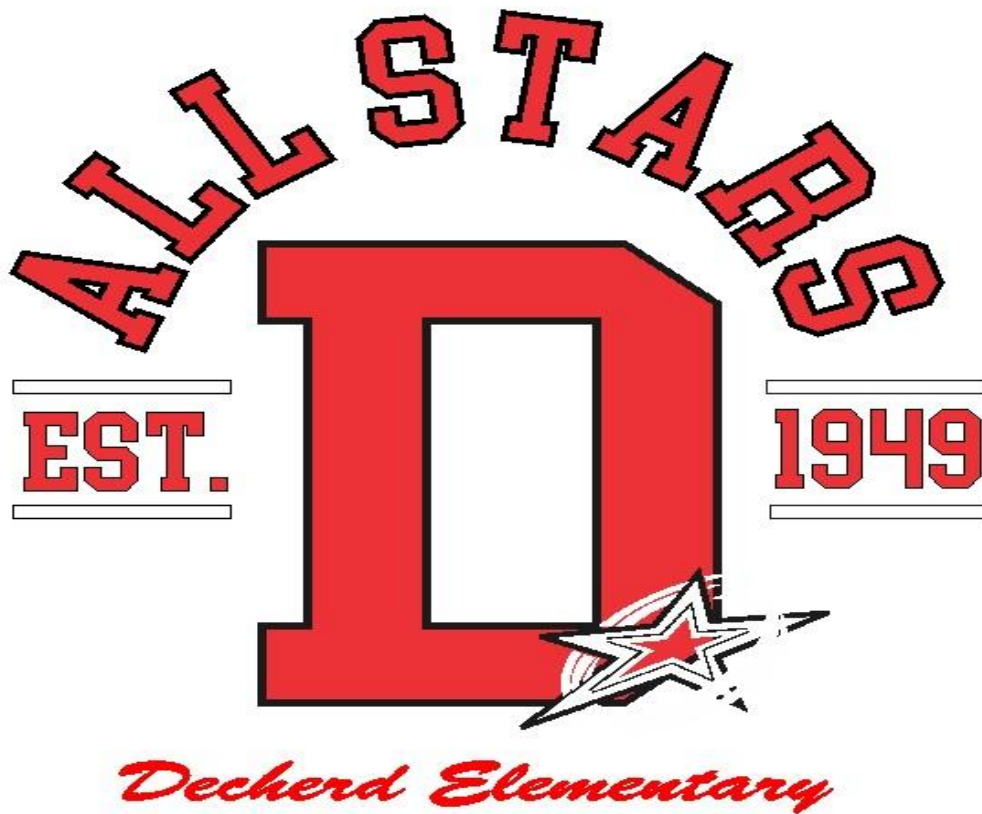


Student & Parent Handbook



2023-2024

A Message from the Principal

Welcome to the 2023-2024 school year. I am excited to be your principal this year. I am looking forward to having another successful and fun-filled learning experience with all students. Whether you are new to our school or returning, you may be assured that the entire faculty and staff is working hard to make this the best year possible for all students. Our school mission statement, which follows, is the driving force behind all decisions made.

Decherd Elementary Mission:

By creating an environment of respect and inclusion, Decherd Elementary's Allstar mission will:

- Strengthen relationships
- Nurture lifelong learners
- Generate curiosity
- Foster independence
- Equip students for a successful middle school career

On behalf of the faculty and staff here at Decherd Elementary, we would like to say thank you for sharing a part of your child's education with us. I look forward to working with all students and parents, and if I can be of assistance to you at any time, please do not hesitate to contact the office for an appointment.

Thank you,

Megan Geer

School Motto: "Success Starts Here!"

Important Dates for 2023-2024 School Year

August 3rd- Back to School Bash

August 7th- 8:00 - 9:30 a.m.

August 8th- 1st Full Day of School

August 11th- Back to School Dance sponsored by PTO

September 4th- No School - Labor Day

September 8th- "Pastries with Your Peeps"

September 11th- Red/White/Blue Day in remembrance of 9/11

September 25th-29th- Book Fair at school

September 27th- See You at the Pole

September 28th- Literacy Night, PTO Meeting, and Book Fair

September 29th - Picture Day

October 9th-13th- No School- Fall Break

October 18th- Fundraiser Kick-Off

October 19th- Picture Retake

October 20th- TN vs AL Day AND Fall Festival

October 23rd-27th Red Ribbon Week (dress up days TBD)

October 24th- Parent Teacher Conferences 3:15-6:15

October 27th- Character Parade

November 8th- NOV8 at school; after school Science Fair Night and PTO meeting

November 10th- Veteran's Day

November 20th and 21st- Thanksgiving Lunches at School

November 22nd-24th- No School- Thanksgiving Break

December 1st- Winter Workshop

December 20th- Class Parties

December 21st- 8:00-9:30 - Ugly Sweater Contest

December 22nd-January 4th- No School- Christmas/Winter Break

Important Dates for 2023-2024 School Year (cont.)

January 8th- Students return to school

January 12th- Formal Winter Gala

January 15th- No School- MLK

January 25th- Wax Museum and PTO meeting

February 12th- Parent Teacher Conferences 3:15-6:15

February 14th- Valentine's Day

February 19th- No School- Presidents' Day

February 22nd- Math Night and PTO Meeting

- Spring pictures/ Class Pictures

March 4th-8th- Read Across America Week (dress up days TBD)

March 5th- No School- Staff Development

March 18th-22nd- Book Fair at school

March 21st- Parent University: TCAP and PTO meeting and Book Fair

March 25th-April 1st- No School- Spring Break

April 15th-30th TCAP Testing Window

May 15th- Grow and Glow Party

May 16th- Q and U wedding and Kindergarten Awards

May 17th- Field Day

May 20th- Pre-K Graduation

May 21st- 5th grade graduation and 1st-4th awards

May 23rd- 8:00 - 9:30 a.m.

**** More information about each date will be sent home with your child prior to the event scheduled****

Attendance [ATTENDANCE POLICY](#)

Students are learning traits that will carry over into their adult life. Therefore, **being on time and attending school regularly** are important factors for **establishing responsibility**. It is important that all students attend full days of school.

The State of Tennessee has many laws which deal with education and school attendance. The law states that every parent/guardian having control or charge of a child/ren between six and seventeen years of age shall cause such child/ren to attend public or private day school and, in the event of failure to do so, shall be subject to penalties.

Tennessee Code Annotated 49-6-3007 states that the parents/guardians of K-12 children, who are absent more than five days during any school year without adequate excuse, may be fined up to \$50.00 or assessed five hours of community service at the discretion of the judge.

Tennessee Code Annotated 49-6-3009 states that any parent/guardian who has control of any school age child/ren and who shall violate the provisions of attendance shall be guilty of a Class C misdemeanor. Each day/s unlawful absence shall constitute a separate misdemeanor. A Class C misdemeanor is punishable by a \$50.00 fine and/or ten days in jail for each offense.

If your child/ren is/are absent from school, a written excuse stating the reason for the absence, signed and dated by the parent/guardian must be given to the office. Failure to do so, after three days, will result in the absence being marked “unexcused”. Students are allowed five parent notes per year. After parent notes are over five, in order to be excused, the note must be from a doctor. The state of Tennessee requires school officials to report five or more unexcused absences to the attendance officer. Parents/Guardians are subject to being summoned to court for failure to comply with state attendance laws.

If an extended period of absence is necessary, the parent/guardian is required to contact the principal prior to the absence to discuss the situation. Principals have the discretion to excuse or not to excuse the absence. Excused absences:

- A. Personal illness
- B. Illness of immediate family member, to include mother, father, brother, sister
- C. Death in family
- D. Extreme weather conditions
- E. Religious observations
- F. Circumstances, which in the judgment of the principal, over which the student has no control

Special recognition will be given to students having perfect attendance. This recognition along with others will be given each 9 weeks.

Office

Decherd Elementary School's office is a place of business. Please use soft voices, good manners and dress appropriately when visiting our office. All visitors must use the front door of the school building, be buzzed in, and get a visitors pass. Please have a driver's license available upon request.

Visitors

All visitors are to use the front entrance or rear entrance with the video call boxes only and must push the call button for entry. All other doors will be kept locked at all times. Visitors will be asked to sign-in at the office upon their arrival and sign-out at their departure. All visitors must attach a visitor's badge which will be worn visibly during their visit with us. To ensure safety and the daily routine of your child's education is not interrupted, unscheduled visits to classrooms will not be permitted. Anyone on school property without a visitor's pass will be reported to the office immediately. Please bring a driver's license.

Rules and Expectations of Decherd Elementary

It is important that students understand that acceptable standards of behavior will be expected and will be insisted upon at all times throughout the school. Teachers send a clipboard to each class, and will make notes beside the student's name for outstanding or inappropriate behavior. **There will be a behavior sheet in your child's red folder for the month, please check there for daily behavior.** DES does not want students to miss recess time, so know that if there is an issue, we have given multiple warnings and chances. The Franklin County Board of Education has developed a [Code of Behavior and Discipline](#) to comply with both federal and state laws to provide and maintain safe and secure schools.

The new color system this year is as follows:

- **Blue**- Great choices and earn reward from the teacher (verbal or tangible)
- **Green**- Good day and was ready to learn all day, *this is expected behavior*
- **Yellow**- Warning- One to three tallies and walk up to 15 minutes of recess, typically minor offense(s)
- **Red**- Four or more tallies or major behavior incidence all of recess was spent walking or office visit

Descriptions of Minor and Major Behaviors

Below is a list of behaviors that students will be disciplined for throughout the year.

Minor Behaviors	Description	Examples
Inappropriate Language	Student engages in low-intensity instance of inappropriate language (no cursing)	“You’re stupid.” “Butthole” “Fatso”
Physical Contact	Student engages in non-serious, but inappropriate physical contact	Any physical contact that is not violent is a minor (touching, poking, etc.)
Defiance/Disrespect/ Non-Compliance	Student engages in brief or low-intensity failure to respond to adult requests	Not walking on the gray line Not following teacher/staff directions Talking in hallway/line in cafeteria
Disruption	Student engages in low-intensity, but inappropriate disruption	Talking during lesson Making noises
Dress Code	Students wear clothing that is near, but not within, the dress code guidelines defined by the school/district.	Short shorts/spaghetti straps with bra showing Inappropriate slogans/picture on clothing Hats on not designated days
Major Behaviors	Description	Examples
Abusive language/inappropriate language	Verbal messages that include swearing/cursing, name calling, or use of words in an inappropriate way.	Cursing Racial slurs Sexual innuendos
Fighting/Physical Aggression	Actions involving serious physical contact where injury may occur	Hitting Punching Hitting with an object Kicking Spitting
Defiance/Disrespect/Non-compliance/Insubordination	Refusal to follow directions, talking back, and/or socially rude interactions	Talking back to an adult Rolling eyes or making faces at adults Refusing to comply with directions or tasks Having a cell phone out of a backpack/on body
Harassment/Tease/Taunt and Bullying	Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes.	Racial/religious comments Sustained OR Intense verbal attacks based on ethnic origin, disabilities, or personal matters.

Disruption	Behaviors that cause an interruption in a class or activity	Sustained loud talk Yelling Screaming Noise with materials Horseplay/Roughhousing Sustained out-of-seat
Inappropriate Display of Affection	Student engages in inappropriate verbal or physical gestures/contact of a sexual nature to another student/adult whether consensual or non-consensual	Touching others in sexual manner “Purple Nurple” “Cup check” Gesturing, etc.
Skipping Class	Student leaves school/class without permission.	Leaving faculty/staff without asking/telling Leaving school grounds
Forgery/Theft	Student is in possession of having passed on, or being responsible for removing someone else’s property or has signed a person’s name without that person’s permission.	Signing parent/guardian name on official forms Taking other people’s property
Dress Code Violation	Student wears clothing that is not within guidelines practiced for the district/school.	Clothing shows inappropriate parts of body Curse words on clothing
Lying/Cheating	Student delivers message that is untrue and/or deliberately violates rules	Cheating on an assignment Lying to an adult Conning other students out of money items.
Tobacco	Student in possession of or is using tobacco	Cigarettes E-cigarettes Chewing tobacco
Alcohol/Drugs	Student in possession of or is using alcohol or illegal drugs	Alcoholic beverages Drugs Drug paraphernalia
Property Damage or Vandalism	Student deliberately impairs the usefulness of property	Writing on walls, desks, stalls in bathrooms, etc. Breaking teacher’s or other student’s supplies, etc.
Weapons	Student in possession of knife, gun, or any instrument deemed to cause major bodily harm to another person.	Possible Zero Tolerance

Principal's Office Referral Procedures

Number of Times on Red	Procedures
1 st	<p><u>Teacher</u> will discuss offense with the student or set goals with the student. <u>Teacher</u> will write in the agenda/daily log to inform parents/ guardians of the incident.</p> <p>Consequences will be given by the teacher.</p>
2 nd	<p><u>Teacher</u> will discuss offense or set goals with the student. <u>Teacher</u> will call parents/ guardians to inform them of the incident and goal for the child. Use of restorative practice.</p> <p>Consequences will be given by the teacher and the severity will increase.</p>
3 rd	<p><u>Teacher and Principal</u> will discuss offense or set goals with the student.</p> <p><u>Teacher</u> will call parents/ guardians to inform them of the incident and goal for the child.</p> <p>Consequences will be given by the teacher and the severity will increase.</p>
4 th	<p><u>Principal</u> will meet with student and call the parent/guardian to decide the best option from the following:</p> <ul style="list-style-type: none"> • ISS • Suspension • Alternative punishment <p>Principal will have final decision making authority and may use his/her discretion.</p>

Student Discrimination/Harassment and Bullying, Cyber-bullying and Intimidation

Please see and read carefully the [Franklin County Board of Education Policy 6.304](#) regarding this policy as it will be **strictly enforced!**

Zero Tolerance

(TCA 49-6-3401(g) and (Board Policy 6.309)

Zero Tolerance means that the violation of such policy will not be tolerated and the violators will receive certain, swift, and reasonable punishment. Zero Tolerance Offenses are defined as those involving firearms, drugs, and battery as described below:

1. Bringing to school, or being in unauthorized possession on school property of, a firearm (as defined in Title 18 of the United States Code);
2. A student committing aggravated assault or commits assault that results in bodily injury upon any teacher, principal, administrator, any other employee of the school, or school resource officer;
3. Unlawfully possessing, using, selling, purchasing, attempting to purchase or sell, bartering, distributing or being under the influence of any drug, including any controlled substance, in school buildings or on school grounds at any time, or in school vehicles or buses, or at any school sponsored activity, function or event, whether on or off the school grounds as defined in TCA 39-17-403; TCA 39-17-415, and TCA 53-10-101. This section does apply to non-controlled substances defined as "synthetic drugs"; or
4. Transmitting by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates disruptive activity at the school that requires administrative intervention. Any student violating any of the above listed conditions shall be expelled for a period of not less than one (1) calendar year.

Dress Code

Decherd Elementary School encourages neatness and cleanliness in dress. Students must dress in compliance with the Franklin County Board of Education's dress code. Any radical or extreme dress disturbs the learning situation in the classroom. Shoes must be worn at all times. Any student who violates the dress code will have a parent/guardian contacted in order to bring a change of clothing. Parents entering the building are also expected to dress appropriately.

Newsletters

Each first day of the month, Decherd School publishes its newsletter. This monthly newsletter will highlight school information and activities. Classroom newsletters are available on the DES Facebook page weekly.

Grading Scales, Report Cards, and Honor Roll

Report cards will be sent home every 9 weeks, and progress reports will be sent home in the middle of grading periods. Please take time to look over your child's report card and/or progress report carefully. Please sign and return it promptly.

Grading System (for grades 3-5)

[Grading Scale for Grades 3-5](#)

[BOE Policy Regarding Grades](#)

Kindergarten uses a non-graded skills checklist for assessment, and students are evaluated for skill mastery using the following criteria:

- / skill introduced/making progress
- x skill mastery
- √ needs improvement (used only after skill has been introduced for one six weeks)

Teachers will grade and evaluate each student's progress. If the student has not made adequate progress to begin work in the next grade, he/she may be retained. Feel free to send a note, call, or set up an appointment time to conference with teachers. Teachers are available only during their planning time to conference or return calls.

Honor Roll: 1st Honor Roll – All A's and no "U"s , 2nd Honor Roll – All A's, (Not more than 2 B's and having S's in PE, Art, Music, Guidance, and Library)

Homework

Recommended Time Allocation

Homework may take the form of daily, multi-day or weekly assignments or a long-term project. The required time for a homework assignment depends upon the grade and age of the students and the purpose of the assignment. Whenever possible, teachers should coordinate homework assignments with other teachers, so that students do not feel overwhelmed by the amount of homework they may receive for any particular time.

Accountability and Grading

Teachers may want to periodically have parents/guardians sign student homework. Homework at DES will not be graded, but may be used to assess skills. An incentive may be offered for students who complete AR reading logs and fluency homework.

Homework (cont.)

Parental Involvement

Parents/guardians are encouraged to support the school in the following ways:

- Provide an atmosphere at home that is conducive to effective studying;
- Establish a daily routine for completing homework;
- Ask children questions about the homework;
- Take an interest in children's homework assignments.
- Read to and Read with children daily.

Parents/guardians should discuss any difficulties related to homework assignments with their child's teachers and maintain regular contact with the teacher regarding their child's progress.

PATHWAYS TO 4TH GRADE

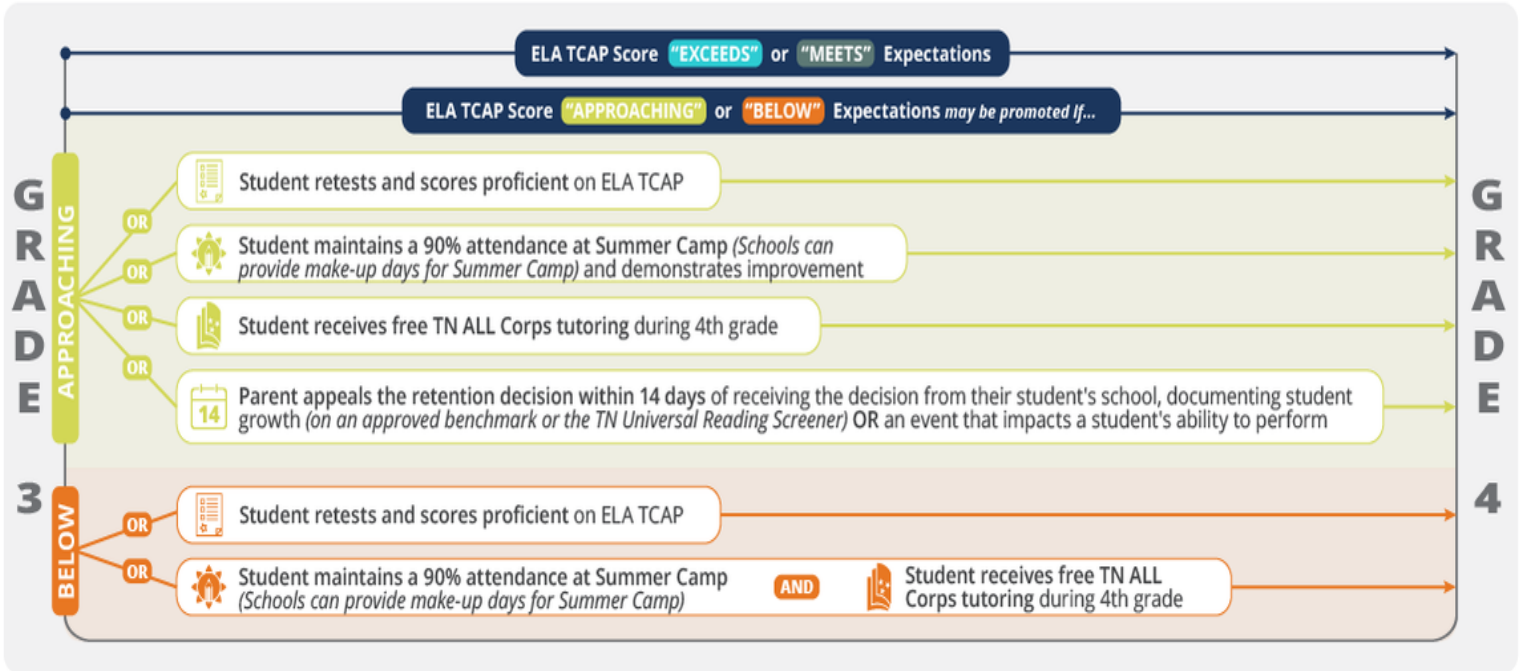
The following students are **exempt** from 3rd grade retention:

English learners with <2 years ELA instruction

Previously retained in grades K-3

Disability that impacts reading

Suspected disability that impacts reading



Third Grade Retention Law

The Tennessee General Assembly passed two key pieces of legislation during the 1st Extraordinary Session of 2021—the Tennessee Literacy Success Act and the Tennessee Learning Loss Remediation and Student Acceleration Act—to help ensure Tennessee students could recover from the challenges of the COVID-19 pandemic and close gaps in students’ learning. As part of this legislation, the General Assembly revised the state’s law regarding the promotion of students from 3rd grade, T.C.A. § 49-6-3115. The statute was also revised during the regular 2021 legislative session. T.C.A. § 49-6-3115, which becomes effective in the 2022-23 school year, ensures students who are determined to need additional support in reading, receive them before being promoted to 4th grade.

Arrival

Classes begin at 8:00 a.m. each day. Students may enter the building at 7:00 a.m. Those who arrive at school before 7:45 a.m. will report to the gym. Classroom teachers will escort students to classrooms at 7:45 a.m. Students who arrive at or after 7:45 a.m. may go directly to their classrooms. Breakfast will be served in the cafeteria starting at 7:15.

Dismissal

Car riders are to be picked up by **3:15 P.M.** at the rear of the school building from the gym. For safety reasons, there is no waiting inside or standing outside the gym prior to dismissal of students. Because your child's safety is the first priority at Decherd Elementary School, all parents/guardians are expected to stay in vehicles during afternoon dismissal.

Each pick-up student will be given a confirmation card with his/her individual name and school logo. Two tags will be handed out and then pay a dollar per other tag needed for lost or extra. This card must be displayed in the window of your vehicle during dismissal each day. By doing this, we are better able to dismiss your child/ren in an orderly and timely manner without compromising your child's safety. If the confirmation card is not displayed in the vehicle window in the pick-up line, you will be asked to park and come into the building to show proof of identification and sign your child out in the office.

Once students are loaded and the teacher gives the all clear, that group of cars will leave the school and a new group will pull up to be loaded in the same manner. **Students MUST be picked up no later than 3:30 in the event of extenuating circumstances. Parents must sign students out in the office if picked up after 3:20.** No smoking, vaping or cell phone use while in the pick up line.

Walkers are escorted to crossing areas after early buses depart. Only students with a **signed permission slip who live in the designated radius of the school per principal approval.**

Students may ride bicycles to school or walk. Each student riding a bike or walking must have **parental approval and a signed permission slip** on file in the main office of the school.

Your child's safety is our greatest concern. By supporting our efforts, you enable us to dismiss your child in an orderly manner without compromising your child's safety. Students transported by a Franklin County school bus will be dismissed at 3:00 P.M. from the front driveway of the school building. The front driveway is reserved for buses only. For the safety of our children, **PLEASE DO NOT PICK-UP STUDENTS IN THE FRONT DRIVEWAY.**

Checking In and Out of School

Students entering the building after **8:00 A.M. are required to be signed in by parent/guardian in the school office.**

When it is necessary for a student to leave school during any part of the school day, he/she must be signed out at the office. Students will remain in class until dismissed by the office personnel. Students will not be dismissed from the classroom unless directed by the office. Only parents/guardians may sign out students, unless the school receives notification. The authorized person must sign the student out and complete a sign out slip with the dismissal time and reason. **No phone calls or check outs after 2:30.** The front driveway is reserved for buses only beginning at 2:30. Please park and enter the building when checking your child out.

We reserve the right to check the identification of the person signing the student out. Students should bring a note to their teacher if they plan to check out during the school day. If it is necessary for you to check your child out from school, please make arrangements to do this **prior to 2:30 P.M.** This will enable us to have secured areas during the preparation of school dismissal.

If a student becomes ill during the school day, he/she will be allowed to check out with parental or guardian permission. Parents are urged to pick up their child as soon as possible to prevent exposure of illness to other students. Students with temperatures of 100 or more degrees and/or a contagious condition are required to leave school. Please keep health cards up to date so that parents or other designated persons can be contacted in the event of illness or injury at school.

Lunchroom

Again during the 2023-2024 school year, Franklin County School District will offer **breakfast** to all students at no cost. Please have your child at school before 7:45. **Breakfast will be served in the cafeteria starting at 7:15.** Lunch is served each day in the cafeteria. Lunch is at no cost for all students for the 2023-2024 school year.

Decherd students may bring lunch from home or purchase lunch from the cafeteria. Students who have food allergies are required to submit a Diet Prescription Form from his/her doctor. Milk is available for purchase by students who bring their lunch from home or those who want an extra carton.

Students are expected to use their best manners when eating in the school cafeteria. This includes talking in a soft voice and keeping the cafeteria neat. Food or paper that is dropped on the table or floor should be picked up. When emptying trays, all paper products should be thrown into the trash before the tray is placed

Lunchroom (cont.)

in the window. As in all other parts of the building, running and yelling are not allowed. Please send money if your child wants extras to include chips, ice cream, etc. Federal guidelines prohibit fast food meals being brought into the cafeteria during school lunch hours.

Textbooks/Chromebooks/Other Devices

Textbooks/chromebooks/other electronic or technical devices are loaned to students without charge to be used by that student for the duration of that school year. These items are the property of the Franklin County Board of Education, and any damage to or loss of these items must be repaid by parents/guardians. [CHROMEBOOK POLICY](#)

Emergency Information

Changes in Student Information During the course of the school year, the school may need to contact the parent. It is the parents' responsibility to inform the office of any changes in student information. This would include: change of address, change of phone number/s, change of guardianship, or additions to emergency contacts.

In cases of early dismissal, illnesses, or other emergencies, each student is required to have on file in the office the following information:

1. A complete up-to-date physical address (besides P.O. box)
2. Home phone number and/or cell phone number
3. A parent's work phone number or cell phone number
4. An emergency phone number of a relative or friend
5. Medical alert information
6. Name(s) of authorized person(s) who may pick up your child
7. Change in guardianship

Extended School Program

The Decherd Elementary Extended School Program is available to students for a fee from 3:00 p.m. to 6:00 P.M. each school day. DESP is also open on snow days and scheduled holidays and breaks. Qualified staff members, under the direction of the site director and system supervisor, plan a variety of supervised activities, including a healthy snack. Parents who are interested in after school care may pick up a registration packet in the school office.

Field Trips

At Decherd Elementary School, field trips are part of the learning experience. Since this is a privilege given to students they must earn the right to participate. **Based on behavioral reports, the teacher and/or principal will determine participation in field trips.** Field trips may be withheld from students who have incurred a debt to the school. This includes lunch charges, lost or damaged books, or other monies owed to the school. Students must have written permission from a parent/guardian to participate in any field trip. No verbal permission will be granted.

Parties and Birthdays

Scheduled parties include Christmas and Valentine's Day. Please make arrangements with your child's teacher to celebrate birthday parties. If parents object to their child's participation in holiday parties or activities related to any holidays, please let the teacher know at the beginning of the school year. No homemade food. **Only store bought treats for birthday parties.**

Personal Property

Decherd Elementary School is not responsible for loss or damage to personal property. All personal belongings should be clearly labeled with the student's name. Students should not bring toys, electronics, toy guns, phones, etc., to school. If taken up, these will not be returned for a minimum of 5 school days or possibly a max of the remainder of the school year. Nuisance items such as cell phones, toys, Pokemon cards should be left at home. Any inappropriate item brought to school will be taken up for a minimum of 5 days.

Medication

Students who take medication at school must have a completed permission form on file with the school nurse in order to receive medication during the school day. Students may not keep medication in their possession. All medications must be brought to and administered from the health office. The medication must be in the original prescription bottle or package. A log, noting when and by whom medication is administered, is kept in the office.

Head Lice

The school personnel will notify parents/guardians immediately when their child has been identified as having head lice (INCLUDING NITS). Upon this notification, parents/guardians are required to pick their child up from school to minimize the risk of transmitting to others. Satisfactory evidence must be submitted to office personnel that the student has been treated for head lice and, the student must be found free of nits by a school official. A student will be expected to meet all requirements for treatment and return to school no later than two days following exclusion. All days in excess of the allowable period will be marked unexcused and referred to the attendance supervisor.

Parent Teacher Organization

Decherd Elementary School has an active and supportive Parent Teacher Organization, which promotes parent involvement in the school. The PTO is an important part of our school. It not only provides additional funds for instructional equipment and materials, but it also enlists volunteers who share a broad range of talents and skills. Such activities include reading to students, assisting in the library, and helping with class projects. Parents, guardians, grandparents, teachers, and community members are strongly encouraged to participate in PTO activities. Contact the PTO officers or school office staff to let them know of ways in which you are willing to help.

School System Website/Decherd Elementary School Website

The Franklin County School System has a website which highlights all schools. The web address is [http:// www.fcstn.net](http://www.fcstn.net). On this web page you will find a link to Decherd Elementary School's website. Every teacher at Decherd Elementary School has a classroom website that contains homework assignments and other important classroom information.

**Decherd Elementary School
School-Parent/Family Compact
2023-2024**

Parent and Family Agreement:

To ensure the success of my child, it is necessary to support Rock Creek Elementary School's efforts to provide quality educational experiences. Therefore, I will:

- see that my child attends school, well-rested, well-fed, well-prepared and on time.
- help with my child's daily schoolwork by establishing a time and place for homework and checking it regularly.
- attend scheduled conferences and parent engagement events that are provided to assist parents in helping their child be successful.
- maintain continual communication with teachers by checking my child's agenda daily, reviewing newsletters and/or web pages, as well as sending notes and/or emails when necessary

Parent/Family Signature _____

Student Agreement:

It is important that I work to the best of my ability to achieve academic success. Therefore, I will:

- believe in myself, and believe that I can and will learn.
- attend school each day, be on time, have all homework complete, and have all necessary supplies.
- show respect and consideration for myself, and all other people.
- obey the rules of conduct at my school.
- always try to do my best (no excuses).

Student Signature _____

School Faculty/Staff Agreement:

Every child deserves the right to succeed. Therefore, we will:

- set high expectations and provide high quality curriculum and instruction in a supportive and effective learning environment that enables students to meet challenging academic achievement (and growth) standards. Along with setting high expectations for each student, we will set high expectations for ourselves, for our school, and we will continually hold each other accountable to ensure these expectations are met.
- develop lessons that are rigorous, differentiated, and engaging in order to promote student academic success and to meet the needs of each individual student.
- continue regular, two-way, meaningful communication with students, parents, and families in a language they can understand.
- continually communicate with our students and their parents/families about their progress and classroom/school activities by updating web pages, sending newsletters, and/or checking agendas.
- respect the students, and their parents/families while showing compassion, patience and sensitivity towards students' individual needs.
- encourage parent participation in the classroom and school wide activities.
- use data to inform instruction and intervene when necessary in order to ensure mastery of essential skills and provide frequent reports of progress to parents/families.
- provide a positive classroom environment that is conducive to learning while demonstrating respect for the cultural differences of our school and community.
- offer parent-teacher conferences at least twice per school year during which this School-Parent/Family Compact will be discussed as it relates to the student's academic success.

Teacher Signature _____
Principal Signature _____

School Parent and Family Engagement Policy
Decherd Elementary School
2023-2024

In support of strengthening student academic achievement, Decherd Elementary School receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116 (b) and © of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The Decherd Elementary School agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114 (b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114 (b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with the definition:
 - Parent and Family Engagement means the participation of families in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) Families play an integral role in assisting their child's learning;
 - (B) Families are encouraged to be actively involved in their child's education at school;
 - (C) Families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and

(D) Other activities are carried out, such as those described in Section 1116 of the ESSA.

Jointly Developed

Decherd Elementary School will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

DES will establish a leadership team of at least 2 parents. The leadership team will work in consultation with the schools leadership team consisting of the school principal, classroom teachers, Title 1 representative and the 2 parents.

Annual Title I Meeting

Decherd Elementary School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

DES will establish a leadership team of at least 2 parents. The leadership team will work in consultation with the schools leadership team consisting of the school principal, classroom teachers, Title 1 representative and the 2 parents.

An annual meeting will be held at our school during the first six weeks of school. This meeting will provide the following:

- (a) Information concerning Title 1 program laws, regulations, and guidelines.
- (b) Explanation of the Title 1 services

Communications

Decherd Elementary School will take the following actions to provide families of participating children the following:

- Timely information about the Title 1 programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats

upon request and to the extent practicable, in a language the families can understand.

Decherd Elementary School will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and development a partnership to help children achieve the state's high standards.

1. An annual meeting will be held at our school during the first six weeks of school.
 - a. This meeting will provide the following:
 - i. Information concerning Title I program laws, regulations, and guidelines.
 - ii. Explanation of the Title 1 program and services
 - iii. Invitation to view the operation of the Title 1 program, including classroom visits, in order to acquire information and experience needed for meaningful consultation.
 - iv. Invitation to serve on the schools Advisory team and to make suggestions for the program
 - v. Distribution of the schools Parent involvement Policy to parents will be included in the "Decherd Elementary School Student and Parent Handbook."
2. DES will establish a leadership team of at least 2 parents. The leadership team will work in consultation with the schools principal, classroom teachers, and Title 1 representative
3. A parent/student teacher compact will be reviewed and signed during parent/teacher conferences.
4. Students' progress will be communicated to parents six times per year with informal progress reports each 9 weeks and with formal report cards.
5. Parent/teacher conferences held twice per year.
6. Consultation with parents will be done through a needs assessment survey.

Reservation of Funds

1. DES will establish a Leadership Team of at least 2 parents. The leadership team will work in consultation with the schools principal, classroom teachers, and Title 1 representative to manage the spending of Title 1 funds.
2. A parent/student/teacher compact will be reviewed and signed during parent/teacher conferences. Student's progress will be communicated to parents four times per year with informal progress reports and each mid grading period with formal report cards.
3. Parent/teacher conferences help twice per year.
4. Consultation with parents will be done through a needs assessment survey.

Building Capacity of School Staff

Decherd Elementary will communicate with and work with families as equal partners, implement and coordinate parent programs, and build ties between families and the school.

DECHERD ELEMENTARY SCHOOL

2023-2024

The policies, procedures, and expectations of the Decherd Elementary School handbook are not meant to offend or inconvenience anyone at any time. The intentions are to make every effort to maintain a safe, secure, and orderly school environment.

Please sign and return this sheet to your child's teacher.

Your signature will signify that you have read the Decherd Elementary School's Student and Parent Handbook and that both you and your child know the specific expectations and consequences of the failure to comply. This handbook can be found on our D.E.S. website. Please visit www.decherd.fcstn.net

Student's Name: _____

Date of Birth: _____ Grade: _____

Teacher: _____

Parent/Guardian: _____ Date: _____