

**Please remove this page, sign it, and return it to your child's teacher. Thank You 😊**

I have received the Boynton Elementary School student handbook.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
relationship to student

\_\_\_\_\_  
date

.....  
**Consent to use the Internet**

I have read and fully understand the contents of the Student use of Internet services and the terms and conditions of said policy. As the parent/ guardian of \_\_\_\_\_ (student's full name), I request that he/she be allowed to access the Internet for educational purposes by using the school networks.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
relationship to student

\_\_\_\_\_  
date

**Denial of consent to use the Internet**

I have read and fully understand the contents of the Student use of Internet services and the terms and conditions of said policy. As the parent/ guardian of \_\_\_\_\_ (student's full name), I request that he/she not be allowed to access the Internet for educational purposes by using the school networks.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
relationship to student

\_\_\_\_\_  
date

**SCHOOL HANDBOOK**  
2019- 2020

**BOYNTON ELEMENTARY SCHOOL**  
3938 Boynton Drive  
Ringgold, Georgia 30736



**EVERY CHILD... EVERY DAY...**

**NO**

**EXCEPTIONS!**

**PRINCIPAL**  
**Jennifer E. Scott**

**ASSISTANT PRINCIPAL**  
**Stephanie E. Fehr**

Boynton Elementary School does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or provision of services.

## **IN CASE OF EMERGENCY**

We are very fortunate to have parents and other volunteers to help in our school and office; however, should you have an emergency, please make sure you talk to one of these five people:

JENNIFER SCOTT  
**PRINCIPAL**

STEPHANIE FEHR  
**ASSISTANT PRINCIPAL**

KRISTI MOORE  
**BOOKKEEPER**

ALISON PILKINGTON  
**SECRETARY**

Tracie Fisher  
**RECEPTIONIST**

**866-1521 OR 866-1529**

## BOYNTON ELEMENTARY SCHOOL MISSION STATEMENT

We believe that through our doors pass the most important people in the world, and we pledge to help prepare them for life's challenges and responsibilities.

### BELIEFS

- All students can learn.
- All students have the right to learn.
- All staff members should be committed to continuous improvement.
- Students learn best when they are actively engaged in the learning process.
- Teachers, administrators, parents, and community members should work together to advance the school's mission.

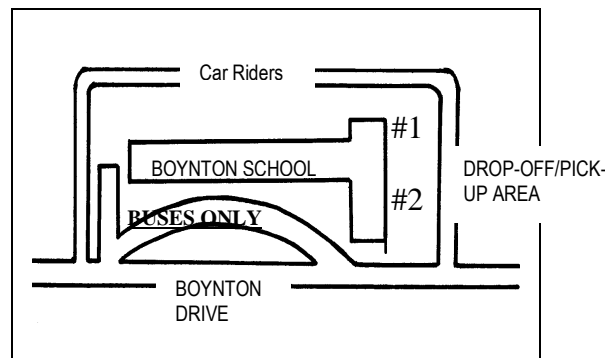


# A is for .....

## ARRIVAL AND DISMISSAL

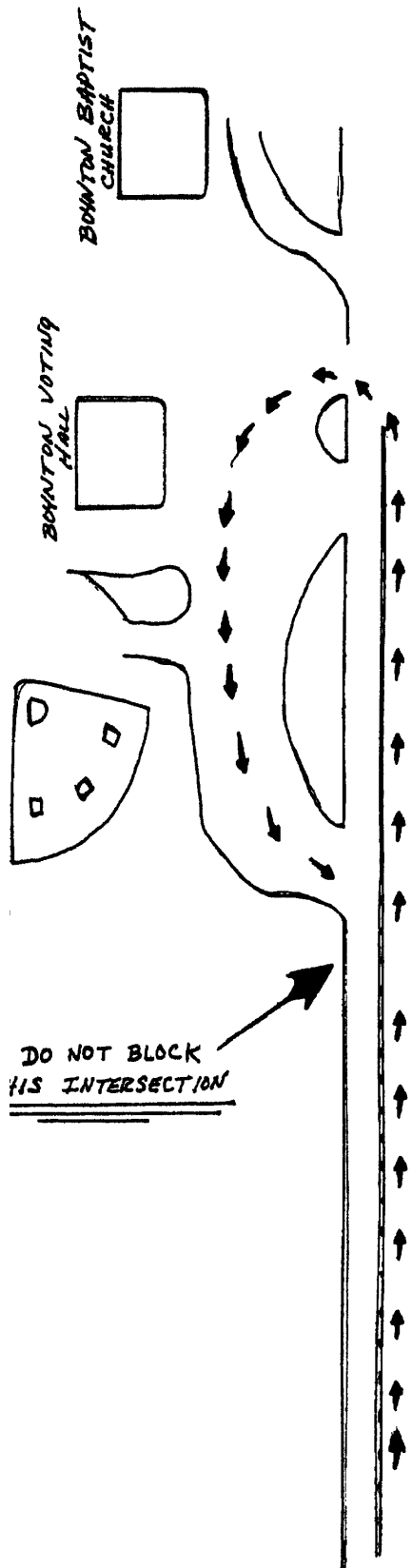
### Boynton Morning Procedures

- Students arriving between 7:15 and 7:45 will go to either the gym or to the cafeteria.
- Students will not leave the gym or cafeteria before 7:45.
- Students will be dismissed from both places by grade at 7:45.
- Students arriving in cars before 7:45 will be dropped off at drop off site #1.
- Students arriving in cars after 7:45 may be dropped off at either drop off site #1 or drop off site #2.



If your child is able to ride a bus, please consider that possibility, it helps alleviate traffic congestion.

**Parents who bring or pick up students are asked to use the designated DROP-OFF/PICK-UP AREAS on the side of the campus where staff members are assigned to help children safely out of cars.**



BOYNTON SCHOOL TRAFFIC MUST FLOW IN THE DIRECTION OF THE ARROWS. IF YOU ARRIVE AT THE SCHOOL BEFORE THE GATE IS OPEN, YOU WILL HAVE TO PARK ACROSS FROM THE SCHOOL AT THE BALLFIELD AND BOYNTON VOTING HALL AREA. IF YOU ARRIVE AT THE SCHOOL AND TRAFFIC IS FLOWING, BUT IT IS COMING FROM THE BOYNTON VOTING AREA; FALL IN LINE AT THE REAR OF TRAFFIC. THE DEPUTY SHERIFF DIRECTING TRAFFIC WILL NOT LET YOU BREAK IN LINE. TRAFFIC IS FRUSTRATING TO US ALL. PLEASE, HELP US TO, HELP YOU, GET IN AND OUT BY FOLLOWING THE DIRECTION OF THE ARROWS.

THANK YOU

Catoosa County Sheriff's Department



PHIL SUMMERS  
Sheriff

312 Lafayette Street  
Ringgold, Georgia 30736

404-935-2323

SCHOOL TRAFFIC ENTRANCE

SCHOOL TRAFFIC EXIT

DO NOT BLOCK HIS INTERSECTION

## ATTENDANCE

The Catoosa County School System feels that school attendance is very important to ensure the success of your child academically. We have in place a Catoosa Attendance Review Team which consists of various community agencies and representatives of the school system that are assisting our school in addressing excessive student absenteeism and tardiness. Families are subject to a CART referral if their child meets the following criteria:

1. Five unexcused absences.
2. Eight to ten absences that are either unexcused or the notes have been written by the parent.
3. A combination of ten unexcused late arrivals and/or early dismissals.

Attendance is very important to a student's success. What takes place in the classroom cannot be made up. Should your child need to be absent for more than one day, please call the school and the teacher will have his assignments ready in the office for pick up after 3:00 p.m.

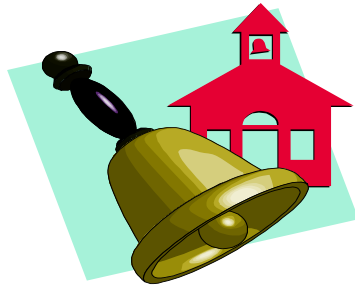
## ABSENCES

A note from parent or guardian is required for each absence. The note should contain the date(s) of absence(s), reason for absence(s), and the signature of the parent or guardian. It is the responsibility of the student and/or parents or guardian to see that missed work is made up. It is the Catoosa County School Board policy to require make-up work within the same number of days as the student was absent (e.g., two days absent = two days to make up work after return to school). Students with an unexcused absence will not be allowed to make up the work missed.

Students may be excused from school when:

1. Absent due to student illness
2. Absent due to serious illness in the immediate family.

3. Absent due to death in the family.
4. Mandated by order of governmental agencies or by court order.
5. Celebrating religious holidays.
6. Conditions render attendance impossible or hazardous to their health and safety.



## **B is for.....**

### BIRTHDAYS

Birthdays are celebrated with birthday ribbons, morning announcements, and cupcakes once a month at lunch. Birthday parties in the classroom are not allowed because of the disruption to instruction. However, parents may send a birthday snack to be enjoyed at the teacher's discretion. Snacks should be left in the **office** and not carried to class to avoid interrupting instruction.



### BUSES

If you are unsure what bus your child will be riding, call the Catoosa County Schools Transportation Department or the Boynton School office, and we will be happy to assist you.



### County Bus Discipline Policy

Discipline on school buses is as important as classroom discipline; therefore, the following shall be the policy of the School Board:

- I. Upon the recommendations of the bus driver, the principal, after following due process as defined in File JDD and JDD-R of County Board Policy, shall suspend for a period of 5 to 10 days the bus riding privileges of any student found to be guilty of:



- a. The use of tobacco on the bus
  - b. The use of profanity, vulgar language, or cursing on the bus
  - c. Fighting on the bus
  - d. Throwing of any object, which might constitute a danger to others on or from the bus
  - e. Refusing to obey any order by the bus driver that is in accordance with Board Policy
- NOTE: In cases involving students in grades K-5, the bus driver and principal may agree to lesser penalties.

- II. When students are guilty of offenses not listed in Item I, the following procedures shall be taken:
- a. First offense--the principal will take whatever action he/she deems necessary
  - b. Second offense--parents will be contacted and other action may be taken by the principal
  - c. Third offense--the student will be suspended from the bus for a period of five days
  - d. After the third offense--a conference will be held with the parents, driver and the Director of Transportation to determine what disciplinary action should be taken.

### Bus Administration Procedures

The driver will fill out and sign discipline slips on any child carried to the office for misconduct on the bus.

The principal or assistant will file a copy of the discipline slip and return one copy to the driver noting what disposition we made of the case.

The student will be allowed to board the bus only upon presentation of the discipline slip signed by the principal or assistant.

Appeals from the decision of the principal shall be heard by the Director of Transportation. The driver and principal shall be present at such hearings and the decision of the Transportation Director shall be final except in cases which are appealed to the Board of Education.



# C is for .....

## CAFETERIA

### Breakfast

A hot, nutritious breakfast is served from 7:20 to 7:55 daily. We encourage all students to eat a nutritious breakfast. Free and reduced programs apply to breakfast, also.

### Lunch

The county school lunch menu will be provided monthly. Students are encouraged to participate in our school lunch program.

If you decide to prepare lunch for your child, it should be nutritious. PLEASE do not send sweets, soft drinks, fast foods, or junk food, as these items do not provide the necessary nutrition for effective learning.



### Free and Reduced

Free and reduced lunches may be requested by any family needing financial assistance. Parents or guardians are to complete a free or reduced breakfast or lunch form. The request will be granted according to State and Federal guidelines. All requests are confidential.

### Lunch Payment

Students are encouraged to purchase lunch weekly or monthly. A cash refund will be returned to the student at the end of the year for any unused tickets. Breakfast tickets may be purchased weekly or monthly, also.

Extra milk may be purchased in addition to a lunch or breakfast, or if a student has brought his lunch.

For Federal bookkeeping purposes, we must request that checks written for lunches/breakfasts be separate from those written for snacks or other school expenses. Checks should be made out to "Boynton Lunchroom". We apologize for this inconvenience.

Prices are subject to change yearly. They will be announced at the beginning of the school year.

## Lunch Charges

If a student forgets his lunch money or lunch, it is understood that he will charge. It is not necessary to call home for lunch money. A record of the charges are kept in the office. Charges should be paid no later than (5) days after the charge is made.

## STUDENT PRICES

BREAKFAST - \$1.20

OJ - \$0.40

LUNCH - \$2.55

MILK - \$0.60

## VISITORS PRICES

ADULT BREAKFAST - \$2.80

CHILD BREAKFAST - \$1.80

ADULT LUNCH - \$4.25

CHILD LUNCH - \$3.50

PARENT LUNCHEON (Special Event Meals) - \$5.00

## CHECK WRITING

We gladly accept your checks. When you provide a check as payment, You authorize us to use information from the check to make a one-time electronic fund transfer from your account, or to process the payment as a check transaction. You authorize us to collect a fee as indicated below (plus a bank fee charged to the merchant if allowed by your state law) through electronic fund transfer from your account if your payment is unpaid.

FEE: \$30.00

Please include the following information on your check.

- Full Name
- Street Name
- Phone Number

## COUNSELING SERVICES

Counseling services are available at Boynton Elementary School. Please notify the school in writing if you do not wish for your child to receive this service.

## D is for .....



### DEPARTURE

All students must go directly home, unless they have a signed note from their parents which has been approved/signed by the office.

Any change in the way a child goes home should be sent to the teacher in writing. Please do not call in a change to the office unless it's an emergency. Parents **must call** the office before 2:00 p.m. Transportation changes may not be made via e-mail.

First Bus Loading begins at 2:40. Students will be called for bus loading by grades and will **WALK** to the front for dismissal.

Students who do not ride a bus may be picked up at 2:45 also. Teachers and aids will place students in cars for their safety. Identification from anyone picking up a student will be required. Children not picked up by 3:00 will be placed in the after school program, *Boynton Beyond*, and parents will be charged \$3.50 per hour for the first child and \$1.75 for each additional child. In addition, there is a \$5.00 registration fee.

### DIRECTORY INFORMATION



The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the Catoosa County School System, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Catoosa County School System may disclose appropriately designated "directory information" without written consent, unless you have advised your child's school to the contrary in accordance with school procedures. The primary purpose of directory information is to allow the Catoosa County School System to include this type of information from

your child's education records in certain school publications.

Examples include:

- A playbill, showing your student's role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation programs; and
- Sports activity sheets, such as for football, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws required local educational agencies receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the school system that they do not want their student's information disclosed without their prior written consent.

If you do not want the Catoosa County School System to disclose directory information from your child's education records without your prior written consent, you must notify your child's school in writing by Labor Day. The Catoosa County School System has designated the following information as directory information:

Student's name

Participation in officially recognized activities and sports

Address

Telephone listing

Weight and height of members of athletic teams

Photograph

Degrees, honors, and awards received

Grade level

## DISCIPLINE

Boynton Elementary follows the Positive Behavioral Interventions and Support Program (PBIS) which fosters student accountability and recognizes/rewards students for meeting behavior expectations from anywhere in the school building. At the beginning of the school year, the teacher will review the PBIS rule matrix for all areas of the building with their class. Parents will be sent a copy and asked for their signature/agreement.

Because we believe that students want to have good behavior, good behavior is often rewarded daily by the classroom teachers, support staff, and administration. Should a severe discipline problem occur, parents will be contacted.

## Code of Conduct

We expect Boynton students to demonstrate respect for themselves, others and their school. We believe that every Boynton student has the right to a safe place to learn where they are not disturbed. The Catoosa County School Board Student Code of Conduct and the Boynton Code of Conduct will be followed.



## **BOYNTON CODE OF CONDUCT...**

1. I WILL BE SAFE.
2. I WILL BE A TEAM PLAYER.
3. I WILL ALWAYS BE RESPECTFUL.
4. I WILL BE RESPONSIBLE.

## DRESS CODE – CATOOSA COUNTY PUBLIC SCHOOLS

It is the desire and intent of the Catoosa County School System in adopting this dress code, to create an environment in our schools that is conducive to learning and free of potential distractions.

It is our belief that schools were created to be centers of learning for academic and vocational skills, which necessitates discipline by the individual student in several areas; among which are language, behavior, dress, and attendance. Students are expected to wear clothing which is considered appropriate for school, and which will not cause disruption to classroom or school operation.

This code is designed to be used as a guide and is by no means all-inclusive. An item of dress or article of clothing is not approved simply because it is not listed herein.

The school reserves the right to evaluate items of dress which would be substantially likely to interrupt the learning process within the class.

### THE FOLLOWING WILL NOT BE PERMITTED UNLESS AUTHORIZED BY A TEACHER OR AN ADMINISTRATOR:

Hair, clothing, patches, or other items that display or symbolize gangs, gang membership, or cults.

Holes in clothing, except that caused by normal wear at school on the same day that the holes are present.

Nose-rings.

Earrings that hang below the ear lobe (boys only).

Hats, head bands, skull caps and bandannas (except those worn in sports, dramatic or theatrical presentations which are part of a school or class-sponsored activity, and head bands or bandannas worn by girls in their hair).

Tank or tube tops, muscle shirts, or other clothing which unnecessarily exposes the skin.

Clinging clothing, such as biker's pants and Unitards.

Short-shorts.

Sun Glasses.

See-through (mesh) shirts, "undershirt type" shirts, or sheer clothing.

Skirts and dresses that are of distracting short lengths

Clothing that displays:

- Illegal drugs or other contraband

- Cursing or vulgar language

- Alcohol

- Tobacco

- Suicide

- Death

- Gangs or symbols related to gangs

- Professional wrestling

Furthermore, other articles of clothing or style of grooming substantially likely to be disruptive of the instructional program, or of the school's orderly environment are prohibited. Proper footwear shall also be worn.

If circumstances arise which would require an exception to this dress code, a student or parent must request a conference with the school administration for a determination to be made. When time permits, school administration will appoint a committee consisting of three (3) professional employees, to conduct an individualized review for any students or parents making a request for a conference. The committee will balance any individualized reasons proposed as an exception to this code with the interest of the school, in prohibiting the proposed item. When time does not permit, an administrator will make the decision to determine if the clothing, or article, of clothing is appropriate.



If particular school circumstances (for example, peculiar activities at a school, problems particularly associated with a school, very young age students at a school, etc.) warrant deviations from this policy, the principal of such school may add to or delete from the specific requirements of this policy to meet the exigencies of such circumstances.

## **E is for .....**

### EARLY DISMISSAL

Classroom instruction continues until the 2:40 dismissal time. The full school day is important for all students. If you wish to check out your student, **PLEASE** come into the office and sign for your student. Please try to schedule all doctor and dentist appointments for after school hours.

Anyone checking out a student must be listed on the student's transportation card. Proper identification will be required. Students with unexcused early check-outs will not be allowed to make-up their work.

The procedures for early dismissal are as follows:

1. No changes in student dismissal will be accepted after 2:15 except for emergencies.
2. **No student will be dismissed from the office between 2:30 and 3:05.**
3. Transportation changes must be faxed or written (no e-mails or phone calls).
4. If a parent is volunteering, then the parent should send a note in the morning to the teacher asking for the student to be dismissed to the media center. All volunteers' children will meet parents in the media center – not the front lobby for dismissal.
5. If you are in the front office or front lobby at dismissal time, please exit quickly to allow for close supervision of students and an orderly dismissal.

## **F is for .....**

### FIELD TRIP POLICY

All field trips are governed by the County Board of Education Policy.

Insurance is required for each student.

Parental assistance on the trip is at the discretion of the teacher. In order to maintain discipline, the teacher has the prerogative to deny a student's participation in the field trip.

A permission form signed by a parent or guardian must be on file before a student will be allowed to go on the field trip.

Students taking field trips outside of the immediate area (where local family doctor cannot be reached) must have an authorization form for medical treatment completed and returned to the teacher. Field trips are for instructional purposes. All students must go with their class and return to school with their class.

### FIRE AND TORNADO DRILLS OR ALERTS

Fire drills and tornado alerts are practiced regularly to insure the safety of each child. Evacuation maps are posted at the exit to each classroom. We work closely with the local fire department and they often assist us with practice drills which encourage children to THINK and not panic in emergency situations.



### FUND RAISERS

Fund raisers are conducted for the purposes of purchasing needed instructional supplies and equipment by the school and/or P.T.O. We do not encourage door-to-door sales by our students.

## G is for .....

### GREAT THINGS HAPPEN AT BOYNTON!

## H is for .....

### HOILIDAY PARTIES

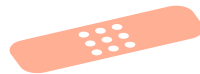
At the beginning of the school year each teacher secures the names of a homeroom chairman and room parents. These parents may assist the teacher with parties at Christmas, Valentine's Day, and End of the Year. These are the **only** three school parties that are planned during the school year.

Classroom parties are enjoyable and fun for students. The party is the last event planned for the day.

Parents are asked not to enter the classroom to "set- up" before the designated time.

## I is for .....

### ILLNESS/ MEDICINE



No aspirin, Tylenol or other over the counter medications will be dispensed from the office.

Medication may be dispensed from the classroom **only** if the following procedures are observed:

- Notify the teacher of the child's need.
- A written, signed, and dated permission slip must be sent by the parent.
- Medication and/or dispenser must be sent by the parent.

If your child has a long-term prescription for medication that will be dispensed daily, please check in the office for the Medical

Release Form and our procedures for handling these medications through the office.

## ILLNESSES OR INJURIES AT SCHOOL

If a student becomes ill or injured at school, the parent will be contacted. If you have made arrangements for someone other than yourself to care for your child, **PLEASE** make sure you indicate that person and their phone number on the **TRANSPORTATION CARD**.

PLEASE REPORT ANY CHANGES IN ADDRESS OR TELEPHONE NUMBER PROMPTLY SO THAT THE SCHOOL CAN REACH YOU IF IT IS NECESSARY.



## INCLEMENT WEATHER

In the event of inclement weather it may be necessary to dismiss school early. This will always be announced on the news media. Whether you are working parents or not, **PREPARE** your child to know what to do if you should not be at home. Suggestions: Neighbors, relatives, etc. Talk with your child about what to do if such situations should occur so they can be prepared.

## INTERNET USE- Please read thoroughly before signing the form at the front of the book

Catoosa County Public Schools has set forth the Terms and Conditions for Student Use of Internet Services. Due to the nature of the Internet, the Catoosa County Public School System realizes that it is neither practical nor possible to enforce compliance with user rules at all times. Accordingly, parents and students must recognize that students will be expected to make independent decisions and use good judgment in their use of the Internet services provided by the school networks. Therefore, parents should participate in the decision whether to allow their children access to the Internet and should communicate their own expectations to their children regarding its use.

Parents and students should understand that Catoosa County Public Schools provide Internet access for educational purposes

The school system will attempt to discourage access to objectionable material and communications that are intended to exploit, harass, or abuse others. The signature(s) on the form indicate(s) understanding that the school system is not responsible for materials acquired or contacts made on the Internet.

The signature on page the form located at the front of this book is legally binding and indicates the party who signs has read these terms and conditions carefully and understands their significance.

## **J is for .....**

JUMP IN AND GET INVOLVED AS A PARENT VOLUNTEER!

## **K is for .....**

KEEP THE LINES OF COMMUNICATION OPEN BETWEEN PARENTS AND YOUR SCHOOL!

## **L is for .....**

LOST AND FOUND

Found articles are turned in to the **office or gym**. Anyone who has lost an article should check with the school secretary. All unclaimed articles are available daily for examination and will be displayed from time to time. Articles not claimed will be given to charity at the end of each school year. Please label student clothing and book bags for easy identification.

## M is for .....



### MEDIA CENTER

The Media Center is one of the best places to go to get information. Students are encouraged to use the Media Center at every opportunity. Assistance will be given to students by the Media Specialist. Proper care must be given to all materials. All items removed from the Center must be checked out. Materials checked out will be marked as to the date they are to be returned. All rules concerning the Center must be observed. Any lost books must be paid for before report cards can be released.

Materials for parenting are available for check out in the Parent Center of the Media Center.

## N is for .....

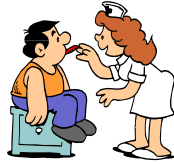
### NOTES FOR DISMISSAL

#### **Parents must send a note to the school if:**

- Your child needs to be dismissed early.
- Your child is going home with another child.
- Your child is riding a different bus or getting off at a different stop.
- Your child is making any change in the way he/she goes home.

If someone else is picking up your child. Make sure the individual's name is included on the TRANSPORTATION CARD in the **office**. Transportation changes may not be made via e-mail.

## NURSE



Elementary and Middle Schools in Catoosa County will have access to limited services through the Catoosa County Health Department. School nurses may be available for **first** aid, assistance or consultation, hearing, dental, and vision screenings, scoliosis screenings, and nutrition education.

If you choose for your child **NOT** to participate in the county schools' health services program, please send a letter to the school indicating your request.

## **0 is for .....**

### OPEN COMMUNICATION BETWEEN PARENTS AND TEACHERS IS ENCOURAGED AT BOYNTON!

If for any reason you wish to talk with your child's teacher, please call the **office** for an appointment. This will be set up with the teacher after school hours or at a time when the teacher does not have supervision/teaching responsibilities. Please do not take teachers away from their responsibilities by interrupting them between 8:00 a.m. and 3:00 p.m. **PLEASE ALWAYS CHECK WITH THE OFFICE BEFORE GOING TO THE ROOM.**

The teacher may already be with another parent. Your courtesy will be greatly appreciated.

Contact your child's teacher if you are confused or have a question about a school matter. If there is a problem or conflict with another child, a too-difficult activity, a rule the child doesn't understand, etc.--talk with the teacher first and give him/her the opportunity to correct the problem.

# P is for .....

## P.A.T. PROGRAM

Parents Assisting Teachers is a very special program which Boynton is most fortunate to have. Parents volunteer whatever time they can whether it be one day a week, every other week, or one day a month to help teachers enrich, enhance, and expand the students' education process by:

- ...assisting in the classroom on a regular basis
- ...assisting teachers when occasional help is desired
- ...preparing learning aids and instructional materials.
- ... introducing special interests such as: hobbies, collections, travels, occupations, music, life experiences.
- .... reading books to classes--Storybook Person.
- .... offering help to the school office staff.

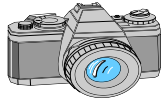
## PARENT AND SCHOOL ORGANIZATION

The P.T.O is a local unit, organized by parents and teachers, plus friends in the community. The organization strives to bring the home and school into a closer relationship.

There is an annual charge for each member who joins Boynton P.T.O. This amount is announced during our membership drive which is held at the beginning of each school year. When parents join, the fee is credited for each child in the family. Each parent is urged to attend the meetings during the school year. Your support is vital for the success of the P.T.O. program.



## PICTURES



Individual fall and spring pictures are made for your convenience. Class (group) pictures are made in the Spring.

## POSITIVE PARENTING TECHNIQUES

As parents you can help your student develop positive study/work habits by doing the following:

Make sure your children get at least 8- 10 hours sleep each night. A good breakfast is very important to their ability to learn each day. Keep the mornings peaceful, get your children up early enough to be able to not have a hurried or disorganized beginning to the school day. Help your children decide the night before their clothes for the next day. Let them organize all their books, homework, and materials the night before so it will be ready the next morning. (These adjustments at home will make a big difference in a child's attitude and outlook toward school each day.)

Talk with your child each day about skills and activities learned at school. For primary students, provide a time for them to READ to you or you to them. The interaction with you daily is very important.

Provide a well-lighted, quiet area for a student to complete homework assignments. (The main purpose of homework is to practice and repeat skills introduced at school.) You can expect that students will have homework most days of the week.

On the average, homework should not take more than 15-30 minutes for grades K-3 and 40-50 minutes for grades 4-5. Ten minutes per grade is a good guideline. If you have questions, contact your student's teacher.

Be Positive with your child about school. When you sense that some things are difficult for them, be encouraging--not critical.

Expect their Personal Best. Comparisons made both with brother/sister or other students are defeating to the individual. Focus on that child's personal ability.

## Q is for .....

### QUALITY IS OUR STANDARD AT BOYNTON.

## R is for .....

### REPORT CARDS

Report cards are sent home with students at the end of each nine weeks grading period. A conference may be called by a parent or teacher at any time either feels it is necessary. These should be scheduled after classroom hours by calling the office for an appointment.

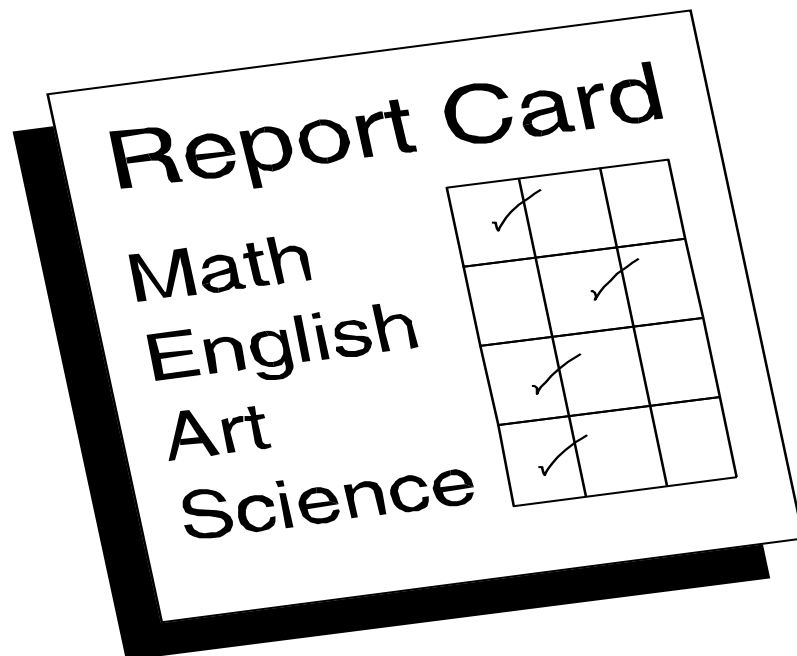
A 90 - 100

B 80 - 89

C 74 - 79

D 70 - 73

F 0 - 69



# S is for .....

## SCHOOL HOURS



7:20 - 7:50 a.m. Breakfast served. Breakfast will be served after 7:50 only to those students arriving on a late bus.

7:55 a.m. All students should report to their classrooms.

8:00 a.m. Instruction begins. Students arriving after this time will be counted tardy.

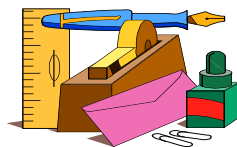
2:40 p.m. Dismissal

Teachers are at school from 7:30 a.m. until 3:45 p.m. each day.

## SNACKS

Juice and ice cream are available for students and may be purchased at break time. Juice and ice cream are \$0.75.

## SUPPLY CONTRIBUTION



A supply contribution may be made by parents to assist the classroom teacher in purchasing needed supplies that are necessary for the classroom. Recommended contribution is \$25.00. No student will be denied or penalized for failure to contribute.

# T is for.....

## TARDINESS

Students arriving after 8:00 must stop by the office to check in.

If your child is present half a day, he/she is not absent. Half a day for K-3<sup>rd</sup> is 2 hours and 15 minutes and for 4<sup>th</sup>-5<sup>th</sup> is 2 hours and 30 minutes.

When your child has a doctor's/dentist appointment, have him/her come before or after the appointment if possible. If you oversleep, "it's better late than never." We as a school lose much from every absence. Students with unexcused tardies will not be allowed to make-up their work.

## TEXTBOOKS



Textbooks are provided by the Catoosa County Board of Education. Students are responsible for the care of the books assigned to them. Loss or damage of these books will result in full payment to the school system. Damage may include: writing, tearing pages, water damage, etc. PLEASE help your child develop responsible habits in caring for school property.

## TOYS

Toys should be left at home unless the teacher has given specific permission to bring them, such as a "show and tell" activity. Other items that distract students from paying attention or that are valuable and might be stolen should be left at home, also. This includes **baseball/trading cards and electronic devices.**

## TRANSPORTATION CARDS

A transportation card allows you to determine who may pick-up your children and assume responsibility for them when they leave school. We **WILL NOT** release any student to anyone not listed on the card. This is to provide for your child's safety. Please make sure everyone who might possibly pick up your child is listed on the transportation card. Include if appropriate, both natural parents, stepparents, grandparents, friends, etc. Identification will be required for anyone picking up a child.

## **U is for .....**

**UTILIZE SOME OF YOUR FREE TIME TO VOLUNTEER IN THE PAT ROOM OR YOUR CHILD'S CLASSROOM!**

## **V is for .....**

### V I P (Very Important Papers)

The VIP Packet is our way of communicating with parents. The packets are sent home each Thursday. Please go through these papers/announcements/etc. and sign the outside of the packet. Return the packet on Friday of each week.

**VISITORS - YOUR CHILD'S SAFETY IS OF UTMOST IMPORTANCE TO US.**

**Any parent/or visitor on the school campus must check in with the office.** Classroom visits must be cleared through the office. Please remember your child's teacher has responsibilities in the classroom. Schedule an appointment so the teacher can give you his/her entire attention.

## VIDEOS AND OTHER PICTURES

Throughout the school year video and candid photos will be taken of school events and activities for various projects and presentations (i.e. video yearbook). If you do not want pictures or video of your child taken for these purposes, do not sign the video permission section located on the first page of the handbook.

**W is for .....**

**WORKING TOGETHER IS IMPORTANT FOR YOUR CHILD'S SUCCESS!**

**X is for .....**

**"XTRA" SPECIAL STUDENTS ARE OUR PRIORITY!**

**Y is for .....**

**YOUR CHILD(REN) ARE VERY MPORTANT!**

**Z is for .....**

**ZERO IN ON YOUR CHILD'S EDUCATION!**