

**Wrights Mill Road
Student Handbook
2018-2019**



WMR EAGLES HAVE SWAG!

(Students With Academic Goals)

WRIGHTS MILL ROAD SCHOOL

FACULTY AND STAFF

2018-2019

Principal: Karen Mason

Assistant Principal: Tracey Streetman

Counselor: Tami Nelson

Bookkeeper: Stephanie Wamick

Secretary: Leah Meadows

THIRD GRADE

Krista Arnold
Allie Black
Katie Callahan
Laura Collard
Nicole Griffin
Callie Hanahan
Katy Harris

FOURTH GRADE

Kim Chavis
Christi Keith
Dawn McCord
Melissa Neighbors
Marsha Pace
Stephanie Yarbrough

FIFTH GRADE

Beth Bass
Sidney Bugg
Karla Hines
Monica Lumpkin
Angela Magee
Andrea Riemer
Leann White

TITLE ONE

Amber Goolsby

VENTURE

Lori Grubbs
Marcia Webb

MUSIC

Joy Brinkley

ART

Sharon Goodman

P.E.

LaDextric Oliver
Aide: Bari Hodges

MEDIA CENTER

Jennifer Dempsey
Aide: Anne Lipscomb

RESOURCE

Alisha Fomby
Lindsay Collins
Frankie Thraikill
Maddy Yancey
Aide:
Aide: Sherricka Harper
Aide:
Aide: Amanda Brock
Aide: Kimberly Pitts
Aide:
Leslie Agerton - Speech
Callie Counts- ESL

READING COACH

Amanda Kaye Bain

COMPUTER LAB

Aide: Jenice Curry

FOOD SERVICE

Ashley Britton (Manager)
Erica Brown
Minnie Whitlow

CUSTODIANS

Angie Ogletree
Herman Stinson
Jimmy Dowdell

ACS AFTER SCHOOL PROGRAM

Amber Hanel

SCHOOL NURSE

Tamika Foreman

ARRIVAL AND DISMISSAL PROCEDURES

Supervision of students begins at 7:10 A.M. in the Cafetorium.

7:15 A.M. - Students begin entering building

7:30 A.M. - Bell rings to begin the school day

Assistance will be given in the car line daily unless there is inclement weather.

Children should arrive at school in time to eat breakfast, get to their classrooms, and unpack their book bags before the bell rings.

BUS

Bus schedules are available in the office. (Refer to ACS Parent and Student Handbook for rules and regulations for bus riders). The bus rules have been established and are in place to ensure the safe transportation of students to and from school. If a child is suspended from the bus, it is the parent's responsibility to transport their child to school.

BICYCLES

Students must push bicycles on and off school grounds for the safety of all. Students must wear helmets when riding bikes to school and secure his/her bicycle upon arrival. It is advisable that bikes not be left at school overnight.

DISMISSAL PROCEDURES

- 2:20 P.M. - Day Care riders, walkers and bike riders
- 2:25 P.M. - Bus riders
- 2:30 P.M. - WIN and Car riders (Please do not use cell phones in the car line. This is a safety issue.)
- Early dismissal requires checkout through the office.
- No early checkouts after 2:00

IMPORTANT:

- Every teacher is required to send a student home by way of the student's regular route each day unless a parent/guardian has sent a note or called the school with a change. We ask that you not wait until the end of the day, if it can be avoided, to contact the school. We ask that the office be notified by 1:45 of any changes in transportation.
- E-mail should not be used for a dismissal change since it is possible that the e-mail will not be read until after the last dismissal bell.
- Friends or relatives of a student or his family will not be allowed to take a student home or out of school without permission from the child's parents or legal guardian.

RAIN PLAN

- If your child is a walker or bike rider, we ask that the parents/guardians fill out the school's Rain Plan form in order for the school to know how your child will get home if there is inclement weather at dismissal time. Students will not be allowed to walk or ride bikes in bad weather. Parents will be notified if the rain plan has been put in place through BB Blackboard. Parents will be notified by text, email, or phone message.

TRAFFIC

Students who live more than two miles from school can be transported by a school bus.

A crossing guard will assist students at the Camellia/WMR crosswalk.

Please observe the following:

- Drive slowly when approaching and departing the school and do not talk on your cell phone.

- Please drop children off in the school driveway and not on Wrights Mill Road no earlier than 7:15. School personnel will be out front to assist the unloading of students unless the weather is extreme.
- Students should be loaded and unloaded only on the right side of the driveway. **Please do not park on the left side of the driveway and walk across traffic to enter the building.**
- Please do not park on the right side of the school driveway thirty minutes prior to the beginning or ending of school.
- Allow school buses the right-of-way when they approach the front of the school.
- **Do not pass school buses when the bus STOP arm is extended as they are unloading in front of the school.**
- Allow extra time on rainy days.
- Carpool, if possible.
- **Do not check-out your child early to avoid traffic.**
- Place the colored card provided by the school on the right side of the dashboard that identifies your child's name and grade. (Please write your child's name on the pass and display it on your car's sun visor or front right dashboard.)

We want to create the safest situation possible for children. Your cooperation with these procedures will ensure that your child (ren) will enjoy the safety everyone desires.

LATE PICK-UP

Please call the school office immediately if an emergency arises that will result in the late pick-up of your child. If late pick-up becomes a pattern, students will be admitted to our after-school program and a late pick-up fee of \$15 will be charged.

ATTENDANCE/ABSENCES

Daily attendance supports success in school. Absences for any reason other than illness are discouraged. Any absence due to family trips, vacations, or family business trips is considered unexcused. Extended family trips should be discussed with the principal prior to the student's absence. If a child is absent, parents wishing to pick up schoolwork should call the office by 9:00 a.m. and pick up the work between 2:30 and 3:00 p.m.

Attendance Policy: A written excuse is required in order for an absence to be excused and must be on file within 3 days in order for the absence to be excused. After a student has accrued 5 excused absences during a semester, the parent/guardian must present a doctor's excuse in order to have any additional absence excused. According to ACS Board policy, students who miss more than 10 unexcused days per year will be retained (refer to the ACS Parent Student Handbook.) Notices will be sent home after your child has accumulated 5 unexcused absences during a semester.

TARDIES: *Tardiness creates disruption in the classroom-learning environment and makes it difficult for your child to prepare for the academic day before the morning bell. Please ensure your child is on time to school daily. Please note that an attendance referral or disciplinary measures may be imposed for continued excessive tardies.*

CHECK-OUT

To checkout a student during the school day a parent/guardian should go to the office to sign out the student. The student will be called from the classroom to meet the parent/guardian in the office. If anyone other than the parent is to checkout the student, the parent must notify the office staff by note or phone call (887-1990).

We discourage early checkouts. These checkouts interrupt end-of-the-day discussions/instructions.

If there is a change in transportation, please call the front office by 1:45.

Visitors to Wrights Mill Road

Auburn City Schools utilizes Raptor Technologies as an added level of security at all elementary campuses.

Raptor Technologies is a visitor management system that has replaced our previous method of signing guests in and is employed by more than 18,000 K-12 school systems across the country.

All visitors to the school will have their government identification (driver's license) scanned and instantly checked against the NATIONWIDE sexual offender database.

Raptor Technologies allow us to better protect our students, staff and guests while making Wrights Mill Road more safe and secure.

STUDENT WITHDRAWAL

Parents/guardians of a student who withdraws during the school year should notify the office at least one day prior to the student's last day. All library books and textbooks must be returned and all financial responsibilities met before a transfer of records may be issued. Student records will be transferred to the new school upon the school's request.

COMMUNICATION

Our goal is to have an open line of communication between the school and home. Report cards, progress reports, notes, e-mail, or letters sent home by teachers or school personnel should be read by parents and, if a response is requested, parents are asked to do so as soon as possible.

Communicate with the teacher or call the school (887-1990) to schedule a conference. Conferences with the principal, assistant principal, or counselor may also be scheduled by calling the school.

Note: If an e-mail is sent to a teacher during the school day, it may not be checked until after school due to the teacher's teaching schedule. If you need to talk with your child's teacher, another staff member, or an administrator, please call the school office (887-1990) and, if that individual is unavailable, leave your name and number and your call will be returned.

Auburn City Schools subscribes to **BB Blackboard**, a notification provider. This automated phone call system will call you with recorded information when circumstances require mass notification. It will be used to notify parents about situations such as schools closing for severe weather, change in arrival time from field trips, or general school reminders. **In order to receive important emergency messages from the school, your phone numbers must be current. Should your phone number change since completing InfoSnap registration, please notify the school immediately.**

EMERGENCY CLOSING OF SCHOOL

In the event of severe weather, the Superintendent of Schools will determine if the safety of students and staff is in question and will then decide whether or not the schools should be closed. Please listen to local radio stations for announcements regarding Auburn City Schools. Additionally, the BB Blackboard automated phone system will be used. (Announcements about Lee County Schools do not pertain to Auburn City schools.)

DISCIPLINE

Wrights Mill Road School complies with the Auburn City Schools Board of Education policies concerning discipline (refer to the *ACS Parent Student Handbook*). We expect our **WMR Students with Academic Goals (SWAG)** to strive to be **Proud, Safe, and Kind**. Engaging in physical or verbally aggressive behaviors toward others including, but not limited to bullying or harassment of any kind with the intent of hurting, intimidating, or humiliating another individual will not be tolerated.

RESPECT is the foundation of discipline at Wrights Mill Road Elementary School. An effective discipline program reflects the mutual respect among students, parents, staff, and faculty. Every student has the right to a positive learning environment. No student will be allowed to disrupt the

learning of others. General rules are established in individual classrooms and in all resource classes at the beginning of the school year. If necessary the homeroom teacher, school counselor, assistant principal and principal will offer positive support for any child who experiences difficulty in following school rules. Parents are notified if there is a problem. Parents/guardians are an important part of helping the school resolve any discipline problems with a child.

Parental Responsibilities:

- Listen to your child and serve as an advocate for him or her but encourage your child to take **responsibility** for his/her own actions.
- Sign and return all written communications from school personnel.
- Attend all counselor and parent/guardian sessions arranged by the counselor.
- Spend time in the regular classroom as requested by the homeroom teacher.
- Attend all meetings arranged by the assistant principal, principal and/or counselor.
- Participate in formulating a behavior contract or alternative discipline plan when your child returns to the regular classroom.

Out-of-School Suspension is at the principal's discretion. Fighting results in automatic out-of-school suspension. **(*Please sign and return Discipline form.)**

School-wide celebrations for good behavior will be held at each mid-term and at the end of each nine-week grading period.

DRESS CODE

Auburn City Schools is a working and learning environment. All ACS students are encouraged to observe a standard of grooming and dress consistent with the importance of the school's mission of education. The Board and Administration recognizes and appreciates the role of parents in assisting their children in making appropriate choices regarding their clothing while attending school within the boundaries provided by this Dress Code. The school principal or his/her designee will have the final decision in determining whether apparel meets the system's dress code.

Students in violation of the dress code will be required to change immediately. If this requires a student to checkout, the absence will be marked as unexcused. For secondary schools, if violations become chronic, additional consequences may include detention, In-School Suspension, or Out-of-School Suspension.

WMR strongly encourages our students to follow the dress code as written in the ACS Parent Student Handbook. We encourage students to wear tennis shoes to school on a daily basis for their safety and protection during P.E.

District Wide Grades K-12 Guidelines

1. Clothing should fit properly; be the correct size for the student's body size and type.
2. Clothing must be in good taste for the age and maturity of the student, safe, and not a distraction to others.
3. Any apparel or appearance that may be distracting in the classroom (as deemed by the school administration) is not permitted.
4. Clothing that displays immoral or illegal behavior is not permitted. Any article of clothing, apparel, jewelry or haircut with words, colors, patterns (ex: bandana) or pictures depicting gangs, gang slogans or symbols, violence, sex drug, alcohol, mutilation or language that could be considered obscene or vulgar will not be permitted.
5. Undergarments must be worn in an appropriate manner and not be visible.
6. Clothing that is not able to provide coverage to undergarments and private body areas at all times, and during all activities, is not permitted. This includes clothing with rips, tears, or holes that expose underwear or private areas of the body.

7. Students must not wear clothing that reveals the body in an inappropriate manner. (Examples: clothing that is too tight, too short, bare at the mid-drift, bare at the sides, sheer or see-through clothing, etc.).
8. Students cannot wear jewelry or accessories that distract other students or interfere with the learning environment. Items such as heavy metal chains, spikes, etc. are not permitted.
9. Appropriate shoes must be worn at all times. House shoes, slippers, shoes with cleats, shoes with wheels are not permitted.

Dress Code for Elementary Schools Grades K-5

Our goal is to prepare and guide students in Grades K-5 to follow the dress code listed for secondary students; a student found in violation of the dress code will be required to change their clothing with appropriate clothing. School administrators will have the authority to allow for variances that are appropriate to students in this age range.

MEAL PROGRAM/SNACKS

We encourage your students to eat a school lunch! You will receive a monthly menu in the PTO Newsletter and on our school's website. This year, students will have the option to choose either a box salad or the traditional meal on Tuesdays and Thursdays.

National School Lunch and Breakfast Program regulations do not allow for charged meals. Therefore, it is the responsibility of the parent or guardian to pay for student meal purchases in advance or on a daily basis. Students in grades K-9 will not be denied a meal. These students will be allowed to charge up to 2 lunch and 2 breakfast meals. When this limit is reached, students will be given an alternative meal until charges are paid in full.

The Food Service Program is computerized. Parents may establish an account for their child, which will be debited electronically. Every student has an account and a PIN number assigned to him/her. The funds in the account may be used to purchase a meal or extra items at lunch. Your student's account can receive any amount of money, from \$5.00 to \$100.00. **If you pay by check, please write student's first and last name, telephone number and account number on the check. If you pay by cash, please send money in a sealed envelope with student's first and last name and account number written on the envelope.** Parents may access student meal accounts online at www.mealpayplus.com. Money for accounts should be turned in prior to 7:30 a.m. to the WMR Food Service Director, Mrs. Britton. She may be contacted at 887-1997.

Lunch Price - Full price - \$2.50 for students

Reduced price - \$.40 for students

Visitor's price - \$3.50

Milk may be purchased separately for \$.30 a carton.

Parents are invited to have lunch with their child beginning in September.

Send a note to your child's teacher if you plan to come for lunch.

Cost can be deducted from the student's meal payment account.

Breakfast Program: Breakfast will be served every morning from 7:05 - 7:30am.

Breakfast price - Full price - \$1.50

Reduced price - \$.30

Visitor's price - \$2.00

Free and Reduced Priced Lunch: Applications will need to be completed on line the first week of school. All students who were eligible for free or reduced lunches last year in this system will continue receiving free or reduced-price lunches for a limited time until the **new application is processed**.

Food Allergies: If your child is allergic to any of the major foods, please discuss this problem with our food service manager who will work out substitute foods for your child. A doctor's statement about the specific allergy is required. **Important notice:** We do have students at Wrights Mill Road School who have severe allergic reactions to peanuts. We need to make every effort to provide

these children with as much of a peanut-free environment as possible. Therefore, please do not send food to school that contains peanuts in any form. (Our school lunches are peanut-free.) Every school in our system has the rule in place that **no fast foods** are allowed. Please support our efforts by following ACS Board policy.

FRUIT BREAK

Each homeroom teacher will offer suggestions for what is considered appropriate fruit break food. Please remember to send in a healthy snack.

HOMEWORK

Homework is assigned to achieve the following purposes:

1. To provide practice time to strengthen skills and reinforce information taught in class;
2. To encourage students to follow directions, work independently, develop organizational skills, manage their time, and promote responsibility;
3. To develop good study habits necessary for success in later grades;
4. To provide parents an opportunity to praise their child's efforts and to support the school's program.
 - Please provide an appropriate place for your child to work on homework and encourage him/her to complete and return the assignments on time.
 - Reading is expected nightly
 - Please communicate with your child's teacher if you do not understand an assignment. Check the teacher's web page for more information regarding assignments, due dates, and projects.

MEDICATION, ILLNESS, SAFETY

When your child becomes too ill to remain at school, we will contact parents immediately. **It is most important that emergency contact information is up-to-date.** Please notify WMR immediately regarding changes to the information. It is imperative that you are prompt in arriving to pick-up your sick child. If your child has an elevated temperature (100 degrees or higher) he/she must be cared for at home and be fever-free for 24 hours prior to returning to school.

MEDICATION

Medication Policy: Please refer to the ACS Parent Student Handbook-Health section. The required School Medication Prescriber/Parent Authorization form* is located on the Auburn Schools website. www.auburnschools.org This form must be filled out and brought to the school office if your child is to take medication at school.

All medications must be delivered to the school by a parent/guardian. All medications must be picked up by a parent/guardian on or before the last day of school or it will be destroyed/discarded by 3:00 p.m. that day.

1. Prescription Medication
 - Must be in a pharmacy labeled container with child's name and instructions matching the Medication Prescriber/Parent Authorization form*
 - Physician and parent must sign the Medication Prescriber/Parent Authorization form
 - Or a parent may come to school and give child the medication
2. Over the Counter Medications
 - Must be in original container
 - Must be given as prescribed on container
 - Parent signature required on Medication Prescriber/Parent Authorization form

Questions regarding the Medication Policy may be directed to the school nurse.

PARENTS AS PARTNERS

The primary responsibility for the education of children belongs to the parents. Though shared with the school, the parents' responsibility remains paramount. The greatest single factor in building a child's intellectual, emotional, and moral attitude is the example parents provide in the home.

Some examples of the parent's responsibilities are:

- To keep the school informed as to special needs of your child
- To read all communications sent home from school and respond when appropriate.
- To attend meetings, conferences, and request conferences as needed.
- To make sure the child attends school and arrives on time with homework and supplies.
- To be an example for your child. Demonstrate respect for school policies, teachers and staff.
- To serve as an advocate for your child but encourage him/her to take responsibility for his/her own actions.
- To contact the school if you have any questions/concerns.
- To keep phone numbers and email addresses up-to-date
- To provide a healthy balance of sleep, good nutrition, and exercise.
- To provide an appropriate place for students to work on homework and to encourage completion of assignments.
- To encourage the development of your child's individual talents and interests.
- To read to your child on a regular basis.

PTO

WMR's Parent/Teacher Organization provides a tremendous support network for the school. Parents volunteer in classrooms and organize annual school fundraisers. The fund-raising efforts help with field trips, classroom activities, building and grounds needs (such as the school's pavilion), and other school "extras". It is designed to benefit our school and children. We encourage everyone to join and help us achieve 100% membership. There will be PTO programs throughout the 2018-2019 school year. Please watch for information on the dates and times. Membership dues are \$5.00. Please contact this year's PTO president Ashley James (abjauburn@outlook.com) with any questions or concerns.

WMR's PTO is proud of the **ALL PRO DADs** program that is beginning its seventh year. This program is designed to get fathers/grandfathers/guardians actively involved with their children's school. (To learn more about the program visit www.AllProDad.com.) Also, this year WMR will continue Breakfast Buddies for family and friends.

The meetings begin with breakfast at 6:30 a.m. in the WMR cafetorium, followed by a short program. Watch for specific information about the meeting dates.

All PRO DADs Contact: Cal James, cal_james1@yahoo.com

Breakfast Buddies Contact Mrs. Bain, akbain@auburnschools.org, Mrs. Streetman, tjstreetman@auburnschools.org, or Mrs. Nelson, twnelson@auburnschools.org

GRADING

The purpose of a grade is to show academic progress and the mastery level of a skill. Teachers in each grade level will provide information at the beginning of the academic year regarding grading practices and weighted scores. It is the goal of each teacher to determine how to best meet each child's academic needs. If there is ever a question concerning grading, please contact your child's teacher to ask for clarification.

The grading scale below reflects Auburn City Schools' grading policy as stated in the *ACS Parent and Student Handbook*.

Grades 3-5

90-100	A	70-79	C	59 or below	F
80-89	B	60-69	D		

Teachers may use a variety of methods to assess your child's work. Some examples of assessment techniques might include: rubrics, self-assessments, criteria goals with points, paper/pencil tests, fill in the blank, written answers, bubble-in (STAR, etc.), projects, small group projects, computer-based assessments, presentations, oral assessments or a combination of more than one of the above.

It is our goal at Wrights Mill Road Elementary School to help your child feel and be successful each and every day. Your involvement in your child's education is crucial to your child's success. By creating a

home environment that encourages learning, your child will see the importance you place on his/her education.

Grading Period dates for each nine-week period:

- 1st nine weeks: August 8-October 10, 2018
- 2nd nine weeks: October 10-December 19, 2018
- 3rd nine weeks: January 7-March 8, 2019
- 4th nine weeks: March 18-May 21, 2019

REPORT CARDS

Report cards are sent home at the end of each nine-week grading period. Unless unforeseen circumstances occur, report cards will be sent home on the following dates:

- 1st nine weeks - Week of October 15th **Parent Conference Day:** October 19, 2018
- 2nd nine weeks - Week of January 7th
- 3rd nine weeks - Week of March 25th
- 4th nine weeks - Last day of school

***Watch for information coming from your child's homeroom teacher concerning the scheduling of a convenient conference date and time.**

Mid-term Progress Reports will be sent home the week of: September 10, November 12, February 4, and April 22.

SAFETY

A comprehensive safety plan is in place at WMR and frequent drills (fire, tornado, secure your area, and intruder) are conducted to ensure staff and student preparedness during emergency situations. Visitors must enter through the office and sign in with the Raptor System. Visitors will be given a guest sticker to wear. Please help our teachers provide uninterrupted instructional time by not going to classrooms during the instructional part of the day.

RESOURCE CLASSES

- **ART**

The art program combines history, aesthetics, techniques, and projects in a once a week class for each student. Time is also allowed for small group instruction. A variety of materials are used throughout the year. Grades are based on conduct and participation, not talent. WMR participates in the Superintendent's Art Show. Student artwork is proudly displayed in the school and in the community. Occasionally student's artwork is available on Artsonia.com to view and purchase.

- **COUNSELING**

The school counselor plays a role in school committees and groups that support students, encouraging them to become responsible learners and good citizens. Classes are held in both large and small groups. One-on-one counseling is also provided. The counselor leads lessons that focus on a wide variety of topics that range from how to deal with peer pressure to how to practice better study skills. The counselor serves as support for the students and maintains community service contacts for students and families. You may contact the counselor, Tami Nelson, at 887-1993.

- **MUSIC**

Students attend music classes once a week. The music program exposes students to a variety of experiences designed to foster the development of musical concepts. Students engage in singing, listening, moving, and rhythmic activities that encourage music reading, appreciation and creativity. Time is also allowed for small group instruction. Grades are based on conduct and participation, not talent. Special musical events are held throughout the year.

WMR Honor Choir is an extracurricular group that performs throughout the year. The Honor Choir meets after school for rehearsals. Please look for a schedule from Mrs. Brinkley The purpose of the WMR Honor Choir is to expose students to choral music and choral singing at an early age. Hopefully, this will encourage students to continue their participation in musical groups as they gain a better understanding and appreciation for choral music. The choir sings at performances throughout the year.

- **PHYSICAL EDUCATION**

Physical Education is a vital part of the school curriculum; therefore, all children are expected to participate daily. Students are provided with opportunities to learn skills necessary to perform a variety of physical activities, to learn about fitness and a healthy lifestyle, and to participate in and enjoy daily physical activity. **TENNIS SHOES ARE STRONGLY ENCOURAGED TO ENSURE SAFETY.**

We request the following:

1. A parent's excuse sent when a student is unable to participate for a short period of time with specific dates included.
2. A doctor's excuse sent when a student is unable to participate for an extended period of time with specific dates included.
3. Information provided regarding relevant health problems.

- **VENTURE**

VENTURE is the enrichment program at WMR for all students. Students meet weekly for whole group sessions. Students in need of additional academic enrichment and challenges will have the opportunity to participate in small group classes on a rotating basis.

Special events such as field trips, assembly programs, speakers, fine arts/cultural arts programs are planned throughout the school year for students in grades three through five. All students receive enrichment opportunities in the regular classroom, as well as in resource classes. *Please refer to the ACS Parent Student Handbook for more information concerning enrichment education.*

RESPONSE TO INSTRUCTION (RtI)

Auburn City Schools (ACS) has embraced the Response to Instruction (RtI) model where students progress through a continuum of services that focuses on providing quality core instruction in Tier I, targeted interventions in Tier II and intensive interventions in Tier III. Each of these tiers will include both academic and behavioral instructional programs and interventions. The expectation in this tiered approach is that all teachers in grades K through twelve will provide high quality, research-based core instruction (Tier I) that follows the best practices included in the Alabama Quality Teaching Standards. When student performance data indicate that the core instructional program is not effective in supporting students in reaching desired levels of success, early intervention strategies (Tier II) will be implemented in an effort to prevent the need for longer term, more intensive interventions (Tier III).

These strategies may take place in the regular classroom, during an intervention and enrichment time, or at some other time provided for within the school schedule. Interventions are not designed to replace core instruction. Every child will continue to receive their core instructional program but interventions are designed to add benefit to that instruction so that students can make faster progress toward reaching grade level mastery in all areas. These processes will be monitored by a group of teachers and administrators working together in a Data, Support and Intervention Team. This team will monitor student progress and help design the right instructional support for each student.

These approaches are part of the general education program for all students. Every student in ACS will be assessed periodically, through a variety of methods, to determine their skill level. This is a normal part of good teaching. RtI requires that when we find skill deficits that we act early by providing different teaching strategies and materials designed to help the student eliminate those deficits so that they are mastering all skills at their grade level. Parents will be notified when additional support through RtI is being provided to their child so that we are working in partnership to help maximize the educational benefit to each student. Interventions are deemed necessary through various assessments that are required by the Alabama State Department of Education.

TESTING

The following state tests will be given this year:

- DIBELS, administered TO THIRD GRADERS
- Scantron Performance Series

- ACCESS for English Language Learners
- OLSAT- 5th grade
- PowerSchool ACS Custom Math- 5th grade

Other assessments will be administered in order to provide data to assist teachers in determining student need as well as to help guide instruction.

PROMOTION REQUIREMENTS FOR GRADES 3-5

1. Satisfactory completion of the grade level Reading/Language Arts and Mathematics objectives (satisfactory shall be not less than 60%; refer to the State Course of Study).
2. Satisfactory completion of one (1) of the following courses (satisfactory level of no less than 60%): Science or Social Studies.

BOOKS

Students are responsible for school-issued textbooks and checked-out library books. Parents are responsible for the cost of lost or damaged books. Prices for textbooks can be obtained from the school office. Replacement fee for library books is: \$20.00

CHECK POLICY

Auburn City Schools uses a check recovery service to collect returned checks. By making payment to the school, a person authorizes Auburn City Schools to recover the face amount of a check returned unpaid for any reason. In addition, a returned check fee of the maximum amount allowed by law will be recovered. All checks must have name, address and home telephone number. The School District will not accept unsigned, postdated, counter or starter checks. For questions regarding this procedure, contact the ACS accounting coordinator, Liz Springer at Central Office (887-1912).

CELL PHONES/INTERNET

Please refer to the *ACS Parent Student Handbook* for the acceptable use of the internet/computer agreement.

Note: The display of and/or use of pocket pager, cellular telephone, or any use of other electronic communications device used by students is not permitted on our WMR campus during regular school day instructional hours. If a violation occurs, the device will be taken up and held in the office until a parent can come and pick it up.

FIELD TRIPS

Field trips are planned to provide students with educational experiences. Scholarship money is available if payment of the requested fees creates a hardship for a student's family. In such cases, parents/guardians should contact their child's teacher. **Completed permission slips must be returned by the deadline noted on the permission slip and must have parent/guardian signature.** We cannot accept verbal permission.

- Students are encouraged to wear their WMR team shirts for field trips.
- Parents may only transport/check-out their own child to and from a field trip. Prior to departing for the trip, the child must be officially checked out of school through the office.
- Siblings are not to be brought on school field trips.

IN-SCHOOL TELECASTING - The "WRIGHT News"

We begin each morning (7:35) with our in-school telecast of the "Wright News". 5th grade students lead the broadcast, which includes daily announcements, song of the week, and the Pledge of Allegiance to the flag. It's a great way to start our school day!

LOST AND FOUND

Personal possessions and clothing should be labeled with the student's name. Students are responsible for all personal belongings, books and other items brought to school. Please check the lost and found located by the cafeteria. At the end of the year, all unclaimed items are donated to charity.

PARTIES

Classroom parties are sponsored by PTO room parents. On students' birthdays, parents may send a treat to be shared with the class with prior approval from the teacher. Please send only cupcakes, cookies or donuts in individual servings. We ask that birthday party invitations not be passed out at school.

RABREN LEARNING CENTER (Media Center)

The Rabren Learning Center (RLC) is the heart of our school! The shelves are full of wonderful books that encourage our students to read. Books circulate for 1 week. Students are allowed to check out 3 books at a time. The cost for lost/damaged books is \$20.00. Payment plans can be arranged on an individual basis. If the book is found, it may be kept, or it can be donated to the Media Center. No reimbursement can be made.

Join the **WMR Birthday Book Club**! Celebrate your child's birthday by purchasing a book for the RLC in honor of your child! For a \$15.00 donation, a book will be purchased in honor of your child and a bookplate will be put in the front of the book with your child's name on it. The birthday student will be presented the book at the monthly birthday party and will read the book first before it is added to the RLC's permanent collection.

The Media Specialist is Jennifer Dempsey. Her office number is 887-1996.

TECHNOLOGY

WMR embraces the use of technology in the curriculum. Technology is integrated into all subject areas. WMR is a wireless school! Students have access to computers in their classrooms, the two computer labs, and in our wireless Media Center. All homerooms and resource classrooms have SMART Panels (interactive white boards). Each class has Internet access, and teachers have their own e-mail and web site. We also have iPads available for student use.

For additional information and current events, please visit our school's website at:

http://www.auburnschools.org/wrightsmill/New_web/WMR/index.htm

**Every student must read, sign, and comply with "ACS Acceptable Use Policy."*

SCHOOL SUPPLIES

All students are responsible for providing their own school supplies. Each grade level has a list of requested supplies. The lists are listed on the WMR website and are kept in the school office. Unnecessary items such as toys, trinkets, miniature pencil sharpeners, and novelty pencils and erasers should be left at home.

STUDENT CONGRESS/STUDENT LEADERSHIP

The purpose of the Student Congress is to promote school spirit and to help plan and direct service and school projects. Two students from each class are elected to serve on the WMR Student Congress.

UNIVERSITY PARTNERSHIP

Students from AU, Tuskegee, and Troy State serve as lab students/interns at WMR. Our students have the added advantage of additional instructors in the room.

VOLUNTEERS

Parents and friends who volunteer at WMR play a vital role in helping to meet our students' needs. Each year help is needed in a variety of ways. New volunteers are always welcome.

WIN - After School Program

WMR offers WIN, an after-school program. The hours are from 2:30 until 5:30 p.m. The program is designed to provide quality after-school daycare. Students have time to play, participate in enrichment and sports activities, and receive assistance with homework. Academic tutoring is also available. There is limited enrollment. For information, please call the director, Mrs. Amber Hanel, at 887- 1999 after 1 p.m. Monday through Friday.

YEARBOOKS

WMR's yearbooks are sold only online through Jostens. The cost is \$25.00. Price will increase to \$30.00 after December 21st.

Notice to the Public: It is the official policy of the ACS Board of Education that no person shall, on the grounds of race, color, sex, disability, religion, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Any person having inquiries concerning ACS District's compliance with the regulations implementing Title VI, Title IX, The American Disability Act (ADA) or Section 504 is directed to contact: Director of Special Education, Auburn City Schools, P.O. Box 3270, Auburn, AL 36831-3270, 334-887-1927.

WRIGHTS MILL ROAD ELEMENTARY SCHOOL
807 WRIGHTS MILL ROAD
AUBURN, ALABAMA 36830

The purpose of the Wrights Mill Road Student Handbook is to present school policies and general information for students in regard to the procedure for school operation. This handbook is a supplement to the ACS *Parent and Student Handbook* and some information is not duplicated. Please be aware that the appeal procedures are available to parents and students and are documented in the same booklet.

We respectfully request that both student and parent/guardian read this handbook in order to be familiar with these policies and regulations. This form, with appropriate signatures, must be returned to the homeroom teacher.

We wish you a successful 2018-2019 school year.

I have read the Wrights Mill Road Elementary Student Handbook.

Signature of Student

Date

Signature of Parent/Guardian

DATE

***Sign and return this page to your child's homeroom teacher.**

TECHNOLOGY RESOURCES/PUBLICITY AGREEMENT
2018-2019

Student Name _____

Parent/Guardian Name _____

Please sign below to document your permission in regard to the following:

- My child has permission to use the Internet under the direct supervision of his/her teacher.
- The school has permission to include photographs of my child on the Wrights Mill Road School web page. (Your child will not be identified by name with the picture.)
- The school has permission to videotape my child for education-related presentations and projects.
- The school has permission to include photographs of my child taken during school events in the Auburn Villager, OA News, or any other public news release.

Parent/Guardian Signature _____

Date _____

If you do not wish to give permission to one or more of the above statements, please specify by listing below the items you do not approve.

<http://www.auburnschools.org/wrightsmill>