# Little Ridge Intermediate School

# Parent/Student Handbook



2022-23

# **Principal**

Mrs. Jennifer List

# **Assistant Principal**

Mr. Heath Vincent

# Counselor

Mrs. Teresa Barksdale Ms. Audra Minton

# **Secretary**

Ms. Kelly Evans

# **Bookkeeper**

Ms. Elena Perez

Little Ridge Intermediate School 5200 Gault Avenue N. Fort Payne, AL 35967 256-845-7706

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# Little Ridge Intermediate School General Policies

Grades Third through Fifth (3rd -5th)

# **ACADEMICS**

# **REPORTING STUDENT PROGRESS**

 Mid-term reports are sent home with students every 4 1/2 weeks. Grades are derived from test scores, daily work, homework and participation. Report cards are sent home every nine weeks. Parents/guardians may use PowerSchool as a means of monitoring student progress in the areas of academics, discipline, and attendance. For more information, you may contact the school office.

# **PROMOTIONS**

• Third-fifth grade students having two semester F's in reading or 2 semester F's in math during the school year may not be promoted.

# **ACADEMIC ACHIEVEMENT**

• Little Ridge Intermediate will provide parent individual student academic achievement results and interpretation of results in a language the parent(s) can understand. If a parent needs assistance to better understand the results, please contact the office and an interpreter will assist you.

# **ACCIDENTS/SICK OR INJURED STUDENTS**

• If your child becomes ill or injured at school, we will contact you immediately. If we cannot reach you, we will use the emergency contact information that you have provided.

# **ARRIVAL/DEPATURE**

# **MORNING ARRIVAL TIMES**

• Students should arrive to school no earlier than 7:15 am. Students must be in the building by 7:45 am or they will be considered tardy. The school doors will open at 7:15 am. Students may not be dropped off until 7:15 am at which time school personnel will be available

# MORNING DROP OFF FOR CAR RIDERS

- Our primary concern with regard to traffic flow during drop off is the safety of our students, with this in mind, please review the following procedures.
- Parents who are dropping off students should pull up to the grade level specific loops under awnings at the front of Little Ridge Intermediate School.
  - o 3<sup>rd</sup> Grade: 49<sup>th</sup> Street Entrance
  - o 4th Grade: Main Entrance near Little Ridge Sign off Gault Ave. North
  - 5<sup>th</sup> Grade: Gym Entrance (2<sup>nd</sup> Drive) off Gault Ave. North
- Students should exit the vehicle on the passenger side onto the covered sidewalk. (the side closest to the school). Please pull forward as far as possible so multiple vehicles can unload at the same time. Staff members will be available to monitor and assist students as needed. Please do not drop off students in other areas causing them to cross or be in the traffic flow.
- All students will be permitted to eat breakfast in the cafeteria upon arrival.

# MORNING BUS RIDERS/CAR RIDER ROUTINES

- <u>ALL</u> Students should report to the hallway outside of their classrooms upon arrival OR following breakfast
- Students will sit in a straight line near wall facing forward and should have something quiet to do
  while waiting for bell to ring to report to class (read a book, study spelling words, review fact
  cards, draw, etc.)
- The first bell rings at 7:40, and the tardy bell rings at 7:45. Classes begin at 7:45 A.M.

#### AFTERNOON DISMISSAL TIMES

- Early bus riders-3:00 pm.
- Car riders- 3:05 pm (following the exit of early buses)
- Late bus riders-3:15 pm (according to bus arrivals)

# **AFTERNOON BUS RIDERS**

- Students who ride early buses will be dismissed at 3:00 pm and report to bus loading area at the end of each hallway at the rear of the building and board their assigned bus. Late bus riders will report to their designated hallway at 3:10 pm. to board assigned bus at the bus loading area at the rear of the building. Staff and administration will monitor students exiting building and boarding buses to assist with locating buses and to ensure safety.
- Parents <u>cannot</u> wait outside on the bus loop to pick up a child that is in line to ride the bus. This
  is for your child's safety. Bus drivers and supervising teachers do not have the authority to allow
  you to take your child off the bus or out of the bus line. Once a child has gotten in the bus line,
  they must ride the bus home.

#### **AFTERNOON CAR RIDERS**

- Our primary concern with regard to traffic flow during drop off is the safety of our students, with this in mind, please review the following procedures.
- Car riders will load at designated grade level loops at the front of Little Ridge on Gault Avenue North under the awnings.
  - o 3rd Grade: 49th Street Entrance
  - o 4th Grade: Main Entrance near Little Ridge Sign off Gault Ave. North
  - o 5th Grade: Gym Entrance (2nd Drive) off Gault Ave. North
- Parents who are picking up students should drive up to the covered awning and pull forward as far as possible.
- Please display the PAW PASS in the lower right area of the windshield.
- Students (3<sup>rd</sup> & 4<sup>th</sup> Grade) will be called in the order cars arrive. 5<sup>th</sup> Grade students will watch for guardian vehicle and will enter. Staff members will be supervising <u>all</u> students at each loop as they are being picked up from school.
- Parents <u>cannot</u> wait on school to dismiss inside the building. You must stay in your vehicle until all children are in their assigned space. Please do not wait outside the building because it blocks the entrance.
- Parents are not permitted to walk up to pick up students. This is for the safety of our students.
- If you do not have this pass, you will have to report to the main office to with a photo ID. This will allow us to ensure you are on the student's contact list.

# **ATTENDANCE**

# **TARDINESS**

Class instruction begins promptly at 7:45 A.M. Students who are tardy will miss valuable
instructional time. Tardies will be excused when a student presents a doctor's excuse, legal
excuse, or has permission from the principal. Tardy students must sign in at the office prior to
going to class.

# **CHECK-OUTS**

The school day ends at 3:00 P.M. A student who checks out will be excused if he/she presents a
doctor's excuse, legal excuse, or has permission from the principal. All students must be
checked out through the office. THERE WILL BE NO CHECKOUTS AFTER 2:30. Anyone
checking a student out must present identification and be listed on the student's checkout list in
PowerSchool.

# **PARENT NOTES**

• Each student will receive <a href="10">10</a> excused absences</a> in the form of <a href="parent notes">parent notes</a> to be used throughout the school year. Parents must submit the excuse in writing or via email following or in advance of an absence to be excused. Parent notes would apply to any absence not excused by a doctor's note, legal excuse, death in the family, field trip, etc. <a href="Parent notes should be used for vacations taken during the school year and illnesses not requiring a doctor visit.">Parent notes should be used for vacations taken during the school year and illnesses not requiring a doctor visit.</a>

#### MAKEUP WORK FOLLOWING AN EXCUSED ABSENCE

Work may be made up only when an absence has been excused. Parents may pick up assignments at the school office. Requests for make-up work should be made in advance so as to give the teacher ample time to prepare the lessons and not interrupt classroom instruction. Teachers will provide students who have been absent for excused reasons, an opportunity to make up missed assignments. It is the student's responsibility to request make up work within three (3) days of returning to school and following the determination by the principal that the absence was excused. The work must be completed within five (5) school days after returning to school. Any incomplete assignments will be entered as a "0" in the grade book. Excessive absences (18 days or more) result in missed instruction causing learning gaps, deficits in grade level reading and math skills, and failing grades.

# BREAKFAST/LUNCH/SNACK

# **BREAKFAST**

• Breakfast will be served each day from 7:15–7:45 am in the cafeteria. We encourage each student to eat breakfast to insure their best daily performance. Please have your child at school by 7:30 am if you want them to eat breakfast. Breakfast is not served after 7:40 am.

# LUNCH

- The CNP staff serves a well-balanced and nourishing lunch each day. Each student will have a lunchroom account which enables him/her to deposit money for future meals. Lunch may be paid for on a daily basis or in advance by the week, month or year. Each student has a lunch account identified by an individual lunch number. This allows each students account to be tracked carefully. Please do not combine lunch money with any other payments.
- No commercially prepared foods, glass containers, or carbonated drinks are allowed in our cafeteria. Menus will be posted on the school website, in the school and sent home with students.
- LRIS has a closed lunch policy for the 2022-23 school year. Parents and family are not permitted to eat with students in the cafeteria.

## **SNACK**

Snack time varies according to the classroom schedule. Children should bring a nutritious snack from home or may purchase one from the school. <u>Candy is discouraged and Cokes/soft</u> <u>drinks are not permitted.</u> Third grade students may purchase snacks/drinks from the snack cart each morning in 3<sup>rd</sup> grade hall. Fourth and fifth grade students should purchase snacks/drinks may each morning at school from the cafeteria or school store.

# **CLASSROOM BEHAVIOR/DISCIPLINE**

# **3 RULES AT LRIS**

We follow our system-wide code of conduct closely. Little Ridge Intermediate School has 3
overall rules to be followed by staff and students: Respect Self, Respect Others, Respect
Property. ALL behaviors fall under these 3 rules.

#### **CLASSROOM BEHAVIOR**

Specific classroom behavior rules are set by grade level teachers. The rules and the consequences of violating these rules are discussed initially with the students. The individual teacher takes disciplinary action. The principal handles reoccurring violations that threaten the welfare and safety of others. Behavior that causes a disruption in the classroom and in the child's own education will be reported to the parents.

#### DISCIPLINE

Disciplinary actions are recorded and kept on file with the teacher and the principal. All students are disciplined in accordance with the Fort Payne City Schools Student Code of Conduct. No student is exempt from corporal punishment as a response to a violation of the code of conduct unless otherwise stated in an IEP or requested by parent /guardian in writing to the principal.

# **AUTHORITY OF SCHOOL OFFICIALS**

- Alabama statutes delegate specific authority and responsibility to school officials concerning the control and discipline of students. A school principal or his/her designee has the authority, by law, to administer corporal punishment to students. School principals also have the authority to suspend students from school and/or from riding the school bus, and to recommend for expulsion those students who seriously disrupt the school environment.
- Students of the Fort Payne City School System are subject to the Code of Student Conduct during the time that they are being transported to or from school or a school sponsored activity, during the time that they are attending school, and during the time that they are on school premises.

# **CLASSROOM PARTIES**

- Special snacks for school parties (i.e. Valentine's Day, Christmas, etc.) will be purchased through the Child Nutrition Program. The parties will be planned and coordinated by teachers and principal.
- No food may be brought in from outside sources and served to other children. Parents may
  order treats for birthday parties through the school lunchroom program at a cost. This includes
  candy or baked treats for holiday parties. This procedure is in accordance with the Fort Payne
  City Schools Wellness Policy. Please see student code of conduct for further information.

# **DELAY SCHEDULE**

When the superintendent sends out a message that Fort Payne City Schools (<u>NOT DeKalb</u> <u>County Schools</u>) will be delayed, this is the schedule that we will follow at Little Ridge Intermediate School. ANYTIME SCHOOL IS DELAYED, BREAKFAST WILL NOT BE SERVED.

#### **School Delay Schedule**

# 1 Hour Delay

Teachers on Duty
Doors Open
Teachers
School Starts
8:05 AM
8:15 AM
8:15 AM
8:30 AM

\*\*Students must be in the building at this time or they are considered late

<sup>\*\*\*</sup>Buses will run 1 ½ hours later than normal

# 2 Hour Delay

Teachers on Duty 9:05 AM
Door Open 9:15 AM
Teachers 9:30 AM
School Starts 9:45 AM

# 2 ½ Hour Delay

Teachers on Duty 9:35 AM
Doors Open 9:45 AM
Teachers 10:00 AM
School Starts 10:15 AM

## 3 Hour Delay

Teachers on Duty
Doors Open
10:05 AM
10:15 AM
Teachers
10:30 AM
School Starts
10:45 AM

# **DELIVERIES**

 Little Ridge Intermediate will not accept special occasion gifts, flowers, or balloon deliveries for students from flower shops, stores, parents, etc.

# DRESS CODE

# **CLOTHING**

- All students will be expected to be clean and neat in appearance. Students should not wear anything that would attract undue attention, disrupt the learning process or be hazardous to the health and safety of students and/or teachers. The teachers and principal have the authority to determine whether or not a student's attire is disruptive.
- Any of the following will be a violation of the dress code:
  - Garments which expose midriff
  - Jeans with holes above the knee, have openings or flaps showing exposed skin.
  - Sleeveless shirts, tank tops, and garments with spaghetti straps, see-through tops, or one-shoulder garments, or sundresses
  - Garments advertising drugs, alcoholic beverages, cigarettes or any other suggestive, vulgar or profane words
  - Short shorts, dresses, or mini-skirts (Shorts, dress, and skirts should come to the end of the fingertips when hands are held at the side and should be longer than shirt/sweatshirt being worn.)
  - Hats, hoodies, and bandanas <u>are not to</u> be worn during the school day OR on the bus.
     (Unless there is a medical reason or "hat day" occasion). On "hat days", hats must be stored in backpacks when riding the bus.
  - Comfortable shoes or sandals should be worn at all times for safety, health, and appearance purposes. No shoes with lights or wheels are permitted.

<sup>\*\*</sup>Students must be in the building at this time or they are considered late

<sup>\*\*\*</sup>Buses will run 2 ½ hours later than normal

<sup>\*\*</sup>Students must be in the building at this time or they are considered late

<sup>\*\*\*</sup>Buses will run 3 hours later than normal

<sup>\*\*</sup>Students must be in the building at this time or they are considered late

<sup>\*\*\*</sup>Buses will run 3 1/2 hours later than normal

# HAIR/GROOMING

- Hair should be neat and clean and should be worn in such a way that does not impair vision.
- Hair color that is not natural in color (examples: pink, blue, green, orange, purple)
   OR that draws unnecessary attention will <u>not</u> be permitted.

# EARLY DISMISSAL/SCHOOL CLOSURE/DELAYS

- The superintendent of schools has the authority to temporarily close schools or dismiss early in the event of severe weather or other conditions which threaten the safety and well-being of students.
- When a decision is made to close schools, an announcement will be made on local radio stations and television as early as possible. In the event that school closes early, parents should have an alternative plan. The superintendent will send out a message using the school notification system. This system will be used to inform parents and/or guardians of important information via a home, work, or cell phone. An early dismissal plan will be sent home at the beginning of the year for you to fill out and send back.

# FIELD TRIPS

Most of our field trips are conducted within the Fort Payne City limits. Field trips cannot be taken
the first two weeks or the last two weeks of school. A permission form must be completed and
signed by a parent or legal guardian before a child will be allowed to participate in any field trip.

# **INSURANCE**

- A school accident insurance policy is available for all students. Students are able to sign up for the policy at the beginning of the school year. Students have an option of two forms of school insurance. They are as follows: 1. School-time coverage 2. Round the clock coverage
- If you wish to purchase the insurance, checks should be made payable to the insurance company. Please read the policy benefits carefully. If you do not have family health coverage, you may want to consider this service.

# **LIBRARY**

Weekly classes are scheduled in the library for all grades. Students may check out one book
weekly and it may be renewed for any additional week if the student brings the book in on the
date due. Students who have an overdue book may not check out another book until the overdue
book has been returned. While no fines are charged for overdue books, parents are asked to help
us encourage your children to return their books on time.

# **LOST AND FOUND**

Lost and found items are turned into the school office. Students should check for their missing
items through the office. Parents are encouraged to write their child's name in the items that
they bring to school.

# MONEY SENT TO SCHOOL/PERSONAL ITEMS

The school cannot be responsible for money brought to school by students. Students are
encouraged to bring only the amount of money needed for that day. Money should not be left in a

student's desk during the day or overnight. Personal possessions are the responsibility of the student and should be kept by the student. **NO** toys, dolls, games, radios, and trade items (ie. Poke man cards, baseball cards) should not be brought to school. No buying, selling, or trading of personal items between students on school property.

# PARENT TEACHER COMMUNICATION

Communication is an essential part of any educational program. We feel it is very important for
parents to keep close contact with their child's teacher concerning his/her academic and social
progress. Please remember to schedule a conference in advance so a time that is convenient for
all can be established; i.e. before or after school, during teacher planning periods, etc.

# PHYSICAL EDUCATION

- All students are scheduled for forty minutes of physical education daily and are expected to
  participate. In order to be temporarily excused from activities, a student must bring a note signed
  by the parent. A note signed by a doctor should be presented in order to be excused for an
  extended amount of time.
- Students should wear appropriate clothing to P.E. <u>All students should have an extra pair of tennis shoes to be left in the student's cubby/locker during the school year. These shoes must have non-marking soles. They are to be worn during physical education every day.</u>

# **SAFETY**

 Tornado, Fire and Intruder drills are held regularly to develop safety practices that will help students move quickly and orderly during an emergency. The procedure for tornado drills and fire drills will be posted in each classroom. Teachers will review these procedures with the students during the course of the year.

# **SCHOOL SUPPLIES**

- Parents are expected to furnish paper, pencils, a backpack and other basic consumable supplies.
   A supply list will be given to each student, posted on the school website and available at the school throughout the summer.
- Parents are also asked to pay a \$20.00 activity fee for the school year to cover the following: treats for classroom parties at Christmas and Valentine's day, a small gift \$5 Christmas exchange gift, possible field trip(s), and a t-shirt and activities for field day.

# SICKNESS

- It is the responsibility of each parent to monitor his/her child daily for signs and symptoms of sickness. Students should not be sent to school sick.
- Your child should be free of fever and/or vomiting for a minimum of 24 hours before returning to school.
- If your child becomes seriously ill at school, we will contact you immediately. If we cannot reach you, we will use the emergency contact information you have provided during parent orientation. Please remember, we cannot keep a seriously ill child at school around other children.

# STUDENT INFORMATION

A record of student information is kept in the school office in case you need to be contacted.
Please make sure that all telephone numbers and addresses are accurate and clearly written.
Remember to put the name and telephone number of a person who can be contacted in case you cannot be reached. Please notify the school if you change addresses or telephone numbers during the year. It is very important that our records be kept up-to-date.

# **TEXTBOOKS AND LIBRARY BOOKS**

• Students are responsible for all textbooks and library books issued to them during the school year. Students will be charged for any lost or damaged textbooks/library books.

# TITLE I PROGRAM

• Little Ridge Intermediate is a Title I School. The Title I Program provides supplemental services and funding to improve educational services for all of our students.

# TRANSPORTATION CHANGES/MESSAGES TO STUDENTS

- We will take messages for students when these messages are deemed an emergency or essential. ALL transportation changes must be made in writing before 2:30 pm. ONLY in cases of emergency, as approved by administration, will transportation changes be taken over the phone.
- Classrooms will not be interrupted for routine phone calls to students. Students will not be allowed to use the phone except in special cases, as determined by the principal or his designee.

# VISITING THE SCHOOL/VOLUNTEERING

- All visitors must use the main entrance at Little Ridge Intermediate School and go directly to the office.
- To be allowed beyond the office, an I.D./Driver's License will be required so that it can be entered into the visitor management system.
- A visitor's pass will be printed which identifies the visitor and destination.
- If you are questioned about your reason for being on campus, please do not consider this intrusive. We are simply trying to keep our campus safe and the instructional day uninterrupted.
- During the year, parents will be solicited to volunteer their time for the benefit of the students. If you have a service that you could lend to the school, or if you would like to help on a school project, please contact the school office.
- Volunteers must schedule visits in advance and visitation cannot occur during core instruction.
- Parent Orientation is held prior to the first day of school. PTO Open House is held in the fall.
   Parents are encouraged to attend these events and become well acquainted with your child's teacher and school.

# **Acknowledgment Forms Section – Requiring Signatures**

# Annual Notification Regarding School Provided or Sponsored Mental Health Services

#### Mental Health Services

The school system provides or sponsors the following mental health services.

- 1. **Large group guidance** includes school counselor or professional visiting the classroom to discuss topics such as bullying, class scheduling, stress management, test anxiety or guest speakers to discuss good choices, substance abuse prevention, etc.
- 2. **Small group guidance** includes small group of students with school counselor or professional to discuss topics such as test anxiety, grief, healthy coping skills, etc.
- 3. **Mentoring** Peer Helpers work with students in school on topics such as friendships, healthy relationships, anger management, and anxiety.
- 4. **Assessments or Surveys -** includes questionnaires provided to students related to social behaviors, feelings, etc.
- 5. **Crisis intervention** short-term, immediate assistance by school counselor or professional for a specific situation.
- 6. **School-Based Mental Health** On-going counseling services by school professionals or private practitioners in the school setting. **Note:** Parent or legal guardian's permission will be obtained during an intake meeting before services are provided.

#### Review of Materials

You may request to review any materials used in the guidance and counseling programs available to students by contacting the student's principal.

# Information Regarding How to Allow, Limit, or Prevent Your Child's Participation in Mental Health Services

Under Alabama law, no student under the age of fourteen may participate in ongoing school counseling services including, but not limited to, mental health services, unless (1) the student's parent or legal guardian has submitted a written opt-in granting permission for the student to participate or (2) there is an imminent threat to the health of the student or others.

Therefore, if your child is under fourteen, they will only be allowed to participate in mental health services if you opt-in. If you would like the school system to be able to offer and/or provide mental health services to your child, you must opt-in for each service listed for them to participate in that service.

Even if you do not opt-in to mental health services, your child may be provided mental health services if there is an imminent threat to their health or others. School employees may determine in their discretion whether such an imminent threat exists and provide any mental health services they deem necessary under the circumstances.

**Parent of students with disabilities**: Please note that the opt-in process is not applicable to any school counseling services or "mental health services" contained in a student's IEP or §504 plan. Consent for those services will be obtained and information regarding your child's mental health services will be provided through the usual special education process.

# OPT-IN FOR MENTAL HEALTH SERVICES

As of the date of my signature below, my child,, is under the age of 14 years old:					
□ Yes					
If No, stop	here.				
If Yes, cor	ntinue below.				
l hereby given the least t	ve my permission for my child to participate in the following mental ices:				
[Check th	e box for each mental health service you want to be available to your child]				
	Check this one box to include all services listed below or check				
П	individual services. <u>Large group guidance</u> - includes school counselor or professional visiting the classroom to discuss topics such as bullying, class scheduling, stress management, test anxiety or guest speakers to discuss good choices, substance abuse prevention, etc.				
	<u>Small group guidance</u> - includes small group of students with school counselor or professional to discuss topics such as test anxiety, grief, healthy coping skills, etc.				
	<u>Mentoring</u> - Peer Helpers work with students in school on topics such as friendships, healthy relationships, anger management, and anxiety.				
	<u>Assessments/Surveys</u> – includes questionnaires provided to students related to social behaviors, feelings, etc.				
	<u>Crisis intervention</u> - short-term, immediate assistance by school counselor or professional for a specific situation.				
	<u>School-Based Mental Health</u> - On-going counseling services by school professionals or private practitioners in the school setting. <b>Note:</b> Parent or legal guardian's permission will be obtained during an intake meeting before services are provided.				
-	scind permission for a student to participate in mental health services at any iding written notice to school administration				
	Parent/Guardian Name (Signature)				
Parent/Guar	dian Name (Printed)				
Date:					

# **Little Ridge Intermediate School**

This School-Parent Compact is in effect during the school year: 2022-23

# SCHOOL-PARENT COMPACT

Little Ridge Intermediate School. and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Every Student Succeeds Act of 2015 (ESSA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the state's high standards.

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#### **School Responsibilities:**

#### Little Ridge Intermediate School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement standards as follows:
  - Alabama Reading Initiative Reading Strategies, Reading Coach and Reading Intervention Specialists
  - Open Court Reading curriculum with Multi-Sensory Explicit Phonics Instruction and iReady Reading individualized online instructional program
  - Three-tiered Reading and Math Instruction and Intervention
  - Alabama Math, Science, and Technology Initiative and Effective Teaching Practices, Math Coach, and Math Interventionist
  - Ready Classroom Math curriculum with iReady Math individualized online instructional program
  - One-on-one technology initiative
- Hold parent-teacher conferences during which this Compact will be discussed as it relates to the individual child's achievement.
  - Parent Orientation/ Open House
  - Parent Involvement/Title 1 Program Meeting
  - > Fall and Spring Parent/Teacher Conference Days
  - Conferences are scheduled throughout the year as requested by parent and/or teacher
- Provide parents with frequent reports on their child's progress.
  - Learning Management Systems (LMS): Class Dojo, See Saw, Schoology, and Remind communication systems for student/parent/teacher
  - PowerSchool software includes current grades, midterm grades,
  - comprehensive progress and nine weeks information
    Blackboard Mobile Communication APP and PowerSchool APP
  - Parents will receive periodic/weekly progress reports through the daily/weekly folders and interpreters/translation available for EL population
- 4. Provide parents reasonable access to staff.
  - Little Ridge Intermediate School Website/ Email exchange
  - > Phone calls messages will be taken for teachers to return call during planning or after school
  - > Interpreters available for EL population
  - > Conferences as requested and scheduled by appointment
- Parental Engagement/Title I Meeting; Conferences; Open Houses
- Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities, as follows:
  - Volunteer to assist with special events/activities such as: Book Fair, Field Day Events, Read Across America events, Reading and Math Nights, PTO events, Teacher Appreciation Activities, etc.
    - Volunteer to assist teacher in preparing materials for class activities
- Ensure regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
  - > Interpret communication in native languages and provide translators at each school

## **Parent Responsibilities:**

# We, as parents, will support our child's learning in the following ways:

- > Ensure good attendance including minimal to zero tardies and check-outs
- > Work with the school to encourage positive behavior and accepting responsibility for actions
- > Ensure student gets appropriate amount of sleep with established bedtime routine
- Establish a time that homework is completed daily
- > Read with my child 30 minutes per day and study math facts 15 minutes per day
- Attend parent meetings and parent-teacher conferences
- Participate in parent activities such as Title I sponsored events
- Check LMS site to monitor my child's progress
- Review classroom notebook/ folders daily
- > Monitor the amount of video games/internet access/ television that my child watches each day
- Serve to the extent possible as a parent leader, School Advisory Council member, Federal Programs Advisory committee member, and any other school advisory or policy group

# **Student Responsibilities:**

# <u>I, as a student will share the responsibility to improve my academic achievement and achieve the state's high standards. Specifically, I will:</u>

- Read 30 minutes daily and study math facts 15 minutes per day with my parents
- Behave in a manner that exhibits good citizenship, responsibility and character
- Take responsibility for completing all classroom assignments and homework every day and ask for help when needed

	Give my parents all notices and communications from school each day			
ncipal Signature & Date	Parent Signature & Date	Student Signature & Date		

# 

Homeroom Teacher	
I,, (name of student) enrolled in Fort Payne Schools	City
and my parent(s)/guardian(s) hereby acknowledge by our signatures that we have received	l and
read or had read to us, the foregoing Code of Conduct and Student Handbook.	
Print Student	
Student	
Cianad	
Signed Parent/Guardian	
PalenvGuarulan	
Signed	
SignedParent/Guardian	
r aleny Guardian	
Date	
Date	
Note: The student is to sign the above statement. If the student lives with both parents, both parer	its are
to sign the statement. If the student lives with only one parent or guardian, only one is required to	
with the student.	o.g
With the stateofft.	
give permission for my child to be photographed, videotaped, or named in newspaper articles, journal of the photographed in th	urnals,
video presentations, etc., which involve school related events and/or activities.	,
Yes No	
Signed	
SignedParent/Guardian	
I agree to adhere to the rules regarding the cell phone and electronic device policy.	
Yes No	
Signed	
Student	
Date	

# Student Acceptable Use Policy for Internet/Network Services

I have read the Student Acceptable Use Policy for Internet/Network Services and agree to abide by the

provisions contained within the document. I understand that I can be disciplined if I violate the Student Acceptable Use Policy for Internet/Network Services. Such discipline may consist of the revocation of Internet/network access up to and including suspension, expulsion and/or legal action based on the seriousness of the violation. Name (Print) \_\_\_\_\_ Signature Signature of Parent/Guardian Internet/Email Usage Yes No \*By choosing No your child will be excluded from Internet/Email resources even if these activities are an integral part of the educational activities being pursued at the school. \*\*Please have the student return it to the homeroom teacher **COPPA and Online Resources Agreement** The Children's Online Privacy Protection Act (COPPA) requires websites to gain parent permission for users under the age of 13 and/or 18 before creating individual online accounts. Many educational sites used by Fort Payne City Schools require student accounts and, thus, parental permission. To view the "FPCS Approved Online Tools and Resources" list, go to the Parent Information Section on the District website. I give permission for the school system to upload the basic directory information of my child in order to create an account on these educational websites. \_\_\_\_ No Student's Name (print)\_\_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ **Video Conferencing Call Permissions** I give permission for my child to participate in group (class/school) video conference calls while in class/school during the 2022-2023 school year. I understand that this is for instructional purposes only, and that my child's teacher or school administrator will be leading the session. Students will be visible to other participants in the video call. Students will be able to ask/answer questions during the video call. Student's Name (print) Parent/Guardian Signature

Date \_\_\_\_\_