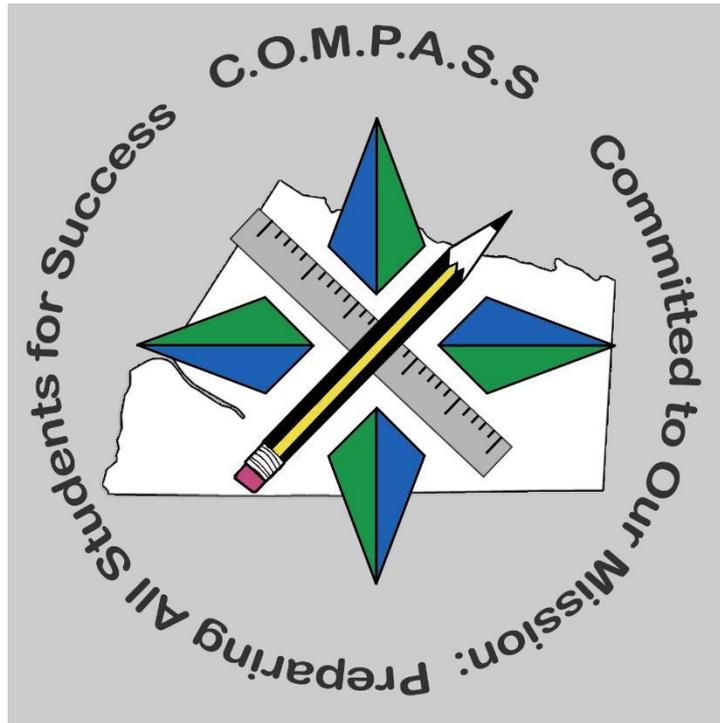


Mecklenburg County Public Schools
Elementary Handbook
2019-2020



The mission of the Mecklenburg County Public Schools Division, in partnership with family and community, is to provide all students with a quality education within a safe environment supporting the development of intellectual growth, effective communication, wellness, and life-long learning in a rapidly-changing society.

SCHOOL BOARD MEMBERS

District 1

Brent Richey

District 2

Dale Sturdifen

District 3

Wanda Bailey

District 4

Lindell Palmer

District 5

Gavin Honeycutt

District 6

Rob Campbell

District 7

Dora Garner

District 8

Kenneth Johnson

District 9

Glenn Edwards

Paul Nichols, **Division Superintendent**

School Administrative Directory

Chase City Elementary School

5450 Highway 47, Chase City, VA 23924 (434) 372-4770

Frederick Taylor, Principal
Lauren Thompson, Assistant Principal

Clarksville Elementary School

1696 Noblin Farm Road, Clarksville, VA 23927 (434) 374-8668

Ann Dalton, Principal
Stephanie Neal, Assistant Principal

La Crosse Elementary School

1000 School Circle, La Crosse, VA 23950 (434) 757-7374

Connie Puckett, Principal
Candace Adcock, Assistant Principal

South Hill Elementary School

1290 Plank Road, South Hill, VA 23970 (434) 447-8134

Michele Icenhour, Principal
Melissa Chumney, Assistant Principal
Amanda Shook, Assistant Principal

DISCLOSURE: The Mecklenburg County School Board does not discriminate on the basis of race, color, national origin, ancestry, sex, gender, sexual orientation, gender identity, disability, age, marital or veteran's status, genetic information, or any classification protected by applicable law in its programs, activities or employment. The Director of Personnel will act as the Compliance Officer for discrimination regarding employees under Title IX. The Assistant Superintendent will act as the Compliance Officer for discrimination regarding students under Title IX and Section 504 of the Rehabilitation Act of 1973. Both compliance officers may be contacted at the Mecklenburg County Public Schools' Central Office at 175 Mayfield Drive, Boynton, VA 23917 or by calling 434-738-6111. For further information on notice of non-discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

□ 2019-2020 ELEMENTARY CALENDAR REMINDERS

Interim Report Dates

September 16, 2019

November 18, 2019

February 10, 2020

April 20, 2020

Report Card Dates

October 23, 2019

January 13, 2020

March 25, 2020

May 27, 2020

Parent-Teacher Evenings

Elementary School Hours 4:15 p.m. to 6:30 p.m. October 23rd and March 25th

Holidays

Labor Day

Thanksgiving Break

Winter Break

Martin Luther King, Jr. Day President's Day

Spring Break Memorial Day

Make Up Days

First Semester: October 14th; November 27th, if needed

Second Semester: February 17th; March 16th; April 13th, if needed

□ MECKLENBURG COUNTY PUBLIC SCHOOLS VISION STATEMENT

To provide a 21st century learning environment which fosters career literacy, academic enhancement, social-emotional growth, and community engagement that prepares students who contribute to the global society.

□ PROFILE OF A MECKLENBURG GRADUATE AND THE 5 Cs

In order to meet the twenty first century demands of our current society, it is important to incorporate the 5 C's into daily instruction as frequently as possible. This will encourage students to think critically in order to problem solve and work collaboratively to make positive impacts in whichever field they pursue after graduating from high school. The 5C's are critical thinking, creative thinking, collaboration, communication, and citizenship.

1. Students will develop problem-solving and critical-thinking skills.
2. Students will use natural curiosity and creativity to explore possibilities and take intellectual risks.
3. Students will collaborate with others to contribute and initiate new ideas, to listen and cooperate, and to build trust and provide support.
4. Students will demonstrate effective communication skills and competency in language arts, mathematics, science, and social sciences.
5. Students will develop and demonstrate behaviors that show respect and appreciation for themselves and others to prepare them to become productive citizens.

□ STUDENT RESPONSIBILITIES

To be a successful 21st Century future-ready student at Mecklenburg County Public Schools, students are expected:

1. To be on time and present at school each day.
2. To have regular classroom attendance and to be prepared to learn.
3. To be responsible for his/her own behavior – a student chooses how he/she reacts to different events and situations.
4. To understand that inappropriate/disruptive classroom behavior interferes with teaching and learning.
5. To respect the feelings and rights of others.
6. To refrain from the use of physical force or the threat of physical force.
7. To do what the teacher or adult in the building reasonably requests.
8. To be aware of and follow all school and district rules and procedures.
9. To refrain from using profanity and other offensive language and behavior.
10. To be a student leader.
11. To be an active learner.

PLEDGE OF ALLEGIANCE

In the spirit of patriotism and respect for the school, community, and nation, students will be given the opportunity to recite the Pledge of Allegiance at the beginning of each school day. While not everyone may care to participate, it is expected that those who do will be allowed to do so without interference or disruption.

MOMENT OF SILENCE

The Mecklenburg County School Board recognizes that a moment of silence before each school day prepares students and staff for their respective work or school days. Therefore, each teacher shall observe a moment of silence at the beginning of the first class of each school day. It is important that all students respect this time by remaining seated and quiet during this moment. The moment of silence may be used for any lawful silent activity including personal reflections, prayer, meditation, and/or reading. However, the teacher who is responsible for each class will not influence students in any way to pray or meditate during the moment of silence. Students and employees are prohibited from praying aloud during the moment of silence.

SCHOOL QUALITY PROFILES

You can access your school's quality profile at the appropriate link below:

Chase City Elementary- <http://schoolquality.virginia.gov/schools/chase-city-elementary>

Clarksville Elementary- <http://schoolquality.virginia.gov/schools/clarksville-elementary>

La Crosse Elementary- <http://schoolquality.virginia.gov/schools/lacrosse-elementary>

South Hill Elementary- <http://schoolquality.virginia.gov/schools/south-hill-elementary>

□ ATTENDANCE POLICY AND PROCEDURES

It is the policy of the Mecklenburg County School Board to do everything possible to encourage all children to attend school with regularity.

It is the legal responsibility of parents and guardians to ensure that students are in regular attendance for the entire school day. **To be counted present, students must be in attendance 3 ½ hours of the instructional day.** Parents or guardians must seek homebound instruction for their children when they are absent for extended periods due to illness. The principal or school counselor will assist them in making necessary arrangements.

An “unexcused” absence is an absence where a student does not have a valid excuse.

1. A student who is absent for any portion of the day requires a note from his/her parent. A maximum of ten (10) parent notes or phone calls will be accepted during the school year. In the event that there has been excessive parent notes (more than 10) already received for absences, a valid note from a physician or other appropriate professional’s office will be required.
2. A written excuse from a parent or guardian should include the date(s) and reason(s) for the absence. Calling the school is acceptable notice or a note can be sent upon the students return to school. A written excuse from a physician's office or other professionals’ office that includes the date(s) and reason(s) for the absences(s) is always acceptable.
3. Students should turn their notes in upon their return to school for it to be counted as excused or within three (3) days of return.
4. The ONLY valid excuses for absences are
 - Illness (if over two days, the school may require a note from the doctor)
 - Court appearance
 - Death in the family
 - Religious holidays
 - Extenuating circumstances which are determined by the school administration
 - Prior written notice to the school administrator by the parent/guardian is required for consideration of any other absence/reason.
5. Acceptable reasons for arriving late or leaving early are the same as those for any excused absence.
6. Suspensions are unexcused absences(but are not included in truancy totals).
7. Students on suspension(s) will be expected to submit their assignments upon return to school and make arrangements with the teacher within five (5) days after the end of the suspension period to make-up any additional hands-on activities, tests, or other schoolwork.

For a student to receive a “perfect attendance” award, students should be at school 100% of the time every day. “Not Been Absent” applies to being present for a part of each day.

☐ EXCESSIVE ABSENCES

For any student whose absence exceeds more than ten (10) school days, the principal or designee may require a conference with the parent or legal guardian to discuss the implications for learning and achievement, the consequences of failure to attend, and any corrective actions that need to be made. Further, the principal or designee may require documentation beyond the written excuse (doctor's note) if more than ten (10) handwritten notes have been sent. On the eleventh (11th) and thirteenth (13th) excused absence, a letter will be mailed to the parents regarding the number of absences, tardies and early dismissals for the student. If a student accumulates more than twenty (20) absences all year long, including days missed because of late enrollment, the student may be retained in their grade.

☐ TRUANCY PROCEDURES SCHEDULE

At Each Absence:

- Phone Call to Parent: documented in SIS

At 3rd Unexcused Absence:

- Phone Call to Parent
- 3 Day Letter Sent

At 5th Unexcused Absence:

- Phone Call to Parent
- 5 Day Letter Sent
- Meeting Scheduled for Parent/Guardian to come in and create TPP. Invite Truancy Officer.
- If school does not hear from parent within 3 days, contact Truancy Officer (T.O.)
- Complete and sign Truancy Prevention Plan (TPP)

At 6th Unexcused Absence:

- Phone Call to Parent
- 6 Day Letter Sent
- Second Parent/Guardian Conference scheduled
- Truancy Conference Held and Minutes of conference placed in Truancy Record.

At 7th Unexcused Absence:

- Phone Call to Parent
- 7 Day Letter Sent
- Refer to Truancy Officer

CHECK IN/CHECK OUT PROCEDURE

Student safety is our first priority. In an effort to keep our students safe, to avoid unnecessary disruptions to school-wide activities, as well as classroom instruction, all individuals wishing to check out a student will need to present either a valid Driver's License or picture identification card and must be listed in SIS as a parent, legal guardian, or an approved contact.

HOMEWORK

Homework is assigned to help reinforce skills covered in class but is not counted as a grade. Exact times for homework completion will vary from student to student but typically should take half an hour for students in Kindergarten and first grades and one hour for students in second, third, fourth, and fifth grades.

STUDENT AWARDS AND RECOGNITIONS

Academic Gifted and Talented (GATE)

During the school year, students who qualify for the Academic Gifted and Talented program in grades 4 and 5 will spend one day with the GATE resource teacher. Grades K-3 will have a pull-out time once a week. Identified students participate in GATE Art seminars after school in the fall and spring. There is also a seminar available in the summer. All students are screened for GATE in 2nd grade and again in 4th grade. Teachers or parents may also refer a student for testing.

Honor Roll

Each nine weeks, an honor roll list of students in grades 3-5 will be published. To be eligible for honor roll, the student must not earn any grade below a "B" on his or her report card for that particular grading period and a grade of "S" must be received in conduct.

INTRAMURAL SPORTS

The elementary schools offer intramural sports beginning in the fall. Intramural sports will be offered to upper elementary students only. Students will be able to participate in coed volleyball, coed basketball, and coed soccer.

The purpose of the elementary intramural sports program is to extend the concept of collaboration, collegiality and teamwork beyond the classroom. Our goal is to get students to work with each other within the school.

These games are not competitive and should not be interpreted as such. Spectators for any intramural sporting activity are expected to encourage all students and refrain from making any negative comments towards any students, coaches, school personnel, or individual schools.

□ OTHER SCHOOL POLICIES AND PROCEDURES

Visitors

Upon entering the building, ALL visitors must report to the office, sign in and be issued a visitor's pass. Visitors will be required to show picture identification. All employees of MCPS will direct visitors to the main office. Visitors are only allowed in the designated area indicated on the visitor's name badge during sign in. Visitors must return to the office to sign out.

Restrooms

Students are given adequate opportunities to use the restroom during the school day. If a medical condition exists requiring more frequent restroom visits, a doctor's note is required to be on file.

Insurance

Neither the school nor the school board has insurance for individual students. Parents are responsible for their own insurance coverage. Parents may purchase, at their option, a comprehensive accident insurance policy.

Medication

Parents of students needing to take medication at school must fill out the necessary forms in the office and parents must bring medication and notes from home or from a doctor to the nurse's office. Unless documented through a Health Plan, students are not allowed to carry medication (prescribed or over the counter) on their person. Medication will be kept and dispensed by authorized personnel.

Lice Protocol

The parents of the infested child will be notified to pick up their child. If the parent(s) cannot be reached, the child should remain in isolation in the nurse's office. The student will be excluded from school **until he/she returns with verification of treatment (e.g. label or box top from lice shampoo or doctor's note) and has been rechecked by the nurse.** This recheck will certify that there are no lice and no nits. If either is present, the child is to be sent home again.

Student Injuries and Illness

If it is determined that a student is ill or has sustained an injury that requires more than assistance given in the classroom, that student will be brought to the nurse's office immediately for further evaluation by the school nurse. If parent contact is necessary, every effort will be made to notify the parent or responsible party listed on the student's emergency card.

It is imperative that the information on the student's emergency card be kept current. In some cases, your child will need to be picked up by a parent or designee so that a decision can be made on the treatment needed. Adequate facilities and staffing are not available to allow us to isolate sick or injured children for an extended amount of time; therefore, your prompt response is essential.

Normally, if a child is too sick to be in class, he/she is too sick to be in school. Your child must be symptom free (fever, vomiting, diarrhea, etc.) for 24 hours (without medication) before returning to school.

Homebound Instruction

Homebound instruction shall be made available to students who are confined at home or in a health care facility for periods that would prevent normal school attendance (8VAC20-131-180). The term “confined at home or in a health care facility” means the student is unable to participate in the normal day-to-day activities typically expected during school attendance; and, absences from home are infrequent, for periods of relatively short duration, or to receive health care treatment. Students receiving homebound instruction **MAY NOT WORK** or participate in extracurricular activities, non-academic activities (such as field trips), or community activities unless these activities are specifically outlined in the students medical plan of care or the Individualized Education Program (if applicable).

If a student is ill and requires extended time out of school (more than two weeks), **parents must call the school to request homebound instruction**. A licensed physician must indicate **in writing** that the child cannot attend school in order for a child to qualify for this service.

Sex Offenders are NOT Allowed on School Property

Every adult convicted of a sexual offense is prohibited from entering or being present on school property during school hours and during school-related and school-sponsored activities. MCPS Policy KN states nonviolent sex offenders must have principal approval in advance to attend school functions. Policy KNA regarding Violent Sex Offenders may only access school property in certain circumstances but are otherwise barred from school property.

Family Life Education

The Virginia Board of Education provides standards of learning and curriculum guidelines for a comprehensive, sequential family life education curriculum from kindergarten through grade 12. The guidelines include instruction as appropriate for the age of the student in family living and community relationships; abstinence education; the value of postponing sensual activity; the benefits of adoption as a positive choice in the event of an unwanted pregnancy; human sexuality; human reproduction; forms of contraception; dating violence; the characteristics of abusive relationships; steps to take to avoid sexual assault, and the availability of counseling and legal resources, and in the event of such sexual assault, the importance of immediate medical attention and advice, as well as the requirements of the law, the etiology, prevention and effects of sexually transmitted diseases; and mental health education and awareness. All such instruction shall be designed to promote parental involvement, foster positive self-concepts and provide mechanisms for coping with peer pressure and the stresses of modern living according to the students’ developmental stages and abilities. Parents and guardians have the right to review the family life education program offered by their school division, including written and audio-visual educational materials used in the program. Parents and guardians also have the right to excuse their child from all or part of the family life education instruction. A copy of Virginia’s Family Life Education may be obtained at http://www.doe.virginia.gov/instruction/family_life_education/index.shtml

□ SCHOOL CRISIS PLAN AND DRILLS

It is the intent of Mecklenburg County Public Schools to provide a safe and secure environment for learning and, if needed, to restore the learning environment as quickly and safely as possible following traumatic incidents.

The division continually updates the emergency response crisis management (ERCM) and school safety plans for all schools. These plans include protocols and procedures concerning the following phases of ERCM: prevention/mitigation, preparedness, response and recovery for multiple types of incidents that may occur at or may impact schools.

In order to assure that proper procedures are being followed, schools will be required to perform functional tests (drills) and assessments of each phase. Assessments and drills will be performed with students present and when they are not present. Some assessments and drills will be announced and some will be unannounced.

In order to assure everyone's safety in the event of a drill or incident, it is important for students, parents, faculty and staff, visitors, and first responder organizations (law enforcement, fire and rescue squads) to follow established protocols and procedures.

Be aware that:

- Students are not permitted to use cell phones or other personal communication devices at school and especially not during a drill or actual emergency.
- Only authorized law enforcement, fire department, rescue squad, and other officially designated persons should respond to any school during an incident.
- Parents/guardians are encouraged not to call the school during a crisis event, and should not come to school to remove their children during a crisis or threatened event unless informed to do so by school administration.
- In the event of an actual emergency, the school administrator or central office administration will notify parents and the public of the following: the situation, what is being done to protect students, if and when the school will close, and when and how students will be reunited with their families.

□ PROMOTION, RETENTION, AND ACCELERATION

Academic performance will be the prime determiner as to whether a student should be promoted or retained. Other factors such as chronological age and social/emotional growth will be considered on an individual basis.

Students in grades kindergarten through three who fail reading may be retained in their respective grades. Students in grades two through five who fail two major subjects in one school year or who fail the same major subject two (2) years in succession may be retained.

Major subjects are defined as:

Kindergarten

Language Arts

Grade 1

Language Arts

Mathematics

Grade 2

Language Arts

Mathematics

Grades 3-5

Reading

English

Mathematics

Science

Social Studies

SOL Tests and Expedited Retesting, Performance-Based Assessments

Students in grades 3-5 participate in state assessments in the spring.

Third Grade: Reading and Mathematics

Fourth Grade: Reading, Mathematics and Virginia Studies

Fifth Grade: Reading, Mathematics, and Science

In the spring of 2015, the Virginia General Assembly approved SOL retakes. Students who score between 375 and 399 are eligible to retake those tests. Before retesting, students receive small group remediation. Elementary students who qualify must have documented permission from the parent to retake the test(s).

In 2015, the Virginia General Assembly removed three elementary end-of-grade tests; Grade 3 Science, Grade 3 Social Studies, and Grade 5 Writing. School divisions are required to replace these SOL tests with alternative assessments. These assessments will be scored locally but participation in these assessments are reported to the Virginia Department of Education.

Opt-Out Policy

On December 10, 2015, the *Every Student Succeeds Act of 2015* (ESSA) was signed into law. Section 1112(e)(2) of ESSA states that parents of students in Title I schools have a right to know about state or division policies regarding student participation in any assessments mandated by ESSA, including any policy, procedure, or parental right to opt students out of such assessments. If you would like to receive information about this topic, please contact Joan Hite, Director of Elementary Instruction, either by phone at (434) 738-6111, or in email at jchite@mcpsweb.org .

Report Cards

Report cards will be issued at nine-week intervals. Pre-K and Kindergarten students will receive an S, N, or U. Students in grades 1-5 receive evaluations on a grade scale as follows:

A	90-100	S	Satisfactory
B	80-89	N	Needs Improvement
C	70-79	U	Unsatisfactory
D	60-69		
F	Below 60		

Interim Reports and Parent Visitation

Interim reports will be sent home to parents/guardians near the middle of each nine-week grading period. Interim reports are another form of communication between parents, teachers and the school.

There will be two parent visitation meetings for parents and guardians for elementary students during the school year at the end of the first and third nine weeks.

Textbooks and Books Purchased by the School

The Mecklenburg County School Board provides, free of charge, textbooks required for course instruction for each child attending public schools; however, the school board may assess a reasonable fee or charge for damages (including, but not limited to, marks made with pencils or pens, torn pages, and damages to the cover or spine) or loss of school property when such property has been used by students without charge. Fees assessed will be based on the prices for the current school year. Furthermore, fees may be assessed for damages or loss of **classroom resource books and library books**.

Unpaid textbook fees from lost or damaged textbooks will be added to the student's account and must be paid before a diploma is issued to the student and final transcripts are mailed or provided to the student upon graduating.

□ CODE OF CONDUCT AND BEHAVIOR EXPECTATIONS

The elementary schools in Mecklenburg believe in taking a preventive and positive approach to discipline that creates a safe, supportive, and positive environment where adults respond to misbehavior with interventions and consequences aimed at understanding and addressing the causes of misbehavior, meeting students' needs and keeping students in school and learning.

□ STANDARDS FOR STUDENT CONDUCT

The Mecklenburg County School Board expects a high standard of student conduct in an effort to ensure an atmosphere conducive to teaching and learning, free of disruption and threat to person or property, and supportive of individual rights. Students and staff have a primary responsibility for creating a climate of mutual respect, honesty, and trust in each school in order that the dignity of the individual is protected and the potential of each student may be realized. Our school division has a great emphasis in preparing our students for career pathways into the workforce, college, trade schools, or military. The guidelines in this Student Handbook / Code of Conduct are written to reiterate expectations of our students today, and as they transition after high school. These standards will apply to students while on school property, when at school-sponsored activities, and when going to and returning from school. Students may also be disciplined for acts committed away from school property and outside school hours if the conduct is detrimental to the safety of the school or the well-being of students or staff or adversely affects school climate or discipline.

Students are subject to corrective action for any misconduct that occurs:

- in school or on school property;
- on a school vehicle;
- while participating in or attending any school sponsored activity or trip;
- on the way to and from school; and
- off school property, when the acts lead to: (1) notification pursuant to Va. Code 16.1-305.1 or a conviction for an offense listed in Va. Code 16.1-260, (2) a charge that would be a felony if committed by an adult, or (3) disruption of the learning environment.

Tardy Procedure

In Mecklenburg County Public Schools, we emphasize the importance of each student being in the classroom on time every school day. Learning the responsibility of getting to class on time is an integral part of MCPS' standard of excellence, which prepares students for success. Please see below:

Students who arrive to school after 8:15 must be signed in by a parent or guardian in the main office. Office staff will issue a tardy pass for students to enter the classroom. A record of late arrivals will be maintained by the attendance clerk.

Cumulative Nature of Discipline

Certain infractions of school rules or School Board policies by students will carry penalties of cumulative nature. Those policies include those dealing with drugs and alcohol, weapons, and violent disrespect of employees. In these cases, a first offense of a particular type carries a particular penalty. A second or third infraction of a similar type carries more severe penalties. A student's record will accumulate during all of his/her years in a school level; thus elementary infractions will accumulate through all the student's elementary years; middle school begins a new accumulation; and high school another.

Other infractions are not cumulative for the duration of a student's enrollment in a school. These hold a one-year accumulation only, and the student begins anew each year. However, the principal may, at his/her discretion, declare that any infraction will accumulate beyond a school year (that is, accumulate for the duration of the student's enrollment in the school). In such cases, the parent and student will be notified, in writing, of the cumulative nature of the infraction.

Definitions of Consequences for Student Discipline

MCPS Elementary administrators aim to keep students in the classroom so that learning can continue for each child. When a discipline incident occurs, there may be a need to remove a student from the educational environment, including MCPS transportation. Examples on consequence may include, but are not limited to:

- time out of the classroom
- conference with student
- parent contact
- conference with teacher, school counselor and/or administration
- in-school suspension
- out-of-school suspension
- denial of bus privileges

DISCIPLINE CONSEQUENCES

Disciplinary Action

General Notes:

1. The school board has tried to anticipate possible offenses. Not every possible act of misconduct may be listed. Failure to specify a behavior as an offense does not mean the behavior is acceptable and free from disciplinary action; some offenses may have additional consequences as stated by the Mecklenburg County School Board policy.
2. A student suspended from school may not participate in any school activity from the time of suspension until reinstatement in school, nor may they be on school property.
3. A student placed in ISS may not participate in any extracurricular activities, nor may they be on school grounds after hours until they have finished their ISS assignment. This includes athletics, band, club activities, field trips, practices, games, etc.

4. Every attempt will be made to notify parents/guardians of their son/daughter's misconduct.
5. All discipline offenses will be recorded in the student's scholastic record.

Vandalism and Property Damage

This is your school! Each student is expected to take pride in keeping the buildings and grounds neat in appearance at all times. Students who destroy or vandalize school property will be required to pay for losses or damages. If a student willfully destroys school property, suspension and possible expulsion will result as well as legal and financial responsibilities. If a student happens to damage something by accident, he/she should report it to a teacher or the office immediately.

Cheating

MCPS believes that every student should be encouraged to be a responsible, trustworthy individual that is capable of excelling to the best of his or her ability. A positive environment conducive to learning is provided, and students are encouraged to seek assistance from parents, teachers, and peers in a supportive way when extra help is needed. Cheating, however, is not acceptable at any MCPS elementary school.

Bus Transportation

It is the county's goal to transport all children to and from school safely and free from intimidation or fear of harm. All students who ride a school bus are subject to and expected to abide by the laws, rules, and regulations set by the Commonwealth of Virginia and the Mecklenburg County School Board. The driver is in charge of the bus and students who ride the bus. The student must accept the authority of the driver and cooperate with his/her requests. At any time, a parent conference may be required by the principal or his designee before a student can return to the bus. Riding a school bus is a privilege. Abuse of this privilege will not be tolerated.

Bus transportation is a privilege not a right. Parents, guardians, and caretakers of students attending Mecklenburg County Public Schools and utilizing school transportation (school buses or cars) must:

1. Discuss transportation safety rules with their children on a regular basis.
2. Assure their children are *appropriately supervised* the entire time at the bus stop for transportation to school and be present or have arranged for other appropriate supervision upon arrival back to the bus stop at the end of the school day.
3. Have turned in written permission (**no phone calls**) for their child to ride a bus different from their assigned bus prior to **1:30 p.m.** on the day the child is to ride an alternate bus.
4. Communicate bus concerns to building administration. **No conferences at the bus.**
5. Refrain from entering county public transportation vehicles.

The following rules are established in the interest of the welfare and safety of all students who are transported by bus:

1. Students must be and remain at designated bus stops, on the shoulder of the road, out of the line of traffic, until the bus arrives. Playing in the traffic lanes can be fatal.
2. Students are to avoid crowding, pushing and otherwise disturbing others when entering or leaving the bus.

3. Students who must cross the highway when getting on or off the bus must cross 8 to 10 feet in front of the bus in clear view of the driver.
4. Students must not talk to the driver while the bus is in motion.
5. Students are not allowed to bring bottles, cans, toys, sharp instruments, candy, potato chips, flowers or unnecessary objects on the bus at any time. Students may not chew gum, eat or drink on the bus.
6. Students are not to stand at any time.
7. No objects, such as suitcases, band instruments, etc., are allowed on buses unless they are small enough to be held by the student. No items are allowed in the aisle or under the dash at any time.
8. Students are not allowed to get on and off the bus at unscheduled stops. They must get off only at scheduled discharge stops with proper permission.
9. Students shall have no cell phones, beepers, or other electronic devices turned on, in use, or visible on the bus unless approved by the building administrator.

Students are expected to abide by the foregoing rules as written. These rules will be strictly enforced by school principals, the supervisor of transportation, and administrative officials.

Failure of students to abide by these rules may result in suspension of privilege of riding a bus until an assurance of acceptable behavior can be obtained from the students involved and their parents.

SEXUAL HARASSMENT POLICY

It is the policy of the Mecklenburg County School Board to maintain a working and learning environment for all its employees and students, which provides for fair and equitable treatment, including freedom from sexual harassment. It is prohibited for any employee or student, male or female, to harass another employee or student, male or female, by doing such things as unwelcome sexual advances or requests for sexual favors, engaging in other verbal or physical conduct of a sexual nature, or engaging in conduct which creates an intimidating, hostile, or offensive working environment. Anyone who is found after investigation to have engaged in sexual harassment of another employee or student will be subject to appropriate disciplinary action. Sexual harassment complaints are to be brought to the attention of an administrator immediately.

MOBILE LEARNING DEVICES

Students in kindergarten through fifth grade have access to mobile learning devices (MLD) for instructional purposes. Violations such as searching inappropriate websites and not following specific directions with the use of the Mobile Learning Device may result in disciplinary actions and loss of privileges. **Abuse of mobile learning devices will result in the parents assuming the cost of repairs.**

All students and parents are responsible for signing the mobile learning device agreement.

□ STUDENT CELL PHONES & MEDIA DEVICES

Students shall not have on, in use, or visible a beeper, cellular phone, PDAs, or other communication device, radios, iPod, or other similar electronic devices, or headphones or wear such devices at school or on school buses unless approved for legitimate school use by the administrator.

In addition, confiscated beepers, cellular telephones, PDAs, or other communication device, radios, iPod, or other similar electronic devices will be subject to search by school administration when reasonable suspicion exists that additional student code of conduct violations or criminal acts may have taken place and the confiscated device(s) may contain evidence of such acts or violations.

□ DRESS CODE

MCPS wishes to have a dress code that continually reflects high standards. Having a standard code for dress will have accountability for our division's mission. Parents and students must assume the responsibility of the student's proper attire as outlined in the policy. If a student's attire is inappropriate, lacking in cleanliness or violates the policy below, or substantially disrupts class or learning activities, the student will be required to change his or her attire.

This policy serves as the warning in reference to the dress code.

- Shoes shall be worn at all times.
- Stretch leggings, jeggings, tights may be worn with a shirt, blouse, top, or t-shirt **IF** the shirt, blouse, top or t-shirt is not shorter than fingertip length all the way around the student's body.
- Shorts, skirts, and dresses should be no shorter than 4 inches above the knee all the way around the student.
- Pajama pants may not be worn.
- No "Slacking" or "Sagging" of pants or shorts are allowed. All pants and shorts must be worn at the **waistline**. **No underwear may be revealed nor should gym shorts or any other garments underneath the outer layer of clothing be visible.**
- Jeans must be free of rips, tears, or holes that expose skin above the fingertips. Jeans have rips, tears, or holes, skin must be covered.
- Students should not wear hats, other head covering, earbuds, headphones, or sunglasses during the school day and during school-sponsored activities that are held inside of the school building. These areas include classrooms, hallways, restrooms, cafeteria, gymnasium, media center, and any other areas as designated by the school administration. No fish hooks or any other pins should be displayed on hats.

- Mesh-style shirts and blouses, clothes or jewelry imprinted with suggestive or vulgar language, shirts and blouses exposing the midriff, and any clothing overexposing the body, including razor back shirts, thin-strapped tank tops, off the shoulder tops/blouses/t-shirts, and thin strapped blouses are not allowed.
- Tank tops and sleeveless shirts must be at least three fingers in width for ladies. **Jerseys with large arm holes are not permitted unless there is a t-shirt worn underneath.**
- Students shall not wear clothing that exposes excess cleavage.
- No gang-related clothing, accessories, or symbols as identified by the **Local Law Enforcement Agencies** (Mecklenburg County Sheriff's Office) will be allowed on any site or at any school-sponsored activity.
- Curlers, picks, combs (except for barrette style), or rakes in the hair, hoods, hats, caps, gloves, sweatbands, bandanas, scarves, wave caps, bonnets, or sunglasses are not headwear accessories and may not be worn. Scarves may be worn around the neck.
- Heavy chains may not be worn or brought to school on belts or wallets.
- Students are required to wear sturdy shoes in order to participate in physical education and recess.

School administrators can make adjustments to the above based on school events (ex: spirit week), religious beliefs, customs, and/or medical reasons per individual student.

Students who are improperly dressed will be referred to school administrators or designee who will assist the student in complying with the dress code standards.

Possible Consequences of Improper Dress (include, but not limited to the following)

- Hold in ISS until changed/parent phone call
- One day of In-School Suspension
- Overnight suspension/return with parent for conference
- One day Out of School Suspension

□ SCHOOL NUTRITION PROGRAM INSUFFICIENT AND DELINQUENT ACCOUNTS POLICY

The National School Lunch and School Breakfast Programs are integral in ensuring that students have access to nutritious meals to support their academic success. It is also imperative to protect the financial stability of the school nutrition program.

The intent of this policy is to establish a process and procedure to handle situations when children eligible for reduced-price or full-price meal benefits have insufficient funds to pay for school meals; as well as for the collection of unpaid meal charges and delinquent account debt.

I. Eligibility, reimbursable meals and charging limitations

- 1.a Students who qualify for free meals will not be denied a reimbursable meal even if they have accrued a negative balance on their cafeteria account.
- 1.b Students are allowed to charge up to a maximum of \$25 dollars, after which collection procedures will begin.
- 1.c Students who charge a meal will receive a reimbursable meal.

II. Communicating the Policy

- 2.a The written meal charge policy will be communicated to the household by:
 - i. Posting on the Mecklenburg County Public Schools division website
 - ii. Including in the student information packet distributed on the first day of school
 - iii. Providing access to all transfer students during the school year iv. Attaching to the Household Application.
- 2.b The written meal charge policy will be communicated to all division staff prior to the first day of school.
- 2.c Child Nutrition Program staff will receive training on meal charge policy and record of training will be maintained as part of the professional development portfolio.
- 2.d Documentation of the communication and training plan will be maintained for the Federal Program Administrative Review.

III. Notifying the Household of a Negative Balance in Student Cafeteria Account

- 3.a The School Food Authority (SFA) will notify a household of a negative balance by:
 - i. 1st notice will be via letter
 - ii. 2nd notice will be via school messenger
 - iii. 3rd notice will be via a phone call from the School Nutrition Program office and/or the school principal.
- 3.b Notifications to households will include the amount of unpaid meal charges, expected payment dates, the consequences of non-payment and where to go for questions or assistance.
- 3.c The persons responsible for managing unpaid meal charges are:
 - a. School Nutrition Program school-based staff will collect payment for meals at the Point of Sales (POS)
 - b. School Nutrition Program central office will contact households.

IV. Delinquent debt is allowable in the School nutrition program and may be carried over to one successive school year.

- 4.a The student's household will be notified that the debt has been deemed delinquent after
 - i. The student's charges exceed \$25
 - ii. At least four successive attempts have been made to collect the debt
 - iii. Payment arrangements have not been secured via written agreement.

- 4.b The student may not be eligible to participate in extra-curricular activities that have an outstanding balance.

V. Bad debt is defined as delinquent debt that is deemed uncollectible at the end of the school year. Bad debt is unallowable in the SNP and cannot be carried over to the next school year. Funds resulting from bad debt cannot be recovered using SNP funds. Parents or guardians are responsible for paying the bad debt.

- 5.a At the end of the school year, the School Nutrition Program Supervisor and the Finance Director will evaluate all delinquent debt for conversion to bad debt. Bad debt will be restored to the SNP from the general fund prior to the end of the same fiscal year.

- 5.b Efforts to collect delinquent and/or bad debt will be handled by:
 - i. Send First and Second Letters
 - ii. Phone calls
 - iii. Notice of Adverse Action/potential collections
 - iv. Collection efforts may be enforced

VI. Collection procedures for Delinquent and Bad Debt- Adverse Action

- 6.a When a household has reached a threshold of \$25 dollar amount, the debt has been carried over for more than one successive year, and all attempts to collect the debt in the delinquent phase have been exhausted to no avail, collection procedures will be initiated.
- 6.b The household will receive a Notification/Notice of Adverse Action stating collection procedures have begun.
- 6.c If payment is not received, the following may occur:
 - a) Student non-participation in extracurricular activities
 - b) Collection procedures with the Mecklenburg County Court System

VII. Assistance to Households

Households with questions or needing assistance may contact the school office where their student attends or the School Nutrition Program office at: (434) 738-6111, 175 Mayfield Drive, Boynton, VA 23917, rmoore@mcpsweb.org

Regulations:

2 CFR Part 200 Section 143 of the Healthy, Hunger-Free Kids Act of 2010.

NOTICE OF DIRECTORY INFORMATION (FERPA)

The Family Education Rights and Privacy Act (FERPA), a Federal Law, requires that Mecklenburg County Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Mecklenburg County Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Mecklenburg County Public Schools to include this type of information for your child's education record in certain school publications. For more information regarding your FERPA rights, please see the School Board Policy JO on our website at www.mcpsweb.org.

NOTICE OF THE ADMINISTRATION OF SURVEYS AND QUESTIONNAIRES (PPRA)

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams. For more information regarding your PPRA rights, please see the School Board Policy KFB on our website at www.mcpsweb.org.

STUDENT RIGHTS UNDER SECTION 504

The Rehabilitation Act of 1973, commonly referred to as Section 504, is a nondiscrimination Statute enacted by the United States Congress. The purpose of the Act is to prohibit discrimination and ensure benefits are equal to those provided to nondisabled students. For more information regarding your rights under Section 504, please see the School Board Policy JBA on our website at www.mcpsweb.org.

INCLEMENT WEATHER POLICY

This inclement weather policy is intended to clarify regulations for school closing, late openings, and early closing for all employees. Whenever possible, all announcements concerning school closings or late openings will be made no later than 6:30 a.m. Announcements will be made on all local radio, television stations, the Mecklenburg Public School website, www.mcpsweb.org, the Mecklenburg County Facebook page, and on the School Messenger System.

SOMETIMES THE ANNOUNCEMENT FOR A DELAYED OPENING WILL BE CHANGED TO A CLOSING IF WEATHER CONDITIONS WORSEN.

□ SCHOOL MESSENGER

Mecklenburg County Public Schools is pleased to again provide the rapid notification service, School Messenger, to our students and their families for the 2019-20 school year at *no charge*.

School Messenger allows school principals and division administrators the opportunity to use digital messaging technology to quickly provide telephone, cell phone, and pager notification messages to parents and faculty in the event of school closings, delays, and emergencies. The School Messenger system can also be used to send school related messages about meetings, practices, public services and other important, but less serious matters to individuals or select groups.

The system uses the phone numbers parents provide on the School Emergency Card when students are registered. It is therefore very important that parents provide only the contact numbers they want called in the event of a school delay, closing, or emergency and to receive other school related messages. It is also imperative that the school is informed when parents change a contact number or address for any reason.

Please do not supply numbers for friends and relatives, until you have discussed this information and the School Messenger system with them, and have and received their permission in advance to have the school contact them for matters related to your student(s), and for general messages about closings, delays, etc.

The school system does not want to bother people unnecessarily and grandparents, relatives, and friends, who do not have children in school, are often upset when they are contacted by the school when they have not been forewarned and don't know why they are being called.

To send a message, the school principal or designated central office official, chooses a group for the message to go to. Groups can be any size and are made up of students, faculty, or combinations of the two. The brief message containing the school related information you need to know is then recorded. The message is dispatched to the service headquarters and is broadcast to be created and sent. The message is automatically left on answering machines and services, and unanswered numbers are called again.

Most school divisions have a similar system in place, because parents find it very helpful to know what is going on as quickly as possible. If you have any questions about this service, or experience problems with School Messenger this year, please feel free to call your school principal.

□ TITLE I

What is Title I?

Title I is the single largest federally funded program for elementary and secondary education in the nation. Re-authorized by the Elementary and Secondary Education Act, Title I funding helps local school divisions provide equal educational opportunities for low-performing students in schools with economic need.

Program Components

Title I provides supplemental support through a multifaceted approach to improving student achievement. Key facets of that approach include:

- **Additional Staffing:** Title I funds can be used to provide additional staffing.
- **High Academic Standards:** Student progress is monitored throughout the year to ensure that all students are meeting academic goals.
- **Early and Comprehensive Intervention:** Additional instructional time is provided for identified Title I students through supplemental programs such as Reading Recovery, Book Buddies, small-group instruction in reading and math, both in and out of classrooms.
- **Family Engagement:** Parent Advisory Council and Family Literacy and Math Activities help families focus on literacy and numeracy.
- **Professional Development:** Courses, workshops and in-services provide additional training for teachers at Title I schools. These professional development activities can be related to math, reading, intervention and/or classroom strategies for student engagement and learning.
- **Partnerships between Schools and Community:** Partnerships with community organizations that share our mission provide additional literacy and numeracy opportunities for Title I students.

Home-School Connection

Title I is committed to developing strong partnerships with parents. Parents and schools working as partners increase student achievement and help develop positive attitudes about self and school. A countywide Title I Advisory Committee is established in the fall of each year. This committee is made up of parent representatives and Title I teachers from each Title I school. They meet with the Director of Elementary Instruction. These meetings inform parents about the Title I program and give them the opportunity to have input into the planning and design of the program.

Contact Information:

Joan Hite, Director of Elementary Instruction
Mecklenburg County Public Schools
434-738-6111
jhite@mcpsweb.org

Title I Parental Involvement Policy

Mecklenburg County Public Schools recognizes that the education of each student is a responsibility shared by the school, the student and the student's family. Mecklenburg County Public Schools endorses parental involvement and encourages regular participation by all parents in the education of their child(ren). All Mecklenburg County Elementary Schools are designated as school-wide Title I Schools.

- The school will convene an annual parent meeting during the month of August/September.
- The school will establish a meeting schedule. Meeting agendas and minutes will be available to parents.
- Meetings/Workshops will be scheduled at varying times of the day to meet parent schedules.
- The school will establish a Title I Advisory Committee and these meetings will be open to all parents.
- The Committee will be comprised of administrator(s), Title I staff, teachers and parent representative(s) from each grade level.
- The school will provide curriculum/assessment information to all parents.
- The Title I Advisory Committee will review data with school staff and provide input relative to the School Improvement Plan.
- The school will provide parents with a copy of the school's Parental Involvement Plan in the student handbook.
- The Title I Compact/Survey will be sent to parents twice a year to collect data regarding parent involvement and concerns. Any noted concerns will be forwarded to the district level and addressed when establishing goals for the following school year.
- The Parental Involvement Policy will be developed by the Title I Advisory Committee and reviewed/amended annually.
- The Parental Involvement Policy will be available to parents of English as a Second Language (ESL) students.
- The school's Parental Involvement Policy supports the division level policy.
- The school will provide timely information about programs, parent/teacher conferences, daily schedules, school events, supply lists, and contact information via automated message service, newsletters, school calendar, school/county website and other varied media outlets.

Parental involvement is the centerpiece of Title I

- Parents are full partners in their child's education and are encouraged to be actively involved in his/her success.
- The school will include parents, as appropriate, in decisions relating to the education of their child(ren).
- Parents are encouraged to attend meetings, workshops, and conferences at the school level.
- Parents will be responsible for completing and returning the Title I Compact twice a year.
- Parents may participate by volunteering at school, serving on various teams and committees, observing the operation of the Title I Program, assisting with the evaluation of the success of the Title I Plan, and offering suggestions for improvement.

Curriculum and Assessment

Instruction of all students at Mecklenburg County Public Schools involves using the Virginia Standards of Learning in all subject areas. Mecklenburg County follows the state-developed curriculum framework and countywide pacing guides. To support the Standards of Learning, the school uses county-adopted textbooks. Many opportunities are provided to help children perform at their maximum level of academic achievement. Examples of those opportunities include:

Accelerated Reader	Special Education
Holey Cards	Speech and Language
Intramurals	Literacy Groups
Art Education	Summer Remediation
Counseling	Title I (small group and collaborative)
ESL	Tutoring
Gifted & Talented Program	Family Literacy Workshops
Science Fair	PALS
4-H	Reading Specialists
Response to Intervention (RTI)	Physical Education
Music Education	Computer Technology Programs
Before & After School remediation	ST Math
Career Pathways	Nutrition/Wellness Programs
	Book Fairs

State, Division and School Assessments Options

All students in grades three through five take the Virginia Standards of Learning assessments. The school uses additional countywide and school-wide assessments. Examples of options available for school assessments include:

Assessments	Proficiency Levels
Virginia Standards of Learning	400-499 Pass/Proficient 500-600 Pass/Advanced
PALS	Benchmark (Fall, Mid-Year, Spring)
Benchmark Testing	County Policy; 60-100 indicates passing
Remediation Pre- and Post-Tests	County Policy; 60-100 indicates passing
Curriculum Based Assessments	Grade Level Proficiency
Teacher-made Assessments	County Policy; 60-100 indicates passing
Textbook Assessments	County Policy; 60-100 indicates passing
STAR	Fall/Winter/Spring
Common Math Assessments	County Policy; 60-100 indicates passing
Student Growth Assessments	Fall/Spring
Developmental Reading Assessment (DRA)	See Reading Level benchmark Charts for grade 1 & 2
Running Records	Periodically as needed in K-5
Aptitude Tests	Screeners for GATE
Performance Based Assessments	Scored Using Rubrics

Academic Performance will be the prime determiner as to whether a student should be promoted or retained. Other factors such as chronological age and social/emotional growth will be considered.

Pupils in grades K-3 who fail Reading may be retained. Students in grades two through five who fail two major subjects in one school year or who fail the same major subject two years in succession may be retained.

Mecklenburg County Public Schools is committed to providing a quality education for all students recognizing the essential role of parents and the value of their input.

In Brief: Graduation Requirements

June 2018

Virginia's revised graduation requirements maintain high expectations for learning in English, math, science and history/social science while reducing the number of Standards of Learning (SOL) tests students must pass to earn a high school diploma. The new standards also implement the "Profile of a Virginia Graduate," which describes the knowledge, skills, attributes and experiences identified by employers, higher education and the state Board of Education as critical for future success.

Profile of a Virginia Graduate

A student meeting the Profile of a Virginia Graduate has achieved the commonwealth's high academic standards and graduates with workplace skills, a sense of community and civic responsibility and a career plan aligned with his or her interests and experiences.

The Five C's

In preparing students to meet the Profile of a Virginia Graduate, schools are required to ensure that students develop the following competencies known as the "Five C's":

- Critical thinking
- Creative thinking
- Communication
- Collaboration
- Citizenship

Career Exploration and Planning

The career-planning component of the Profile of a Virginia Graduate provides an opportunity for students to learn more about the employment options and career paths they first explored in elementary and middle school.

While there is no specific career-related activity that a student must experience (such as an internship or job-shadowing assignment) to earn a diploma, school divisions must provide opportunities for students to learn about workplace expectations and career options in their own communities and elsewhere.

By reducing the number of SOL tests students must pass to earn a diploma, the new standards increase flexibility for schools to expand work-based and service-learning programs that promote college, career and civic readiness.

Standard and Verified Credits

The new graduation requirements are effective with students entering the ninth grade in the fall of 2018 (class of 2022). The number of standard credits for a Standard Diploma and Advanced Studies Diploma remain the same but the number of required verified credits — earned by passing a course in the content area and the associated end-of-course assessment — is reduced to five (one each in English reading, English writing, mathematics, science and history/social science) for both diplomas.

Standard Diploma (Class of 2022)		
Subject	Standard Units of Credit Required	Verified Credits Required
English	4	2
Mathematics	4	1
Science	3	1
History/Social Science	3	1
Health & Physical Education	2	
World Language, Fine Arts or Career & Technical Education	2	
Economics & Personal Finance	1	
Electives	4	
TOTAL	23	5

Advanced Studies Diploma (Class of 2022)		
Subject	Standard Units of Credit Required	Verified Credits Required
English	4	2
Mathematics	4	1
Science	4	1
History/Social Science	4	1
World Language	3	
Health & Physical Education	2	
Fine Arts or Career & Technical Education	1	
Economics & Personal Finance	1	
Electives	3	
TOTAL	26	5

In English writing, a student may verify course mastery through a locally developed performance-based assessment. Performance assessments require students to apply what they have learned and provide an opportunity for students to demonstrate that they have acquired critical thinking, creative thinking, communication, collaboration and citizenship skills.

Profile of a Virginia Graduate

In Virginia, the Life Ready Individual Will During His or Her K-12 Experience:



For more information, please visit www.doe.virginia.gov

Virginia Department of Education
Parent Notification Letter
Right to Request Information on Teacher Qualifications
As Required Under the
Elementary and Secondary Education Act of 1965, as amended

Dear Parent,

On December 10, 2015, the *Every Student Succeeds Act (ESSA)* was signed into law. Section 1112(e)(1)(A) states that as a parent of a student in [*school name*], receiving Title I funds, you have the right to know the professional qualifications of the classroom teachers instructing your child. Federal law requires the school division to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status because of special circumstances.
- Whether the teacher is teaching in the field of discipline of the certification or degree he/she received.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Joan Hite Director of Elementary Instruction, either by phone at (434) 738-6111, or in writing at P.O. Box 190 Boydton, VA 23917.

Sincerely,

Joan Hite

Director of Elementary Instruction

Mecklenburg County Public Schools
175 Mayfield Drive
Boydton, VA 23917

To: Parents/Guardians
Re: Asbestos Identification and Notification (AHERA Public Law 99-510) (40 CFR Part 763)

This memo is to provide notification and identification of the presence of asbestos in Chase City, Clarksville, and La Crosse Elementary School.

On October 22, 1986, President Reagan signed into law the Asbestos Hazard Emergency Response Act (AHERA, Public Law 99-519). The law required EPA to develop regulations which provide a comprehensive framework for addressing asbestos problems in public and private elementary and secondary schools. On October 30, 1987, EPA published the Asbestos-Containing Materials in Schools Rule (40 CFR Part 763 Subpart E). This new rule requires all public and private elementary and secondary schools to be inspected for friable and non-friable asbestos, develop asbestos management plans, and implement response actions in a timely fashion.

To carry out the above activities involving inspections, management plans, and response actions, the Mecklenburg County School employed an accredited Asbestos Inspection firm, Industrial Training Company, of Richmond, Virginia, to prepare our Management Plan as determined by AHERA, Public Law 99-519.

Each elementary school has been tested for asbestos. Results to those tests have shown that there is some asbestos present in Chase City, Clarksville, and La Crosse Elementary school. The Management Plan, which includes laboratory reports, is available at the school. The Management Plan and documentary data has also been filed with the Virginia Department of Education, Energy and Facilities Services. Questions regarding any of this data may be addressed at the school.

MECKLENBURG COUNTY PUBLIC SCHOOLS – 2019-2020
PARENT/STUDENT ACKNOWLEDGEMENTS OF STUDENT HANDBOOK

Student Name (Print) _____

Teacher Name (Print) _____ **Grade** _____

This handbook has been drawn up to help your son/daughter gain the greatest possible benefit from his/her school experience. Parents/guardians have the responsibility for the actions of their children and should be involved in the education of their children. Students are responsible to be an active part of their school safety through involvement in the reporting of potential violent acts. All students will sign annually when they have reviewed the Student Handbook. The teacher or administrator will house the signature sheet.

Parent(s)/guardian(s) need to become involved in the education of their children and have the responsibility to provide the school with the current emergency contact person and/or telephone numbers. They also have the responsibility to notify the school of anything (such as medical information) that may affect their child's ability to learn, to attend school regularly, or to take part in school activities. Parents should take special notice of the Attendance section of this document as well as the Suspension and Expulsion provisions, which are in accordance with School Board Policy.

The school system must have proof that every student and every parent/guardian has had a chance to review the Student Handbook. Signed acknowledgement must be part of every student's record. Your signature means that you have received information about the Student Handbook and have been made aware of how to electronically access the Student Handbook at www.mcpsweb.org (It does not mean that you agree or disagree with them.)

Failure to return this acknowledgement will not relieve a student or the Parent(s)/Guardian(s) from responsibility to know the contents of the Student Handbook and will not excuse the student's noncompliance with the Handbook. Contact your local Principal or the District Office Student Services Department if you have questions or concerns.

Parent/Legal Guardian Name (Print): _____

Parent /Legal Guardian Signature: _____ **Date:** _____

Student Name (Print): _____

Student Signature: _____ **Date:** _____