

2022-2023



Millbridge Elementary School
Student Handbook

Rowan Salisbury Interpersonal Skills

The following interpersonal skills are essential to inspire productive citizens within our communities that will impact the connected world. These skills are the cornerstone for student success in all aspects of life. Teachers will help students grow in each of these areas throughout their educational career so that graduates will leave Rowan-Salisbury Schools with confidence and a sense of purpose.

INTERPERSONAL SKILLS STUDENTS WILL ...

CIVILITY

- Treat others with kindness and courtesy.
- Respect others' feelings and differences.
- Listen to others' ideas with an open mind.
- Understand and value diverse backgrounds and experiences.

WORK ETHIC

- Work hard with their best effort.
- Be self-motivated, organized, and show effective time-management.
- Be reliable and self-disciplined.
- Persevere through challenging tasks.

LEADERSHIP

- Inspire others by modeling positive behaviors.
- Do what is right to promote a positive change in others.
- Take initiative in making choices that are beneficial to all.
- Encourage others to make positive decisions.

CREATIVITY

- Use imagination in challenges and experiences.
- Use innovative and original ideas.
- Explore and apply individual talents.
- Take risks and pose unique solutions.

TEAMWORK

- Cooperate with others.
- Work collaboratively with a group of people.
- Provide and accept constructive feedback.
- Capitalize on strengths of individuals for a common goal.

COMMUNICATION

- Utilize verbal and non-verbal skills to express needs.
- Clearly articulate thoughts, feelings, and ideas.
- Actively listen to understand others.
- Present themselves appropriately in both formal and informal settings.

PROBLEM SOLVING

- Develop solutions to problems
- Resolve conflicts by thinking before speaking or acting.
- Persevere through tasks using multiple strategies.
- Determine credible sources for decision-making.

CORE VALUES

THE RENEWAL SCHOOL SYSTEM

Rowan-Salisbury Schools are guided by the core values of inclusion, honor, innovation, execution, and serving others. We are committed to excellence in everything we do.

INCLUDE

Honor and celebrate the unique gifts of each individual.

- ✓ Respect differences
- ✓ Collaborate
- ✓ Listen

We embrace each person



HONOR

Demonstrate integrity and take responsibility for all actions.

- ✓ Accountable
- ✓ Honest
- ✓ Ethical

We do the right thing



INNOVATE

Commit to thinking differently to transform learning.

- ✓ Take risks
- ✓ Think deeply
- ✓ Be original

We foster creativity



EXECUTE

Implement and achieve goals with passion and a sense of urgency.

- ✓ High expectations
- ✓ Work Ethic
- ✓ Disciplined

We get things done



SERVE

Understand the unique needs of our customers.

- ✓ Student-centered
- ✓ Customer-fostered
- ✓ Others first

We serve our customers



Rowan-Salisbury Schools Renewal Directional System



ADMINISTRATIVE TEAM

Dr. Lyndsey Pelusi, Principal
Dr. Angela Linder, Assistant Principal

SCHOOL HOURS

Students Enter Building: 8:03
Tardy: 8:30
Dismissal: 3:30
Office and Teacher Hours: 8:00-4:00

MASCOT: Musketeers **SCHOOL COLORS:** Red, White, and Blue

MISSION/VISION

We will promote kindness, self-control, and good decision-making skills within our community to be successful citizens.

Motto:

“The Musketeer Way”

Where kind students and staff make good decisions and work hard to be successful.

**Millbridge Elementary School
Faculty & Staff**

Kindergarten:

Melanie Griffin
Nickie Hinson
Shannon Krieg
Lori Webster
Lindsey Baker

1st Grade:

Nicole Addison
Lisa Dixon
Deona Doby
Katie Gray
Jennifer Sloop

2nd Grade:

Christina Grandt
Mary Ann Novins
Susan Walters
Krista Stafford

3rd Grade:

Becky Brock
April Weaver
Courtney Young
Cari Noe

4th Grade:

Jessica Deal
Anita Maines
Courtney Miller
Amanda Ward
Paige Seibers

5th Grade:

Angela Beaver
Lynda Hunter
Matt Moore
Wendy Myers
Mark Rockwell

Teacher Assistants:

Ashley Brown, Beth Kirk, Cheryl Leazer, Erica Miller, Kelly Teter, Traci Tipton, Angel Thurber, Sandy Deal, Kaylee Sambrowski

Art: Brenda Gariepy

House: Uletha Oglesby

Music: Dawna Klutz

PE: Jocelyn Shuping

STREAM: Jules Stancil

Adapted Curriculum:

Dena Najarian

Jennifer Bowyer (TA)

Chantel Lawson (TA)

EC: Terri Dorst, Jodi Nesbitt

School Counselor: Christa Graff

Media/TF: Amy Stallings

Reading Coach: Ashley Hornbeak

Math Coach: Abby Covington

Nurse: Meredith Jones

Speech Pathologist: Jenni Ritchie

ESL: Farah Conklin

Cafeteria Manager:

Custodial: Wendy McFee,

Wendell Linton, Chris Arnott

Office Personnel:

Principal: Dr. Lyndsey Pelusi

Assistant Principal: Dr. Angela

Lingle-Linder

Financial Admin: Angie Miller

Data Manager: Brandi Overby

Front Desk: Megan Marsh

ROWAN-SALISBURY SCHOOL SYSTEM

2022-2023 PARENT CALENDAR

(Revised 6/13/22)

4 Independence Day Holiday

JULY '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 New Year's Day
3 No School/Teacher Workday
9 Report Cards
16 Martin Luther King Holiday

3 - 9 No School/Teacher Workdays
10 First Day for Students

AUGUST '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

10 - 13 No School/Teacher Workday
13 Potential snow make-up

5 Labor Day Holiday

SEPTEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MARCH '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

7 E-Learning Day (1st grade reports for ACT)
10 End of Quarter
13 - 17 No School/Teacher Workday
13 Potential snow make-up
23 Report Cards

10 End of Quarter
13 - 14 No School/Teacher Workdays
17 Report Cards

OCTOBER '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

7 Good Friday
10 - 11 No School/Teacher Workday
11 Potential snow make-up

8 E-Learning Day
11 Veterans Day Holiday
22 Early Release Day
23 No School/Teacher Workday
24 - 25 Thanksgiving Holidays

NOVEMBER '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

20 RCEC Graduation
24 Last Day/Early Release for Students
25 - 26 No School/Teacher Workdays
27 Graduation
29 Memorial Day
30 No School/Teacher Workday

16 End of Semester
19 - 21 No School/Teacher Workdays
19 Potential snow make-up
22 - 26 Christmas Holidays
27 - 30 No School/Teacher Workdays

DECEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SCHOOL HEALTH

MEDICATION

Dear Parent/Guardian:

The Rowan Salisbury School System has a written policy to assure the safe administration of medication to students during the school day. The policy has been updated and there were changes starting with the 2011-2012 school year. If your child must have prescription or over-the-counter medication during school hours, you have the following choices.

1. You may come to school and give the medication to your child at the appropriate time(s).
2. You may obtain a copy of a physician's authorization form from the school or print one from the RSS website at www.rssed.org. Take the form to your child's doctor and have him/her complete the form by listing the medication(s) needed (one medication per form), dosage, and number of times per day the medication is to be administered at school. **The physician must complete this form for both prescription and over-the-counter drugs.** The form must be signed by the doctor and the parent/guardian. Prescription medication may be accepted with only the parent's signature if all the above is clearly printed on the prescription label. Prescription medication must be brought to school in a pharmacy-labeled bottle that contains instructions on how and when the medication is to be given. Over-the-counter drugs must be received in the original container and will be administered according to the doctor's written instructions.
3. You may discuss with your doctor an alternative schedule for administering medications (i.e., outside of school hours).
4. Students requiring medications for asthma, anaphylactic reactions, and diabetes may self-medicate with physician authorization, parent permission, and a student agreement for self-carried medication.

School personnel will not administer any medication to students unless they have received a physician authorization form properly completed according to school policy and the medication has been received in an appropriately labeled container. Please contact your school health nurse if you have any questions about the policy.

Head Lice

A student who has been found with nits 1/2 inch from the scalp or if they have live nits will be sent home for treatment. A student found to have lice must receive treatment with an appropriate shampoo and all nits (eggs) must be removed before the student is allowed to return to school. Upon returning, the student will be screened again. If nits are found, parents will be expected to pick the child up and keep him/her at home until ALL nits are removed.

Health Concerns

Students, who are thought to have communicable diseases such as lice, pink eye, ringworm, etc. will be sent home, immediately. Proof of treatment is required before a student who has a communicable disease can be readmitted to school.

COMMUNICATION

Communication between school and home is a vital part of your child's success. Teachers will contact you on an individual basis throughout the year as needed. In addition, you need to look for the following to come home:

1. ConnectEd Phone/Email System – Phone calls, accompanied by emails, will be sent to all families with important school information. Please make sure your updated phone number and email address is located in NC PowerSchool to ensure that you receive all informational calls and Emails.
2. Take Home Folders - Parents are expected to look at all papers, sign any necessary forms and send the folder back to school each day.
3. Millbridge Elementary School website has important information that is updated regularly.
4. Follow Millbridge Elementary on the social media outlets listed below. Information is updated regularly on these outlets.

Facebook – Millbridge Musketeers

Twitter - @RSSMillbridge

Parents are encouraged to contact the school whenever the need arises. Teachers may be contacted by note, Class Dojo message, or by telephone voicemail. If you need to conference with your child's teacher, please call to make an appointment, as our teachers' schedules do not permit time for drop-in conferences.

ClassDojo: Millbridge will use the ClassDojo website/app for most classroom and school communication throughout the school year. Classroom news, reminders, as well as individual reports on behavior and learning skills will all happen through ClassDojo. It will be necessary for every student's family to be connected with their child's Class Dojo page. Grade specific information will be sent home the first day of school or at open house. Please click on the following link for [Parent Information](#). Teachers are expected to provide instruction during school hours. Teacher responses in ClassDojo (or other communication methods) may be delayed until a break without students or the end of the school day.

ARRIVAL/DISMISSAL

Car riders will be dropped off and picked up **BEHIND THE SCHOOL**. This change is being made in an effort to minimize the number of vehicles on Ed Deal Road during morning and afternoon arrival/dismissal times. You will pass the main entrance to Millbridge and then take your immediate right to turn in behind the school. A staff member will assist with traffic pattern flow and we will also have signage posted. Cars will exit through the loop behind the school. Please adhere to the following policies/rules for arrival/dismissal:

- Car tags must be clearly displayed in the vehicle to expedite the car rider process
- The first car should pull all the way up to the number 1
- Cars should line up in a single file line - do not move around other vehicles
- Staff members will not open car doors for arrival or dismissal unless your child physically needs assistance
- Do not get out of your car during arrival/dismissal
- If you need to buckle your child in a booster or restraint, please pull off to the side to ensure the flow of traffic is not impacted
- Please drive slow and pay attention to your surroundings
- You may not pick up your child from the front entrance area; this is the bus loading zone
- **IF YOU ARRIVE AFTER 8:30AM, PLEASE PARK AT THE FRONT ENTRANCE AND ESCORT YOUR CHILD IN THE OFFICE AND SIGN THEM IN.**

***Parents may walk students into school/class for the first week ONLY.* (through August 17, 2022)**

When it is necessary to pick up your child before dismissal (example: doctor's appointment, illness in family, going out of town, etc.) please come to the office and sign your student out using the iPad. **Checkouts will not be permitted after 3:00PM.**

Car riders must be picked up by 3:55PM. If you are late twice picking your child up they WILL NOT BE ALLOWED to be a car rider.

All children must have notes signed by parents to leave school any way other than by the school bus to which they are assigned or unless the parent is picking the child up. **(NOTE: Students cannot ride a bus other than their assigned bus.**

*Students are not permitted to walk home.

Tardies/Early Check-Outs

A student is considered tardy when he/she is not in his/her classroom when the tardy bell rings. The only exception to this is those students who ride a bus that is late. If a student has missed more than 4 hours of instructional time due to tardiness he/she will not be eligible for perfect attendance. The cut off time is 12pm. If you arrive after 12pm, it will be counted as an absence. Upon the 10th tardy, a referral for school social work/counseling services will be made.

ATTENDANCE

We emphasize school attendance at Millbridge Elementary. As parents and teachers, we know there is a clear relationship between good attendance and school achievement. Our goal is to encourage students to strive for perfect attendance.

North Carolina Compulsory Attendance Law (GS115C-378) states parents and guardians are responsible for seeing that their children attend school each day it is in session (180 days). A student must be in attendance at least 3 hours 20 minutes during the official school day to be counted present.

School personnel may request that a law enforcement officer accompany him or her if a home visit is necessary. If, after ten accumulated unexcused absences in a school year, the principal or his/her designee determines that the parent/guardian has **not** made a good faith effort to comply with the law, school personnel may file a truancy petition in the county where the student resides.

If the principal or his/her designee determines that the parent/guardian has made a good faith effort to comply with the law, the principal may file a complaint with the juvenile court counselor that the child is habitually absent from school without a valid cause. Documentation that demonstrates that the parents/guardians were notified and that the

child has accumulated ten absences which cannot be justified under the established attendance policies shall constitute parent responsibility for absences.

According to NC law, trips or vacations are considered unexcused absences unless prior approval is received from the principal. If you are planning a trip and believe the absences should be excused, please obtain an “Opportunity for Education” form from the school office or download one from our website. This form will need to be returned back to school at least one week before the absences begin. Please note that no forms will be accepted **after** the trip has been taken. **No trips of any nature will be approved as excused absences during the End of Grade Tests for grades 3-5.**

When a child returns to school after being absent, the parent or guardian is expected to send a written note or physician’s note within two days of absence with the following information:

- The date of the note
- The date of the absence
- The specific reason for the absence
- Parent signature

Written notes or email messages should always be sent even when there has been verbal communication.

Returning after sickness

Children must be free from diarrhea, vomiting and fever for 24 hours without medication before returning to school.

Excused Absences

Absences from school will be excused for the following reasons:

- Illness of the student.
 - Quarantine
 - Death in the immediate family
 - Religious holidays approved by the school system
 - Court or Administrative proceedings
 - Education opportunities with prior approval from the principal.
- *(maximum of 3 days per year)**

Unexcused Absences

Unexcused absences will be considered truant. When a student has accumulated between three and six unexcused absences, parents will be notified by the Principal that they may be in violation of the Compulsory Attendance Law. After ten unexcused absences, the principal or designee will have a conference with the parents.

Transportation Changes

If you need to change your child's method of transportation, you must notify the school/teacher in writing. Do not send an email to the teacher the day of the change in case they do not check their email in time to enforce the change.

SCHOOL BUS

It will take several days to establish a regular schedule. Changes in assignments may have to be made to equalize loads. Please be understanding as the bus routes are adjusted at the beginning of the school year. Such things as bad weather, traffic, failure of the bus to start and substitute drivers can alter the schedule.

*Riding a school bus is a privilege that should **not** be abused.*

Transportation to an address other than a child's primary address will be provided based on space, bus capacity, and as a courtesy rider.

Your bus drivers have been carefully chosen and trained. They have a responsibility that many people would not accept and they would appreciate everyone's understanding. If you have a concern please contact Dr. Lingle-Linder.

Parents are responsible for student transportation during bus suspensions.

Students are assigned buses and routes are established based on your address. Students must ride assigned buses.

Bus Rules

- Listen to the bus driver the **First Time**.
- Sit properly in your seat. Keep all body parts out of the aisle and sit up straight with feet placed on the floor.
- Keep your hands, feet, and objects to yourself.
- Talk quietly when permitted by the driver.
- No eating/drinking on the bus.
- Keep all objects/items put away in a backpack.

PTA Membership

All parents are encouraged to join the PTA. The PTA is an opportunity to voice your feelings about concerns and needs of the school. PTA meets during the school year.

Library Books/Fees

Library books are loaned to students for their pleasure and information. Each student is responsible for these books. Normal wear and tear is expected, but the student must pay for the cost of damaged books. Damage fees are charged on the basis of the amount of damage, age, and condition of the book. Fees are refunded for returned books. All monies collected are used for replacement of these library 24 books. Students who have lost library books will not be allowed to check out additional books until the books are returned or replacement costs are paid.

Report Cards

1. Report cards are issued at the end of every nine (9) weeks. Mid-term progress reports will also be issued.
2. Grades will be updated weekly for students in Grades 3 – 5 on Parent Portal.

Student Dress

Policy Code: 4316 Student Dress Code

The board believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that is conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents will be deemed acceptable. However, the board prohibits any appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school;
2. is substantially disruptive;
3. is provocative or obscene; or
4. endangers the health or safety of the student or others.

Before being punished, a student who is not in compliance with this policy or a school dress code will be given a reasonable period of time to make adjustments so that he or she will be in compliance. Disciplinary consequences for a student who fails to comply after being offered this opportunity shall be consistent with Section

D of policy [4300](#), Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violation of the dress code.

Legal References: [G.S. 115C-47](#), [-390.2](#)

Cross References: Student Behavior Policies (policy [4300](#)), School Plan for Management of Student Behavior (policy [4302](#)), Disruptive Behavior (policy [4315](#))

To assist in providing a safe learning environment with fewer distractions, Millbridge Elementary has adopted the following “dress” expectations/guidelines.

- Pants/shorts/skirts must be worn so that they fit comfortably around the waist with NO undergarments or skin showing.
- Shorts and skirts should be an appropriate length.
- Shirts/blouses must cover the stomach and back to the pants/shorts line. No spaghetti straps allowed.
- Sleeveless shirt straps must be at least 3-fingers wide and should not have low cut arm holes.
- Hooded sweatshirts may be worn to school, but students are not permitted to wear the hood over their head.
- No hats may be worn inside the building unless a special day has been designated by the school.
- Tennis shoes are recommended for safety purposes during an active school day, which includes recess and P.E. Tennis shoes/sneakers are required for PE.

Student Birthdays

No invitations to birthday parties are allowed at school. These are not items that can be distributed on the school campus or bus. Many parents like to send a treat for each child in the class on their child’s birthday. **Parents may bring cupcakes for their child’s birthday, but they must be purchased from a grocery store. No homemade food may be distributed.** No flowers or balloons should be sent to your child during school; these items cannot be sent to your child’s class or home on the school bus.

Appointments with Staff

Please call to set an appointment with all Administrative Staff, Counselors, and Teachers. Scheduling ahead of time allows us to fully address you or your child’s needs.

THE MUSKETEER CAFE

(School Cafeteria)

The Musketeer Cafe will be fully operational this school year. Parents are invited to come eat lunch with their child, but must adhere to following guidelines:

- Visitors must be listed in PowerSchool as a parent/guardian or emergency contact
- If grandparents, aunts, uncles will be visiting for lunch (without the parent of student) please contact the office in advance to provide name identification
- Visitors must sign in through the office before entering the school. Please arrive a few minutes early to ensure you have enough time to sign in.
- Parents are discouraged from bringing “fast food” purchases into our cafeteria.
- Visitors must sit at designated “visitor tables” inside the cafeteria. Parents may only sit with their children. Friends are not permitted to join lunch at the visitor table.
- We ask that parents do not come to eat lunch during the first month of school. This will allow students and teachers to develop routines and expectations in the cafeteria.

We would like to thank you for choosing our school breakfast and lunch program as part of your child’s nutrition plan. All students are eligible to apply for free or reduced lunch. If you need assistance with applying for free/reduced lunch, please contact our school office. If a student received free or reduced meals in our school system last year this can continue during the first ten days; however, a new application must be completed each year. Parents will receive notification of approval or denial within two weeks of receipt of the application. Parents should create an online account through the Titan Portal to apply for free and/or reduced lunch and also load money onto their student’s account. In order to help make our Titan program move more smoothly, we would like to ask parents to do several things. When sending your child’s lunch money, please include all extras such as ice cream, cookies, etc. in the check for the week. We can put this money in an account and your child may use this money until all is spent. This will allow each purchase to be deducted for the total balance. Children can charge their meals when their money is forgotten; however, after 3 charges and until the charges are paid, he/she will receive only a basic meal with no

choices and will not be allowed to purchase cookies, ice cream, or extra milk. No charges are permitted during the last 2 weeks of school and no charges are ever permitted for breakfast. Please include your child's "lunch number" on the check or envelope. Please contact your child's teacher if you need assistance with identifying your child's lunch number. There will be no supplemental sales (ice cream, cookies, other 'extras', etc.) during the month of August. Please do not send money with your child for 'extras' during this time. Communication will be provided to parents regarding when money can be added to student lunch accounts for extras and how to do so.

Students are permitted to bring their lunches from home. Items may not be microwaved or refrigerated at school. Please do not send glass containers or soft drinks in their original containers.

Elementary School

Breakfast		Lunch	
Student.....	\$1.00	Student.....	\$2.50
Free & Reduced.....	No Cost	Reduced.....	\$0.40
Adult.....	A La Carte	Adult.....	\$3.75
A La Carte items			
Breakfast Entrée.....	\$1.00	Lunch Entrée.....	\$2.00
Cereal (Milk not Included).....	\$0.75	Sandwich.....	\$2.00
Plain Biscuit (w/o Meat).....	\$0.75	Vegetable.....	\$0.75
Breakfast Juice 4 oz.	\$0.50	Fruit.....	\$0.75
Graham Crackers.....	\$0.25	Milk.....	\$0.50
		Chef Salad Only (Adult).....	\$3.25



Bottled Water 10 oz..... \$0.75
 Apple & Eve Juice box -100% Juice \$0.60

Adult Only

Fresh Brewed Iced Tea.....\$1.25



Fresh Baked Cookies.....\$0.60
 Yogurt 4 oz.....\$0.60
 Funyuns.....\$0.60
 Other Assorted Chips.....\$0.75

May Include: KC Master Piece BBQ Chips, Chili Cheese Fries, Baked Doritos, Sour Cream & Onion, & Cheetos

Chef Salads Daily

We offer a chef salad option for the price of a Student or Adult Meal:

- Ham & Cheese Chef Salad *(Offered Daily)*
- Taco Chef Salad *(As Available)*
- BBQ Chef Salad *(As Available)*
- Chicken Tender Salad *(As Available)*

Includes—Choice of Dressing, Tortilla. Fruit & Milk



Assorted Ice Cream Cups, Ice Cream Sandwiches & Frozen Treats\$0.75

TECHNOLOGY

iPads

The iPad is a school tool that is required daily and is used as a valuable resource to further the education of your child by stimulating creativity, promoting inquiry and collaboration with others within and outside of our school, and to assist in creating assignments that are relevant and personalized for the individual child. iPads should be brought to school each day with a full charge. Students are expected to care for the device by keeping it in the provided case, use Internet resources as directed by the teacher and follow all copyright guidelines as they relate to the Internet. Should a student have an issue with their device, it should be reported immediately to the technology facilitator. Students who are negligent with their iPad may temporarily lose iPad privileges and/or be required to pay for damages caused by such actions. In addition, students are responsible for keeping up with their iPad and charger at all times. Each student has been issued an iPad to use for classroom and at home learning experiences. An iPad usage fee of \$20.00 will be charged for each student for the 2022-2023 school year. iPads should be brought to school each day with a full charge. Students are expected to care for the device by keeping it in the provided case, use Internet resources as directed by the teacher and follow all copyright guidelines as they relate to the Internet.

EXPECTATIONS

Expectations of Parents

We believe that parents must share the responsibility for their child's education in order to develop a successful program. Parents have a responsibility for helping their child to develop a positive attitude towards school. They have a responsibility to get their child to school every day they are not ill and to ensure that their child is well rested, prepared, on time, and stays the entire school day. Parents are expected to support the Millbirdge Elementary Student-Parent handbook and Code of Conduct for the Rowan-Salisbury Schools.

Expectations of Students

We believe all students are capable of learning and should have an opportunity to learn based on their needs, interests, and abilities. Each student must be responsible for his/her own behavior. A positive learning environment is the right of all

students that should not be violated by negative student behavior. It is the responsibility of students to follow teacher and school expectations and to behave in a manner which is conducive to learning and getting along with others. We expect our students to take pride in our school by taking care of the school facilities such as furniture, equipment, and materials, and to use bathrooms in the proper manner.

Discipline Policy

Millbridge Elementary School strives to protect the learning opportunities for all students. We expect all our students to follow school expectations, classroom expectations and adult directives. One of our goals is to teach our students to take responsibility for their actions and treat each other and themselves with respect. [Please make sure you read the Rowan Salisbury Schools Student Code of Conduct with your child.](#)

Capturing Kids' Hearts – A MBES Social-Emotional Initiative

At Millbridge Elementary School, we are Capturing Kids' Hearts! We are excited to share information with you about a priority initiative at our school called Capturing Kids' Hearts! If, after reading this, you would like more information, please do not hesitate to contact your child's teacher at school. The Capturing Kids' Hearts program outlines a process that our staff uses to help build meaningful connections between staff and students, students and their peers, 25 and between staff and families. The goal is to capture kids' hearts in order to capture their minds. Research shows that when students feel more connected to their school and staff, they achieve higher academic success and are less likely to have attendance, tardy, or behavioral issues. Students thrive when they feel cared for and engaged. One central piece of CKH is the Social Contract. A Social Contract is built in each classroom to establish the guidelines and expectations for how students and teachers will treat each other. Students work together to develop this contract, and the teacher acts as a facilitator to encourage discussion. The Social Contract is designed to help students internalize and practice character traits and skills that they will use in their future lives. It also lets participants in a classroom know what behavior is acceptable and what is not. The goal is to help each student develop "self-managing" skills. We don't just believe in the Social Contract for our students, it's also for adults. The MBES staff has also created a Staff Social Contract that governs how we treat one another, and we hold each other accountable for this initiative throughout the year. The Four Questions help

students focus on positive behavior, demonstrate they know what behavior is expected, take responsibility when they are not doing what is expected, and determine what they should be doing instead. School-wide, common signals such as Time Out and Check are useful in maintaining our positive learning environment. Students are taught that the time out signal means to stop, match the signal, and listen. In addition, students are taught that they can be a good friend by helping peers stay on a positive path. If students see rules being violated, they can discreetly “check” their friend as a visual cue to get back on track so the teacher does not have to get involved. We teach students to check their friend once as a friendly reminder, and then to allow their friend to make his/her choices. The EXCEL Model is an additional component that helps show students that MBES teachers and staff care about them.

Engage: Every student is greeted with a high five, handshake or some other greeting and a smile as they walk through the door. Teachers personally greet each student at the classroom door with a smile and a handshake.

X-plore: Teachers and staff look for opportunities to listen to and interact with students about school happenings and their lives outside of school. Students enjoy sharing “Good Things” each morning with peers and their teacher. Teachers affirm students’ personal experiences and show a genuine interest in them.

Communicate: Interactions in the classroom are more of a dialogue between the teacher and students, as well as between students themselves. The teacher serves as a facilitator of learning. Classroom lessons are tied directly to the real world in order to show students the importance of their education. Teachers facilitate classroom meetings and conversations focused on the Social Contract, embedding those ideals into the daily schedule and classroom lessons.

Empower: Teachers and staff empower students to interact more directly with peers, to self-manage and peer manage behaviors in school when appropriate, and to problem-solve on their own when appropriate.

Launch: A conscious effort is made to close each school day with a positive thought, an inspirational quote/video/activity, or with affirmations. The idea is to inspire students to enjoy their evening at home and to look forward to the next school day. Capturing Kids’ Hearts is a process that has many components. At MBES, we are

often asking ourselves and each other, “Are we capturing our kids’ hearts today?” This helps us keep focused on what matters the most - our students! When relationships are positive and meaningful, the sky's the limit for learning.

RELEASING CHILDREN TO CUSTODIAL PARENTS

A child must be released by the school to either parent unless legal papers have been presented to the principal showing custody. This applies even if a child is living with only one parent. If you have custody of your child and do not wish for him/her to be taken from school by his/her other parent, you must present your legal paper to the principal. **PLEASE REVIEW YOUR LEGAL PAPERS ON FILE IN THE OFFICE AT THE BEGINNING OF EACH SCHOOL TERM TO BE SURE THEY REFLECT THE MOST RECENT COURT DECISION.**

PLAYGROUND SAFETY

During the school day only students and staff are allowed on the playground. **Students are not allowed to bring recess equipment to school from home. All equipment (basketball, soccer ball, etc.) will be provided by the school.** The playground areas are unsupervised after school hours. Do not allow children to return to the playground areas without adult supervision. Please report any existing playground concerns to the office.

FIELD TRIPS

Parents will be given a 4 week notice of any field trip their child will be attending. Depending on the location, parents may be invited to attend and must provide their own transportation. **Many trips restrict the number of adults per class. In these situations, the classroom teachers will invite different parents on each trip to share the chaperoning duties among as many parents as possible.**

All field trips are NON-REFUNDABLE. Siblings are not permitted to attend field trips with a parent.

Since field trips are educational, all students in a class should go on the field trip

unless there are unusual circumstances.

If parents want to take their child home directly from the field trip site, they must see the teacher and sign out the student.

TELEPHONES

Students will be allowed to make phone calls for sickness only. **Children will not be allowed to call home for homework, library books, etc.** All student phones must stay in their book bags turned off. Please call the school if a message needs to be delivered to your student.

Teachers will only be called to the phone for emergencies. Our school has a voice mail system. The system will pick up before and after school hours and in some instances during busy times while school is in session. Please leave your name and number with a brief message; messages will be checked daily, before lunch and at the end of the school day.

PICTURES

Individual pictures of each student will be taken in the fall and spring. Class group pictures will be taken in the spring. Pictures will be available for purchase online only through LifeTouch. Parents will be able to view proofs online before purchasing.

YEAR BOOKS

Year books are also available at the end of the year. The date and price will be announced in advance.

EXTRA MONEY AND VALUABLES AT SCHOOL

It is requested that children NOT make a practice of bringing money and valuables to school. The school is not responsible for stolen or lost money/valuables. For your younger students, parents are requested to put lunch money, fees, etc. in an envelope

with the child's name, teacher's name, the amount of money enclosed, and the purpose for the money written on the outside. No toys are allowed at school at any time.

PARENT-TEACHER CONFERENCES

The parent-teacher conference is a very important method of ensuring good communication between home and school. The conference allows parents to discuss the progress and expectations of their child, while the teacher can learn more effective ways to work with the child. Teachers will schedule 1st quarter conferences with all parents.