



GERMANSHIRE ELEMENTARY SCHOOL

Memphis' School of Excellence

STUDENT/PARENT HANDBOOK 2017-2018



“A school where imagination, excellence, and integrity fuel our learning!”

8:15 A.M. – 3:15 P.M.

3965 S. Germantown Road
Memphis, Tennessee 38125

www.mygermanshire.net Website

@thegshire Twitter

901.416.3733 Phone

901.416.3723 Fax

Antuan Knapp, Principal
Trikelle Salvant, Assistant Principal
Tonique Gray, Professional Learning Coach
Dorsey Hopson, Esq., Superintendent

Imagination. Excellence. Integrity.

FOREWORD



Germanshire Elementary welcomes you to our school. To assist you in making positive contributions during your stay, this student handbook has been prepared to promote familiarity with our various policies and regulations. Keep your handbook in a convenient place to help with any questions you may have about our school. We want you to have a meaningful and productive school year.



SOUTHEAST REGIONAL DISTRICT



Imagination

Excellence

Integrity

Dear Parents and Students:

Welcome to **GermanShire Elementary School!**

This handbook was prepared in an effort to inform you about our school and our policies. Parents/guardians are partners with the school in the education of our children. We encourage you to be an active participant in the education of your child and seek opportunities to volunteer. Through open communication and shared beliefs we can empower all students to succeed in a changing world and prepare for college and careers.

On behalf of the faculty and staff, I would like to extend an invitation for you to visit our school, attend your child's programs, and become comfortable at your child's academic residence. I am very happy to have you and your child with us here at GermanShire Elementary School; where imagination, excellence, and integrity fuel our learning!

Please take time to read this handbook thoroughly. Any member of the school staff or I will be happy to discuss any questions you may have about its content.

Our school is a place where every student, teacher, and staff member knows that the number one goal is **STUDENT ACHIEVEMENT!** I am looking forward to working with you to make this an exciting and successful school year.

Sincerely,

Antuan Knapp
Principal



Colors

Maroon & Gold & White



Mascot

Eagle

Our Vision

Germanshire Elementary School provides a high quality education using best practices for all students in a safe and nurturing environment with the support of parents, staff, and the community.

Mission

The mission of Germanshire Elementary School is to enable all children to reach their greatest potential, work together to achieve dreams, and soar to lifetimes of success.

School Beliefs

1. We believe all students possess the power to achieve their highest potential as life long learners and productive citizens.
2. We believe in a balanced and focused curriculum that integrates technology.
3. We believe assessments are tools to measure student performance and to guide planning for group and individualized instruction.
4. We believe students voice and demonstrate decision-making skills to reach their highest academic and social potential.
5. We believe all stakeholders (staff, students, parents, community) share in the responsibility of establishing and adhering to policies that maintain a safe and supportive learning environment.
6. We believe that cultural diversity enriches the students' understanding of self and others.
7. We believe that integrity, honesty, and ownership for individual choices are the responsibility of all stakeholders.

Credo

Imagination. Excellence. Integrity.

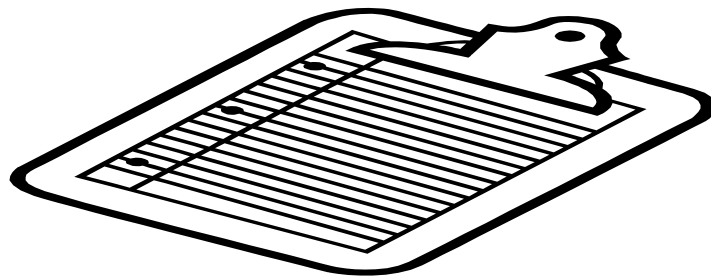
“Memphis’ School of Excellence”

Motto

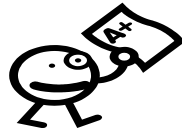
A school where imagination, excellence, and integrity fuel our learning!

PUPILS NEW TO SHELBY COUNTY SCHOOLS

1. To enroll in kindergarten a pupil must be five (5) years of age on or before August 15th of the year the child enrolls. A birth certificate **MUST** be produced at the time of registration.
2. State regulations require that a TN Department of Health Certificate of Immunization be produced at the time of registration for all pupils entering school for the first time including kindergarten. Pupils must show proof of immunization against Diphtheria, Whooping Cough, Tetanus, Poliomyelitis, Mumps, Rebeola (Red Measles), Rubella (German Measles) and second MMR for students in grades kindergarten and fourth.
3. Pupils new to the city enrolling in any grade above the first grade must meet registration requirements outlined in paragraph # 2 above. If immunization records for pupils beyond grade one (1) has been misplaced, forms are available at the Attendance Division for parents to attest to the immunization series.
4. New pupils must have or obtain a Social Security number as part of the registration requirements. Verification of a social security number can be satisfied through:
 - A.) Student's social security card
 - B.) Food stamp/Medicaid/AFDC Documents
 - C.) Parental tax forms reflecting student's SSN
 - D.) For older students-copy of W-2



Report Card and Grading Policy



Reports to Parents (formally Report Cards) are issued four times a year at the end of each nine-weeks grading period. Progress Reports are sent home mid-way through the nine-week period. An academic deficiency notification is sent home between nine week periods, when applicable.

Academic Subject Areas are marked according to Shelby County Schools' Policy:

Kindergarten

ES – Exceeding Expectations

MS – Meeting Standards

NMS – Not Meeting Standards

1st – 5th Grade

A - Excellent

B - Good

C - Average

D - Below Average

F - Failure

(100 - 93)

(92 - 85)

(84 - 75)

(74 - 70)

(69 and below)

Physical Education, Art, Music, and Computer Education are marked as:

E - Excellent

G - Good

S - Satisfactory

N - Needs Improvement

U - Unsatisfactory

Conduct: Student conduct is a personal responsibility. Each student is expected to follow school rules regarding student behavior.

Conduct is marked:

E - Excellent

G - Good

S - Satisfactory

N - Needs Improvement

U - Unsatisfactory

***Homework** will be given every night with the exception of Friday.

Awards Day

After each nine-week period, one day is set-aside for an Awards Day Program. Students who exhibit superior academics, good citizenship and have perfect attendance will receive a certificate and attend special assemblies. These assemblies may include presentations by music groups, theater groups, and other community performances.

Criteria for Receiving Awards:

Principal's List	All A's, ES for Kindergarten (93-100) E, G, or S in Conduct E, G, or S in Work Habits
Honor Roll	A's and B's, MS for Kindergarten (92-85) All B's E or S in Conduct E or S in Work Habits
Citizenship	All E's in Conduct
Perfect Attendance	No Absences, Tardiness, or Early Checkouts
Most Improved	Student who has made the most progress



Grievance Procedures for Sexual Discrimination

Germanshire Elementary is committed to the rights of our students. If you would like a copy of the grievance procedure, one can be obtained from the school administration staff or via school website.

The procedure below applies to the following policies:

- | | |
|------|--|
| 6046 | Harrassment, Intimidation, or Bullying of Students (Sexual, Racial, Ethnic, Religious) |
| 6015 | Pregnant/Parenting Students |

Procedures for Sexual Discrimination

- | | |
|---------------|---|
| <i>Step 1</i> | <i>Collection of necessary information and data</i> |
| <i>Step 2</i> | <i>Investigation of allegations</i> |
| <i>Step 3</i> | <i>Reporting of findings and / or resolution</i> |

Shelby County Schools does not discriminate on the basis of race, color, national origin, handicap/disability or sex (including pregnant or parenting status) in its programs and activities. No student shall be denied equal access to or participation in any school sponsored class, activity, or honors program on the basis of the above.

Students and their parents/guardians who believe they have been discriminated against have the right to seek corrective action. Reports of such incidents must be submitted in writing to the principal. If the necessary corrective actions have not been taken, the route of appeal is (in writing) to the Director of the Division of Pupil Services.

Tennessee Department of Education Contact Information

Answers to many questions and much helpful information may be obtained from the State Department of Education by calling 1.888.212.3162 or visiting:
<http://www.state.tn.us/education/speced/index.htm>

Legal Services Division
Division of Special Education, Tennessee Department of Education
710 James Robertson Parkway
Andrew Johnson Tower, 5th floor
Nashville, Tennessee 37243-0380
Phone: 615.741.2851
Fax: 615.253.5567 or 615.532.9412

West Tennessee Regional Resource Center
100 Berryhill Drive
Jackson, TN 38301
Phone: 731.421.5074
Fax: 731.421.507

East Tennessee Regional Resource Center

2763 Island Home Blvd.
Knoxville, TN 37290
Phone: 865.594.5691
Fax: 865.594.8909

Child Advocacy Group Contact Information

In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support, information, training and help in advocating for persons with disabilities in Tennessee.

This information is provided as a service to individuals seeking additional avenues for help and information. The Department of Education does not intend this as an endorsement or recommendation for any individual, organization, or service represented on these pages.

A few of these organizations are listed below:

The ARC of Tennessee is on the Internet at <http://www.tnstep.org/>

44 Vantage Way, Suite 550
Nashville, TN 37228
Phone: 615.248.5878 Toll free: 1.800.835.7077
Fax 615.248.5879 Email: pcooper@thearctn.org

Support and Training for Exceptional Parents (STEP) is on the Internet at <http://www.tnstep.org/>

712 Professional Plaza
Greeneville, TN 37745

West Tennessee	Middle Tennessee	East Tennessee
901.756.4332	615 .463 .2310	23.639.2464
jenness.roth@tnstep.org	information@tnstep.org	karen.harrison@tnstep.org

Tennessee Protection and Advocacy (TP&A) is on the Internet at <http://www.tpaine.org/>

416 21st Avenue South
Nashville, Tennessee 37212

1.800.287.9636 (Toll free) or 615.298.1080
615.298.2471 (TTY) 615.298.2046 (FAX)

Tennessee Voices for Children is on the Internet at <http://tnvoices.org/main.htm>

West Tennessee: (Jackson Area) Telephone: 731.660.6365 Fax: 731.660.6372	Middle Tennessee 1315 8 th Avenue South Nashville, TN 37203 Telephone: 615 269 8914 Fax: 615.269.8914 TN Toll Free: 800.670.9882 E-mail: TVC@tnvoices.org	East Tennessee (Knoxville Area) Telephone: 865.609.2490 Fax: 865 609 2543
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These are but a few organizations available to help with information, training, and advocacy. For a more extensive list visit the Tennessee Disability Services—Disability Pathfinder Database:

<http://mingus.kc.vanderbilt.edu/tdir/dbserch.asp>

On the web page, select your “county” and the “service” you desire for the drop-down lists and click “Submit.”

Mandatory Suspension

1. Pupils having in their possession at school any instrument that could be classified as a weapon.
2. Pupils involved in a school break-in or causing malicious damage to school property.
3. Pupils accused of any insubordination toward a faculty member, administrative personnel, or classified personnel, such as striking or using abusive language.
4. Pupils involved in illegal possession or use of drugs.

Custody Issues

The school cannot be involved in issues between the parents of a student without proper notification and documentation. For this reason, legal documentation from a judge magistrate, law enforcement agency, etc. will be required in such circumstances. This documentation will be placed in the file of the student. The child’s teacher and other “need to know” personnel will be notified for safety of the student.

Cafeteria Rules

The students are responsible for their lunch money. Students eat at assigned tables with their classmates. Good manners and quiet conversation are expected. We appreciate your child’s cooperation with the following:

- 1. Remain quiet in line.**
- 2. Use insides voice at the table.**
- 3. Deposit all lunch litter in provided waste cans.**
- 4. Return all plates and utensils to the appropriate area.**
- 5. Leave the table and floor in a clean condition for the next class.**
- 6. All food and beverages remain in the cafeteria.**

Breakfast is served from 7:45 a.m. to 8:10 a.m. Students arriving after this time will not be allowed to eat breakfast.

Attendance

Students are expected to arrive at school between 7:30 a.m. and 8:00 a.m. Promptness is crucial to a smooth start each day. Children **should not** be dropped off at school prior to 7:30 a.m. unless they are in the Before Care Program.

If your child will be absent due to illness, please call the office after 9:00 a.m. to report the absence. Please try to schedule medical appointments after school hours. Pupils who are absent or tardy must present a written excuse the next school day, signed by the parent or guardian. Excessive absences will reflect in the student's grades and will have an impact upon retention or promotion.

Excused Absences

1. Illness of the student.
2. Death or serious illness in the immediate family of the student.
3. Student is officially representing the school in school-sponsored activity.

Absences other than those stated above are unexcused. Students are expected to make up all missed work.

Tardiness

If a student arrives to school after 8:30 a.m., he/she must go to the office to receive a tardy slip. If there is a valid reason, write a note for an excused tardy. Excessive tardiness will result in disciplinary action.

Transportation

In order to maintain conditions suitable for learning, no person shall enter onto a school bus except students assigned to that bus and authorized school/district personnel, unless otherwise provided by law and/or board policy. Parents of students are responsible for their child's supervision until the student boards the bus in the morning and after the student leaves the bus at the end of the school day. Once a student boards the bus - and only at that time - does he or she become the responsibility of the school system. Such responsibility shall end when the student is delivered to the regular bus stop at the close of the school day. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Students are under the supervision of the bus driver while on his/her bus, and all reasonable directions given by the bus driver shall be followed.

Dismissal from School

The school day ends at 3:00 p.m. During the school day, students may leave the campus only with a dismissal slip issued from the office, and must be accompanied by a parent or guardian. There will be no dismissals between ***2:20 p.m.*** and ***2:45p.m.***, excluding emergencies.

SCHOOL CLOSING

All decisions to close schools are made by the Board of Education. Most TV and radio stations broadcast this information. Please make it a practice to listen for school closings in the morning when there is a possibility because of bad weather.

If the school is closed during the school day, you are welcome to come to the school and pick up your child. The phone lines will be tied up if this occurs, so it is better to come as soon as possible rather than to call.

The school's After Care Program is not provided when school closes and we ask your cooperation in picking up your child as soon as possible.

Visiting Germanshire Elementary School

Parents are encouraged to visit while school is in session. This provides an opportunity to see exactly what your child is learning, as well as showing your child that you are interested in his/her educational progress. To make your visit as meaningful as possible, please contact the office or your child's teacher prior to your visit.

Security

Between the hours of 8:30 a.m. and 3:00 p.m. entry to the school is accessible only through the front entrance. All visitors must sign in at the office and receive a visitor's badge before visiting a classroom.

For student protection, please keep animals at home. If an animal is brought to school, through a special arrangement between a teacher and parent, the parent must accompany the animal at all times.

Exiting the Building

Each class leaves the building through assigned exits. In case of individual dismissals, please exit via the main entrance.

Hall Traffic

Students passing from the classroom to various activities should remember these rules:

1. Walk in an orderly manner.
2. Walk to the right.
3. Walk without disturbing others.
4. When standing still students should be directly behind the student in front of them while standing in a square.

Fire and Emergency Drills

Mimeographed directions and procedures for fire drills and emergency drills are posted in all classrooms. During the drills all students and other school personnel are expected to conduct themselves in an orderly manner.

Telephones

Telephones are located in each classroom. The office phone is a business phone. Therefore, students are only allowed use of the phone in cases of emergency. Students are not permitted to have cell phones. The office number is 901.416.3733.

Cell Phones/Personal Communication Devices

All students are banned from possessing any type of phone or personal communication device that is turned on or in visible/audible use at any time during the regular school day. Possession means being found in any article of clothing, purse, book bag, carry bag, or in any location on school property other than the approved storage location as written and approved by school officials. Students who wish to carry a cell phone with them to and from school must keep the device turned off and stored (e.g., kept in the student's assigned locker, automobile, or other school approved location at all times during the entire school day), unless otherwise determined by the principal. A student found in unauthorized possession of any type of cell phone or communication device during the school day shall have the device taken from him or her and kept by the school principal or designee until the parent is notified. The parent may pick up the device at the time and location designated by the principal at the close of the next school day following the day that the parent received notification or earlier at the principal's discretion.

Assemblies

Assemblies are planned to give our students a wide variety of cultural experiences. Students are expected to be courteous and attentive during assemblies. Appreciation is shown by applause at the appropriate time. Loud noises, booing, and whistling are considered inappropriate and can result in disciplinary action.

Field Trips

Students attending any kind of field trip sponsored by the school must submit a parent permission slip before participating in the activity. Students must wear Germanshire paraphernalia or the grade level spirit shirt. Parents are encouraged to volunteer as chaperones for their child's field trips. You must first complete a Volunteer Form that can be retrieved at the school or on the SCS Website.

Student Records

A permanent record is maintained on all Shelby County School students. This record is sent from school to school with the student. It includes grades, attendance, conduct information, health records, and all standardized test scores. Parents are encouraged to review these records. An appointment for this purpose can be arranged through the office.

If there are sensitive issues in regards to students (i.e. health, custody arrangements, and etc.) please inform the office and your child's teacher. Please know when dealing with custody matters the school cannot be involved. The school will only enforce the rulings of the court system, and will in no way side with individuals involved. Please provide documentation if there are concerns for your child's safety, so that we may support you in any way possible.

Insurance

The school accident insurance policy is available at a minimum cost. It can offset the high cost of medical care with school-time accident coverage, 24-hour accident coverage, etc. Information on the insurance will be available during registration and during the first week of school. The insurance can be purchased any time during the year. Student dental insurance is available as well. **Well Child is available each year several times throughout the year to service your child with various services such as a physical or dental exam for no cost.

Internet Usage

In order for our students to access the Internet, the parent/guardian and student must agree to the district's "Technology Use Agreement." Students are to use the Internet access and/or e-mail for school purposes only, unless special arrangements have been made through the teacher. Accessing chat rooms and inappropriate Internet sites are not permitted.

Parents and community members are invited to visit our school district web site at www.scsk12.org and click on the Germanshire Elementary link. There you will find information about our school's programs.

Textbook and Instructional Material Usage

Students are provided access to textbooks/instructional materials to enhance the learning process. Additionally, individual copies of textbooks may be distributed/issued to students. In accordance with state law, every student shall be permitted to take any textbook specifically issued to the student home for the purpose of studying the textbook. This does not prevent the school or a teacher from requiring a student to return the textbook during school hours. Textbooks/instructional materials are issued to the students with the understanding that the textbooks/instructional materials will be properly maintained and returned at the appointed time. Sanctions will be invoked in the event that a student refuses to pay for lost or damaged textbook/instructional materials at the replacement cost less reasonable depreciation. Sanctions are intended to prohibit lost or damaged textbooks/instructional materials through willful intent or neglect and include: 1. The withholding of all grade cards, diplomas, certificates of progress, or transcripts until restitution is made. 2. The refusal to issue any additional textbooks/instructional materials until restitution is made. (However, access to textbooks/instructional materials shall be provided.)

Fighting

Germanshire has a fight free policy and fighting **will not** be tolerated! Students are asked to tell their teacher or the counselor if harassment or bullying occurs. If they get no results they are to immediately inform the principal. The principal will handle any conflict that may exist. For these reasons, if students fight they will be **expelled!**

Student Expectations

All students are expected to attend school daily and be in their assigned classes at the appointed time with the necessary books and materials so that a planned program of instruction may be carried out.

Students are expected to respect textbooks, desk, athletic equipment and all other properties. The school building is your home away from home and should be treated with respect. Students must pay for lost or damaged books.

Bicycles, Rollerblades, Skateboards, Scooters

All bicycles should be stored immediately upon arrival at school in the designated bicycle racks on school grounds. We recommend that bicycles be locked while at school. Students must walk bicycles while on school grounds. Skateboards, roller blades, and scooters are not to be ridden on school grounds at any time. The school does not assume liability for bicycles or other personal items brought from home. We highly recommend that personal items of value such as I-Pods, electronic games, radios, and cameras be left at home.

Lost and Found

Have your child check the *lost and found* box if he/she has lost an item. Please mark your child's personal belongings (coats, jackets, boots, overshoes, caps, etc.) with his/her name or initials so the items can be identified. The lost and found box will be emptied periodically throughout the school year.

Medication

All medications must be brought to the office by a parent or guardian. Parents must complete a medication form, which will be kept on file in the office. All medications need to be stored and administered in the office. **No medications will be dispensed without the proper form.**

If the student is to carry an inhaler, we strongly suggest that a second inhaler be kept in the office. Prescription medications must be in a pharmacy-labeled container that specifies the student's name, the prescribing physician's name, and date of the prescription, and the directions for use. (Pharmacists will give you an extra labeled container for school use if you ask for it.)

Food Allergies

If your child has food allergies or foods that can be detrimental to their health, please inform the main office, classroom teacher, and the cafeteria manager.



Student Organizations

Safety Patrol

The safety patrol council was organized for the benefit of the student body. The members help keep our hallways orderly, assist students in outside traffic, and practice good safety rules. The safety patrol council consists of twenty- fifth grade boys and girls who meet the following requirements:

1. Make satisfactory academic progress and display appropriate conduct
2. Practice good grooming
3. Have parental consent
4. Give quiet and efficient services
5. Are willing to serve
6. Set good examples

Membership is acquired through teacher recommendation. Students chosen for membership have the opportunity to develop personal character and leadership ability.

School Choir

A group of students brought together by the music instructor because of musical talent will participate in the school choir. Students will practice after school and some Saturdays. Students will also travel to sing in the community.

Honor Society

Students must have “A’s” and “B’s” only. They must also exhibit leadership, scholarship, citizenship, character, and service. A faculty member must recommend students.

Student Council

The student council is a governing body of students that are elected by their peers.

Media Club

Students make the morning announcements and are featured in many programs.

Girls Dance Team

Girls dance team performs and competes at many invitational events.

Special Programs

The following programs are offered to students at Germanshire Elementary to help each child succeed according to their potential.

CLUE

CLUE is a resource program to enrich the curriculum for the gifted child.

Orff Music

The music program enables students to express their creative abilities through song and movement. Students also learn to play a variety of musical instruments.

Before & After School Child Care

Childcare is provided for students whose parents' schedules conflict with school start and end time. The program provides adult supervision, homework assistance and play activities. Times are 6:00 a.m.-7:30 a.m. then 3:00 p.m.-6:00 p.m.

Homebound Instruction

Students with extended illnesses and or injuries, which prevent regular school attendance, may qualify for this tutorial program provided by the Shelby County Schools. Please call the office as soon as you are aware of the situation. This may hasten your child's tutorial assignment.

Parent and Student Support Department

Germanshire has a full time Professional Counselor on staff that networks with the psychologist and social worker. They can provide additional assistance when needed.

Referrals for counseling services come from many sources including the principals, teachers, parents, individual students, outside agencies, or may be initiated by the counselor. The Guidance Department's goals include:

1. Developing a positive self-image in each child
 2. Helping each child achieve academic success in relation to his potential
 3. Helping students develop effective study habits
 4. Developing positive human-relationships among students
 5. Acting as liaison between community resources and families when direct assistance is needed.
- Parents desiring a conference with the counselor should make an appointment. The number is 416-3733.

Speech

A tutorial program has been established for children with speech difficulties.

Media Center

The media center is a place where students may enjoy books and gather information. Resources include computers with Internet access, software, books, periodicals, newspapers, filmstrips, pictures, records, tapes and transparencies. Students are provided with instruction on the usage of various media for more effective learning. All books must be checked out and returned promptly by their due date. The borrower must pay for lost or damaged books.

Technology

Expanded computer programs have been added to the list of student offerings. Kindergarten through fifth grade classrooms are equipped with IBM computers. Each grade level has an opportunity to visit the lab.

NCLB

NCLB provides supplemental help in the areas of reading and math for children who qualify for the program. Services are provided in and out of the classroom, depending on the needs of the student.



Parent Organizations

PTA

One of the major goals at Germanshire Elementary is to increase parental involvement. Each year we strive for 100% membership.

Volunteers

We seek to involve parents in education by allowing them to serve as volunteer workers throughout our school. There are numerous ways parents can help. If you are interested in being a media helper, chaperone, or serving as a classroom assistant, please call the office or contact your child's teacher and make arrangements.

School Leadership Council

In Shelby County Schools, school-based decision-making (School Leadership Council) is designed to accomplish the following goals:

- * focus on school improvement
- * develop ownership in the school
- * help parents feel their contributions are worthwhile by involving them in significant decisions about school improvement
- * involve the broader community, particularly business/corporate members, in supporting the school
- * improve the marketing of the school's program by increasing the number of persons who are knowledgeable about the school
- * demonstrate that participatory decision-making can work effectively
- * improve the quality of decisions made with regard to school improvement issues

Adopt-A-School

Germanshire Elementary has been "adopted" by several corporations/organizations. These adopters work closely with teachers to help improve and enhance our students' performance. They provide rewards for high achievers and tutorial services for students needing additional assistance. They have also been actively involved in our school events.



Germanshire's Dress Code Policy

We believe that our students should be able to express their individuality (within reason) and wear their own clothes *without* a uniform standard. At the close of the 2014-2015 school year, Germanshire parents voted to institute a *no uniform* policy. Students may wear clothes of their choice within reason and appropriate for school. Students are expected to wear pants at their waist-no sagging will be tolerated; belts should be worn daily. Students should not wear excessively short dresses, or skirts, muscle or see-through shirts, gang affiliated clothes or accessories, or flip flops/shoes with no back strap!



Student Dress Code

- Pants must be worn at the waist, be appropriately sized, and of a safe length.



- Head apparel (such as hoods, hat, etc.) must not be worn inside the school building, except for religious or medical reasons (see Individual Exemptions from Certain Dress Code Requirements or from Standardized Dress/Uniforms).
- Footwear is required and must be safe and appropriate for indoor or outdoor physical activity.
- Clothing or accessories may not display offensive, vulgar language or images, nor promote inappropriate and/or illegal products such as alcohol, tobacco, and illegal drugs.
- For students in Grades 3-5, “short shorts,” mini-skirts, and skin-tight outer material such as spandex are inappropriate attire. No shorts or skirts shorter than four (4) inches above the knee are allowed.
- Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders. Shirts or tops must be no longer than wrist-length and must cover the waistband of pants, shorts, or skirts with no midriff visible.
- Waist-length and appropriately sized sweaters, sweatshirts, and light-weight jackets can be worn inside school for warmth.

Students may also wear their Germanshire paraphernalia and gear whenever they would like. Friday will be our pseudo “Spirit Day.” Students should wear Germanshire paraphernalia on Fridays. Germanshire Elementary shirts can be purchased in the main office at the school.



DID YOU KNOW?

We are a Title I School

Germanshire Elementary is a federally funded school wide Title 1 school. Title 1 is part of No Child Left Behind. Title 1 requires that schools create a positive and supportive learning environment that results in high levels of achievement for all students. Funds are available for personnel, staff development, materials and supplies, technology and parent training. Title 1 funds aim to bridge the gap between low-income students and other students. The U.S. Department of Education provides supplemental funding to local school districts to meet the needs of at-risk and low income students.

What is a Title I School?

Most educators, parents and community members have heard the term Title 1 School. Being able to answer what is a Title 1 school as established by the U.S. Department of Education, however, is more difficult. Title 1 is the nation’s oldest and largest federally funded program, according to the U.S. Department of Education. Annually, it provides over \$7 billion to school systems across the country for students at risk of failure and living at or near poverty.

Originally, the idea of Title 1 was enacted in 1965 under the Elementary and Secondary Education Act. This policy committed to closing the achievement gap between low-income students and other student. The policy was rewritten in 1994 to improve fundamental goals of helping at-risk students. With the implementation of [No Child Left Behind](#), schools must make adequate yearly progress on state testing and focus on best teaching practices in order to continue receiving funds.



What is the Purpose of Title I Funding?

According to the [U.S. Department of Education](#) the purpose of Title 1 funding, “is to ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at minimum, proficiency on challenging state academic achievement standards and state academic assessments.”

The basic principles of Title 1 state that schools with large concentrations of low-income students will receive supplemental funds to assist in meeting student’s educational goals. Low-income students are determined by the number of students enrolled in the free and reduced lunch program. For an entire school to qualify for Title 1 funds, at least 40% of students must enroll in the free and reduced lunch program.

How are Title I Funds Used?

How to use Title 1 funds rests with each school. Title 1 funds can be used to improve curriculum, instructional activities, counseling, parental involvement, increase staff and program improvement. The funding should assist schools in meeting the educational goals of low-income students. According to the U.S. Department of Education, Title 1 funds typically support supplemental instruction in reading and math. Annually, this program reaches over six million students, primarily in the elementary grades.

Types of students that might be served by Title 1 funds include migrant students, students with limited English proficiency, homeless students, students with disabilities, neglected students, delinquent students, at-risk students or any student in need. Students can be classified as at-risk for numerous reasons. A few reasons they might be classified as at-risk students include: high number of absences, single-parent home, low academic performance or low-income family.

Title I Family Engagement Plan

Germanshire Elementary has a special responsibility to our parents and the community by providing opportunities for us to get involved and share the responsibility of promoting success in our children. This written parent involvement plan was developed jointly with parents, agreed on with parents, distributed to parents and is being implemented.

To ensure that our parents participate in the development and implementation of the school’s program, Germanshire Elementary does the following:

1. Notify parents of the parent involvement plan in an understandable and uniform format and in a language the parents can understand. (English and Spanish)
2. Make the school’s parent involvement plan available to the local community. The plan is updated periodically to meet the changing needs of parents and the school.
3. Convene an annual parent meeting to inform parents about the school’s parent involvement programs and their rights to be involved.
4. Offer a flexible number of meetings- morning, afternoon and evening.
5. Involve parents, or an adequate representation of parents, in an organized, ongoing and timely way to plan, review and improve the school parent involvement policy and joint development of the school wide program plan (TSIPP)
6. Provide parents with timely information about school programs under NCLB section 1118.
7. Provide parents a description and explanation of the curriculum we use, forms of academic assessments used to measure student progress, and proficiency levels students are expected to meet.

8. Provide opportunities, per parent request, for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to such suggestions as soon as practically possible.
9. Establish a process for parents to submit comments on the school wide program (TSIPP) if it is not satisfactory to the parents when the school makes the plan available to the District/LEA.
10. Build capacity for involvement- Assistance is provided to parents in understanding topics such as the State's academic content standards, State student academic achievement standards, State and local academic assessments, how to monitor a child's progress and work with educators to improve student achievement.
11. Build capacity for involvement- materials and training are provided to help parents work with their children to improve their achievement, such as literacy training and using technology to foster parent involvement.
12. Build capacity for involvement- Staff are educated with the assistance of parents in the value and contributions of parents and in working with parents-how to reach out to, communicate with and work as equal partners, implement and coordinate parent programs and build ties between parents and the school.
13. Build capacity- for involvement- Title I A parent involvement strategies are coordinated and integrated with parent involvement strategies under other programs such as Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters, State-run preschool programs and Title III language instructional programs.
14. Build capacity for involvement- Ensure that information related to school and parent programs, meetings and other activities is sent to parents in a format and to the extent practicable, in a language parents understand.
15. Build capacity for involvement- Provide other reasonable support for parent involvement activities per parent request; (i.e. transportation. childcare).
16. Accessibility- Local educational agencies and schools, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language parents understand.

Title I School-Home Compact

This compact was developed jointly with parents to outline how the school staff, parents and students will share the responsibility for improving student academic achievement. The school and parents will develop a partnership to help children achieve the State's high standards.

SCHOOL RESPONSIBILITY

As administrator of Germanshire Elementary, I will support student learning by striving to do the following:

- Provide a safe, supportive and effective learning environment that will promote open communication among teachers, parents, students and administrators.
- Make educational decisions to provide high-quality curriculum and instruction that will enable students to meet State standards.
- Ensure that the school-parent compact as it relates to the individual child's achievement, is discuss during the two annual parent-teacher conferences and all other conferences.
- Teach social skills to promote positive interaction with all.
- Ensure that parents have access to the staff.

Principal's Signature

Assistant Principal's Signature

STUDENT AGREEMENT

I will take responsibility for my learning by striving to do the following:

- Come to school each day prepared- with all needed books and supplies.
- Show respect by following rules and getting along with teachers, staff, and students.
- Take home and return my Wednesday Folder and all other progress reports.
- Do assigned class work and homework.
- Read at home daily.
- Talk to my teacher or other staff member when I have a problem or concern.

Student's Signature _____

TEACHER AGREEMENT

I will be responsible for supporting student achievement by striving to do the following:

- Provide students with a safe, supportive environment conducive to learning.
- Utilize a variety of teaching strategies to accommodate the different learning styles of students.
- Communicate the progress of each student to the parent by sending frequent (weekly) progress reports.
- Assign homework that builds on classroom learning.
- Suggest ways parents can support learning at home.
- Provide opportunities for parents to volunteer and observe in the class.
- Discuss the compact with parents at parent- teacher conferences.

Teacher's Signature _____

PARENT/GUARDIAN AGREEMENT

I will be responsible for supporting my child's learning by striving to do the following:

- Make sure my child attends school daily with the needed supplies.
- Support the school in its effort to maintain discipline.
- Establish a place and time for homework and study, as well as, discuss and review homework.
- Communicate with my child's teacher regularly regarding my child's progress.
- Sign weekly folder, progress reports, and report cards.
- Participate in at least one school sponsored conference and request a conference when necessary.
- Be active in my child's learning by attending school sponsored activities and/or volunteer at the school.
- Encourage positive use of extracurricular time and monitor time spent watching television.

Parent's Signature _____ Date: _____

Parents' Right to Know

All parents have the right to request the following:

- A teacher's professional qualifications, licensure, grade certification, waivers
- A teacher's baccalaureate and/or graduate degree, fields of endorsement, previous teaching experience
- A paraprofessional's qualifications
- An annual notice of Student Education Records Privacy and Notice for disclosure of School Directory Information
- An assurance that their child's name, address, and telephone listing not be released to military recruiters

All parents will receive information on the following:

- Their child's level of achievement in each of the State academic assessments
- Notification of right to transfer child to another school in the district if student becomes the victim of a violent crime or is assigned to an unsafe school

- District Family Engagement Plan and School Family Engagement Plan
- Their right to public school choice, supplemental services, and more effective involvement in their child's school if identified for school improvement
- Their child is being taught 20 days or more by a teacher who doesn't meet the definition of Highly Qualified

We look forward to working with you and your child to make this a rewarding year. Please look for upcoming information regarding Germanshire's Title I and various other parent meetings.