

# **Bellevue Elementary School**



**2020-21  
FAMILY HANDBOOK**

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**THE VISION OF BELLEVIEW ELEMENTARY SCHOOL IS TO:  
ENHANCE AND EMPOWER THE WHOLE CHILD TO BECOME A  
SUCCESSFUL GLOBAL CITIZEN.**

**AT BELLVIEW WE HAVE A UNIFIED SET OF COLLECTIVE  
COMMITMENTS THAT ALL STAKEHOLDER ARE HELD TO WITH THE  
FIRST BEING THAT EVERY DECISION WE MAKE HAS THE BEST  
INTEREST OF OUR STUDENTS AT THE FOREFRONT. BY LIVING OUR  
COLLECTIVE COMMITMENTS ON A DAILY BASIS WE CAN PROMISE,  
WITH THE SUPPORT OF FAMILY, THAT YOUR STUDENT WILL NOT  
ONLY GROW ACADEMICALLY, BUT BECOME MORE COMPASSIONATE  
AND UNDERSTANDING OF THE WORLD AROUND THEM.**

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

## Directory Information

The following information is releasable upon request at the discretion of the principal of each school; the student's name, address, telephone number, date and place of birth, photo, subjects study, participation in officially recognized activities and sports, weight and height of members of athletics teams, dates of attendance (on both an annual and daily basis), diplomas and awards received, and the most recent/previous educational agency or institution attended by the student. Any parent or guardian of a student attending Rock Hill Schools who would prefer that any of the information designated above not be released without the parent's or guardians' prior consent should notify in writing the Office of the Superintendent, Rock Hill Schools P.O. Drawer 10072, Rock Hill SC 29731 by the Tuesday following Labor Day. If such notice is given, the school attended by the student will be notified.

## COVID-19

This year, students (parents) had the option of virtual instruction in the Virtual Academy or a hybrid (A/B/C Day model) in-person instruction for students in K-12. This is due to the COVID-19 pandemic. Please visit the Rock Hill Schools webpage to view the Return to School Plan. This plan has all of the safety protocols that Rock Hill Schools are following to keep us all safe. The link to the plan is below.

<https://www.rock-hill.k12.sc.us/cms/lib/SC01000464/Centricity/Domain/75/Reopen%20Plan%20Final.pdf>

## ARRIVAL / DAILY SCHEDULE

All students arriving at school before 7:30AM should go to their designated area.

7:05AM Building opens for students  
7:30AM Breakfast in the Classroom  
7:30AM Students report to class  
7:45AM Instructional day begins  
2:25PM Dismissal bell  
2:45PM All car riders picked up

Car riders should be dropped off at the cafeteria side of the building. Students arriving before 7:30AM will go to their designated morning area. During this time students will be engaged in reading, math games, or be allowed access to the media center. Parents, for the safety of our students, please refrain from being on your cell phone in the car rider line or listening to loud music. These same precautions will need to take place at dismissal as well. Safety Patrol members will assist students during arrival and dismissal. **If you need to come inside the school, please come to the main office at the front of the school. We ask that you park between the visitor signs to the left of the drive and use the crosswalk when crossing.**

## ATTENDANCE

Students are required to attend school 170 days out of the 180 day school year. This is South Carolina Code of Laws 59-65-50 and South Carolina Board of Education Regulations. Any student who misses school must present a written excuse, signed by a parent/guardian, or a medical excuse. If this excuse is not turned in within THREE days after the student is back in school, the absence will be UNLAWFUL. The maximum number of days that will be recorded as lawful absences with the parent notes will be FIVE.

### **Students will be considered lawfully absent when:**

1. They are ill and their attendance would endanger their health or the health of others.
2. There is a death or serious illness in their immediate family.
3. There is a recognized religious holiday of their faith.
4. The student is suspended from school.
5. There is a necessary medical or legal appointment that cannot be scheduled during non-school time.

### **Students will be considered unlawfully absent when:**

1. They are willfully absent from school without the knowledge of their parent or guardian.
2. They are absent without acceptable cause with the knowledge of their parent or guardian.

If the child misses 3 consecutive unlawful or 5 unlawful days, school officials are required to contact the parent for a conference to identify the reasons for the child's absences and complete an intervention plan to improve attendance. Letters will be mailed to the home after 3, 5, and 10 days of absences. Excessive tardies may result in an intervention plan.

The maximum number of days a student is allowed to miss is TEN per school year (lawful or unlawful). When a student is absent more than 10 days, attendance will be one of the factors used in the promotion/retention decisions for grades K-5. More than 10 absences and/or excessive tardies could result in a referral to Family Court.

## **PERFECT ATTENDANCE**

Perfect Attendance Certificates will be awarded to all students with no absences and a total of 5 or less tardies and/or early dismissals (this is a combined total of both).

## **TARDINESS**

Students are tardy if they are not in their classroom at 7:45 am. Students who come to school late lose valuable time, miss the opportunity to eat breakfast at school, interrupt the classroom, and miss important explanations of the work to be done. Instruction begins at 7:45AM. Students arriving after 7:45AM will need to be brought to the main entrance. Parents must come in with the child and sign him/her in for the day. **Excessive tardies may result in a SAIP (student attendance intervention plan).**

## **BUS TRANSPORTATION AND BUS CONDUCT**

School bus transportation is authorized only for pupils regularly enrolled in public school in grades K-12. This is a privilege to enjoy rather than a right. The transportation division of Rock Hill Schools will do everything within its power to provide the best equipment, drivers, and the safest program possible. We ask cooperation in making this possible. 245-245-245: Interference with Operation of School Bus. No person shall willfully and wrongfully interfere with the operation of a school bus, either public or private by boarding, restricting movement or using threats, either physical or verbal, to the driver or any passenger while the bus is engaged in the transportation of pupils to and from school or any lawful school activity or while passengers are entering or leaving the bus, nor shall any person willfully fail or refuse to obey a lawful order of a school bus driver relating to the occupancy of a school bus. The use of threatening, obscene or profane language, leaving or waiting for a school bus is disorderly conduct and any person convicted for the use of such language shall be punished as provided in 16-17-530. Nothing contained herein shall be interpreted to infringe upon the power and duties of duly constituted authorities. (Fine up to \$200-First Offense.)

### While Waiting to Board a Bus

1. Students should arrive at the bus stop only minutes ahead of the bus. The driver will not wait for children not at the bus stop.
2. While waiting for the bus, books, clothing, or other articles should not be placed in the roadway.
3. The roadway should be clear at all times, and students should not play in the path of traffic while waiting for the bus.
4. Students should stand well away from the road when the bus approaches.
5. Students should not damage property such as flowers, shrubbery, windows, fences, and other things while waiting for a bus.
6. Making excessive noise should be avoided.
7. Bothering others at bus stops or on the way to and from school bus stops is not allowed.
8. Students should never run alongside the bus but should wait until it stops and then walk to the door.

### While Riding on the Bus

1. The driver of a school bus is in complete charge of the passengers while they are aboard. Please do as the driver asks. If you have a complaint, contact your principal.
2. Seats are never reserved for anyone except for those who are handicapped; uses crutches, or have broken limbs.
3. Do not sit on books; hold them in your lap. Keep the aisles clear.
4. Passengers should be seated immediately and remain seated while the bus is in motion. If it is necessary to stand, be sure to hold onto the back of the seat.
5. Never extend arms, legs, or head out of bus.
6. Refrain from talking to the driver except in an emergency.
7. Do not tamper with the emergency door, fire extinguisher or other equipment on the bus.
8. Passengers must not mar or deface the bus, and seat coverings must not be damaged. Any damage to the bus or seats should be reported to the driver as soon as possible.
9. Only the driver, or other authorized person, should remove first aid equipment, which is to be used only for emergency treatment.
10. Passengers are not permitted to open bus windows. This should be done only by the driver when necessary or with the driver's permission.
11. Passengers must not fight, scuffle in the bus, or create any loud disturbances.
12. Passengers must not shout on the bus.
13. Waste paper, gum wrappers, etc. should not be thrown on the floor. Place trash in receptacle as provided near the entrance to the bus.
14. Smoking, eating, and drinking are NOT permitted on school buses.
15. The use of profanity on the school bus is prohibited, as well as obscene gestures.
16. Never throw objects on or from the bus.
17. The bus driver can assign seats.
18. Proper school dress is enforced.
19. Wear your masks at all times.

### Personal Property and Private Items

We will confiscate any personal property and/or private items that cause commotion and/or driver distraction. Leave personal property and private items at home. We will not be responsible for the loss or return of such either before or after such are confiscated. Glass, pressurized cans, and/or large school/project items are not allowed on the bus. Transport these items by family vehicle to and from school. No balloons or party items. Book bags/small band instruments must be kept in "student's space," on lap or between legs.



These items cannot show above seat line of site. No animals, insects, hard board, sharp objects, or personalized containers allowed. Nothing can be stored under seats, in aisles, or other bus nook areas.

#### On the Trip Home

Passengers are permitted to leave the bus only at regular designated stops. Any changes must be made with the parent's request in writing and approved by a school official.

The student, after exiting from the bus (if he must cross the highway), should go around to the front of the bus and wait until the bus driver or school bus safety patrol directs him to cross.

NEVER cross the road at the rear of a stopped school bus.

#### General Information

1. Students are expected to ride busses making stops closest to their homes.
2. Students are not permitted to switch busses just for fun or to catch an earlier or later bus.
3. During inclement weather, bus stop locations must remain the same.
4. Complaints regarding the bus driver should be directed to the Area Coordinator or the Director of Transportation.
5. Older students riding with younger students should assist them in the proper conduct on a school bus.
6. All bus students are to obey the principals and teachers at each school their bus serves. Any student who, in any manner of conduct, disobeys any school official on any school ground could lose transportation privileges for the remainder of that school year
7. Regulations are for the protection of students, school officials, and school equipment. If a bus student has no more regard for the transportation privileges than to create problems on or off the school bus, the student will lose the privilege of riding any school bus in Rock Hill Schools.
8. While the Transportation Department of Rock Hill Schools wishes to conduct student affairs in a friendly, influential manner, students are obligated to respect school officials and the bus driver. If a bus student shows disrespect for school officials or property and equipment, the Transportation Department will take such action as necessary.
9. Your transportation is valuable to your personal needs.

#### Weapons, Violence and Gross Misbehavior

The possession of any weapon or object that can be used as a weapon ...any act of violence at or upon another person on the way to a bus stop or at any bus stop or any school bus or on the way home from a bus stop...and any other acts of gross misbehavior may result in loss of bus riding privileges.

#### Carry Over Policies

1. Any student who earns a suspension during the last day of the school year will be subject to serving the remainder of such suspension the following school year.
2. When in the judgment of the Director of Transportation, any bus student's behavior endangers the lives of bus students; the Director of Transportation may expel those students immediately for the remainder of that school year.
3. Misbehavior on the last day of school on the home trip will be addressed the following year and/or by legal actions.
4. A student shall be subject to transportation laws, rules, and regulations from the time that he (she) steps onto a school bus until the school bus route is completed or until the student arrives at his normal destination. Normal destinations shall either be home or school unless otherwise specified by an Area Coordinator or the Director of Transportation.
5. All appeals must be made in writing to the Director of Transportation.
6. The Director of Transportation may delegate his authority to any administrator.
7. Riding any bus when under bus suspension can result in indefinite bus suspension for the entire year.

### Responsibility of Parents

1. Parents should report all misconduct on school busses to the principal.
2. Parents should report all traffic hazards, carelessness on the part of the bus driver, etc. to the principal or Director of Transportation (980-2022).
3. Parents should encourage students to observe all safety and conduct regulations established for the efficient operation of the school bus.
4. Parents should observe extreme caution when approaching bus stops, moving busses, or stopped busses.
5. Parents should help supervise large numbers of students at bus stops.
6. Parents should see that their children are at the bus stop at the appropriate time.
7. The Transportation Department has the power to deny students the privilege of school bus transportation whose parents refuse to cooperate and comply with SC State Laws and Regulations or Rock Hill Schools regulations.

### Suspensions

The proper conduct of students will govern their success or failure in life. With the great potential dangers involved in school bus transportation, behavior on the bus must be the best possible. The following procedures have been adopted to both instill and maintain acceptable behavior at its optimum while students are riding our school busses. While it is our desire that no student loses transportation privileges, it is, nevertheless, the responsibility of each student riding a school bus to learn quickly and follow effective behavior guidelines. Violations to these guidelines will result in suspension or expulsion from bussing service.

- Step One: Warnings: verbal or written: will be issued to students whenever possible. However, there are some malicious actions that could result in a student being suspended without a warning.
- Step Two: The first suspension will be a “limited” suspension where a student is suspended pending parent or guardian contact. A form will be sent home with the suspended student. If the parent contacts the principal and ensures that corrective measures will be taken, the child will be allowed to continue riding the bus. The parent or guardian should sign the letter and return it to the principal. Example: A student suspended on Monday could ride Tuesday if a phone call between parent and principal occurs before the next day.
- Step Three: With steps one and two completed, the next infraction will result in a one-week (five consecutive days suspension).
- Step Four: A next offense will result in a two-week (10 consecutive days) suspension.
- Step Five: A next offense will result in expulsion for the remainder of the school year.

**If you miss your bus, call 980-2022.**

## **CARE OF RESOURCES**

Students are responsible for all school resources including, but not limited to textbooks, literacy books, library books, math materials and electronic devices issued to them during the school year. All lost or damaged books must be paid for. All money is recorded by the school bookkeeper and paid to the proper funds for replacement purposes. Students are responsible for the full price of a lost textbook, half of the cost of a damaged book, and will be asked to pay \$5.00 for the removal of a barcode. If a lost book is found, money paid will be refunded.

## **FINES**

Fines will be charged for lost or damaged textbooks and library books. Failure to pay fines could result in loss of student privileges.

## **Policy JICJ Possession/Use of Personal Electronic Devices or District-Owned Devices**

**Issued 8/16**

Purpose: To establish the basic rules for the board's permission of personal electronic devices or district-owned devices on school grounds, in the school buildings, on buses, or during any other time they are under the direct administrative jurisdiction of the school, whether on or off the school grounds.

### **Personal Electronic Device**

For purposes of this policy, "personal electronic device" includes, but is not limited to, cell phones, pagers, gaming devices, or other devices that emit an audible signal, vibrate, display a message, display or record an image, or otherwise summon or deliver a communication to the possessor. Students may possess a personal electronic device in school as long as it is used during authorized times and is not disruptive to the educational environment, which will be determined by the principal at each school. Personal electronic devices are not permitted to be on or visible in locker rooms and restrooms.

Unauthorized use of a personal electronic device may include, but is not limited to, taking pictures or recording without permission, cheating, harassment or bullying, use during any emergency drill, use during unauthorized times, or use for unlawful activities.

A student in possession of a personal electronic device in conflict with this policy will be subject to discipline as provided under administrative rule JICJ-R.

Violations of this policy will result in the confiscation of the device and all its components. Students are not allowed to erase the history or remove the battery, SIM card or any other part of the device before giving it to the school official. Students will receive the phones at the end of the class period or school day.

The district is not responsible for the loss or damage of any personal electronic device brought on school grounds, in the school buildings, on buses, or during any other time they are under the direct administrative jurisdiction of the school, whether on or off the school grounds.

### **AR JICJ-R Possession/Use of Personal Electronic Devices or District-Owned Devices**

**Issued 9/16**

The district's code of conduct is established to achieve and maintain order in the schools.

Consequences for inappropriate digital behavior will be assessed depending upon the severity of the infraction and level of misconduct.

Examples of types of offenses include the following:

#### **Level I**

- illegally installing or transmitting copyrighted materials
- using unauthorized Internet or computer games
- downloading and/or accessing inappropriate applications, programs, or websites
- giving out personal information, for any reason, over the Internet
- deleting district system applications and changing personal mobile computing device settings (exceptions include personal settings such as font size, brightness, etc.)

#### **Level II**

- spamming (disruptive email/messages, including iMessages, peer-to-peer messaging, text messaging)
- bypassing the Rock Hill Schools Web filter
- gaining access to another student's accounts, files, and/or data
- repeated Level I infractions

### **Level III**

- recording unauthorized audio or video images on school property or during extracurricular activities with district or personally owned devices
- sending, transmitting, accessing, uploading, downloading, or distributing obscene, offensive, profane, threatening, pornographic, obscene, or sexually explicit materials
- spamming (disruptive email/messages, including iMessages)
- using the school's Internet or email accounts for financial gain, commercial gain, or any illegal activity
- vandalizing/attempting to harm or destroy district owned property
- transmitting or accessing obscene, offensive, or threatening materials or materials intended to harass or demean
- repeated Level II infractions

### **Consequences**

The following procedures will apply when a cell phone or personal electronic device is used inappropriately or accessed for use during unauthorized times, as determined by principal or principal's designee.

#### **Level I**

##### Elementary school

The student will receive a warning depending upon the severity of the offense.

#### **Level II**

##### Elementary school

The student will receive a detention or in-school suspension depending upon the severity of the offense.

#### **Level III**

##### Elementary school

The student will receive in or out-of-school suspension with the number of days determined by the severity of the offense.

#### **Any subsequent offense**

##### Elementary school

The student will be assigned the appropriate disciplinary consequence based on his/her personal cumulative disciplinary history.

##### All schools

Any electronic device used for picture taking, video recording, posting, or text messaging that results in students cheating or which causes major disruptions will result in additional discipline at the principal's discretion.

Technology disciplinary offenses may also result in restricted use of the personal mobile computing device. Restricted use may prohibit the student from taking the device off of school grounds.

The administration reserves the right to handle any of the above actions or any other action determined to be a misuse of technology in the manner they feel is the most appropriate for all concerned. The district will take appropriate steps to safeguard personal electronic devices that are confiscated; however, the district will not be responsible if the devices are lost or stolen or damaged. For additional information on acceptable use of technology, please refer to the Rock Hill Schools Technology Acceptable Use policy/administrative rule.

Adopted 7/28/03, Revised 11/14/05, 6/10, 2/11, 7/12, 5/23/16, 9/12/16

## **APPENDIX B: STUDENT-OWNED ELECTRONIC DEVICE AGREEMENT**

In response to requests to use your personal electronic device (PED\*) during the school day, you agree to abide by the following requirements. Any violation of this agreement may result in suspension of this privilege and/or disciplinary action.

1. The sole purpose for the use of the PED during the school day is for educational reasons.
2. The PED is only to be used during the instructional class period with express permission of the classroom teacher. This may mean that the device will be permitted for some instructional activities but not for all. The student must comply with all district policies and procedures, including the district's Student Behavior Code and Policy JICJ (Use of Cell Phones, Personal Electronic Devices in School/Use of Technology in School), when using the PED.
3. Students must connect to the district's guest WIFI. By doing so students access the district's Internet filters.
4. The Rock Hill School District (RHSD) will NOT provide any support for the PED at any time.
5. ALL PED'S ARE BROUGHT TO SCHOOL AT THE OWNER'S RISK. NEITHER RHSD NOR THE SCHOOL IS RESPONSIBLE FOR THEFT OR DAMAGE TO THE PED.

Use of the PED for unauthorized gaming is prohibited on school property. The recording of audio or video images in locker rooms or restrooms is prohibited. Recording audio or video images on school property without permission is prohibited.

Administrators may ban an individual from using a PED as deemed necessary. PED may be confiscated at any time if these guidelines are not followed. Return of the device is contingent on the outcome of a meeting with student and parent.

\*A PED is any personal electronic device.

*NOTE: Personal belongings subject to search pursuant to State law and District Policy JIH (Student Interrogations, Searches and Arrests), may include PEDs.*

## **APPENDIX C: USE OF INTERNET AND EDUCATIONAL APPLICATIONS**

### **Use of the Internet**

Student Assurances: When using network or Internet resources, students will...

1. Use the Internet for legitimate educational purposes
2. Send e-mail only at the direction of my teacher during school hours
3. Not register the name, home address, or telephone number of myself or anyone else in any location on the Internet
4. Not attempt to download or save files to the computer without teacher permission
5. Not search for, download or print any material that violates school handbook codes regarding possession or display of inappropriate, offensive or vulgar material, or assist any other student in such activities
6. Not use or attempt to engage in interactive internet exchanges without teacher permission
7. Not harass, insult, or attack others via electronic communications
8. Not damage or alter computers, computer systems, or computer networks
9. Not violate copyright laws
10. Not trespass in another's folders, work, or files

### **Use of Educational Applications**

Students may be required to download specific applications for educational purposes and utilize Web 2.0 tools as directed by their teacher. These applications and tools are to be used for educational purposes only. Parent(s) agree that downloading and using these applications and tools is permissible under teacher direction.

Parents are encouraged to request/access the list of required and recommended applications as well as to check the content and applications downloaded on the student device.

## DISCIPLINE

We believe all our students can behave appropriately in school. Establishing expectations and consequences for student behavior reduces distractions/disruptions and assures there is quality instruction for all students in an environment conducive to learning. Our faculty will be using the **Positive Behavior Intervention Support (PBIS)** to manage student behavior.

**P**

**I will be a positive role model and exhibit a positive attitude in all settings.**

**A**

**I will act responsibly in all settings.**

**W**

**I will work together with Wildcat students and adults in all settings.**

**S**

**I will show respect to all Wildcat students, adults and my school in all settings.**

Severe disruptions such as fighting, hitting, destroying property, having weapons, or excessive trips to the Recovery Room may result in referrals to the principal. The principal or designee will administer one of the following actions:

1. Student conference with the principal; phone call and/or note to parents.
2. Student conference with the principal; phone call and/or note to parents; recovery room detention determined by the principal.
3. Student conference with the principal; phone call and/or note to parents. The student cannot return to school until his/her parent comes for a conference with the principal and teacher.
4. 3 referrals to Recovery Room will require a parent conference or the student will be suspended out of school one day.
5. Conference with the student. Student is suspended and a parent conference is held. Suspensions may be up to 10 days.

The staff will follow these basic enforcement procedures in instances of disorderly conduct, disruptive conduct and/or criminal conduct. When an administrator observes (or is notified of and verifies) an offense, the administrator will confer with the staff involved, apply the appropriate disciplinary action, and, if appropriate, meet with the student. If warranted, the administrator should immediately remove the student from the school environment. The administrator will notify a parent as soon as possible. If appropriate, school officials should contact law enforcement authorities. Staff will follow established due process procedures when applicable. The administrator will keep a complete record of the procedures. The administration may apply sanctions in cases of criminal conduct that may include, but are not limited to, the following.

### Policy JICDA Code of Conduct

Issued 5/16

Purpose: To establish the basic structure for a code of conduct and discipline for students.

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. This requirement refers to their actions toward other students and teachers, their language, their dress, and their manners. The board believes self-discipline is an interpersonal goal of public education.

Students have a responsibility to know and respect the policies, rules, and regulations of the school and district. Violations of such policies, rules, and regulations will result in disciplinary actions.

The district's code of conduct and discipline is established to achieve and maintain order in the schools. In administrative rule [JICDA-R](#), the administration offers a list of offenses along with the required or recommended dispositions for the information of students, parents/legal guardians, and school personnel.

Disciplinary actions will include appropriate hearings and review. The removal of a student from the learning environment will occur only for just cause and in accordance with due process of law. The board authorizes its school authorities to employ probation and suspension and to recommend expulsion, if necessary, to enforce this policy (see policies [JKD](#) and [JKE](#)). The administration will consider extenuating circumstances when taking disciplinary action.

The administrative rule is effective during the following times and in the following places:

- on the school grounds during and immediately before or immediately after school hours
- on the school grounds at any other time when the school is being used by a school group
- off the school grounds at a school activity, function, or event
- en route to and from school on a school bus or other school vehicle or at an official school bus stop
- at any time or place that has a direct and immediate effect on maintaining order and discipline in the Rock Hill School District

Adopted 10/23/89; Revised 5/28/90, 06/28/04, 6/25/07, 2/27/12, 5/23/16

Legal references:

S.C. Code, 1976, as amended:

[Section 59-19-90\(3\)](#) - General powers and duties of school trustees - regulation of student conduct.

[Sections 59-63-210](#) through [280](#) - Grounds for which trustees may expel, suspend or transfer pupils.

[Section 59-67-240](#) - Other duties of bus driver; discipline of students for misconduct.

State Board of Education Regulations:

[R43-243](#) - Special education discipline guidelines.

[R43-279](#) - Minimum standards of student conduct and disciplinary enforcement procedures to be implemented by local school districts.

## **AR JICDA-R Code of Conduct**

Issued 5/16

### **Level I - Disorderly Conduct**

Disorderly conduct includes any activity in which a student engages that tends to impede orderly classroom procedures or instructional activities, orderly operation of the school or the frequency or seriousness of which disturb the classroom or school.

Acts of disorderly conduct may include, but are not limited to, the following:

- classroom tardiness
- cheating on examinations or classroom assignments
- lying
- acting in a manner so as to interfere with the instructional process
- abusive or profane language between or among students
- failure to complete assignments or carry out directions
- use of forged notes or excuses
- cutting class



- leaving school without permission
- school tardiness
- truancy
- excessive unexcused absences
- cell phone violation
- dress code violation
- failure to display ID when one is required
- internet violations
- unauthorized or inappropriate use of electronic devices
- unauthorized distribution or presentation of a publication or material

The staff will follow these basic enforcement procedures in instances of disorderly conduct:

- When the staff member observes (or is notified about and verifies) an offense, the staff member will take immediate action to correct the misconduct. The staff member will use an appropriate sanction and maintain a record of the misconduct and the sanction.
- If a particular misconduct is not immediately correctable, the staff member should refer the problem to the appropriate administrator for action specified under this administrative rule.
- The administrator should meet with the reporting staff member, and, if necessary, the student and the parent/legal guardian, and should apply the appropriate disciplinary action.
- The administrator will maintain a complete record of the procedures.
- The staff may apply sanctions in cases of disorderly conduct that may include, but are not limited to, the following:
  - verbal reprimand
  - withdrawal of privileges
  - detention
  - in-school suspension/recovery room
  - out-of-school suspension
  - confiscate item
  - academic penalty (cheating)

## **Level II - Disruptive Conduct**

Disruptive conduct includes those activities in which students engage that are directed against persons or property and the consequences of which tend to endanger the health or safety of themselves or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings.

The administration may reclassify disorderly conduct (Level I) as disruptive conduct (Level II) if the student frequently engages in (Level I) disorderly conduct offenses.

Acts of disruptive conduct may include, but are not limited to, the following:

- use of an intoxicant
- use or possession of tobacco products or materials
- fighting
- inciting others to violence or provoking a fight
- vandalism (minor)
- stealing
- threats against others
- harassment, intimidation, hazing, or bullying
- trespassing
- profane or abusive language to staff
- refusal to obey school personnel or agents (such as volunteer aides or chaperones) whose responsibilities include supervision of students
- possession or use of unauthorized substances

- possession or use of a controlled substance or paraphernalia associated with the use of controlled substances, as defined by law or local school board policy
- illegally occupying or blocking school property in any way with the intent to deprive others of its use
- noncompliance of administrative direction during a school emergency
- unlawful assembly
- failure to cooperate fully with school officials in the investigation of a Level II offense
- disrupting lawful assembly
- bus misconduct
- horseplay, hitting, tripping, or pushing that could cause injuries or damage to property
- gambling

The staff will follow these basic enforcement procedures in instances of disruptive conduct:

- When the administrator observes (or is notified and verifies) an offense, he/she will investigate the circumstances of the misconduct and confer with staff on the extent of the consequences.
- The administrator will notify the parent/legal guardian of the student's misconduct and related proceedings. The administrator will meet with the student and, if necessary, the parent/legal guardian, confer with them about the student's misconduct, and apply the appropriate disciplinary action.
- The administrator will keep a complete record of the procedures.
- If appropriate, school officials should notify law enforcement authorities.
- The administration may apply sanctions in cases of disruptive conduct which may include, but are not limited to the following:
  - temporary removal from class
  - temporary or permanent removal from bus
  - alternative education program
  - in-school suspension
  - out-of-school suspension
  - transfer
  - referral to outside agency
  - expulsion
  - restitution of property and damages, where appropriate, should be sought by local school authorities

### **Level III - Criminal Conduct**

Criminal conduct includes those activities in which students engage that result in violence to themselves or to another's person or property or which pose a direct and serious threat to the safety of themselves or others in the school. These activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of law enforcement authorities, and/or action by the board.

Acts of criminal conduct may include, but are not limited to, the following:

- assault and battery
- extortion
- bomb threat
- false fire alarms
- possession/use of fireworks or explosive devices
- failure to report knowledge of weapons or explosive devices to school authorities
- possession, use, or transfer of dangerous weapons
- possession or transfer of look-a-like weapons
- sexual offenses
- vandalism (major)

- theft, possession, or sale of stolen property
- arson
- furnishing or selling unauthorized substances, as defined by board policy
- furnishing, selling, or possession of controlled substances (drugs, narcotics, or poisons)
- distribution, sale, purchase, manufacture, or unlawful possession of a controlled substance while in or within a radius of one-half mile of school grounds
- threatening to take the life of or inflict bodily harm upon a teacher, principal, or members of their immediate family

The staff will follow these basic enforcement procedures in instances of criminal conduct:

- The administrator will contact law enforcement.
- When an administrator observes (or is notified of and verifies) an offense, the administrator will confer with the staff involved, apply the appropriate disciplinary action, and, if appropriate, meet with the student.
- If warranted, the administrator should immediately remove the student from the school environment. The administrator will notify a parent/legal guardian as soon as possible.
- Staff will follow established due process procedures when applicable.
- The administrator will keep a complete record of the procedures.
- The administration may apply sanctions in cases of criminal conduct that may include, but are not limited to, the following:
  - out-of-school suspension
  - assignment to alternative schools
  - expulsion
  - restitution of property and damages, where appropriate, should be sought by local school authorities

### **Extenuating, Mitigating, or Aggravating Circumstances**

The board may give the appropriate administrator the authority to consider extenuating, mitigating, or aggravating circumstances that may exist in a particular case of misconduct. The administrator should consider such circumstances in determining the most appropriate sanction.

### **Student Conduct Away From School Grounds or School Activities**

Administrators are to take appropriate action when student misconduct away from school grounds or school activities has a detrimental effect on the educational environment, safety, or general welfare of students or staff of the district. Student misconduct includes any action performed in person, in writing, or electronically. The administrator should take into consideration the protection of students and staff from the effects of violence, drugs, and/or disruptions. At a minimum, administrators or their designees should meet with the student upon his/her arrival at school, give the student notice of the concerns, and allow the student an opportunity to present his/her side of the story. The administration may either permit the student to attend classes as usual or may take appropriate disciplinary action including, but not limited to, in-school suspension or out-of-school suspension in order to conduct an investigation into the matter. The parents/legal guardians of students will be notified of any action taken by the administration and offered the opportunity for a conference with the administration.

In the event the student is incarcerated based on his/her out-of-school conduct, the principal or his/her designee will notify the student that he/she is to meet with the administration prior to returning to school. At the conclusion of the inquiries to obtain more information on the matter, the administrator or his/her designee should take appropriate action which may include, but is not limited to, one or more of the following:

- returning the student to his/her normal class schedule and removing all evidence of suspension
- placing the student on probation and allowing the student to resume his/her normal class schedule

- placing the student on probation, allowing the student to continue classwork, but restricting the student's participation in extracurricular activities and/or designated school activities; for example, clubs, study halls, pep rallies, student government activities, and so forth
- suspending the student
- recommending expulsion of the student from regular school and placement in the district's alternative school
- recommending expulsion but allowing access to virtual school programs through the district's alternative school (these students are only allowed on alternative school campus for coursework and exams that require a proctor in a virtual school accessed through our district's alternative school); students not able to successfully enroll will be expelled for the remainder of the school year
- recommending expulsion of the student for the remainder of the year

## **Discipline of Students with Disabilities**

### Disciplinary process

Students with disabilities as identified under the Individuals with Disabilities Education Act (IDEA) are not exempt from school disciplinary processes, nor are they entitled to remain in a particular educational program when their conduct substantially impairs the education of other children in the program. However, federal and state laws and regulations require the public schools to meet the individual educational needs of a student with a disability to the extent that current educational expertise permits.

### Program prescriptions

A staffing committee for students with disabilities as identified under the IDEA may prescribe or prohibit specified disciplinary measures for an individual student by including appropriate provisions in the student's Individualized Education Plan (IEP). The committee must take into consideration the student's disabling condition when deciding whether or not staff may use a particular form of discipline. Administrative authorities should observe any such provisions contained in a student with disabilities' individual education plan, except that a staffing committee may not prohibit the initiation of proceedings for suspension or expulsion that are conducted in accordance with regulation.

### Suspensions

The administration may suspend a student with disabilities unless a suspension is prohibited by the student's individual education plan. At the end of the suspension, the school should return the student to the same educational placement, if appropriate. The school may suspend students for up to 10 days during the regular school year for a disciplinary infraction.

However, students who bring weapons to school or a school function, knowingly possess or use illegal drugs or solicit the sale of controlled substances while at school or a school function, or inflict substantial physical injury to another individual in the school environment may be removed for up to 45 days at a time. If the principal and IEP team believe that a child with a disability is substantially likely to injure self or others in the child's regular placement, he/she may petition an impartial due process hearing officer or get a court injunction to order that the child be removed to an interim alternative educational setting for a period up to 45 days.

### Expulsions

Expulsion of a student with disabilities is equivalent to a change in educational placement and therefore requires special procedures. Before a student with disabilities may be expelled, an IEP team must determine whether or not there is a connection or causal relationship between the disabling condition and the misconduct. If it is determined that there is a causal relationship between the student's misconduct and the student's disability, the student would continue to receive services in the regular school setting. If the behavior is not related to the disability then the student is subject to regular discipline. However, provisions must be made to allow the student to continue to progress in the regular curriculum and meet the goals of the IEP.

The district will continue to provide a free and appropriate education as set forth in a student's IEP to expelled students with disabilities.

Nothing contained in this administrative rule will be construed as limiting an administrator's ability to remove a student with disabilities from school immediately under emergency conditions.

Issued 5/28/90; Revised 8/26/91, 5/29/07, 4/15/11, 2/27/12, 5/23/16

## **AR JIH-R Student Interrogations, Searches and Arrests**

Issued 8/16

In order to recognize and protect student rights and expectations to privacy, safety, and an educational environment conducive to learning, as well as to enhance security in schools and prevent students from violating board policies, school rules, and federal and state laws, district officials, including principals and their designees, are authorized to conduct reasonable searches according to the procedures outlined herein and in board policy JIH.

If a search yields evidence that a board policy, school rule, or federal or state law has been violated, appropriate disciplinary action will be taken, and in cases where the evidence suggests conduct which must be reported to law enforcement under S.C. Code Ann. §59-24-60, the appropriate law enforcement authorities will be immediately notified.

The Checklist for Student Search [JIH-E(2)] may be used as a checklist for administrators who are considering conducting a search of a student or the student's effects, locker, desk, or motor vehicle.

For all searches of a person, a vehicle, locker, or property, there must be an adult witness with the administrator.

### **Searches of a Person or a Person's Belongings or Effects**

Procedures for searching a person or a person's belongings must be reasonable. A reasonable search is one which is both based on a reasonable suspicion and is reasonably related in scope. For reasonable suspicion to exist, school officials conducting a search must be able to articulate why, based on all the circumstances, they objectively and reasonably suspect the search of the person or personal property is likely to yield evidence of a violation of law or district or school rules. In formulating a reasonable suspicion, a school official may rely on information he/she considers reliable, including reports from students, as well as the official's own observations, knowledge, and experience; however, a mere hunch or guess that a search will uncover evidence of a violation of law or district or school rules is insufficient to justify a search.

Additionally, the search must be reasonable in its method and scope. A search must be carried out in such a manner that it targets the object of the search or the suspected evidence of a violation of law or district or school rules. The proper scope of the search is a case by case determination and is generally limited to the places in which it is reasonably suspected that the object of the search may be found. A search may be as extensive as is reasonably required to locate the object(s) of the search and may extend to all areas, containers, and personal effects in which the object of the search may be found. In addition, when determining the reasonableness of the scope and manner of a search, the school officials must take into account the age, sex, and other special circumstances concerning the object of the search and the person involved, as well as the nature of the suspected infraction. Should the school official determine that a pat-down search is necessary, the school official, who must be the same sex as the person searched, will escort the person to a private area to conduct the pat-down search. A witness must be present during all such searches. If a student

refuses to comply, the student's parent/legal guardian and/or the police will be contacted. Under no circumstances, however, is a strip search by a school official permitted.

### **Searches of Lockers, Desks, and Other School Property**

The district provides lockers, desks, and other school property or storage spaces to students for their use. Because the district retains ownership of this property, school officials may conduct searches of such property, including random and unannounced searches, with or without reasonable suspicion, when such search is determined by school officials to be otherwise reasonable in light of the needs of the school. However, objects belonging to students contained in such school property will not be opened or searched except as provided in the section above. Students will be notified expressly in writing in the student handbook that such school property may be searched at any time. In conducting searches of school property, student property will be respected and not damaged.

### **Use of Trained Dogs**

The exposure of student containers, packages, lockers, vehicles, desks, book bags, satchels, and other similar personal belongings to a reliable and trained "dog sniff," when not in a student's possession, in most circumstances is neither a search nor a seizure. This is so because a dog sniff of the above items only does not expose non-contraband items into view and discloses only the presence or absence of contraband. Sniffing of an individual by trained dogs, however, may constitute a search, and their use on school property may be disruptive and threatening to students and school personnel.

Accordingly, school officials will only utilize trained dogs on district property under the following circumstances:

- Only trained and proven reliable dogs may be utilized on school grounds.
- Dogs will be under the control, direction, and supervision of a trained dog handler and will be on a leash or subject to appropriate restraint at all times.
- Dogs will only be utilized when determined to be reasonable under all the circumstances by the school principal or his/her designee.
- Dogs will not sniff an individual unless determined to be reasonable in all respects under the section above; however, actual physical contact between dogs and individuals should be avoided.

In all circumstances, school officials will make reasonable efforts to minimize the exposure of students to dogs. Should a dog alert its handler to the presence of any contraband, school officials may conduct a search in accordance with the procedures set forth in the section above.

A Canine Search Document [JIH-E(1)] must be completed and sent to the office of student services within 48 hours of the search being completed.

Issued 10/26/09; Revised 8/22/16

## **DISMISSAL**

The school day ends at 2:25 P.M. Car riders will be dismissed from the cafeteria in the afternoons. **Parents will be required to have the student identification card clearly displayed in the front windshield.** This will help assist in keeping the flow of traffic at a consistent pace. Parents will need to come to the main

office to have a new student identification card made in the event that the original is lost. “Homemade” identification cards will not be accepted. Please understand that this is to ensure the safety of the children. **If your child or children have not been picked up by 2:50 P.M, you will need to come to the office, sign them out, and indicate the time the child was picked up.**

**No student will be allowed to go home a different way unless permission is requested by a parent or guardian in writing.** Students who ride a school bus may ride only the bus they are assigned to daily. No student will be permitted to leave the campus unless a parent or guardian comes to the office to sign the student out. Please settle all of these matters before the child leaves home. The school will only accept handwritten notes for any non-emergency changes to dismissal. The District understands that emergencies take place. Therefore, these extreme situations that require a transportation change, the parent/legal guardian will need to call the school. The school must be able to verify the parent/legal guardian’s information before accepting a change to transportation for emergencies. When the school is not able to verify emergency changes to transportation the school will keep the student until the parent/legal guardian, or an authorized person on the student’s information card can pick the student up. The decision to allow the emergency transportation change is at the sole discretion of the school.

Students walking home will be escorted off the physical grounds of the school by a staff member. However, the rules of the school legally apply until your child arrives home. So any infractions that may occur walking home are still punishable by the same consequences as if it happened at school. Parents meeting walking students will need to have their student identification card in order to pick up the student. **Families are not permitted to park down the street or pick up a walking student at any time. If you wish to pick your child up in a car you will need to come through the car rider line.**

**Because of the hectic nature of dismissal it is now a district policy that students will not be dismissed through the main office after 1:55pm.** There will be no early dismissal from the office unless there is a medical appointment or family emergency. Should you need to come in the building at or near dismissal time please park in a parking space and not along curb.

We value every minute of instructional time. **Please do not call the office and request that we have your child waiting on you in the office when you arrive to pick them up.** We ask that you plan ahead to get to scheduled appointments with as little loss of instructional time. Students should be picked up on time when participating in after school programs/activities.

## **CUSTODY-IMPORTANT NOTE**

If your spouse and you are separated/divorced and you have legal/ primary residential custody of your child(ren), we need to have a copy of your custody papers on file. **If at any time you feel that a problem may occur, we need to have knowledge of this in the school office.** This is the only way we can be of any help in preventing additional problems from happening at school. **Please understand that without the proper court documents the school is not in the position to, nor should it be in the position to, determine which parent does or does not have the right to gain access to the child.**

## **DRESS CODE**

Those students whose personal appearance is disruptive to the educational process and orderly operation of the school may be barred from attendance. All clothing including appropriate shoes will be worn in the manner intended by the manufacturer with appropriate undergarments and void of any suggestive writing, pictures and/or patches. **Appropriate and comfortable shoes should be worn every day because of physical activity time;** for example, flip-flops, open toed, and shoes with high heels are not appropriate for

school activities. Covers should be on the wheel shoes while in school. Trousers must be worn at waist level. Underwear may not be visible above the waistband of the trousers. Belts must be worn if needed. Children may not wear shirts or other garments with messages that might, in the teacher's judgment, embarrass or offend others. Should this happen, your child will be asked to reverse the shirt or to call you for a change. Shorts should be at an appropriate length. Shorts not shorter than fingertip length may be worn by students. Head coverings, including kerchiefs, scarves, and bandanas, may not be worn inside the building. Shirts and blouses must cover the shoulders. **Halter-tops, spaghetti straps, tank top, or shirts with excessively large armholes are not permitted.** Students should not wear jewelry that is distracting or valuable. Any clothing or hairstyle that tends to be so attention getting as to disrupt the educational process is prohibited. Students who fail to comply with the standards may be warned, sent home to change, provided an alternate article of clothing if available, or disciplined as determined appropriate by the principal.

## EMERGENCY DRILLS

Our school has developed an emergency plan for crisis which might occur. This emergency plan is devoted to the welfare and safety of your child during school hours. We have a crisis management team that reviews, updates, and trains the staff to care for your child at school. The school is one of the safest places students may be located during most crises or natural disasters.

The purpose of fire, tornado and earthquake drills is to teach students the proper procedures for advancing to areas of safety as quickly as possible. Fire drills are held on a monthly basis; tornado, lockdown, and bus safety drills are held periodically. Evacuation routes are posted in each room. During these drills, students should follow the directions of staff members.

You will be notified of crisis situations through our school district's communication system. For this reason, do not telephone the school during such an emergency. Telephone lines may be needed for emergency communication. Through District notification system, you will be given information about the event as well as directions as to when and where you may pick up your child if necessary. **Therefore, it is critical that you provide the school with correct home telephone numbers, work numbers, cell phone numbers, etc.** Providing as many telephone numbers as possible increases the chances of our being able to contact you in the event of an emergency.

## EMERGENCY SCHOOL EVACUATION

While all of us certainly hope the need for an emergency evacuation never arises, it is important that parents be aware of what action will be taken at Belleview Elementary in the event of an emergency such as an accident at the Catawba Nuclear Station. Rock Hill Schools has had an emergency preparedness plan in place for many years. A part of that plan addresses how the need for a massive evacuation of its schools will be handled. In the event of such evacuation, buses will be sent to Belleview Elementary to take the students, faculty, and staff to Lesslie Elementary School. Students not picked up within four hours will be taken to Lancaster High School for shelter.

### EMERGENCY TELEPHONE NUMBERS

ALL EMERGENCIES	911
PIEDMONT MEDICAL CENTER	329-1234
POISON CONTROL CENTER	1-800-922-1117
BELLEVIEW ELEMENTARY	981-1181
TRANSPORTATION	980-2022

## CHECKREDI



Our district uses the Checkredi System when checks are returned. When this occurs, your account will be debited electronically for the face amount and fees allowed. (For example, a returned check fee is \$30.) Please include the following on your check: Drivers License number, full name, street address and phone numbers. Please write your child's name on the bottom left side of the check.

## FIELD STUDIES

Field studies are planned by the teacher for specific instructional goals. Students must have permission from parents to participate in field studies. Behavior standards are the same as those expected at school. Students who misbehave in class may lose the privilege of going on field trips. Field studies are designed to enhance grade level standards and give students a more hands on approach and real life experiences.

## FOOD SERVICE PROGRAM

Breakfast and lunch are provided daily by our cafeteria staff. This year, all Belleview students receive free breakfast and lunch. Eliminates IOU notices to parents

## SNACKS

Students may bring only water to drink while in class. Brain research has shown that water helps keep the mind alert. Please send healthy snacks such as crackers, pretzels, bananas, apples, carrots, celery, raisins, grapes for your child. **If you are providing snacks for your child's class only those that meet the criteria set by The Alliance for a Healthier Generation ([www.healthiergeneration.org](http://www.healthiergeneration.org)) can be sent in and absolutely no homemade foods will be allowed. If you have questions about a class snack being approved contact your child's teacher.** Students are not allowed to have carbonated drinks at school. The parent is to ask the teacher about allergies in the classroom before items are brought.

## GUIDANCE

A full-time school counselor, Ms. Bennett, focuses on developmental guidance within the classroom on a regular basis, provides consultative services for students, parents, and staff, coordinates efforts between school and community, and counsels individuals or small groups. The counselor works with the Recovery Room assistant and students that have been referred to the Recovery Room. Appointments can be made with the guidance counselor by calling 981-1188.

## MEDIA CENTER

The Media Center is open daily for informal visits by students. Mrs. Heyward will meet with each grade level during their special area time. Additional time to visit the Media Center can be scheduled by classroom teachers. Students may have out two books at a time, but may return frequently to obtain more. We hope your student will visit several times a week. Books not returned by the end of the year must be paid for.

## GIFTED AND TALENTED PROGRAM

Qualifying for gifted talented status can be determined by:

Dimension A – REASONING – Students must score 90th national age percentile on a nationally normed aptitude test. Students may be eligible for placement on the basis of aptitude scores alone if they score 96th national age percentile on the composite score of a nationally normed aptitude test.

Dimension B – ACHIEVEMENT – Students must score 94th national percentile on approved subtests (reading comprehension and/or math concepts and problem solving) on a nationally normed achievement test, or advanced status score on English/language arts and/or math on the SC statewide assessment instrument (SC PACT).

Dimension C – ACHIEVEMENT PERFORMANCE - A student must achieve a performance standard of 4 (on a 5 point scale) on verbal or non-verbal performance tasks. Parents of student who have shown high performance or potential for high performance in academic areas may refer their children for evaluation by completing a referral form available from the office at Belleview School.

## **GRADING SYSTEM**

Grades are assigned on the following basis:

### **Grades K-2**

Students will receive a standards based report card.

1=Beginning

2=Developing

3=Meeting Expectations

4=Exceeding Expectations

### **Grades 3-5**

This year South Carolina is using a 10 point grading scale.

**A-100-90**

**B - 89-80**

**C - 79-70**

**D - 69-60**

**F - 59-51**

## **HOMEWORK**

Homework is an essential part of the learning process in that it provides students with an opportunity to practice and reinforce those skills that have been taught in class. On A/B students' remote learning days, they will have work to complete. This work is to be turned in on their next school day. The work (paper pencil or in Canvas) will go towards the students' attendance on their remote learning days. It will also give parents an opportunity to become actively involved in their child's learning and to be aware of the skills being taught.

## **MAP TESTING (MEASURES OF ACADEMIC PROGRESS)**

Two times each year students in all grades take the MAP test in Language Arts, Reading, and Math. This enables us to compare our children to both a national standard as well as to measure their growth during the

year. This test also predicts with some accuracy a student's performance on state testing. A report for your student will be sent after each testing.

## **ILLNESS, ACCIDENTS, EMERGENCIES AND MEDICAL CONDITIONS**

If a student becomes ill during class, he/she should inform the teacher. A child will be considered too ill to remain at school if he/she has a temperature or is vomiting. If you wish to be contacted in the event of other symptoms, please let us know. As a general rule of thumb, students should be fever free for 24 hours before returning to school.

Every effort is made to prevent accidents. If an accident occurs, the procedure will be as follows: Authorized school personnel will administer first aid. If the accident or illness is considered serious, or if the child is uncomfortable, a parent will be called. If we are unable to reach a parent, the school will follow parents' directions on the enrollment card and consent forms to secure an individual to pick up the child, or to secure emergency medical treatment if needed.

Please make certain we are aware of medical and allergic conditions. **Make sure a contact person can be reached at all times.** When children have been sick the previous night, please check them carefully before sending them to school.

## **MEDICINE AT SCHOOL**

All medication must be properly labeled and in its original container and brought to the nurse's office immediately upon the student's arrival at school by the parent or guardian, unless the student keeps the medication in his/her possession pursuant to an IHP. Any medication found in a student's possession during the school day (other than a student who has permission to possess the medication pursuant to an IHP) will be confiscated by school personnel and the school principal will take necessary action in accordance with board policy.

### **PRESCRIPTION MEDICATION**

A written order from a physician is required for ANY PRESCRIPTION MEDICATION that is to be administered at school. Prescription medication forms are on the school and district website. Please understand that prescription medication cannot be given at school without a doctor's order.

### **OVER-THE-COUNTER MEDICATION**

In order for a student to be given over the counter/non-prescription medications at school, the student's parent/guardian must complete the district Permission for Non-Prescription Medication form. All over the counter medications are required to be administered by the school nurse. Dosage may not exceed package directions, unless specified by a doctor's order. In cases of frequent request for administering over the counter medications, the school may request authorization from the student's health care provider. The school will not supply any over the counter medication such as Motrin, Tylenol, or antacids. Non-prescription medication forms are on the school and district website.

The parent/legal guardian of the student must assume responsibility for informing the RN of any change in the student's health or change in medication. Please call the school nurse if you have any questions regarding the medication policy.

## **LOST AND FOUND**

Many items are carelessly left in the building or on the playground. All unclaimed articles are placed in the lost/found area in the cafeteria. These things may be reclaimed upon proper identification. Please properly label any of your child's possessions that might be misplaced at school. These items may include lunch boxes, coats and sweaters. All unclaimed items are given to charity in December and in June.

## **PARENT/TEACHER CONFERENCES**

Communication is an essential part of the educational program. Only when a child feels there is understanding, appreciation and active cooperation between home and school can he/she do his/her best in school. Through conferences, parents and teachers gain a better insight into the needs, interests, potential and growth, as well as any particular difficulties a student may have.

Teachers, parents or the principal may call for a conference when desired or necessary. Parents may call the school office (981-1181) to set up an appointment.

All teachers have voice mail. Voicemail numbers can be obtained by calling the office or on our website <http://bv.rock-hill.k12.sc.us/>. Staff members will return calls after 2:30 P.M.

## **PARENT COMMUNICATION**

Look for the red Communication Day folder on during the week when all notices, work samples, announcements, etc. are sent home with your child. Class Dojo will also be used a communication tool. Call the school (981-1181) to talk with your child's teachers, the counselor, or the principal whenever you have questions. While they may not be available immediately, they will return your call. Teachers' email addresses and voicemail numbers are available on our website.

Please be sure to visit our website <https://www.rock-hill.k12.sc.us/Bellevue> and Facebook page <https://www.facebook.com/BellevueElementarySchool/> to stay up to date with the latest school information.

Computers are networked and access the Internet. Students can and should use the Internet as a research tool within clearly understood guidelines. Students and parents must sign a *Student Assurance/Permission form* to allow students to use the Internet at school. Parents must sign a *Parental/Guardian Consent for Student Photographs and Work Samples* in order for a student's work to be posted on the school web site. These forms are included in your child's first day packet.

## **PARENT TEACHER ORGANIZATION**

Bellevue's PTO provides an excellent opportunity for establishing better communications between parents/teachers and to help in understanding the activities, opportunities, and programs for learning. This is one of the best ways for parents to learn about school life. We invite you to join our PTO.

## **PARENT/FAMILY VISITS**

Due to the COVID-19 pandemic, parents and visitors are not permitted to visit the classrooms and have lunch with their children this year (at this time).

## PARENTS-COMMUNITY VOLUNTEERS

Parents, guardians, grandparents, and community friends are encouraged to be volunteers at our school. But during the pandemic, volunteers are not permitted to go past the office. There will be ways later in the year to get interested volunteers involved. Interested persons will need to contact the school office (981-1181) to offer their services. All volunteers must complete a volunteer screening application and be approved. Applications can be found on the district's web site under quick links.

## PARENTSMART

ParentSmart is the Rock Hill School Districts #3 Parent Education and Family Literacy partnership, where Parents are at the Heart of Education. We support parents in their role as the child's first and most important teacher. ParentSmart is provided at no cost to families in the school district who have children age birth to five, including expectant parents. ParentSmart offers comprehensive family literacy programming which includes Parent Education, Adult Education, Early Care and Education and Parent and Child activities. Home visits are offered at the families' convenience using the Parent as Teachers curriculum. A Family Resource Center with a free medical clinic and lending library is also available. Services are provided in both English and Spanish. For more information please call ParentSmart at 981-1557 or 981-1911 for non-English speaking clients.

## ADDITIONAL SERVICES

Our school psychologist, Mrs. Levans, is available part-time at Belleview School. Our school nurse, Ms. Brenda Martin, is at Belleview full time. She may be contacted through the school office, 981-1195.

Resource teachers, Ms. Catoe and Mr. Fleming provide additional instruction to those eligible to receive services as Learning Disabled students.

One Reading Recovery Teacher provides daily instruction to students who are at-risk for having difficulties in learning to read.

## PARTIES

The only approved party that the students will participate in takes place on or near Valentine's Day.

Birthday parties are not permitted. **No homemade foods can be sent and it needs to be a healthy snack.**

In order to be sure that the items you wish to send will be allowed please make arrangements with your child's teacher prior to making a purchase. This will also need to be pre-approved by the classroom teacher.

**No presents, flowers, or balloons will be allowed to be given to the student while at school.**

## PROHIBITED ITEMS

Students are not to bring radios, tape players, CD players, electronic games, water guns, fidget spinners or other objects that result in disruption to school. Students should not bring large sums of money or other valuables to school. In the case of all of the above items, neither the school nor the district will assume liability if these are lost, stolen, or broken. If any student brings a knife, fireworks, matches or other dangerous items to school, he/she may be suspended or expelled from school. Clothes, buttons or magazines

with obscene, suggestive or inappropriate messages are never to be brought to school; neither are items promoting alcohol.

## RECOVERY ROOM

This plan is based on our desire to provide a safe and optimum environment for learning. Students who choose to disrupt the learning environment may be sent to the **Recovery Room (RR)** for a period of time determined by the principal. While in RR, students will be provided with the appropriate instruction in behavior management. Students will learn skills allowing them to better control their behavior while still being held accountable for their actions. Parents will be notified in writing and/or by telephone if a child is sent to the RR.

The school standard at Belleview Elementary is that students are responsible for their actions at all times. It is our responsibility as educators, as it is your responsibility as parents, to teach and expect students to practice responsible actions. Please feel free to contact the school with any questions or concerns regarding our Recovery Room.

## SCHOOL CLOSING AND DELAYED OPENING DUE TO WEATHER

Please tune to one of the following radio stations for information about school closings due to bad weather. **PLEASE DO NOT CALL THE SCHOOL.** The radio and TV stations will have the announcements before we are notified at school. The district website will also contain information on school delays and cancellations. The district will also send out automated telephone calls to inform you of any closings, cancellations, or delays. Download the Rock Hill Schools App - visit the app store or Google Play and search "Rock Hill Schools".

<b>RADIO</b>	<b>TELEVISION</b>
WRHI-1340	WBTV (3)
WAGL	WSOC (9)
WSOC-FM 103	WCNC (6)
WBZK-K99	

When school operates on a delayed schedule, **do not bring your child to school at the regular time.** Please make plans when such a situation arises because the school cannot accept responsibility for students who arrive early. Breakfast will not be served on these days. Please be sure the emergency contact information on your child's enrollment card is up to date at all times.

## SCHOOL IMPROVEMENT COUNCIL

The School Improvement Council of Belleview Elementary School is composed of elected parents, teachers and community members that strive to improve the educational programs and school climate of our school. You are encouraged to get involved as a member. Please contact the school for more details and/or to let them know you would like to be a member. Elections are held during the spring of the year to elect the next year's council. The SIC and PTO have cosponsored activities to provide additional support to the school programs.

## SCHOOL SUPPLIES

There is a BVES supply list on our website and Facebook page. We ask that you provide those materials for your student on the first day of school. The supply list is located on the school and district website as well as

stores throughout the community. Please be sure that your child comes to school every day prepared with these supplies.

## STUDENT INFORMATION

During the first week of school, your child's teacher will be sending home an information form for you to complete. This information is kept in the school office in case you need to be contacted. **Please make sure all telephone numbers and addresses are accurate and clearly written.** Remember to put the name and telephone number of a person who can be contacted in case you cannot be reached. **Please notify the school if you change addresses or telephone numbers during the year. It is very important that our records are kept up to date. Be sure each person listed for emergency contacts are people that are authorized to pick up your child.**

### Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- (1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520

### **Directory Information**

The following information is releasable upon request at the discretion of the principal of each school; the student's name, address, telephone number, date and place of birth, photo, subjects study, participation in officially recognized activities and sports, weight and height of members of athletics teams, dates of attendance (on both an annual and daily basis), diplomas and awards received, and the most recent/previous educational agency or institution attended by the student. Any parent or guardian of a student attending Rock Hill Schools who would prefer that any of the information designated above not be released without the parent's or guardians prior consent should notify in writing the Office of the Superintendent, Rock Hill Schools P.O. Drawer 10072, Rock Hill SC 29731 by the Tuesday following Labor Day. If such notice is given, the school attended by the student will be notified.

## **STUDENT INTERROGATIONS AND SEARCHES**

While students do not lose their constitutional rights upon entering school premises, a search may be conducted when administrators have a belief, reasonable under the circumstances, that a student committed a crime or a violation of a school rule and that such a search will reveal contraband or evidence of a violation or a school rule or a criminal law. Furthermore, any search must be reasonable in scope given the age and sex of the student and the nature of the alleged infraction. Students are provided lockers, cubbies, and/or desks to use during the school year. However, the schools retain ownership of both, and school officials may conduct unannounced searches at any time to maintain health and safety standards. (Board Policy JCDR) School officials may search school property, lockers, vehicles, personal belongings, etc. with or without probable cause. Random searches may occur with or without reasonable suspicion. (State Statute 59-63-1120)

## **SUPERVISION OF STUDENTS**

Supervision will be provided in designated areas for reasonable lengths of time before and after regular school time for classes. Supervision will be provided for students who ride a bus upon their arrival and until such time as the bus departs after classes are dismissed. Supervision of children begins at 7:05AM each morning when they can enter the school and continues until 2:45PM in the afternoon.

Students who are repeatedly on school premises without special permission will be subject to disciplinary action.

## **SUSPENSIONS**

Students who are sent to the office for serious infractions such as fighting, stealing, etc., will be served by our Recovery Room program and may be suspended from school for a period of ten days or less depending on the severity of the situation. Students that are referred to the office multiple time for lesser infractions could also receive a suspension. Parents will be required to have a conference with the principal to discuss the problem.



## **Policy JICFAA Harassment, Intimidation or Bullying**

Issued 1/16

**Purpose:** To establish the basic structure for maintaining a safe, positive environment for students and staff that is free from harassment, intimidation, or bullying.

The board prohibits acts of harassment, intimidation, or bullying of a student by students, staff, and third parties that interfere with or disrupt a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

For purposes of this policy, harassment, intimidation, or bullying is defined as a gesture, electronic communication, or a written, verbal, physical, or sexual act reasonably perceived to have the effect of either of the following:

- harming a student physically or emotionally or damaging a student's property or placing a student in reasonable fear of personal harm or property damage
- insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school
- demonstrates motivation by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity, and expression or a mental, physical, or sensory disability or by any other distinguishing characteristic

Any student who feels he/she has been subjected to harassment, intimidation, or bullying is encouraged to file a complaint in accordance with procedures established by the superintendent. Complaints will be investigated promptly, thoroughly, and confidentially. All school employees are required to report alleged violations of this policy to the principal or his/her designee. Reports by students or employees may be made anonymously.

The district prohibits retaliation or reprisal in any form against a student or employee who has filed a complaint or report of harassment, intimidation, or bullying. The district also prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. Students and employees have a responsibility to know and respect the policies, rules, and regulations of the school and district. Any student or employee who is found to have engaged in the prohibited actions as outlined in this policy will be subject to disciplinary action, up to and including expulsion in the case of a student or termination in the case of an employee. Individuals may also be referred to law enforcement officials. The district will take all other appropriate steps to correct or rectify the situation.

Students, parents/legal guardians, teachers, and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the Internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student harassment and bullying.

The superintendent or his/her designee will be responsible for ensuring notice of this policy is provided to students, staff, parents/legal guardians, volunteers, and members of the community, including its applicability to all areas of the school environment as outlined in this policy.

The superintendent or his/her designee will also ensure that a process is established for discussing the district policy with students.

Cf. [GBEB](#), JIC, [JICDA](#)

Adopted 1/22/07; Revised 11/28/11, 1/25/16

Legal references:

S. C. Code, 1976, as amended:

[Section 16-3](#)-510 - Organizations and entities revised (hazing unlawful; definitions).

[Section 59-19](#)-90 - General powers and duties of school trustees.

[Section 59-63](#)-110, *et seq.* - Safe School Climate Act.

[Sections 59-63](#)-210 through 270 - Grounds for which trustees may expel, suspend or transfer pupils; petition for readmission; notices and parent conferences; expulsion for remainder of year and hearings; transfer of pupils; corporal punishment; regulation or prohibition of clubs or like activities.

[Section 59-63](#)-275 - Student hazing prohibited.

[Section 59-67](#)-240 - Other duties of bus driver; discipline of students for misconduct.

Federal Cases:

*Kolwalski v. Berkeley County Schools*, 652 F.3d 565 (4th Cir. 2011).

State Board of Education Regulations:

[R43-279](#) - Minimum standards of student conduct and disciplinary enforcement procedures to be implemented by local school districts.

## TELEPHONES

Messages for students may be taken by the office when there is an emergency or when it is essential for a student to receive information. Students are not called to the phone. Since office telephones are constantly in use for school business, students may not use an office telephone to call home unless there is an emergency.

## THREATS TO SCHOOL PERSONNEL

It is unlawful for any person to knowingly and willfully deliver or convey to a public official or to a teacher or principal of an elementary or secondary school any letter or paper, writing, print, document, or electronic communication or any verbal or electronic communication which contains any threat to take the life of or inflict bodily harm upon the public official, teacher, principal or members of their immediate families. Any person violating the provision of this section must, upon conviction, be punished by a term of imprisonment of not more than five years.

## TITLE I

Bellevue Elementary School is a Title I school. We receive funds from the federal government to help our students improve their performance in school. In the past years money has been used to purchase books for classrooms and the literacy closet, math manipulatives, and other supplies. The salaries of our Reading Recovery Teacher(s), Four Year Old Kindergarten teacher and assistant, and Math Coach are paid from Title I funds. The Bellevue Compact that we ask every family to sign is required by Title I. A copy of the Bellevue Parent Involvement Policy is available in the school office. A copy of the Bellevue Compact is also included at the end of this handbook. When you receive test scores, please ask your child's teacher to explain the scores and to give suggestions on how you can support your child's progress. Conferences are welcomed. Continue to let us know your suggestions on how to make Bellevue a better school.

### Title I Local Educational Agency Plan

#### LEA Parent Involvement Policy

1. Rock Hill Schools will involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA by convening a committee of representative parents who meet annually to revise and update the district's policy. Parents are encouraged to be active members of the committee and are solicited through school newsletters and the district's web site. Recommendations and revisions to the LEA Parent Involvement policy are welcome and such actions will be taken where reasonable and feasible. All parents will be given opportunities for feedback by contacting the district and schools.
2. Rock Hill Schools will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance through the district's ParentSmart Program which provides parent educators who conduct home visitations. Home visits are to empower the parents to be their child's first and best teacher by modeling interactions between parent and child, sharing developmentally appropriate materials and information in the home. Workshops are also offered in the Title I schools as well as the Family Resource Center, and parent lending libraries have been established in all Title I Schools.
3. Rock Hill Schools builds schools' and parents' capacity for strong parental involvement by providing two Parent Teacher Specialists responsible for providing on-going workshops and staff developments in the areas of ELA and mathematics, providing translators for Limited English Proficiency Parents student conferences, providing services for parents through the Parent Smart Program, and the availability of resources for parents through Parent lending libraries at schools and Parent Smart.
4. Rock Hill Schools will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: The district is actively involved with First Steps through collaboration with other district Parent Education / Family Literacy programs in York County. First Steps has provided grants for additional parent educators and for materials and supplies to provide direct services to parents and children. All Parent Educators in Rock Hill are certified in the Parents As Teachers program (PAT), birth through 5 years of age. Through a grant provided by the SC State Department of Education and First Steps, the RHS ParentSmart Program has established a Family Literacy Program utilizing the Even Start model to work with the parents for completing their high school education (GED or High School Diploma), ESOL education, computer training and employment assistance. This program is coordinated in conjunction with the district's Adult Education Program. These parents participate in all four components of the Even Start Family Literacy model including Adult Education, Parent Education, Early Childhood Education and Interactive Literacy Activities joining parents and children together for joint learning opportunities in the both the center, as well as in homes.

The district works with Head Start by providing a building for the Rock Hill Chapter and transition day for those leaving Head Start to come to kindergarten in the public schools. The children visit the kindergarten they will be attending and school tours are conducted for parents

and the students. The RHS Parent Smart Program provides transition assistance for ESOL families with preschool children by providing translation services for the application process. Additionally at the beginning of the year, open house meetings are scheduled for students and parents to visit and get acquainted.

The RHS also opens staff development opportunities for Head Start and other private schools and day cares in the Rock Hill and neighboring areas.

5. Rock Hill Schools will conduct, with the involvement of parents, an annual evaluation of the content and the effectiveness of this parental involvement policy in improving the quality of it Title I, Part A schools. This will be done through completion of a survey sent home annually at the end of the school year, and attention will be given to those of LEP by translated versions and making parent educators available to help translate or read to and explain if needed. The district has bilingual Parent Educators for this purpose and are very active with the Title I community in providing such services and securing assistance when needed for families.

This data is sent out by the schools and results are returned to the District Office where data is analyzed. It is shared with parents at open parent meetings at the beginning of the school year, and parental feedback and/or suggestions for revisions are always solicited and are vital for the operation of the district's Title I program.

6. Rock Hill Schools will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA by notifying parents and the community of the district's and schools' adequate yearly progress (AYP). These notifications will be shared through School wide Planning Team and School Improvement Council meetings, sent via web site postings and published in the newspapers and in the school newsletters and report cards, Schools provide meetings and offer conferences for all grade levels to explain test scores and share data. If the district should have schools in improvement status, this will be published as well by the same means, and a meeting will be held for further explanations and for soliciting input and recommendations from parents for improving. Parents will be notified by school newsletters of each school's status, and messages will be sent to each child's home via the PARENT LINK telephone service. In addition, parents are encouraged to become active participants in their child's education through such efforts to include volunteering in school-wide activities such as Family Literacy and Math Nights or similar morning workshops for those parents unable to attend nighttime events, assisting with Book Fairs, participating in the District mentoring program, attending PTO meetings and events, attending SIC council meetings, attending Title I meetings and events, communicate with their child's teacher on a regular basis via weekly folders, phone calls, e-mails, or conferences to discuss their child's academic progress as needed, and participate in surveys which ask for feedback on how the school can best meet the needs of their child.

## **WEAPONS**

Students are prohibited from carrying weapons or toy weapons on school grounds, to school sponsored events or having weapons in their automobiles while on school property. Carrying weapons on school grounds or to school sponsored events is a criminal offense, as well as a breach of school rules. Students using/having weapons while under the jurisdiction of the school will be subject to criminal charges, as well as expulsion from school. Mace and pepper sprays are considered weapons.

## WITHDRAWAL OF STUDENTS

If you are moving and withdrawing your child from school, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork, etc. Your cooperation is always greatly appreciated.

**Please read and discuss the information in this Family Handbook with your child.**

**Thank you for being a member of the Belleview Elementary School Family. We know this will be an exciting year of learning for all of us!**

**\*\*\*\*\*Information in this handbook is accurate as of press time. Information may change as school/district policies / guidelines / procedures are changed and updated.\*\*\*\*\***



### BELLEVIEW COMPACT

#### PARENT'S COMMITMENT

Student's Name \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Teacher \_\_\_\_\_

My child and I read and have talked about the Belleview Elementary School Handbook. We agree to support these rules.

I agree to support my child in the required daily at home reading.

I agree to support the completion of homework. I will communicate with and work with my child's teacher to ensure a successful year for my child.

Signature of Parent or Guardian\_\_\_\_\_

Date\_\_\_\_\_

**PLEASE SIGN THIS SHEET AND RETURN IT WITH YOUR CHILD.**