E.P. Pearce Elementary School

![p1442503192_107657[1]]()![p1442503192_107657[1]]()**Student-Parent Handbook**

**2021-2022**

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| **Pearce Elementary****Michelle Sciandra** *Principal***Ivolyn Bonaparte***Assistant Principal*Pearce-Design03_Patriots“Believe to Achieve” |  | Welcome to the 2021-22 school year! I am honored to have been selected as the new principal of Pearce Elementary. Building positive relationships with teachers, students, parents and community members has been the foundation of my leadership and I look forward to working with you to ensure the needs of our diverse community are met.My vision for the school is to continue my dedication to all children through an equity lens that ensures all students learn and grow to reach their highest potential. I unconditionally believe that all students can be successful when given a positive and challenging learning environment that allows for differentiation and discovers inner strengths.  This can be accomplished with a focus on professional development, school culture, and most of all high expectations. It is truly a pleasure to be part of a community where parents, teachers and students support one another, strive to build positive relationships and promote social and academic growth. Our school has established a reputation for exceptional student achievement in and out of the classroom. I look forward to building on this success by honoring traditions, listening to stakeholder feedback and ensuring equitable learning practices.We recognize that a major contributor to our success is the outstanding support of our parents and community. The Pearce PTA is also a big part of our success. I encourage you to join the PTA and see how you can become involved in supporting our school. I look forward to working with you as a partner in your child’s education. It is going to be a great year!Sincerely,Michelle SciandraPrincipal2006 Pleasant Ridge Road Greensboro, NC 27410 P 336.605.5480 F 336.605.5480 |

## History of Pearce Elementary Schoolplayground 1 (13)

Pearce Elementary was built in 2007. The school is named after a former educational leader, E. P. Pearce.

**PEARCE ELEMENTARY PHILOSOPHY**

Pearce Elementary provides a quiet, friendly, and inviting atmosphere for learning. The daily schedule has a minimum of interruptions and pullouts during the teaching day. It is a school in which students are challenged to achieve their best and praised for their accomplishments. Basic to the philosophy is the premise that competence achieved by a child in a favorable environment helps him/her develop a positive self-image. Also, for children, expected standards and procedures are consistent with a sense of security.

**MISSION STATEMENT**

**Our mission is to utilize the strengths of staff, families and community to challenge each student to surpass one year's growth while maximizing his/her academic, social and physical potential.**

**Vision Statement**

**In providing a safe and diverse learning atmosphere, we at Pearce Elementary School strive to stimulate the "whole child" in a journey of learning.**

**PROGRAM GOALS**

1. To provide a structured learning environment that promotes student achievement and effective instruction.
2. To promote students’ abilities to inquire, reason, and think logically and critically in everyday life.
3. To increase oral and written communication skills through curriculum integration.
4. To enrich instruction through the integration of technology.
5. To provide students with a challenging curriculum that will strengthen their intellectual, social emotional and physical development.
6. To increase parent and community involvement.

 **Pearce Elementary School Policies and Procedures**

**The School Day**

The school day for students is 7:25 am until 2:10 pm Monday through Friday. **The building is not open to students until 7:00 am each day.** The school staff can assume no liability for any student who arrives before 7:00 in the morning.

The hours for teachers are **6:50**am to **2:20** pm.

If you desire to speak to your child’s teacher, we request that you call the school and leave a voice mail message or e-mail message or call after 2:15 pm. The teachers check their voicemails/ e-mails and will return your call no later than after 24 hours. If the call is an emergency, you should tell the office support staff person answering the phone. They will handle the call accordingly.

**Absences and Tardies**

**(GCS handbook-rule #2)**

We believe that it is essential that students **attend school regularly and arrive on time in order to benefit the most from school experiences**. We realize that there will be times when students have legitimate absences. However, absences should be kept to a minimum. If your child has a doctor or dentist appointment, a written note from the doctor or dentist must accompany him/her on their return.

 **Student Attendance Policy**

**(GCS handbook-rule #2)**

On the first day immediately following an absence, the student will present to his/her teacher a written explanation of that absence. If sending an email, please email both the teacher and the Data Manager at esquivj@gcsnc.com. The written explanation should contain the following:

![school_students[1]]()

* 1. Date(s) of absence
	2. Reason(s) for excused absence
		+ Illness or injury
		+ Death in the immediate family
		+ Medical appointments
		+ Religious observances
		+ Educational opportunity
	3. Signature of parent.

The written explanations will allow us to determine if the absences are excused or unexcused. If no written explanation/email is **received within three days, the absence will be considered unexcused**. Written explanations/notes will be given to the teacher and then kept in the front office.

**Unexcused letters will be issued to parents once a child accumulates 3, 6, or 10 unexcused absences**.

We will be happy to provide make-up work to all students who have had absences. All work should be completed within five days or sooner after returning to school. If a child is absent for an extended period of time, we will gladly send work home at your request. Let us know how we may be of assistance.

Students must be present at least half of the school day to be counted present. Any student arriving later than 10:45 am or leaving earlier than 10:45 am will be considered absent for the day.

**Student Tardy Policy**

**(GCS handbook-rule #2)**

Punctuality is an important habit. Children cannot keep up with their work when they are constantly late for class. **Breakfast will not be served after 7:40 am, unless children arrive on a late bus.** The following procedures will be followed when student is tardy:

1. ![BackToSchool[1]]()A student arriving after **7:25 am** must report directly to the office to get a tardy pass. Students must use the main entrance of the building to enter after **7:25 am**. The tardy bell will ring at 7:25 am.
2. Students on late buses are not counted tardy.
3. A student, who accumulates unexcused excessive tardies, during a month period, will receive a letter from the school regarding excessive tardiness. The school social worker will be notified.

**Family Trip During School Year**

Please take consideration of the school schedule when planning family trips. April, May and June are important for test preparation and testing. Please send in a note prior to a family trip. Family trips will not be automatically considered excused. A student’s academic progress and previous absences will be part of the approval process.

**Arrival and/or Dismissal Procedures**

![MC900433899[1]]()**Car Riders:** GCS is a tobacco free zone, therefore no smoking allowed on school grounds, including in cars.

Parents who choose to bring and/or pick up their children from school by automobile should observe the following guidelines **(Please be patient).**

***K-3 Morning Drop-off:***

The building is open for students **at 7:00 am**. All students arriving at school between 7:00-7:25 am will report to their classroom with the option to eat breakfast in the classroom. K-3 students who ride in cars should be dropped off at the front doors unless our traffic coordinator directs you to the multi-purpose area (we use the multi-purpose area to assist with unloading students more efficiently). Please pay close attention and follow the directions of our traffic coordinators. If you have a combination of students in grades K-5, you may use the K-3 location.

**4-5/Kline Morning Drop-off:**

The 4-5 drop-off/pick-up area will be located along one side of the large parking lot (nearest Pleasant Ridge). A sign is posted to direct cars to this area.

**K-3 Students or Parents with Children in K-3 and 4/5 Afternoon Car Rider Pick Up:**

K-2 car riders are released at **2:05pm**. 3-5 car riders are released at the bell. Students will be picked up near the main entrance to the school. You will be provided a sign to display in your car which will list your last name and the students you are picking up. Please keep this sign on the passenger side dashboard so that it is visible to our staff. As you enter the circle area a staff member will identify your vehicle and direct your child to move to a designated painted star location for pick-up.

![006_cartoon_car_01[1]]()

**4-5 Afternoon Car Riders Pick Up:**

Students in grades 4 and 5 (with no younger siblings) will also be dismissed at **2:10pm**. Parents will need to turn into the first parking lot on the right as you enter the school and pull around to the stair area. There are posted signs directing you to this area.

***Please pick up your child through the car rider line instead of parking and walking up.***

**Afterschool/Daycare/Van Riders:**

Students who attend an off-campus afterschool daycare will exit through the front door (main) entrance. Afterschool/daycare vans will be parked near the Multi-Purpose Room.

**Car/Bus Rider Dismissal Changes:**

1. If an emergency arises and you need to change your child’s mode of transportation, you will need to provide a note with the following information: Student’s Name, Date(s), Morning and/or afternoon trip, parent contact numbers (cell, home, work etc.) and a description of the change. This note should be given to your child’s teacher as soon as he/she arrives at school. **E-mails and** **Faxes will be accepted**.
2. Transportation changes that need to be made after the school day begins will need to faxed or e-mailed to your child’s teacher as well as to Ms. Gross at esquivj@gcsnc.com. **These changes should be made no later than 1:30 pm.**
3. Pearce Elementary does not have the authority to change a student’s bus assignment. Any bus changes must be made through the *NW Area Bus* *Transportation Office*, located at Northwest High School. Bus request/bus changes forms are available in the Pearce front office.

Bus drivers **cannot wait** for your child to come out of the house – **even in rainy or cold weather**. Encourage your child to use good conduct and self-control on the bus. Students must remain seated and quiet. **Students who cause disturbances on the bus will lose their privilege of riding the bus if such disturbances occur repeatedly.**

Students will **not** be allowed to change buses or go home any way other than their normal way. A student may not ride a different bus home without **written permission** from his/her parents and prior approval of the Bus Transportation office. Also, a student who does not usually ride a bus home in the afternoon cannot ride the bus in the afternoon without approval from the Bus Transportation office. The principal, assistant principal or any other personnel CANNOT give permission for either of these situations.

**Bus Conduct**

**(GCS handbook-rule #7)**

![MCj02921140000[1]]()**Bus riding is a privilege. In order to guarantee the safety of your child and other children who ride the bus, we ask for your help in maintaining good bus behavior. Students must respect the school bus driver for the safety of all riding the buses. If a student cannot behave in a safe way on the bus, a warning will be sent home. If problems continue, a child will be suspended from riding the bus for a designated period. When it is necessary for the bus driver to return to school due to behavior problems, parents will be called to pick up their child/children.**

![bus-stop[1]]()Listed below are rules and policies which will be guidelines for expected behavior on our school buses. Please discuss bus behavior and rules with your student and make clear your expectations for good bus behavior.

1. **Follow directions of the driver and teacher.**
2. **Stay seated unless getting on or off the bus.**
3. **Keep hands, feet, and objects to one’s self.**
4. **No shouting, teasing, or inappropriate language.**
5. **No fighting or threat of physical harm.**
6. **Keep the aisle clear of objects.**
7. **Do not eat or drink on the bus.**

**The school administration has the right to override any bus decision. In the event a student commits a serious offense which could cause danger to others or himself/herself, that student can be suspended from riding the bus immediately, without following the steps above.**

**Non-Guilford County employees or parents are not allowed to board the buses**.

Problems regarding schedules and routes should be discussed with the Bus Transportation Department.

**Procedures When a Bus is Late**

If your child misses the school bus, please make every effort to get him/her to school. Students may be picked up only at designated stops. If a bus has not arrived by the designated time:

1. Call Pearce Elementary: **(336) 605-5480**.
2. Have the child(ren) remain at the bus stop. If after 30 minutes a bus has not arrived, the children should return to their homes or may be driven to school by a parent.
3. Do not allow your child to board an unassigned bus.

**Walkers**

Students who walk will leave from the main entrance and cafeteria areas, following the sidewalks near the bus drop off area to exit the campus on the side streets. Students will follow this procedure in reverse upon their arrival to school. **Walking students who enter through the neighborhood entrance should walk on the sidewalk for their safety. Students residing west of the school are encouraged not to walk as there are no sidewalks or side streets to provide safety.**

**Student Checkout Policy**

1. Children checked out prior to 2:05 pm must be signed out in the office.
2. If anyone other than the parent or legal guardian is to pick up a child at school, the office must have written permission from the parent or legal guardian for that person to take the student off campus. **Please be prepared to show identification as needed**.
3. Teachers will not be allowed to release students to the office until the parents/guardians have arrived.
4. Checking students out after **1:45 pm is not encouraged**. Disruptions may cause students to come home without homework assignments and books/materials that might be needed to complete assignments.

**Parent Concerns**

If there is a problem, parents should feel free to discuss decisions and concerns relating to their child with their child’s teacher. The first contact should be made with the child’s teacher, then the administration. Please realize the teacher may not be aware of the problem and will appreciate your open communication.

In general, problems and concerns can best be resolved at the level at which they occur. A class-related problem would be most effectively resolved by calling the teacher and arranging a conference. If the teacher conference fails to resolve the matter, the administration will be happy to help resolve the problem.

![Classroom[1]]()**Classroom Visit Guidelines**

**Due to COVID-19 protocols, GCS** has suspended volunteering in-person and visiting Pearce Elementary.

![parent_teacher[1]]()**Parent Conferences**

If you desire a conference with your child’s teacher, please contact the teacher to schedule an appointment. Conferences are set up with your child’s teacher automatically. Parents who wish to schedule conferences with the principal/assistant principal should call the office to schedule an appointment.

**Telephone Messages**

The school telephone is primarily for school personnel. Students will be permitted to use the phone in an emergency and then only with permission from the teacher or principal. We frequently receive calls asking the office to inform a student to ride a different bus or to be a car rider on a particular day. As we are unable to verify over the phone that it is in fact the parent making the call, it puts the school in an awkward position. Since we have the responsibility of protecting the safety of each child**, please refrain from making requests unless it is an emergency.** Our office support may not know you or your voice, so **please send this request in writing by email, note, or fax**.

**Address/Phone Changes**

Please notify the school of any change in your address, email address, cell phone, home phone number or work phone number. It is **critical** that we be able to reach you in case of an **emergency**. If you have no phone, please provide the number of a relative or neighbor and notify that person that you have identified him/her as an emergency contact.

**Child Custody**

If there is any custody paperwork associated with your child, a copy of the court order **must be on file** with the school. The only way we can comply with the court’s order is to have a copy of the order in your child’s file.

 **Student Illness**

Should your child become ill during the school day, parents will be notified so the student can be picked up from the school office. It is crucial that we have telephone numbers where the parent or other designated individuals may be reached in the case of an emergency. Please be certain that we have several names and numbers of people we may contact. Please notify the school if any of these names/numbers change during the year. It can be very upsetting to a sick child if no one can be located to come for him/her. As a general guideline, **students should be “fever/symptom free” for 24 hours before returning to school.** This includes vomiting. Parents are notified when a child is ill enough to leave school and the child will be allowed to remain in the health room/office until parents arrive. School personnel can only administer medication as stated below.

**Student Injuries**

![MC900040186[1]]()In case of student injuries, the greatest care and consideration is extended. In all cases an attempt is made to notify parents or designees. In case of serious illness or accident, the student is made as comfortable as possible until help is obtained. Teachers and volunteers are not medically trained and are not expected to administer drugs or treatment beyond reasonable first aid procedures. When it is necessary for a student to go to the Health Room, either a teacher, teacher assistant or student helper will accompany the student.

**Medication**

The school recognizes that a student with chronic or unusual health problems may require medication during school hours. When possible, arrangements should be made with the physician to adjust the dosage so that it can be given at home before and after school. If this is not possible, Guilford County School has a procedure to assure the safe administration of medication to students during the school day.

* No medication (prescription or non-prescription) will be given/applied at school without the written authorization of both the parent and the health care clinician. This is including cough drops and suntan lotion.
* A student medication authorization form must be completed every year.
* Medication must be delivered in person by the parent or guardian to the office. The authorization form must be with the medication.
* Prescription medications must be in a properly labeled bottle from the pharmacy and shall have the name of the student, name of the drug, frequency of administration and dosage information.
* Non-prescription medications must be in the original container and will be administered according to the written instructions of the health care clinician.
* Whenever medicine is changed by the physician, the parent is responsible for informing the school by submitting a new form and delivering medication to the school. **Telephone calls cannot be accepted for this purpose**.
* If a parent wishes to withdraw his or her authorization for medication to be given at school, the parent must inform the school of that decision in writing.
* **If you send medication for your child and the form has not been filled out by the doctor, we cannot give the medication to your child**. We are required by Guilford County Schools' policy to adhere to this regulation. Medication of any kind must be delivered to the school by the parent or guardian.

**Lice**

If a student is suspected of having an infestation of head lice, he/she will be referred to the school nurse or designated staff member for examination. When an infestation is confirmed, the following action will be taken:

1. The principal will be notified.
2. The parent/guardian will be notified to pick up the child from school. The parent/guardian will be given treatment options and education on the biology of head lice and methods to eliminate the infestation.
3. Students previously identified with lice may be readmitted to school when the parent/guardian provides proof of purchase of the lice treatment product, a 75% reduction of nits, and no live lice are present. There should be a significant reduction in the number of nits observed. The school nurse or trained school staff may recommend that the student be sent home for additional nit removal.
4. Students with repeated infestations will be referred to the school nurse who will determine appropriate interventions.

**Inclement Weather**

On days when weather conditions create questionable circumstances for opening school, parents should listen to local TV news stations, Cable Channel 2 GCS Network and radio stations for public information announcements. If school is open late, school employees report to work fifteen minutes before students. For this reason, **students must not be left at school at the regular time when the opening of school is delayed**.

If early dismissal is deemed necessary, closing times will be announced on local TV news stations, Cable Channel 2 GCS Network and radio stations. Parents should develop a plan with their children to cover these circumstances. **ACES do not meet if school is closed for inclement weather**, so alternate plans should be made. It is important that school telephone lines be open in such a situation so that the superintendent’s office may contact us on the closing plans, times, etc. An inclement weather plan should be completed by parents and returned to the school. The is located on the blue transportation form distributed at Open House. Please update the plan when changes occur. Having a plan in place and sharing that plan with your child will make you and your child more comfortable.

**Check Acceptance Policy**



Returned checks are subject to electronic recovery for the face value and state allowed fee. We have the right directly or by agent to resubmit your check electronically and/or deposit a paper draft to withdraw the state allowed fee, without your signature, for each returned check as permitted by law. If you have any questions concerning our check acceptance policy, please visit [www.checkredi.com](http://www.checkredi.com).

Your payment by check constitutes your acceptance of these terms.

**Dress Code**

(**GCS handbook- rule #28)**

![Pullover[1]]()To maintain a positive learning environment, and to encourage development of positive self-esteem, we ask that each student come to school dressed and groomed in an appropriate manner.

A student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and are not disruptive to the educational environment. Please adhere to the following dress guidelines.

* Any style of clothing that disrupts the learning climate will not be allowed.
* Clothing that advertises items illegal for minors to purchase or possess will not be allowed.
* Pants should be worn at waist level. Anything worn low is a safety concern.
* Shorts and skirts should be appropriate length coming to at **least** the bottom of fingertips when arms are straight down by your side. These clothing items **should not allow undergarments to be seen**.
* **Any style of revealing clothing such as halter tops are not appropriate for school wear.**
* The building is air conditioned and heated but due to large zones, it may be cooler or warmer than your child is accustomed. Please send a light sweater for your child to wear.
* **Except for religious reasons**, please remember that **no** head covering [i.e. hats / scarves / bandanas, etc.] is allowed in the building. This includes girls and boys.
* Since **physical education/structured play** is part of **the daily program**, with no time for changing clothes, please **do not** allow your child to wear unsafe shoes for these activities **(e.g., wedges, flip-flops, high heels, etc**.). The children are not allowed to go barefoot or to play in their socks.
* **Noncompliant students will result in a parent being contacted to bring appropriate clothing.**

**Personal Property**

**(GCS handbook-rule 27b)**

![No-Cellphone[1]]()

Students should only bring to school those materials that are necessary for the instructional program. Cell phones, I-pads and other personal technology devices should not be used on the bus or in the school building. The school is not responsible for the loss or damage of personal items, including cell phones. If a student uses a personal device during the school day, it will be confiscated and returned to a parent/guardian. **Toy guns and knives should not be brought to school under any circumstances.** (GCS handbook- rule 21B/C) Possession of any type of weapons or explosive devices is a violation of the Guilford County Schools “Student Code of Conduct.”

Each student is expected to be responsible for all personal property (money, book bags, clothing, jewelry, etc.) that is brought to school. The school will not assume responsibility for any personal items brought to school. It is a good idea to mark all students’ clothing with their names. Each year students lose lunch boxes and articles of clothing and they are never reclaimed because we cannot determine to whom they belong. Students must use good judgment in protecting personal property.

**Student Birthdays**



Birthday Parties are not allowed at school. **Party invitations and favors should not be distributed at school**. We do not want to hurt the feelings of students who are not invited to birthday parties. **Please do not have flowers or balloons delivered to school for your child. We cannot allow these items to go home on buses**.

**Cafeteria Information**

The cafeteria staff serves a balanced, hot lunch in the cafeteria each day. Students may instead choose to bring a lunch from home. Drinks requiring glass bottles are not permitted in the cafeteria. Due to child nutrition recommendations**, please DO NOT send sodas to school for your child’s lunch**. Chewing gum is prohibited.

**Student Lunch Prices**

Throughout the 2021-22 School year, all students will be able to receive breakfast and lunch at no cost.

Please call cafeteria for questions **605-5485**. Families are encouraged to fill out application for Federal Free and Reduced lunch program.

**Curriculum Information**

* [**What are the Dynamic Indicators of Basic Early Literacy Skills or *DIBELS?***](http://dibels.uoregon.edu/dibels_what.php)
	+ The DIBELS measures were specifically designed to assess 3 of the 5 Big Ideas of early literacy: Phonological Awareness, Alphabetic Principle, and Fluency with Connected Text. The measures are linked to one another, both psychometrically and theoretically, and have been found to be predictive of later reading proficiency.
		- Measures of Phonological Awareness:
			* First Sound Fluency (FSF): Assesses a child's skill to identify and produce the initial sound of a given word.
			* Phonemic Segmentation Fluency (PSF): Assesses a child's skill to produce the individual sounds within a given word.
		- Measure of Alphabetic Principle:
			* Nonsense Word Fluency (NWF): Assesses a child's knowledge of letter-sound correspondences as well their ability to blend letters together to form unfamiliar "nonsense" (e.g., fik, lig, etc.) words.
		- Measure of Fluency with Connected Text:
			* DIBELS Oral Reading Fluency (DORF): Assesses a child's skill of reading connected text in grade-level material word.
* **What is CKLA?**
* Core Knowledge Language Arts is a comprehensive language arts curriculum program for students in preschool through grade 5.  While teaching skills in reading, writing, listening, and speaking, Core Knowledge Language Arts (CKLA) also builds students’ knowledge and vocabulary in literature, history, geography and science.
* **What is Eureka?**
* Pearce implements the Eureka Math curriculum in grades K-5. Eureka has been rated as the top elementary curriculum in the country by EdReports. Eureka Math asks students to explain their thinking, which helps increase their understanding. Parents can sign up for a free account at [www.greatminds.org](http://www.greatminds.org) to access family resources, including homework helpers and parents tips (in English and Spanish.)
* **What is Pre & Post Assessments?**
	+ Pre & Post assessments are a type of formative assessment that students take three times a year in grades 3-5. All grades complete ELA and Math interims and 5th graders complete a Science interim as well.

**Academic Achievement**

**Report Cards**

Report Cards are sent to parents each nine weeks. Please take the time to discuss these and provide positive, helpful, and encouraging feedback to your child. Your attention to your child’s progress will help you and your child. Report cards are to be signed and returned to your child’s teacher within two days.

**Interim Reports**

Interim Reports will be sent home in the middle of each nine weeks to all students. This is to let you know your child’s progress at the mid-point of the grading period. These reports are also to be signed and returned.

**Grades**

Report Cards using the grading system below are sent to parents at the end of the nine-week period: See Schedule below for grades 3-5.

|  |  |
| --- | --- |
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 60 and below |

Student grades for Third through Fifth grade are made up of the following:

* Tests / Projects
* Class work / Quizzes

**Homework**

![MC900390786[1]]()Homework is given on a regularly scheduled basis. It is our goal that students understand fully the assignment and the processes involved in the homework.

Homework is not given as busy work or for disciplinary reasons. Its purpose is to reinforce skills, to encourage independent work, and to develop good study habits. Homework may take the form of practice work, unfinished class assignments, research projects, independent reading, and personal interest pursuits. In the case of absences, a student has 5 school days upon returning to make up missed work.

**Study Habits**

We encourage every parent to help his/her child set aside a regular period of time each day to spend on homework, reading, or regular study. Establishing good study habits now can be of great value in later years. The suggested amount of time for home study is: Grades K-2: 15-20 minutes daily and Grades 3-5: 30 to 60 minutes. This does not include independent reading.

**Science Fair**

Each year, GCS holds its’ annual science fair in December. The following describes how each of our students will participate in this event.

**K-2nd** - Students will study the scientific process and gain an understanding about this process by completing a class project. This will take place at school during regular school hours. Students & parents will have an option to participate in the school-wide Science Fair.

**3rd** - Students will be studying the scientific process by completing a class science project. Students & parents will have an option to participate in the school-wide Science Fair.

**4th**- Students will be studying the scientific process by completing a class science project. Students & parents will have an option to participate in the school-wide Science Fair. Individual projects completed will earn an extra credit science grade.

**5th –** Students will be studying the scientific process through creating a science fair project *or* studying the scientific method and taking a test. The projects will be completed at home with parental assistance and supervision. Teachers will explain their project expectations to the students.

**Student Awards**

Pearce Elementary School recognizes students for academic excellence and outstanding progress at Awards Ceremonies. The following awards are given to students who earn them:

 ‘A’ Honor Roll (3rd-5th only)

![MC900232175[1]]() ‘A/B’ Honor Roll (3rd-5th only)

 Citizenship Award

 Most Improved (two students)

PACE-Positive and Consistent Effort- Academic Achievement

 Patriot Award (To be elected by the class)

 Perfect Attendance

**Character Development/Service Learning**

Character Education at Pearce involves students learning seven-character traits. These traits are: courage, integrity, kindness, perseverance, respect, responsibility, and self-discipline. Students will connect character development with service learning. Service Learning connects community service experiences with academic learning, personal growth, and civic responsibility. Students are provided an opportunity to develop a personal connection to what they are learning and create a context for the application of concepts introduced in the classroom.

**Student Conduct**

The staff of Pearce Elementary School believes that desirable behavior should be promoted through positive methods, whenever possible. The best disciplined child is one with **self-discipline**. Posted on our school website, you can access our Behavioral Expectation grid. This grid will allow students to identify common behavioral expectations throughout the school. Our staff will work with students to help them grow in the area of accepting responsibility for their actions. Close contact between the home and school is maintained through conferences, notes, letters, and email and telephone communications. These may be initiated by staff members or parents/guardians. **It is essential that cooperation between students, parents, and staff members be maintained to ensure appropriate behavior.**

The Guilford County Schools Code of Conduct was developed to ensure safe, orderly, and productive schools. A copy of the Code of Conduct is included in the orientation packet each student receives on his/her first day at Pearce Elementary School. Parents and students are requested to read and discuss the Code of Conduct. Students are expected to obey all school and classroom rules.

**Hallway Rules**

**In order to ensure an orderly environment as students travel throughout the building, we have the following hallway expectations:**

* Walk quickly and silently
* Stay to the right
* Walk in a single-file line
* No talking
* Keep hands to your side and objects to yourself
* Do not cross between classes
* Pick up trash/items on the floor
* Keep hands/feet off the wall
* Remain 3ft apart

**Restroom Expectations**

Enter and exit calmly, quickly and quietly

Respect others privacy

Quietly and quickly use the restroom and exit

Close stall doors gently

Wash hands without playing in the water

Place all paper towels in the trash can

Report if something is wrong immediately to your teacher

Conserve paper towels

![MC900238212[1]]()**Guidelines for Success**

As we strive to teach our students good character and citizenship, we will incorporate the cornerstones of Character Education into classroom lessons. The cornerstones are: respect, caring, responsibility, courage, integrity, determination, self-discipline, and giving. Discipline problems are viewed as an interruption of classroom learning.

All students are expected to follow these guidelines in all areas of the building and on buses.

1. **BE RESPONSIBLE**
2. **RESPECT YOURSELF AND OTHERS**
3. **DO YOUR BEST**
4. **COOPERATE WITH OTHERS**

Please go over these guidelines as well as the **Guilford County Schools Code of Conduct** with your child. These guidelines, along with classroom rules, will be explained by every teacher, posted in classrooms, and practiced by students.

**School Property**

**(GCS handbook-rule #16)**

Pearce Elementary School is a beautiful and well-maintained facility that belongs to all of us. As such, we must all assume responsibility for keeping it that way. **Littering and acts of vandalism will not be tolerated**.

**Each student is responsible for using school property in an appropriate manner**. Students must take care of textbooks, computers, media books, and all instructional and school materials. Lost or damaged materials must be paid for by parents.

**ACES**

Your child may enroll in the ACES after-school program at Pearce Elementary. ACES weekly fees may vary from year to year. Students will report to the program at dismissal time and must be picked up by 6:00pm. Forms for enrollment and more information may be obtained in the school office and from the ACES Site Coordinator.

**Students should not return to school to play on the playground once they have been dismissed. Our ACES students use the playground until 6:00 p.m.**

![MC900389828[1]]()**Student Records**

Please contact the data manager if you wish to make an appointment to review your child’s records. Appointments must be scheduled to review records.

## Suspicion of Child Abuse

**By law, school personnel are required to report suspected abuse or neglect of a child.** This legislation also provides immunity from any related civil or criminal liability for the personnel making such a report. All employees are encouraged to cooperate with authorized community agencies regarding the health and safety of children. The school Counselors or Social Worker will be notified of any suspected problems.

**Leadership Team**

Our school has a team made up of staff and parents who meet monthly to discuss important issues regarding school improvement, budgeting and resource allocation. Parent and teacher members of the team are elected on a two-year cycle.

Meeting dates are typically the 2nd Tuesday of each month at 2:45pm in the media center

**Leadership Team Important Contact Information**

|  |  |
| --- | --- |
| **Contact Person** | **E-mail address** |
| Michelle Sciandra, Principal | sciandm@gcsnc.com |
| Ivolyn Bonaparte, Assistant Principal | bonapai@gcsnc.com |
| Angela Osborne, Curriculum Facilitator | osborna@gcsnc.com |
| Becky Muller, Kindergarten | mullerr@gcsnc.com |
| Jessica Crouse, First Grade | badgetj@gcsnc.com |
| Lauren Tuttle, Second Grade | ingoldl@gcsnc.com |
| Kelly Taylor, Third Grade | Taylork2@gcsnc.com |
| Kelly McLaughlin, Fourth Grade | Mclaugk2@gcsnc.com |
| Michelle Kerr, Fifth Grade | Kerrm2@gcsnc.com |
| Jill Casey, Teacher Assistant | caseyl@gcsnc.com |
| Kayla Dykes, Specialist | dykesk@gcsnc.com |
| Heather McLamb, Specialist | mclambh@gcsnc.com |
| Erin Stevie, Parent | erin@imaginedps.com |
| Sanna Festa, EC Teacher | festas@gcsnc.com  |
| Brandy Madujibeya, Parent | madujib@gcsnc.com |
| Philip Gunst, Parent | philip.gunst@ecolab.com |

**Other Important Contact Information**

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| --- | --- | --- |
| PrincipalAssistant Principal | Michelle SciandraIvolyn Bonaparte | (336) 605-5480 |
| ACES | Tiffany Stone | (336) 605-5486 |
| Attendance/Records | Jessica Gross | (336) 605-5480 ext.1250 |
| NW Zone Bus Transportation Office |  | (336) 605-3305 |
| Front Office Support | Rebecca Hartmann | (336-605-5480 |
| Counselor | Kimberly Shubert | (336) 605-5480 |
| Counselor | Geniene Brown | (336) 605-5480 |
| Curriculum Facilitator | Angela Osborne | (336) 605-5480 |
| Secretary/Treasurer | Cathy Parker | (336) 605-5480 |
| School Nurse | Helen Rice | (336) 605-5480 |
| Social Worker | Shameka Byers | (336) 605-5480 |

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