



**Gardners Elementary School
Student & Family Handbook
2023-2024**

Gardners Families,

Welcome to our **2023-2024** school year!

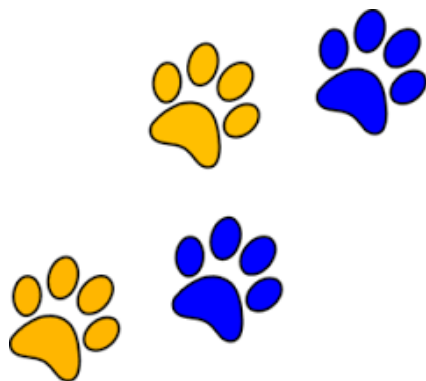
It is a tremendous pleasure to be working alongside you and your students this school year. I have always loved learning and enjoyed being a student - elementary school was my favorite! Our School Motto is, **Students First**, and the lengthy history of academic successes at Gardners speaks volumes of the dedication, passion, and love our staff members have for each student in our care. We will continue to put the needs of our students at the forefront of all decisions we make and the initiatives we focus on to continuously take our teaching and student learning to the highest level possible.

Again this school year, you will have the opportunity to work & collaborate with **the best** elementary school staff in Wilson County! As an educational team, we are committed to providing each child the opportunity to have an equal playing field for learning, character development, and overall personal development - education is one of the great equalizers. We want each of our students to have many personal & professional choices in life. Our love and passion for children, our most important customers, have brought us together to become better at what we do each day for our special **Cubs!**

Additionally, our parents and families are essential to the many successes we have experienced at Gardners. We will continue to need you to partner with our teachers and staff to ensure your student's incredible learning experience while in our learning community at Gardners.

I sincerely appreciate your partnership and trust in us working with your children this school year.

Will Pope, Principal





Gardners Elementary School
Mission Statement

The mission of Gardners Elementary School is to provide positive educational experiences that enable all students to achieve maximum potential and become responsible, contributing members of society and lifelong learners.

School Contact Information:

Principal: Will Pope
Secretary: HaLee Knowles
School Counselor: Danielle Boyette

Phone #: (252) 399-7920

Fax #: (252) 399-7895

Cafeteria: (252) 399-7920

Vision Statement

Growing Every Student, Every Day!

Our Beliefs:

- We believe every student can grow academically and personally.
- We believe partnerships with family and community are critical to our student's success.
- We believe in supporting the development of the whole child.
- We believe students should be innovative problem solvers to be career and college ready.
- We believe in offering a nurturing, safe, and rigorous learning environment.
- We believe we can inspire students to be lifelong learners and future leaders.

School Motto:

Students First!



Daily Schedule

- **7:30 a.m.:** School opens (building access not earlier than 7:30 am)
 - Students pick up breakfast and report to class
 - Staff on duty/teachers in classrooms
 - **7:55 a.m.:**
 - Tardy Bell [sign in at Main Office]
 - Announcements
 - **8:00 a.m.:** Instruction begins
 - **3:00 p.m.:** Dismissal
-

Delayed School Start Schedules

One Hour Delay:

8:30 a.m.: School opens [no breakfast]; Students report to classrooms

9:00 a.m.: Instruction begins

Two-Hour Delay:

9:30 a.m.: School opens [no breakfast]; Students report to classrooms

10:00 a.m.: Instruction begins

A VOLUNTEER is . . .

A **V**ery important part of the school.
 Some**O**ne who spends one on one time with Children.
 Someone doing **L**ittle things that make a difference.
 An **U**nderstanding individual.
 Getting things done when **N**eeded.
 Thoughtful.
 Always **E**ager to help.
 Energetic.
 A **R**ole model.



Volunteering at Gardners

Our school is always looking for volunteers. It is a great way to get involved and support our school initiatives. All volunteers must be approved through the WCS Volunteer Tracker process (information listed below). Contact your child's teacher or our front office to learn more about volunteering.

Please review [WCS Policy Code: 5015 School Volunteers](#).

WCS VOLUNTEER TRACKER

A new automated volunteer management program called Volunteer Tracker was implemented in Wilson County Schools (WCS) in the 2015-2016 school year. Volunteers can select schools where they wish to serve. Volunteers can also identify activities they would like to participate in when volunteering. You can log the number of hours you serve as a volunteer. Volunteers spend an overwhelming number of hours volunteering in the schools. Using the Log My Time

feature in Volunteer Tracker, you will be amazed at the number of hours you contribute to schools. Even though you may have been volunteering for years in Wilson County Schools, we want you to register in the Wilson County Schools Volunteer Tracker! Let's get registered today! Volunteers can complete a volunteer application by following the link below:

<https://appgarden6.app-garden.com/VolTrackNC980.nsf>

The first time you access the system; you will need to click on the registration link to register your email address and create a password. You will receive an email confirming your email address. Then, go to your email and click on the link in the email to access the registration page. Once the application is submitted, you will receive an email that the application is submitted. Background checks will be initiated if needed based on the activity level selected. An email will notify the volunteers when they are approved.

Thank you for volunteering in Wilson County Schools! Your contributions are invaluable!



Absences

Students must bring a note to school signed by the parent or guardian for the absence. A doctor's note is required when an absence is due to medical appointments.

- Notes must be presented within two days of the student's return to school
- Failure to comply will result in the absence or tardy being recorded as unexcused
- Excused Absences: Illness, death in the immediate family, participation in a religious event, or a valid educational opportunity with prior approval by the principal. Click on the [WCS Attendance Policy 4400](#) for detailed information about this policy.

Accidents

Whenever a child is ill or injured, the parents/guardians are notified immediately. An accident report is filed when injured. **It is imperative that you keep your child's emergency numbers and contacts up to date in your Scribs account and with your child's teacher.**

Address/Phone Number Change

If your contact information or address changes, please update these changes in your Scribs account and provide this information to your child's teacher. All mailings and telephone messages use the information in our database and will only work if this information is current.

Address Verification

Each student must complete the address verification process each school year. Specific documents are outlined in [WCS Residence and Address Verification Policy 4151](#) that may be used to verify an address. An address verification form is available in our school office.

After School Care

Gardners offers an after-school care program, which operates from 3:00- 6:00 p.m. on regular school days and all day on Teacher Workdays; drop-in services are also available. The program is located in the school cafeteria. Applications are available in the school office. Call (252) 399-7714 for more information.

AIG

AIG (Academically & Intellectually Gifted) is a program for students identified through special testing, academic performance, and teacher observation. Our AIG Teacher can answer any questions you may have.

Arrival

- Students may enter the school building at 7:30 am.
- Car rider students enter from the Gardners School Road parking area; students must remain in cars until able to enter the building at 7:30 am.
- Bus rider students enter the front of the school through the Main Office doors.

Please note: The Bus rider area at the front of the school is closed to passenger vehicles between 2:50 pm and 3:15 pm daily to ensure safety for our students.

Attendance

“To be counted present, students must be in attendance at least half of the student school day” Remember, if your child has a doctor’s appointment, they may attend school until time to leave for the appointment and then return with a doctor’s note so that he may be counted both present and on time. Our attendance goal is 100% all day, every day! Click on the link for [WCS Attendance Policy 4400](#) and [Policy Code: 4210 Release of Students from School](#) for detailed information about these policies.

B



Book Bags

Please check your child's book bag daily for assignments, announcements from our school, and other important information. Book bags should be used to transport only school supplies. Any items (toys, electronics, etc.) that disrupt the classroom will be confiscated and returned to the parent or guardian.

Books

Damage fees are required to be paid by the student for damaged books. Contact the school principal, the student's teacher, or the media coordinator.

Book Fairs

The PTO sponsors Book Fairs in partnership with our media coordinator. The dates for our Book Fairs will be announced and posted at school.

Breakfast

Breakfast is served from 7:30 a.m. to 8:00 a.m. - all students entering the building will pick up their breakfast from our Cafeteria and eat in their classrooms. If you have questions, call Gardners cafeteria manager at 399-7920 or the Wilson County Child Nutrition office at 399-7849. Also, look for more information about the WCS Child Nutrition program in this handbook's "Additional Information" section.

Bus Riders AND Changes in Transportation Requests

Students who live at least 1.5 miles from school have the privilege to ride a school bus. Wilson County Schools Transportation Department plans all bus routes and information

about routes will be available at open houses and the week before school starts. For student safety and liability, children may not get off the bus at any stop other than their own. Additionally, students will only be allowed to ride the bus they are assigned; they may not ride a bus to visit/stay with a friend. If you have questions or concerns, please call the school. ***Students require a written, signed, and dated note from a parent to change their method of transportation from school. We do not accept phone calls for changes in transportation. A parent/guardian may also stop by our front office in the mornings to make a change in transportation or send a written note in advance of the change.***

C

Cafeteria

Free breakfast and lunch are available to every student K-5. Under the Food and Nutrition BIC Program [Breakfast in Classrooms], students can eat breakfast in the classrooms starting at 7:30 a.m. Please ensure that your child arrives on time to be served these nutritional meals at no cost. Learn more about our cafeteria & child nutrition programs in the **[“Additional Information”](#)** section.

Calendar: 2023-2024 Traditional School Year

We communicate ongoing information, new events, additional information, etc., to our families through Class Dojo, our weekly parent phone message, our school website (parent phone message scripts are posted), and our Facebook page. The **WCS Student/Staff Calendar** can be accessed by clicking on this [Link](#). ([Spanish Version](#))

[WCS Testing Calendar](#)

[Report Card and Progress Report Calendar](#)

Car Riders AND Change in Transportation Requests

Car riders are to be dropped off and picked up on the Gardners School side of the building. We have bus traffic in our front driveway each morning, and car traffic is not permitted at the front of the building before 7:55 each day. **Students require a written, signed, and dated note from a parent to change their method of transportation from school. We do not accept phone calls for changes in transportation. A parent/guardian may also stop by our front of ice in the mornings to make a change in transportation or send a written note in advance of the change.**

Checking Students Out

If you consider checking your child out before the end of the school day, please know that it will show on their attendance record as a Tardy. **If you decide to sign your child out of school, please do so by 2:45 p.m. to ensure the safety of our students as they board the buses in the bus parking area.** Click on the link for [WCS Attendance Policy 4400](#) and [Policy Code: 4210 Release of Students from School](#) for detailed information about these policies.



Computers

Chromebooks are available to all K-5 students for on-campus and remote learning use. All students will participate in a technology class at least once a week. All students must turn in completed and signed technology paperwork 9 (AUPs) before using technology resources at school. Please review the following WCS Board Policies in regards to technology use:

- [Policy 3220: Technology in the Educational Program](#)
- [Regulation Code 3220-R Technology in the Educational Program](#)
- [Policy Code: 3225/4312/7320 Technology Responsible Use](#)
- [Exhibit Code: 3225/4312/7320-E1 Student Acceptable Use Agreement](#)
- [Policy Code: 3226/4205 Internet Safety.](#)
- [Parent Portal Information](#)

Counseling Support

Our counseling services include classroom, group, and individual counseling. In addition, our school counselor coordinates our state testing program, school-wide programs for academic & character education, our Student Government Association (SGA), and other student involvement activities.

CUBtastic

Being CUBtastic means we are the absolute best version of ourselves! It also means we are magnificent, fabulous, fantastic, and incredible!

D

Data Manager- Student Information

Our Data Manager is at Gardners on Tuesdays & Thursdays from 7:30 am to 4:00 pm; please call our school if you have any questions on student enrollment documents or other student information.

Discipline (Behavior Management)

Discipline is managed school-wide through our PBIS and by adhering to the expectations of [WCS Policy Code: 4300 Student Behavior Policies](#). Discipline policies will be followed and consequences will be given in accordance with the listed policy. Our Bus Discipline Policy addresses behavior expectations for students on the bus. Every step must be taken to ensure the safety of every child who rides a bus. Failure to follow bus procedures can result in the loss of bus privileges; riding a school bus is a privilege, not a requirement.

Dismissal

Dismissal is 3:00 p.m. for bus students & car riders. All students should be picked up by 3:15. If students are left consistently after 3:15, they may be placed in our After School Care program in the cafeteria. There is a \$10.00 daily charge for this service.

Discrimination/Harassment/Bullying

WCS believes that all employees and students should be free from unlawful discrimination, harassment, and bullying as a part of a safe, orderly, caring, and inviting working and learning environment. Gardners Elementary staff adhere to and support all aspects of the [WCS Policy Code: 1720/4015/7270 Discrimination, Harassment and Bullying Complaint Procedure](#).

Dress Code

Students will follow the dress code expectations outlined in the [WCS Policy Code: 4316 Student Dress Code](#).

E

Electronics

Students are not allowed to bring iPods, cell phones, or other electronic items that may disrupt the classroom. These items will be confiscated and returned only to parents.

Email

You can email your child's teacher(s) and all school staff by accessing the WCS website @ www.wilsonschoolsnc.net and selecting the link for Gardners in the "Schools" tab.

Emergencies

Our Superintendent makes decisions for delays in the start of school and emergency closings. All WCS Inclement Weather or emergency closings are communicated through parent phone calls, the WCS Facebook page, and Twitter.

English Learners (EL)

This program works with students whose first language is not English. A certified language specialist works with and leads instruction for these students on a weekly schedule.

EOG'S

EOG is the acronym for the North Carolina End-of-Grade tests. Students in the third, fourth and fifth grades participate in EOG testing at the end of the school year. EOG testing is a part of the promotion standards for students and the measurement NC uses for student, teacher, and school growth.

- [Policy Code: 3400 Evaluation of Student Progress](#)
- [Regulation Code 3400-R Evaluation of Student Progress](#)
- [Policy Code: 3420 Student Promotion and Accountability](#)
- [Regulation Code: 3420A-R Student Promotion and Accountability \(Standards\)](#)

F

Field Trips

Field trips are provided to students as educational enhancements and must comply with district expectations. All students must submit a field trip permission form signed by the parent or legal guardian to participate. Teachers will communicate all necessary field trip information well before the event. Please see [WCS Policy Code: 3320 School Trips](#).

Fire Drills

Fire drills are held each school month. When the alarm sounds, staff and students are expected to follow all procedures for fire drills. Orderly conduct is required to ensure safety and a timely exit from our building.



Fundraisers

Gardners School and our PTO will hold fundraisers across our school year to increase resources available to our students and school. Please support our students, teachers, and school by participating in these activities.

G

Grades

Grades are averaged twice each nine weeks, first for progress reports and again for report cards. Teachers are responsible for grading assignments and entering grades into PowerSchool. Please call the school to schedule a conference with your child's teacher if you have questions or concerns. The WCS Progress Report and Report Card Calendar is located in this handbook's "Calendars & Schedule" Section.

- [Policy Code: 3400 Evaluation of Student Progress](#)
- [Regulation Code 3400-R Evaluation of Student Progress](#)
- [Policy Code: 3420 Student Promotion and Accountability](#)
- [Regulation Code: 3420A-R Student Promotion and Accountability \(Standards\)](#)

All missing assignments and make-up work must be submitted within five days of the original due date.

Gymnasium

Our gymnasium also serves as our auditorium for student and family events and celebrations. In addition, our music and physical education programs also take place in our Gym.

H

Homework

Homework is an extension of the learning day based on content already taught to students. Homework can be assigned daily and may include approximately 30 minutes for K-2 students and 45 minutes for 3-5 students. A student's work habits can determine the time needed to complete homework. Please review [WCS Policy Code: 3135 Homework](#).

I

Inclement Weather Procedures



WCS has a 24-hour weather line that gives the status of the school day ([252-265-4037](tel:252-265-4037)). In the event of inclement weather, parents can also find the status of the school day on the WCS Facebook, Twitter, and Instagram pages and WRAL Channel 5. In addition, early dismissals are announced by WCS district phone messages and the WCS Facebook page. The buses will run their routes as usual in an early release, and the car riders will follow our daily dismissal procedures.

Internet & Technology Policy

All students must turn in completed and signed technology paperwork (AUPs) before using the technology resources (i.e., internet, Chromebooks, computers, iPods, etc.) our school provides.

- [Policy 3220: Technology in the Educational Program](#)
- [Policy 3200-R Selection of Education Resources](#)
- [Policy Code: 3225/4312/7320 Technology Responsible Use](#)
- [Exhibit Code: 3225/4312/7320-E1 Student Acceptable Use Agreement](#)
- [Policy Code: 3226/4205 Internet Safety.](#)
- [Regulation Code - 3226/4205 - R Internet Safety](#)

[Interscholastic Athletic Eligibility](#)

L

Labels

Write your child's name on all personal belongings, such as lunch boxes, book bags, and clothing/coats. Label the item whose name does not show [clothing tag, inside lid, etc.] to assist with a higher level of safety.

Library

The Library (Media Center) is open to students before and after classes begin for book check-in and check-out. Our Media Coordinator teaches library skills to all students each week. In addition, our Media Center houses technology and reading materials. Please encourage your child to bring home library books and read, read, read!



Lost and Found

Clothing and other items found on the school grounds will be returned to the student if labeled. Things not labeled will be placed in the "Lost and Found" area outside the cafeteria and held until the end of the year. After school ends, all items not claimed will be donated to a charitable organization.

Lunch Numbers

Students in Wilson County Schools will be provided a lunch number they will use until graduating high school.

Lunch Schedules

Lunch Schedules begin at 10:55 am. Please ask your child's teacher for their lunchtime and join your child for lunch as often as possible! Please do not bring in fast food or pizza, it is against federal law to have that in our cafeteria.

M

Make-up Work

Make-up work in grades K-5 is arranged at the direction of the teacher; please work in partnership with your child's teacher to ensure all necessary make-up work is completed when an absence has occurred.

Medication

Prescriptions or over-the-counter medication will only be given with a signed request from a doctor and parent. All medications must be in their original container. Please review:

- [WCS Policy Code: 6125 Administering Medicines to Students](#)
- [WCS Regulation Code: 6125-R Administering Medications to Students](#)



Messages to Families

Our school principal will send out weekly phone messages using Blackboard and posting on Class Dojo; these messages will announce activities and provide important

updates for our families. At other times, it will be necessary for additional messages to announce changes in bus transportation, important events, etc. **Please keep your phone number current to ensure you receive these messages.**

Money

Please pay any fines or money for pictures, damaged or lost books, etc., promptly to help our school operate smoothly. Unpaid balances may affect a student from participating in school activities and field trips. Please see [WCS Policy Code: 4600 Student Fees](#).

Music

A music specialist leads music instruction for all of our students. Our students will also have the opportunity to participate in specially selected music initiatives and perform for our families across the school year.

O

Office Office hours are 7:30 a.m. to 4:00 p.m. Our school phone number is (252)399-7920; the fax number is 399-7895, and the school cafeteria is 399-7923.

P

Parent Conferences

If you need to speak to your child's teacher, contact them through Class Dojo, email your child's teacher, or call the office and leave a message for the teacher. If you have not received a response from your child's teacher within 24 hours, please contact the office to help establish prompt communication.



Parties - Classroom

Classroom parties will take place twice during the year (before Winter Break & end-of-year); our classroom teachers plan parties with the support of classroom parent volunteers. These parties are typically not curriculum-related. However, other celebrations will be curriculum-related.

PBIS (Positive Behavior Intervention Support)

Our school has developed a PBIS program so that our students are clear on what is expected of them in all areas of our school campus: classroom, restrooms, cafeteria, bus, hallways, using technology, playground, assemblies, and field trips. Our students will also be recognized and rewarded for making positive choices through PBIS events across the school year. Our PBIS Matrix can be found in this handbook's **["Additional Information"](#)** section.

PE

Our Physical Education teacher provides PE to each student at least once weekly. Ensure your child wears the proper footwear on their assigned P.E. day.

Pictures

Pictures are taken each year, and our first picture day happens during the fall and is the traditional school picture. Spring pictures include both individual and class group pictures. Dates and payment information will be provided before picture days.

Policies

Wilson County School Board Policies are available on our Wilson County Schools website and can be accessed by clicking this [link](#). Select WCS Board Policies have been included throughout our handbook.

Parent Involvement

Gardners is dedicated to the success of each student in our care. The faculty and staff of Gardners believe that parents are the most important partners for our teachers and staff in the education of our students. See our Family Engagement Policy and our

Family-School Partnership Agreement in the **"Additional Information"** section of our handbook and posted in the Parent tab of our school website.

Progress Reports

A mid-nine week's Progress Report will go home for each grading period to keep our parents and students aware of academic progress. Please read each Progress Report carefully and schedule a conference with your child's teacher if you have questions, concerns, or need additional information. The WCS Progress Report and Report Card Calendar is located in the **"Calendars & Schedule"** Section of this handbook.

- [Policy Code: 3400 Evaluation of Student Progress](#)
- [Regulation Code 3400-R Evaluation of Student Progress](#)
- [Policy Code: 3420 Student Promotion and Accountability](#)
- [Regulation Code: 3420A-R Student Promotion and Accountability \(Standards\)](#)
- [Policy 3460 - Graduation Requirements](#)
- [Policy 3460 - R - Graduation Requirements](#)

R

Recognition - Academics

Our Academic Recognition program is available to all students and rewards our Cubs for excellence in academic achievement, positive behavior choices, and good attendance. The primary goal of our Academic Recognition program is to increase student academic performance and enthusiasm toward school and to raise community participation in our school.

**** Students must meet all requirements listed below for recognition****

- **Attendance:** No more than six absences and tardies combined; early checkouts are considered tardies.

- **Academics K-2:** 80% Mastery in Reading and Math Standards, no U's and all M's and S's for Science/Social Studies & Specials on report cards.
- **Academics 3-5:** All A's and B's in content areas and M's and S's for Special classes on report cards.

Dates and the reward events will be determined for each of the nine weeks grading period and communicated to our students and families.

PBIS/Honor Roll Criteria

Report Cards

Report Cards are provided to each student at the end of 9-week grading period. The WCS Progress Report and Report Card Calendar is located in this handbook's **["Calendars & Schedule"](#)** Section.



each

S

Safety

Safe schools are critical to creating a learning environment where students can succeed. Therefore, Gardners' staff will take all necessary steps to ensure a safe and orderly school environment. Across the school year, we will practice fire, sheltering, and tornado drills. In addition, we will adhere to the district's expectations of volunteers and visitors to our school. Please review [WCS Policy Code: 1510/4200/7270 School Safety](#).

Student Government Association

Our Student Government Association (SGA) mission is to lead service projects that support our school's mission and promote school spirit, student leadership & citizenship at Gardners Elementary. Our school counselor leads our SGA and will communicate to students the process for participating in our SGA.

Student Records

All student records must be current and maintained with appropriate security and confidentiality measures. Please review the following information to learn more about this process:

- [WCS Policy Code 4700 Student Records](#)
- [Regulation Code 4700-R: Release of Directory Information](#)

T

Tardy Cubs

Students who arrive at 7:55 am will not be admitted to class without signing in and receiving a note from the office. **At 7:55, all students must enter through the front entrance of our school. Parents must accompany their child into the building and assist with their child signing in.**

Teacher Appreciation

Teacher/Staff Appreciation is in May! This is a special time to celebrate our dedicated staff and what they do for our students throughout the school year! However, the best appreciation students can show is by being at school every day and always doing their best.



Tornado Drill

Tornado drill procedures are reviewed and practiced for all students and staff across the school year. It is essential for all students to follow their teacher's directions during these drills to ensure they understand expectations and know what to do if there is a weather emergency.

V

Visitors

All visitors must check in at the front office. Visitors going beyond the front office will need to complete the Ident-A-Kid registration process and receive a name badge; their name badge must be worn in our building. Visitors will be escorted by a school staff member (front office staff, teacher, counselor, etc.) to their destination (i.e., classroom, Media Center, Cafeteria, etc.). Visitors are to stay in the area of their intended visit and may not wander or freely move through our building or campus. Visitors must sign out of the Ident-A-Kid system when leaving the building. Please see [WCS Policy Code: 5020 Visitors to the Schools](#).

Volunteers

Our school is always looking for volunteers. It is a great way to get involved and support our school initiatives. All volunteers must be approved through the WCS Volunteer Tracker process (information included at the beginning of our handbook). Please contact your child's teacher or our front office to learn more about volunteering. Also, please review [WCS Policy Code: 5015 School Volunteers](#).

W

Website

Our Website is very user-friendly. Go to www.wilsonschoolsnc.net and click "Schools," then Gardners. Our website provides school-related and district information and easy access to your child's teachers and school staff.

Wednesday Folders

Each week, our classroom teachers will send home a folder on Wednesday. It will contain graded papers and other information for you to know. Please sign and return the information your teacher requests. All students receive positive Class Dojo points for returning their folders by Friday each week.

Work Days


Teacher Workdays are scheduled for teachers to plan instruction and provide time for professional development. Students will not attend school on Teacher Work Days; all dates are provided in WCS Student/Staff Calendar, accessed through this [Link](#).

Y

Yearbook

Each year we publish a yearbook to celebrate our students and school events across the year. Please watch for the announcement for yearbook sales. Address questions about yearbooks to our Media Coordinator or your child's teacher. If you do not wish for your child's picture to be published anywhere, please submit that to the front office in writing.

Z

You have reached "Zee" end of the alphabetic part of our handbook!  The following pages have schedules, calendars, and additional information. Please let us



know if you have any questions or how we can help your child have a CUBtastic school year

Progress Report & Report Card Schedule



STUDENTS FIRST!



**2023-2024
Elementary Schools
Progress Reports & Report Card Schedule**

1st Nine Weeks

Progress Reports:

Grading Period Ends: October 20, 2023

Grades Due:

Report Cards Go Home: October 30, 2023

2nd Nine Weeks

Progress Reports:

Grading Period Ends: December 21, 2023

Grades Due:

Report Cards Go Home: January 8, 2023

3rd Nine Weeks

Progress Reports:

Grading Period Ends: March 15, 2024

Grades Due:

Report Cards Go Home: March 21, 2024

4th Nine Weeks

Progress Reports:

Grading Period Ends: June 5, 2024

Grades Due:

Report Cards Go Home: June 17, 2024

Additional Information



STUDENTS FIRST!

Gardners Elementary Family Engagement Policy

Gardners Elementary School (GES) is dedicated to the success of each student in our care. The faculty and staff of Gardners believe that parents are the most important partners for our teachers and staff in the education of their children. We believe that parent involvement is essential to the success of each child, and we will work in collaboration with parents and guardians to actively support our parents and PTO in order to enhance parent involvement through:

- Respecting parents as partners in the education of their children
- Setting high expectations for excellent customer (student/parent) service
- Expecting high student achievement for all students
- Promoting parent involvement in site-based leadership and decision-making
- Fostering a welcoming and responsive environment for all parents
- Establishing and promoting communication as a source of trust and understanding across our school community

At Gardners Elementary, we expect parents/guardians to be involved in their children's learning and education by:

- Respecting our teachers and supporting the Gardners Elementary staff as partners in the education of their children
- Utilizing ongoing communication with Gardners' staff on the instruction, achievement, and conduct of their children
- Participating in site-based leadership and decision-making
- Actively volunteering at Gardners Elementary

Opportunities for Family Engagement & Involvement

The Gardners Elementary Leadership Team will facilitate parent involvement by providing opportunities for parents to be informed, aware, and active participants in the education of their children through:

GES Communication Practices

- Wednesday Weekly Folders

- Student & Family Handbook
- Parent-Teacher Conferences
- Social Media: school website, Facebook, Instagram
- Class Dojo
- Teachers' email and website communications
- School Phone Messenger System (weekly Sunday messages)
- School Marquee messages

GES Student- Family Events & Activities

- Open House
- Parent Academy Events
- Book Fairs
- Music Programs
- Science Expo and Family Night
- PTO Meetings & Events
- Classroom Parties
- Volunteering
- Field Trip Chaperone

**Gardners Elementary
Family- School Partnership Agreement
2023-2024**



<u>Student</u>	<u>Parent</u>	<u>Teacher</u>
As a STUDENT, I will be responsible for:	As a PARENT, I will be responsible for:	As a TEACHER, I will be responsible for:

<ul style="list-style-type: none"> • Attending school regularly. • Coming to class on time and being prepared for work. • Actively participating in all aspects of my education. • Respecting the rights of others to learn without distraction and disruption. • Showing respect and cooperating with all adults in the school. • Completing all assignments to the best of my ability. • Spending time at home daily studying or reading <p>Student Signature: _____</p> <p>Date: _____</p>	<ul style="list-style-type: none"> • Seeing that my child attends school regularly and on time. • Providing a home environment that encourages my child to learn. • Actively participating in the parent meetings and student/parent education programs, and the use of Class Dojo to communicate with my child's teacher. • Working closely with classroom teachers to help my child be successful. • Providing regular time at home for working with my child on school-related activities. • Helping my child to meet his or her responsibilities. <p>Parent Signature: _____</p> <p>Date: _____</p>	<ul style="list-style-type: none"> • Coming to class prepared to teach. • Helping each student reach his/her full potential. • Providing an environment conducive to learning. • Allowing students to be successful through the use of many enjoyable instructional experiences • Maintaining communication on an ongoing basis through student progress reports, Class Dojo and parent meetings. • Supplying clear evaluations of student progress and achievement to both student and parents <p>Teacher Signature: _____</p> <p>Date: _____</p>
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Parent's Guide to K-2 Standards-Based Grading & Elementary Report Cards

In Wilson County Schools, we envision a student-friendly report card with clearly identified learning targets aligned to the North Carolina Standard Course of Study, while providing high quality instruction and assessments. Our Standards-based report card provides meaningful feedback so both students and parents can track student progress toward

mastery of key academic concepts/standards and reflect upon strengths and areas for improvement.

What is standards-based grading?

Standards-based grading is a grading system, which involves measuring students' mastery of a set of clearly defined standards. Its purpose is to identify what a student knows or is able to do based on these pre-established standards, rather than averaging grades/scores, which may not provide an accurate picture of what a student has or has not learned.

What is a standards-based report card?

A standards-based report card lists the most important skills students should learn in each subject at a particular grade level.

How does standards-based grading differ from traditional grading?

In a traditional grading system, a student's performance for an entire quarter is averaged together.

A standards-based grading system measures a student's mastery of standards by prioritizing the most recent, consistent level of performance, allowing a student who struggled early to demonstrate mastery by the end of the grading period. Variables such as effort, participation, timeliness, cooperation, attitude and attendance are reported separately, not as an indicator of a student's academic performance.

How are my child's grades determined? .

A student's performance on summative assessments will be used to determine a student's overall grade. Formative assessments, which occur throughout the grading period, are used to identify areas of strength and weakness of students in order to guide the teacher in providing targeted instruction.

Will my child still receive teacher comments on the report card?

Yes. Individualized feedback is an essential component of standards-based grading. Effective feedback is a more useful source of information than simply assigning a numeric value or letter grade to student work.

What will the grading scale represent?

M- Indicates that a student has mastered a standard

S - Indicates that a student has exhibited satisfactory progress towards a standard

N - Indicates that a student needs additional support and practice with a standard

U - Indicates that a student has exhibited unsatisfactory progress towards a standard

How will I know if my child needs help?

Receiving a 'N' or 'U' on a progress report/report card can be a sign that a student is in need of extra support in the areas where he or she is receiving low grades. This is another benefit of a standards-based report card – areas in need of support are clearly evident.

What courses will my child receive a grade in?

Each student will receive a grade in at least one standard for the following subjects per grading period:

- ELA (English Language Arts)
- Math
- Science
- Social Studies
- Physical Education
- Music
- Visual Arts
- Homeroom

The Homeroom grade will be based upon a student's conduct/ behavior.

Grading periods will be marked as:

- Q1 (First Quarter/Nine Weeks)
- Q2 (Second Quarter/Nine Weeks)
- Q3 (Third Quarter/Nine Weeks)
- Q4 (Fourth Quarter/Nine Weeks)



Gardners Elementary Behavior Matrix



	All	Hallways	Lunch Room	Playground	Bathroom	Bus	Classroom	Technology	Assembly/ Field Trip
R E S P E C T F U L	Raise your hand. Listen and follow directions. Keep hands and feet to yourself.	Keep hands and feet to yourself. Use quiet voices.	Eat quietly and talk quietly when you finish eating.	Take turns with the equipment. Be respectful to your classmates.	Turn out lights when done. Give others privacy. Be quick and quiet.	Whisper to your seat buddies	Each classroom creates their expectations	Follow teacher's directions. Stay on assigned task.	Clean the area around you. Polite manners and behavior. Use indoor voice.
R	Clean up after	Use quiet voices and	Throw your trash away	Pick up playground	Flush toilet and wash	No food or	Each classroom	Keep technolog	Listen, learn and enjoy

[School Nutrition FAQ](#)

