

**I·N·D·I·A·N · L·A·K·E · S·C·H·O·O·L**

505 INDIAN LAKE ROAD HENDERSONVILLE, TN 37075

**NATIONAL BLUE RIBBON SCHOOL**

*"chasing perfection... catching excellence"*



**I have read and reviewed  
the Indian Lake Elementary School  
Handbook with my child.**

**Please sign the form below and  
return to your child's  
teacher within 10 days of  
receiving the handbook.**



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**Student Name**

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**Parent/Guardian Signature**

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**Teacher Name**

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**Date Signed**



# INDIAN LAKE SCHOOL

PRINCIPAL

Ondie Mitchell

School: 824-6810

## INDIAN LAKE ELEMENTARY PTO BOARD 2011-2012

### PTO Officers

President	Vanessa Silkwood	264-6737
President-Elect	Shaunda Kohls	681-1741
Treasurer	Stephanie Tighe	824-3458
Secretary	Lisa Crockett	826-7038

### STANDING COMMITTEES

Enrichment	Shannon Sadler	431-0008
Hospitality	Barb Hall	822-1510
	Stephanie Miller	264-8107
Membership	Janelle Glenn	482-6115
PET Coordinators	Jill Rathert	822-1770
	Kristi Word	230-5421
Publicity	Linda deMontigny	822-5440
Spirit Night	Miranda Hatcher	824-6325
Spring Dinner & Auction	Lee Rucks	824-1750
	Kimberly Tyler	419-9768
Spring Festival	Stacey Becker	264-8783
Technology Committee	Mike Finlin	822-4251
Volunteer Coordinator	Tricia Mabrey	290-4031
Warrior Walk	Kim Luckey	824-0559
	Andi Smith	824-6638

### SPECIAL ACTIVITIES CHAIRPERSONS

ILE Website	Erica Holleran	957-2718
Fundraising Treasurer	Leslie Feray	431-0482
Landscaping	Allison McCoury	338-4419
Just-Say-No	Monica Barnett	537-2573
	Alison Muncy	824-1893

*"Get in the Groove with Indian Lake Elementary"*

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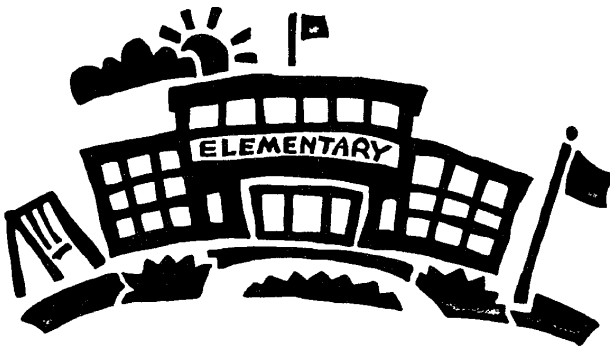
## WELCOME

Welcome to Indian Lake School-*Chasing Perfection, Catching Excellence...*

Our Student Council has chosen this slogan to express the positive learning experiences that exist in every part of our school life together. We are very proud of the school and the community that supports it in every way.

Our Programs are among the finest in the Country. Indian Lake is one of the schools from Tennessee to be submitted for the Blue Ribbon Schools Program (National Elementary School Recognition) sponsored by the U.S. Department of Education. Our school has also been SACS accredited.

This handbook is intended to give you an overview of policies, procedures, and programs. Please become familiar with its content and let us know of ways it might be improved.



## **PARENT INVOLVEMENT AT INDIAN LAKE**

It is our desire to have our parents involved and informed. You will be stronger advocates of public education if you are made aware of the dedication that the staff has to its' profession and if you witness our effectiveness. We believe in having parents in school. We try to have you get to know us through the following activities:

Parent Acquaintance Night  
Parent Conferences (Formally scheduled and as needed)  
School Handbook  
Newsletter (P.T.O.)  
Home / School Surveys  
Wednesday Papers  
Newspaper Releases  
Lunch (any day)  
Thanksgiving Feast (usually during American Education Week)  
Mother / Daughter Breakfast  
Father / Son Breakfast  
Parent Volunteers

Parents and children are ambassadors of our school and thus public education itself. We need to have parents encourage other tax -paying citizens to become aware of how their investment in public education is being utilized. Please bring visitors to our special events. Bring grandparents and even non-parents. They are all WELCOME!

## **STUDENT AFFAIRS**

### **Warrior Council**

Student representation/leadership is promoted through our Student Council. Each classroom selects representatives to this organization. Two teacher sponsors give time and direction to the group which in turn directs worthy/fun projects.

### **"Just Say No"**

An active JSN Club enhances our curriculum on Drugs/Alcohol. Fifth graders may join this chapter of the national organization. The P.T.O. Board sponsors our club. Our parents are encouraged to join the parent involvement sessions that are part of the total drug education program of the school.

## **Party Invitations**

Party Invitations should not be given out during the school day.  
Invitations should be mailed from home.

## **Library / P.E. Helpers / School Safety Patrol**

Intermediate students provide needed services to school programs.  
Their participation is a support as well as a learning experience.

## **SCHOOL DAY HOURS**

Students should not arrive before the first bus. Early duty workers do not arrive until **8:00 A.M.** **Car riders, walkers, and bike riders should not arrive before 8:15 A.M.** Students who arrive before **8:15 A.M.** are to report to the cafeteria. School begins promptly at **8:30 A.M.** An adult **must sign** their child in at the front office if arriving late. Dismissal begins at **3:30 P.M.**, and every effort will be made for it to go as quickly yet safely as possible. For safety reasons, we ask that if you enter the building to pick up your child that you wait in the official lobby and not at their classroom doors as this distracts students and slows down the dismissal process.

## **KINDERGARTEN DAY**

The kindergarten academic day ends at 2:15 p.m. Parents must pick up their children at this time. Parents do have the option of having their children ride the bus home at 3:30 p.m. with an older sibling if they attend Fun Company from 2:15-3:30. Before and after school child care through the **YMCA Fun Company** is available 6:30A.M.- 6:00 P.M. Call Fun Company at 826-9622.

## **P.T.O.**

The Parent Teacher Organization (P.T.O.) at Indian Lake deserves recognition for providing this beautiful school with answers for several very real needs. Thanks to the hard work of our P.T.O., Indian Lake School has the teaching materials necessary to present and reinforce instruction. The two Annual P.T.O. fundraisers provide camaraderie and funds to maintain a budget that includes instructional supplies as well as occasional maintenance items.

We urge ALL PARENTS to join P.T.O.

## **PARENT CONFERENCES**

Sumner County provides for parent conferences. Please see the school calendar for the dates. Teachers sometimes call for intervening conferences. If you want to set up an additional conference, teachers will be happy to do so. Be sure to send a note or leave word for the teacher to return your call. **PLEASE DO NOT DROP BY "FOR A FEW MINUTES" BEFORE OR DURING THE SCHOOL DAY.** This puts the teacher in a most uncomfortable position. While trying to have a conference with you, the students are looking for her/his attention. If you have a problem that needs immediate attention, get in touch with the office. The secretary or the principal can give you the teacher's planning time. **(ALWAYS STOP BY THE OFFICE TO REGISTER YOUR VISITATION.)**

## **REGISTRATION REQUIREMENTS**

In accordance with standards and policies of the State Department of Public Health as approved by the State Commissioner of Education, children entering kindergarten or first grade for the first time must have a complete medical examination along with pertinent immunizations. (green card).

A health record card, signed by the health provider (Doctor or Health Department), must be brought to the school. Original birth certificate will be required of all new entrants. (We will make a copy and return the original to you.) K and 3rd grades must have second MMR immunization.

Children enrolling in kindergarten for the first time must be five (5) years of age on or before September 30th of the school year. A child must be six (6) years of age on or before September 30th to be eligible for entrance into first grade. Two proofs of address will be required when enrolling a student.

## **ATTENDANCE**

### **A. A.D.A.**

School attendance is computerized. This facilitates state record keeping in order to determine our average daily attendance (A.D.A) School systems earn state funds on the basis of A.D.A Make every effort to help our A.D.A. by making appointments after school and on weekends. Your cooperation is VERY MUCH APPRECIATED!

**TENNESSEE COMPULSORY SCHOOL ATTENDANCE LAW requires a student to be present three hours and 15 minutes to constitute being present a full day of school.**

### **B. Student Attendance**

In order to meet the requirement for satisfactory attendance (considered to be 95% attendance), a student shall have an approved record of attendance. A total of 24 days absence during the school year may subject a student to retention or court action.

### **EXCUSED ABSENCES**

1. Student's personal illness or hospitalization
2. Death in the immediate family
3. Special recognized religious holiday

**EXCUSED ABSENCES (continued)**

- 4. Required court appearance
- 5. Approved school related activities
- 6. We do encourage students to be present for class. However, if you must take your child out for a trip A Request letter **MUST BE ADDRESSED TO THE PRINCIPAL AND APPROVED PRIOR** to the trip. Also, a note should be given to the teacher in classroom. The number of days can consecutively range from one to five. **Failure to get approval will constitute zeros.**
- 7. Other emergency extenuating circumstances beyond the control of the student. (Death, illness, etc.)

ALL STUDENTS ARE REQUIRED TO BRING A NOTE FROM HOME ON THE DAY FOLLOWING AN ABSENCE FROM SCHOOL. AFTER AN ACCUMULATION OF FIVE DAYS OF EXCUSED ABSENCES, THE PARENT/GUARDIAN MUST FILE MORE FORMAL DOCUMENTATION WITH THE PRINCIPAL TO ASSURE CLASSIFICATION AS AN EXCUSED ABSENCE.

**C. Make Up Work-Illness**

It is the student's responsibility to prepare all work assignments missed and to arrange a convenient time with the teacher for making up work, tests and projects. Make up work for illness may be picked up in the school office. ***Please call the school by 9:00 a.m.*** to request assignments in order to give teachers ample time to gather materials. **(DO NOT DROP BY THE CLASSROOM.)** Upon request, we will make arrangements for books and materials to be picked up in the office after 3:00 p.m.

**D. Make up work-Due to Vacations/Trips**

Teachers will not give assignments in advance. All missed assignments will be given when the student returns. The student will have 3 days in which to complete them. We strongly encourage vacations to be taken during holidays and/or breaks as your child not only misses valuable instruction, but then faces the additional stress of making up work while he/she is doing currently required work. This does present an overload, in that teachers cannot always project every assignment in every subject, it is difficult to give all assignments in advance. We hope you will consider these factors when you are thinking of going out of town.

**E. Early Dismissal**

Parents of students leaving school early for doctor's appointments, etc., must come to the office to sign the child out. Students who become ill during the day may call a parent or other designated adult to come and sign them out of school. **ANY PERSON TAKING YOUR CHILD FROM SCHOOL MUST BE LISTED ON YOUR CHILD'S REGISTRATION CARD.**

We ask that parents not send children to school when they are running a temperature or show other signs of needing medical attention. Names of students that accumulate five (5) early dismissals will be turned over to the attendance officer.

**F. Snow Days**

The local Nashville television networks have snow reports during winter months regarding school closings. School closings can also be checked on our school website at [www.ileonline.org](http://www.ileonline.org) and click on the link for school closings. Sumner county also participates in SchoolCast for announcements of this type.

**G. Tardiness**

Tardiness falls into the attendance category. Promptness is very important. It is very disruptive when students come into class late. **STUDENTS THAT REPORT LATE MUST HAVE A PARENT /GUARDIAN STOP BY THE OFFICE** and fill out a late admission slip for tardy students. A student that accumulates five (5) tardies will be turned over to the attendance officer. Excessive tardiness may result in a court action. Being on time teaches children respect for others.

**H. Perfect Attendance Requirement**

**Any tardies or early dismissals will disqualify students for perfect attendance.**

**LEAVING THE SCHOOL GROUNDS**

No student is to leave school grounds without permission from the office. DO NOT ASK A STUDENT TO MEET YOU OUTSIDE. ALL STUDENTS MUST BE RELEASED FROM THE OFFICE.

**REPORT CARDS**

Report cards are sent home every nine weeks. When letter grades are given, the following scale applies:

- A - 93-100
- B - 85-92
- C - 75-84
- D - 70-74
- F - 0-69

**TEXTBOOKS**

Textbooks are loaned to students for their use during the school year. Workbooks and other consumable supplies are paid for by the student. Textbooks should be handled carefully.

Please be sure your name, grade, and school are written in ink in the books in case they are misplaced. Fines will be charged for misuse or abuse. Students will be expected to pay for lost or abused textbooks at their replacement cost. This is school board policy.

## **SUPPLIES/BOOKSTORE**

Paper, pencils, workbooks and other supplies will be sold in the school bookstore every morning from 8:15-8:25 a.m. All school supplies needed throughout the year are continually available.

## **EMERGENCY PROCEDURES**

We routinely drill for emergency situations. We have specific procedures for fire, severe weather, bomb threats and earthquakes.

## **ACCIDENTS**

Every accident in the school building, on the school grounds, or at any event sponsored by the school must be reported immediately to the person in charge and to the school office. Reports will be sent to Risk Management. Parents will have the option to purchase an accident insurance policy for students at registration. Parents are responsible for all medical bills.

## **CLINIC**

Although we do not have a full-time school nurse, there is a clinic for students who need short-term attention. Facilities and staff or day-long care of students are not available, and the school cannot supply Tylenol, Advil, Benadryl, etc.

An Authorization to Dispense Medicine Form **MUST BE** completed and signed by the doctor and parent or guardian before any medication is dispensed. All medications have to be in an original prescription bottle and will be kept in the front office. Antibiotics requiring 3 dosages should be dispensed at home before school, after school, and bedtime.

## **BUS RIDERS**

The right of all students to ride a Sumner County school bus is a condition of each student's behavior. Students who violate the following rules will be reported to the principal who may report to the transportation department. Students who disregard policies may lose bus riding privileges.

1. The driver is in full charge of the bus and the students.
2. Students shall obey the driver cheerfully and promptly
3. Students shall occupy the seat the driver sets aside for them.
4. Students shall be on time. The bus cannot wait for those who are not on time.
5. Students should never stand in the road while waiting for the bus.
6. There will be no horseplay, shouting or other disruptive behavior on the bus. Such behavior endangers the lives of all riders, and students causing such will be denied privilege of riding.
7. Arms and head must be kept inside the bus at all times.

## **BUS RIDERS (continued)**

Problems arising at bus stops prior to boarding the bus are the responsibility of the parents.

Students may not ride a bus home with a friend after school. Such visits using bus transportation may create an overload. Parents must provide such transportation for recreational visits. When parents are out of town, arrangements may be made for child care purposes only, provided such arrangement does not create an overload. <http://www.sumnerbus.com>

## **PARKING**

**If you must come into the building during the hours of 8:15-3:45, please park in a regular, marked parking space along the left side of the second lane.**  
We sincerely appreciate your cooperation regarding this procedure.

## **DAY CARE PROCEDURES**

If your child attends an after-school day care center, please notify them each day that your child is absent from school. When they are unaware that your child is absent, they often get caught waiting in the bus and car rider traffic until they send word in to the office or the teacher.

## **CAR RIDERS**

Safety patrol officers and/or the principal or designee will supervise during arrival and dismissal. All car riders enter the school using the main front entrance. (Use the first door on the right, all other front doors remain locked.) At dismissal, these students will load cars waiting on the front (street) side of the median walk. Cars should be pulled all the way down this median in order to accommodate as many cars as possible during a single loading time. Students may not cross the driveway to enter a car while cars are moving down the drive/median area. Smooth, safe implementation depends on everyone.

Parents arriving before 3:20, please keep inside lane open for parents who have to check out students early. After 3:20 form 2 lanes to merge into one lane.

## **BUS LANE**

Buses arrive and depart in the rear of the building. Car traffic is not permitted during the hours of 8:00-8:30 am and 3:10-3:45 pm.

## **BIKE RIDERS**

Students who ride bicycles or walk to school will be asked to read and sign the safety rules for bike riding. Please check to make sure your child has a working knowledge of these rules. Parents will be asked to give written permission for students to ride bicycles or be allowed to walk home. The rules will be available to parents.

## **VOLUNTARY STUDENT INSURANCE**

Voluntary student accident insurance paid by the parent is made available to Indian Lake students.

## **LUNCHES**

School menus are sent home each month, and menus are posted on the Sumner Co. website. We encourage parents to pay weekly or monthly for lunches. It can be sent to the cafeteria, or you can go online to [www.mealpayplus.com](http://www.mealpayplus.com) to enter money into lunch and general accounts. Students are allowed to accumulate two (2) charges in this system. ***Please make checks payable to: Indian Lake Cafeteria.***

Our menus offer an appealing, nutritious lunch that will be difficult to surpass with a packed lunch for such a low price.

Please encourage your child to participate so that we might insure the success of the school lunch program.

## **LUNCHROOM POLICY**

ALL COMMERCIAL LUNCHES (from fast-food restaurants) AND CARBONATED OR SOFT DRINKS AND TEA ARE PROHIBITED IN KEEPING WITH THE CONCEPTS OF NUTRITION AND GREATER PARTICIPATION.

### **LUNCHROOM RULES**

1. Follow directions of the staff the first time.
2. Use restaurant voices (do not shout).
3. Do not play with food.
4. Walk-do not run.
5. Clean up your space

## LIBRARY

We encourage use of the library at every opportunity. Certain rules must be followed to provide maximum use by all students.

1. Return all books promptly as others may be waiting for them.
2. All books are checked out for one week, but can be returned before the due date. A fine of 2 cents a day is charged for overdue books excluding Kindergarten thru Second Grade.
3. Appropriate behavior is expected at all times.
4. Care of library books is most important. Students will be expected to pay for lost or abused library books at their replacement cost.
5. Assignments in library classes are part of our study skills program and are an integral part of our curriculum.

## PHYSICAL EDUCATION

Every classroom has Physical Education with the P.E. teacher twice a week. The Physical Education Program at Indian Lake consists of experiences in games/sports skills, rhythms, and educational gymnastics. The basic movement curriculum consists of skills and concepts. Physical Education skills include traveling, throwing, catching, kicking, punting, dribbling, volleying, striking with rackets, bats, and other objects, balancing, rolling, and transferring weight. These skills are enhanced and expanded by adding the movement concepts-levels, directions, pathways, force, body shapes, etc. Dribbling a ball with control in self space is a skill to master, but successfully dribbling a ball while traveling curved and zigzag pathways to avoid an opponent, reflects a much higher level of performance.

Come by the gym at any time -move with us. Throughout all our work and play, we are learning to move and moving to learn.

During physical education, students need to wear TENNIS SHOES OR AN ACCEPTABLE SUBSTITUTION -not sandals, jellies, boots, heels, or hard sole shoes. These are not only harmful to the gym floor, but more importantly are dangerous for feet, ankles, and legs. Tie or Velcro shoes are recommended over slip-on tennis shoes.

## **PHYSICAL EDUCATION (continued)**

When dresses are worn for P.E., it is recommended that shorts be worn under them.

Chewing gum is not allowed. Too often gum ends up stuck to the floor or on the bottom of someone's shoe.

If students are physically unable to participate in the P.E. Class, please send a note. \* If a student has a long-term doctor's excuse from P.E., please consult a physician about a modified program. The P.E. Teacher will be happy to work with the doctor to set up such a program. If students have a medical problem, please share this with the P.E. Teacher (allergies, asthma, heart condition, diabetic, bee sting reaction, etc.)

\*Extended absence will require a note from a physician.

## **SPECIAL PROGRAMS**

The SEARCH Program for the intellectually gifted is funded by the State of Tennessee. Therefore, we are required to use state criteria for students to be eligible for these services. A few states use the same criteria but certainly there is a great deal of variance from state to state. The program at Indian Lake serves as a resource to the classroom teacher of children certified in K -1. SEARCH students in grades 2 -5 are also in a pull-out program.

Indian Lake also provides other SP ED programs for students who meet the criteria set forth by the state of Tennessee.

## **STUDENT DRESS CODE**

The following shall **NOT** be worn to school:

- Biker Shorts
- Cut-off jeans that are frayed or pockets showing
- Saggy/sagging pants
- Spandex or body shirts
- Leggings and leotards unless with an appropriate length top or dress
- No Shoes with Skates

- Sexual slogans, pictures or advertisements or tobacco or alcoholic products on clothes
- Caps, hats, scarves or bandannas
- Strapless dresses or blouses
- Spaghetti strap dresses
- Bare midriff, halters or tank tops
- Backless shoes or cleated shoes, sandals with back strap permitted  
(straps must fit foot securely)
- Clothing related to gangs
- Extreme hair color
- Mohawk haircuts or other extreme styles

In addition, the following guidelines will be enforced:

- Mesh may be worn with T-shirts
- Garments must cover the shoulders
- No tank tops

### **PENALTIES FOR NOT FOLLOWING DRESS CODE:**

- Change or go home.

### **USE OF TELEPHONES**

Messages and deliveries from home should be left in the office. Telephones may be used in the office with teacher or principal permission only for emergencies. Students must have telephone passes. The use of personal cellular telephones in schools shall be limited to times and locations where students are not present.

### **CHANGE OF ADDRESS OR INFORMATION**

Inform the school of changes of address, telephone number employer, or any important information on the registration card. The school number is 824-6810.

### **COMPUTER LAB**

Indian Lake parents fund our computer lab program. Fee donations collected at registration are the Life Blood of this program. Parents and teachers serve on the Technology Committee. They oversee all facets of school technology.

## **VOLUNTEER HELP**

We are most fortunate to have a very supportive parent -volunteer program. Contact the school if you are willing to type, file, copy, tutor, assist teachers, substitute (for an hour when teachers have appointments), or work in the art, music, or physical education program. We are grateful for your time and we LIKE having you in school.

## **VISITORS AND VOLUNTEERS**

**ALL PARENTS, VISITORS, AND VOLUNTEERS MUST SIGN OUR VISITOR'S BOOK IN THE OFFICE** and get a visitor's or volunteer's badge before entering any other part of the building. The book and badges are located just inside the office door on the blue counter. This book serves several purposes for the school and the Director of Schools. We may ask for identification if you are not familiar to the office staff. It is unfortunate, but in a school this size our staff cannot be familiar with all faces. We are very conscious of our responsibility to your children. If you desire someone else to pick up your child, be sure that person's name is on your child's registration card. We will not knowingly release a student to an unauthorized person. Please do not feel offended if you are asked to present an ID when signing out a student. **Visitor or volunteer badges must be worn.**

## **DISCIPLINE, CLASSROOM MANAGEMENT**

Sumner County Board Policy permits paddling as a disciplinary measure. This consequence is not customary at Indian Lake School. We follow a nationally acclaimed management system that emphasizes expectations, rules, consequences, and POSITIVE REINFORCEMENT. Staff members are assertive, patient, and consistent. We will also use the **After School Detention Program** for all grade levels. Suspension will follow zero tolerance policy. Vulgar, unacceptable language and fighting will merit an automatic detention or suspension

## **PEDICULOSIS (Head Lice)**

It is our experience to have some cases during the school year as do Sunday Schools and day care facilities. Transmission of head lice is so easy that even movie theater seats are considered to be a common way for them to spread. As we confront this growing problem, we will notify parents and send information provided by the Health Department. Your cooperation and awareness are essential in controlling cases head lice in school.

## **COUNSELING PROGRAM**

The program is based on student needs and provides all students at all grade levels with help in using life skills. The program consists of responsive services, school curriculum, acquiring and program support and individual planning. The responsive services consists of activities to meet the immediate needs and concerns of students. This consists of individual/ small group counseling, consultation with parents, staff, and referrals. The students are seen in small groups every other week and in classroom groups on the alternate week. In the classroom, the school counseling curriculum is developed in the academic, career, personal, and social areas. The students are seen in developmental groups, and on the basis of referral either by parents, staff, or by themselves.

## **AWARDS**

### **Academic Awards**

It is important to recognize student initiative and progress. Recognition is given each nine weeks to students. A formal Awards Ceremony is provided for fifth graders at the end of the school year.

### **Wall of Fame**

Students deserve recognition for many non-academic activities. Teachers wish to highlight these and promote appreciation for the many other important aspects of school life. Our school Wall of Fame is our showcase for our congratulations.

### **School Service**

Student participation in support/service activities is very much appreciated by the staff. We show our thanks through service awards at year's end.

## AWARDS DAY

An award ceremony is presented for 5th grade the last week of school. The program is held in the cafeteria during the morning. Parents of recipients are invited. Criteria for each award is listed below

### **Warrior Awards**

Physical Education award for sportsmanship, spirit, grades.

### **Safety Patrol**

Selected for School Safety Patrol.

### **Library Assistants**

Selected to assist the librarian.

### **Presidential Award \***

4th Grade

### **Presidential Award\***

5th Grade

*\*CRITERIA: Grade Point Average of A or better. The overall A average is composed of grade averages from 4th and 5th grades. Test scores - Standardized Achievement Test Scores. Honor Roll has to be achieved for the entire school year.*

### **Principal's Award**

Must have all A's on every grading period all year.

### **Academic Excellence**

Must have all A's five out of six grading periods.

### **AB Honor Roll**

Must have at least B's every grading period all year.

**Math Award**

Presented to students who consistently demonstrate a keen interest and outstanding effort in mathematics throughout the school year. These students may not necessarily have the highest academic average, but through their hard work have developed a good understanding of skills necessary for progress.

**Language Arts Award**

Presented to students who consistently demonstrate a keen interest and outstanding effort in language arts throughout the school year. These students may not necessarily have the highest academic average, but through their hard work have developed a good understanding of skills necessary for progress.

**Science Award**

Given to the students who show the greatest effort and enthusiasm for science throughout the school year.

**Best All Around**

Awarded to one boy and one girl. Grades, attitude, manners and behavior all factor into this award.

## **HOMEWORK**

The following policy was adopted by the Sumner County Board of Education on July 24, 1990.

**Introduction**

Because education is a lifelong process which extends beyond the school it is important that students recognize that learning occurs in the home and community. Homework is one means of teaching the necessary skills of independent study and learning outside the school. A broad definition of homework is considered here to include not only written work, but also related activities such as viewing specific television programs, news reporting, recreational reading, and other activities which are related to classroom work, but which are assigned to be done at home.

**Reasons for Homework**

1. To complete work started in class.
2. To expand and/or enrich regular class work.
3. To build interest in reading and learning.
4. To make up work missed due to absence.
5. To encourage parents' awareness of student learning.
6. To provide an opportunity to pursue special interest or ability areas.
7. To increase learning time.
8. To establish independent study skills.

**SUMNER COUNTY BOARD OF EDUCATION  
CALENDAR 2011-12**

TBA	New Student Registration	
TBA	New Teacher Inservice	
08/03/11	Administrative Day #1	(no students)
08/04/11	Registration Day- <i>all K-12 students report to school</i>	abbreviated day #1
08/05/11	Administrative Day #2	(no students)
08/08/11	First Full day of instruction	
09/05/11	Labor Day- <i>schools &amp; Central Office closed</i>	(no students)
09/06/11	Administrative Day #3	(no students) ( <i>Parent Conferences</i> )
09/26/11-10/07/11	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
10/07/11	End 1st term - 1st nine weeks	(44 days)
10/10-14/11	Fall Break	(guaranteed days not to be used for instruction)
10/12/11	PSAT	10th grade
10/17/11	Inservice Day #1	(no students)
10/18/11	Begin 1st term - 2nd nine weeks	
10/18-28/11	ACT Explore & Plan	Grades 8 & 10
11/06/11	Daylight Savings Time Ends	
11/07-09/11	Constructed Response Assessment	Grades 3 & 7
11/23-25/11	Thanksgiving- <i>schools &amp; Central Office closed</i>	(no students)
12/05-16/11	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
12/06-09/11	End of Course Testing: Algebra 1, Algebra 2, Biology, English 9, English 10, US History	
12/20-21/11	Exam Days	
12/21/11	Last day prior to Winter Break	abbreviated day #2
	End 1st term - 2nd nine weeks (44 days)	End of 1st term (88 days)
12/22/11-01/02/12	Winter Break	(no students)
01/03/12	Administrative Day #4	(no students)
01/04/12	First day for students following Winter Break	
01/16/12	Inservice Day #2	(no students)
02/01/12	TCAP Writing Assessment	grades 5,8 & 11
02/07/12	Stockpiled Day #1	(no students) ( <i>Parent Conferences</i> )
02/10/12	TCAP Alt Portfolio Window Closes for School Year	
02/20/12-03/30/12	ELDA Testing	ELL student testing
02/20/12	Inservice Day #3	(no students)
02/27/12-03/09/12	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
03/08/12	End 2nd term - 1st nine weeks (45 days)	
03/08/12	Stockpiled Day #2	(no students) ( <i>Parent Conferences</i> )
03/09-16/12	Spring Break	(guaranteed days not to be used for instruction)
03/11/12	Daylight Savings Time Begins	
03/19/12	Begin 2nd term - 2nd nine weeks	
03/20/12	ACT Statewide Assessment	11th grade
04/06-09/12	Schools Closed	
04/23-27/12	TCAP Achievement, MAAS, ELSA	grades 3-8
04/27/12	Kindergarten registration for incoming students	2012.13SY ( <i>Scheduled at each school w/K</i> )
04/30/12-05/18/12	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
05/01-04/12	End of Course Testing: Algebra 1, Biology, English 10	
05/08-11/12	End of Course Testing: Algebra 2, English 9, US History	
05/22-23/12	Exam Days	
05/24/12	Administrative Day #5	(no students)
05/25/12	Report Card Day	abbreviated day #3
	End 2nd term - 2nd nine weeks (47 days)	End of 2nd term (92 days)
	End of School Year (180 days)	
05/28/12	Memorial Day - <i>Central Office Closed</i>	
06/11-22/12	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
07/09-20/12	Online Gateway Testing: Algebra 1, Biology, English 10	( <i>for diploma requirement</i> )
07/10-13/12	End of Course Testing: Algebra 1, Algebra 2, Biology, English 9, English 10, US History	

Time is stockpiled as per state law to allow for up to thirteen days of school being missed due to "dangerous or extreme weather conditions" or "upon approval by the [SDE] Commissioner...in case of natural disaster, serious outbreaks of illness affecting or endangering students or staff, or dangerous structural or environmental conditions rendering a school unsafe for use." Days stockpiled in this manner are NOT subject to being "taken off" if not used in a school year. [TCA 49-6-3004]. Two such days are used in this calendar: 02/07/12 as a parent conference day and 03/08/12 as a professional development day.

State regulations require 10 administrative & inservice days. At least 5 of these days must be used for inservice, and 1 administrative day must be a parent conference day.

This calendar schedules four [4] administrative days in addition to one [1] parent conference day, and three [3] of the five [5] allowable inservice days.

Remaining inservice days [2] may be earned through activities chosen by a teacher outside statutory paid days of this calendar only with principal approval.

**SUMNER COUNTY SCHOOLS**  
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