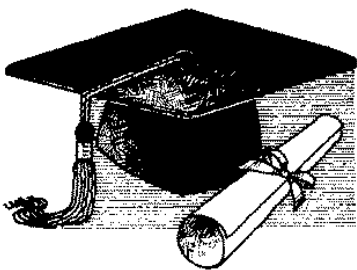


Student Handbook 2018-19

Funston Elementary School

137 North Academy Street, P. O. Box 40
Funston, GA 31753
Phone 229-941-2626 Fax 229-941-5039
Ricky Reynolds, Principal

School Website - www.colquitt.k12.ga.us/funston/



***Committed to Excellence
In Education***

Funston Elementary School

Message from the Principal

Welcome to Funston Elementary School! We are delighted to have you and your child as members of our Funston family. Our school will be focusing on **Excellence in Education** for the 2018 - 19 school year. We realize that the success of our students depends on students, staff members, family members, educational leaders at all levels, and our community supporters. The staff members of Funston Elementary pledge to do whatever it takes for all children to be successful learners! We know that you, as students and parents, will give your all as well. By working **TOGETHER**, we can reach the goal of excellence!

In order for us to succeed, one of our main goals must be to teach children to be responsible for their actions. Please support us by having high and consistent expectations. Each year the academic bar is being raised, so we have no time to waste! The demands are high, and we want to help children be successful in all walks of life! We are expecting a great year! Funston is a special place filled with fantastic students and families. Let's work together to make this the best year ever!

FUNSTON SCHOOL'S VISION

Funston School is committed to the pursuit of excellence so that all students achieve national standards of academic performance in order to be career and/or college ready.

FUNSTON SCHOOL'S MISSION

Funston School's mission is to prepare children for the future by providing a safe and positive learning environment.

FUNSTON SCHOOL'S BELIEF STATEMENTS

- ❖ We believe all students can learn, achieve, and succeed when given ample time, proper modifications, and necessary resources.
- ❖ We believe students should have a positive and safe learning environment.
- ❖ We believe children should make good choices, be responsible for their behavior, and come to school every day ready to learn.
- ❖ We believe that high expectations are necessary for ALL students.
- ❖ We believe students learn best when they are actively engaged in appropriate learning activities.
- ❖ We believe that by involving the parents and community in school activities, children will be more successful.
- ❖ We believe that our school should promote mutual acceptance, tolerance, and respect among parents, students, staff, and community.



The following procedures are additions to our county policies and are specific to Funston Elementary School.

OUR SCHOOL DAY BEGINS WITH THE 7:40 BELL.

OUR SCHOOL DAY ENDS: 2:30 PM

ARRIVAL AT SCHOOL: Students who are brought to school should be dropped off at the side door of the cafeteria. **Due to the safety of our children, do not drop off in front of the school.** Parents should enter from HWY 37 on the west side of the church. School personnel will be on duty throughout the school to greet your child. **Children should not arrive before 7:10** as no staff members will be available to supervise your child. Students in Pre-Kindergarten should go directly to their classrooms. They will go to breakfast with their class after morning announcements. Students in grades K-5 who are eating breakfast should report to the cafeteria upon arrival. Students who are not eating breakfast should report to their classrooms.

AFTERNOON PICK-UP: Students who are picked up will be dismissed from the side door of the cafeteria at 2:30. Parents should enter from HWY 37 on the west side of the church. If plans for your child change, you must send a note to your child's teacher. **Calling the office to change plans should be used only in emergency situations.**

EARLY PICK-UP: If a student must leave school early, a written note should be sent with the student on the morning of the early release. Parents must sign their students out in the office. The students will be called to the office for dismissal.

FOOD AND BEVERAGE: All beverages that students bring from home must be in unbreakable containers. We ask that lunches not provided by our cafeteria or brought from home not be delivered to school (ex. McDonalds, Wendy's, etc). Healthy snacks are suggested! Limit candy, cokes, and non-nutritious snacks. Fruit juices and bottled waters are available for purchase with lunch in the cafeteria each day.

MORNING ANNOUNCEMENTS: Our instructional day begins at 7:40 AM with morning announcements. We observe a moment of silence, have a school wide pledge to the American flag, the Georgia flag, and discuss our character education themes. SGA officers assist with announcements each day.

PARENT/TEACHER COMMUNICATION: Communication between parent and teacher is vital! Make a habit of checking your child's book bag each night. Please sign reading logs and agenda books daily. Review homework! Please attend all scheduled conferences. If you need to meet with your child's teacher, call 941-2626 to set up an appointment time.

PARTIES: Class parties will correspond with Christmas, Valentine's Day, and Easter. These parties should be planned for the last hour of the day and will be coordinated through the classroom teacher. No birthday parties are allowed during school hours, although parents may occasionally provide refreshments as long as they plan ahead with the teacher. Invitations for individual parties cannot be delivered at school unless there is an invitation for EVERY child!

SCHOOL NEWSLETTERS: Each month a newsletter with classroom information and special dates for upcoming events will be sent home in an envelope along with student work for parents to see and discuss with their children. You will also receive a newsletter from the office each month.

VISITORS AND VOLUNTEERS: Parents and community members are encouraged to volunteer in various ways throughout the day. Adults are welcome to help with special events at the teacher's request. Special events are planned as extensions of student learning and should be free from distractions; therefore, relatives and pre-school children should not be included in field trips, class parties, and class activities. All guests should enter through the lobby and get a visitor's pass.

Under GA law each school shall include in their handbook a list without limitation of the names of all clubs and organizations, the mission or purpose of the club or organization, name of the club's or organization's faculty advisor(s), and a description of past or planned activities. The handbook shall also include an area for a parent or legal guardian to decline permission for his or her student to participate in a club or organization designated by him or her.

CLUBS: Funston Elementary School offers the following clubs/organizations to eligible students:

Student Government Association – one student representative is elected from each homeroom (K-5) to serve for the school term. Officers are elected from 4th and 5th grades.

- Mission or Purpose – The purpose of SGA shall be to promote the ideals of democracy in the school setting. SGA gives the students a voice. SGA representatives also represent the school in extracurricular activities.

4-H Club – is open to all students in 5th grade.

- Mission or Purpose – I Pledge my Head to clearer thinking, my Heart to greater loyalty, my Hands to larger service, and my Health to better living, for my club, my community, my country, and my world.

Beta Club- offered to eligible 4th and 5th grade students

- Mission or Purpose – to promote leadership, service, and character for Beta Club members

Technology Club – Offered in each school in Colquitt County.

- Mission or Purpose - to promote the use of computer technology, enabling those who join the club to enhance educational experiences. The Club will provide activities that include developmentally appropriate practices and programs that promote school service and academic achievement through the use of technology and applications of problem solving skills.
- Membership - Eligible students in grades 3-5 are invited to join the technology club by teacher or club advisor nomination. Students must be in good academic, attendance, and discipline standing and have parent permission. Students are selected based on a demonstration of technology aptitude and interest.
- Policy - Any personal information that might be collected on a club member will not be made available to anyone except authorized Technology Club personnel. In that case, such personal information is used only for purposes related to the Technology Club. Club advisors are responsible for enforcing the Acceptable Use Policy of the school at which a club member attends.

We, at Funston Elementary, believe it is advantageous for students to participate in organized clubs, sports, and other extracurricular activities. ONLY complete the bottom portion of this page if you DO NOT want your child to participate in any club or organization that he or she may be eligible for.

I decline permission for my child to participate in a club or organization. By signing and returning this portion of the handbook to the school I understand that my child **WILL NOT** be allowed to participate in clubs that would normally be open to him or her.

Name of Student

Homeroom Teacher

Name of Club(s)

Parent/Guardian Signature

Date

School-Parent Compact
Funston Elementary
School Year 2018-2019
Revised 6/4/18

Dear Parent/Guardian,

Funston Elementary students participating in the Title I, Part A program, and their families, agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement as well as describes how the school and parents will build and develop a partnership that will help children achieve the state's high standards.

We will collect input from students, parents and teachers through surveys on the effectiveness of this compact each spring. The compacts will be used as an ongoing method of promoting and guiding parental engagement at Funston Elementary.

To understand how working together can benefit your child, it is first important to understand our school's goals for student academic achievement.

Colquitt County Schools Goals:

The goal of Colquitt County Schools is excellence in student achievement with the expectation that all Colquitt County students will at least meet if not exceed the state and national average for academic performance.

Funston Elementary Goals:

It is our goal to increase student achievement in all academic areas. More specifically to increase Math proficiency in the "exceeds" category on the Georgia Milestones Test. The major focus area for this year will be to improve scores by improving math fluency.

To help your child meet the district and school goals, the school, you, and your child will work together to:

School Responsibilities:

Funston Elementary, will:

- *Continue to participate in effective professional learning to implement a variety of teaching strategies.*
- *Provided parents with math manipulatives to assist their students using math fluency cards to increase number recognition, addition, and subtraction, multiplication and division comprehension.*
- *Provide a parent computer that enables parents who do not have access to the internet to have access to help aids for their student.*
- *We will provide parents with access to iReady which is an online math program aimed at increasing math fluency.*
- *Each parent will be provided with a quarterly check list that will provide a schedule of math skills needed for that quarter.*
- *Parents will be encouraged to attend workshops and academic nights which are offered throughout the school year to better understand the methods used to teach their student math.*

Parent Responsibilities:

I/We, as (a) parent(s), will:

- *We will attend all conferences, PTO meetings, Academic Nights.*
- *We will use math fluency cards to increase number, addition, subtraction, multiplication and division comprehension provided by the school to assist my student.*
- *We will use all resources listed on the teacher's web page which will help with my child's math fluency.*
- *In order to achieve fluency, we will provide an opportunity for our child to use iReady.*
- *We will monitor our student's progress using the quarterly checklist.*
- *We will attend workshops and academic nights to learn the methods to help my student improve math fluency.*

Student Responsibilities:

- *In order for my school to raise student achievement I will do my part by writing down and completing math assignments.*
- *I will work with my family to increase my math skills using the materials my teacher sends home.*
- *I will use the math manipulatives my teachers send home to help me get better in math.*
- *I will take home my check list so my parents can help me get better in math.*
- *I will attend workshops with my parents to get better in math.*

COMMUNICATION ABOUT STUDENT LEARNING:

Funston Elementary is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- *Class/School newsletters to parents*
- *Parent Portal*
- *School/Teacher websites*
- *Parent-Teacher conferences*
- *Weekly folders*
- *Remind 101*
- *Phone calls*

ACTIVITIES TO BUILD PARTNERSHIPS:

Funston Elementary School offers ongoing events and programs to build partnerships with families.

Opportunities for parents to volunteer, observe, and participate in school activities to build partnerships that will support student learning include:

- *Parent-Teacher Conferences*
- *Parent Workshops*
- *Curriculum Nights*
- *Parent Resource Center*
- *Volunteering*
- *Open House*

Funston Elementary School
2018-2019 Parent and Family Engagement Plan Summary

Parent Involvement

Funston recognizes the importance of forming a strong partnership with parents and community members in order to positively impact the students in our school. To promote effective parent involvement, the staff at Funston welcomes input from parents and community members and encourages them to join us in the activities outlined in this plan. We will work with parents as equal partners in the educational process.

Annual Title I Meeting

Parents are invited to attend this meeting at the beginning of each school year to learn more about the requirements of Title I and our schoolwide Title I Program. At this meeting there will be opportunities to review Title I documents and give input on the following:

- School-Parent Compact
- Title I Parent and Family Engagement Plan
- Parents' Right to Know
- Ideas for future parent involvement activities
- Title I Budget

Accessibility for all Families

We will accommodate all families by providing the following:

- Choices of meeting dates and times based on input from parents
- Interpreters
- Translated documents
- Childcare at the school for meetings, when possible

Parent and Family Engagement Activities

Based on parent survey input, we will provide the following activities to assist parents in understanding the state curriculum and assessments to help parents improve their children's academic achievement:

- **Parent Involvement Nights:** Math or Literacy Nights will be implemented for parents to learn strategies to help their children at home
- **Assessment Information Nights** will inform parents of GSE (Georgia Standards of Excellence), grade level assessments, curriculum and grade level expectations
- **Newsletters** to share relevant information and best practices with parents, and to inform them of the value of family engagement

Shared Decision Making

Through the announced meetings, parents will review and give input while writing/reviewing the school's Parent and Family Engagement Plan (PFEP) and evaluate the plan annually. Parents will also give input in writing the School-Parent Compact. Parents will review the Title I Family Involvement Survey results to determine necessary changes. Use of parent and family engagement funds will also be discussed. Parents will receive information in a timely manner and will be informed of student curriculum and assessments. Parents will have opportunities to discuss schoolwide programming and review data reports.

Communication

Parents will be provided information in a language and format which is easy to understand. We will communicate with parents by:

- Flyers
- OneCallNow
- School Website
- Conferences
- Remind 101
- Family Involvement Surveys will be distributed to parents for parent input

Volunteers

Parents are encouraged to volunteer at our school in a variety of capacities that address the needs of the students and school.

This Parent and Family Engagement Plan has been jointly developed and distributed to the parents of Funston Elementary students.