

RED OAK

ELEMENTARY SCHOOL

PARENT and STUDENT HANDBOOK

2018-2019



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Letter from the principal . . .

Dear Parents,

The staff at Red Oak would like to extend a warm welcome to a new school year for all students, whether they are returning to familiar classmates and teachers or those who will be entering our school for the first time. We hope this will be a happy and successful year for everyone. We are excited about the school year and anticipate positive and exciting outcomes for our students.

Our School Based Decision Making Council was elected last spring and has already met and been involved in training. Amy Vittitow and Wendi Fritz will represent parents during the 201-2019 school year. Teacher representatives are Caroline McDermott, Emily Hayden and Alisha Hall . This group works to develop goals and policy for our school. They meet monthly on the second Wednesday. Everyone is encouraged to attend!

We hope you will take time to visit our Family Resource Center. The center enables us to give assistance and support in a variety of ways to our families. This resource will help us meet the needs of all of our students in a very comprehensive manner.

One important thing at Red Oak is parental support. We are working hard to have tremendous parental support, a strong PTO, and parental involvement. You are vitally important to your child's success in school. We welcome your participation and support to help our staff provide the very best education possible for our students.

Sincerely,



L. Andrea Hayden McNeal
Principal
Red Oak Elementary School

WHAT WE VALUE

OUR MISSION:

The learning community of Red Oak Elementary School exists to provide a culture of high expectations, to engage all students in a nurturing environment, and to inspire all students toward life readiness in an ever-changing world.

RED OAK HERITAGE

The new Red Oak Elementary School opened its doors in August 2013. The school adopted the name Red Oak officially on March 25, 2013, and was named in honor of a one room school located less than one mile from the current campus. The original Red Oak Elementary school served the students of Jessamine County from as early as 1917. The school partially burned during its operation, was rebuilt, and continued to serve students until 1952. Red Oak housed students from first through eighth grades.

The Red Oak name was chosen to (a) provide a historical reference and framework from which the new Red Oak may build, (b) provide a model of excellence, high expectation, and perseverance previously held by the original Red Oak, and (c) to honor those who served and were served (some who still live in this area currently) in this revered institution known as Red Oak.

OUR VISION

The vision of Red Oak Elementary is to be the model of academic excellence, invitational education, and high accountability for all.

The above thoughts serve as overarching statements that drive all aspects of Red Oak Elementary School. Simply stated, all students will be given a “first rate” education, each student will be developed into an outstanding individual, and each student will leave Red Oak Elementary equipped for future educational endeavors and life-long success.

Red Oak Elementary Schoolwide Behavior Plan

“We are Red Oak!”

Student behavior goes hand in hand with learning. We believe that students learn best when they have clear limits and expectations for their behavior. At Red Oak Elementary, value is placed on the educational setting and the need for appropriate student behavior. We will help students learn these expectations by intentionally teaching them our behavior expectations. Our expectations are explained in our simple statement: **“We Are RED OAK”**:

Respect ourselves, others, and our place.

Expect to learn!

Do our best!

Own our behavior.

Always treat others the way we want to be treated.

Know we can!

These expectations are reinforced every day in all classrooms, in all areas and by all school adults. On the following page you can see our plan for the behavior expectations in common areas.

General

1. Students will respectfully accept supervision from any teacher, teacher aide, or safety patrol person. Disrespect is unacceptable behavior.
2. Toys, games and manipulative items should not be brought to school, unless requested by a teacher.

The majority of our students do comply with ALL rules and procedures. However, students who do not follow the rules will be given classroom consequences or be sent to the office.

Students may receive time in the **Time Out Room** or **After School Detention**. Each teacher has a discipline plan which can result in a student being placed in any of these programs. Each is designed to be an integral part of a teacher’s classroom discipline plan.

Time Out Room

Assignment to the Time Out Room will be the result of rule violation. The purpose of this program is the removal of the privilege of doing activities with the other members of the class. Students are supervised and continue to work in this placement and do not get to do any of the fun activities with their class. This can be for an hour to a school day or more.

After School Detention

Assignment to the “After School Detention Program” (ASD) will be the result of continuous disruptive behavior in the school. Students in ASD will be supervised by a certified teacher and will be required to spend their time constructively on school related assignments.

Each of these can be an effective deterrent and intervention for maintaining appropriate student behavior. Parental support of these programs and for all the efforts of the Red Oak staff is greatly appreciated. Parents will be notified if their children have been placed in any of these situations.

Absence and Attendance Policy

Regular attendance is required by the laws of Kentucky and is important to the child's progress in school. Regular attendance is a most important factor in the establishment of a good scholastic record. Work missed through absences is difficult to make up and there is no substitution for the actual participation in the daily classroom discussion and work. All parents should make every effort to insure that their child attends school regularly, barring illness.

If a child is sick, a written explanation of absences from the parent is required when the student returns to school. Up to 6 days will be excused through parent notes. After those 6 parent notes, only doctor's notes will be excused. Parents should not request children to be absent from school nor to be dismissed early except for very unusual or important reasons. Children will not be released to anyone whose name and social security number is not on file in our office.

Please consult your copy of "A Code of Conduct for the Jessamine County Schools" for a description of our county-wide attendance policy. If your child needs to be absent for an extended period of time for a reason other than illness, please get prior approval from the principal by writing a note.

Tardiness

Every effort should be made to insure that the students are ready for the school bus when it arrives. Parents who transport their children to school should make sure they are at school by the time morning meeting begins at 7:55 A.M. If they are eating breakfast, they should arrive at 7:45 A.M.

Students who arrive at school after 8:00 A.M. must report to the office before they report to their homerooms.

Early Dismissal

There is educational value in the entire school day at Red Oak Elementary School. While you may sometimes get the impression that nothing significant goes on during the last half hour of the day, this is not the case. This is actually one of the prime learning times of the day. Therefore, we encourage parents not to pick their children up before the end of the day.

There are times, however, when it is necessary for students to be picked up before the school day is completed. If your child must leave early, please come to the office first and do not go directly to the classroom. We will send for your child and cause only a minimal disruption to the instruction. There is a sign-out book in the office you will need to sign where we record the early dismissal for each child. Children will not be released to anyone whose name and social security number is not on file in our office. Teachers are not allowed to release students during the school day. Early release for doctor appointments is only excused when a note from the doctor is received.

Transportation

Bus Riders

The right of all pupils to ride the school bus is dependent upon their good behavior and observance of the bus rules and regulations listed in the Jessamine County Schools Code of Conduct. While our students typically demonstrate high levels of appropriate behavior, courtesy, and respect for teachers and fellow students while at school, there are sometimes lapses in good behavior relating to school bus transportation. We can eliminate this problem with parental awareness and support and keep all school bus transportation to and from Red Oak Elementary safe and happy for all students!

When a bus driver witnesses misbehavior, they complete a “Bus Conduct Report.” Those reports are sent to the front office to be handled as needed. Generally, any first referral results in a discussion with Mr. White or Mrs. McNeal. Students involved with more than one bus discipline issue may begin spending time in before-school or after-school detention. Based on the severity of the infraction, a student will be required to remain in the front office from 7:30 until the start of the school day, or will be required to remain at school from dismissal at 2:50 until 4:00 P.M. *In this instance, a parent or approved guardian will be required to pick up the student.* In BOTH scenarios, students will engage in required written work during the detained time.

It is never our goal to create hardship for any family relative to school transportation. **However, it is our primary duty to ensure safe and stable travel to and from school. Inappropriate, disrespectful, or unsafe behavior potentially hinders safe travel and a safe environment, will not be accepted so the use of detention is necessary to redirect and/or correct transportation behaviors.**

Students are expected to ride their assigned bus. Transfer requests to ride another bus will be granted in emergency situations by the school principal, based on available space on the bus. If such a change is needed, please contact the front office or send a note with your child. If we do not receive a phone call or a note, the child will ride home on their assigned bus.

Car Riders

Since school safety is our highest priority at Red Oak Elementary School, we are continuously looking for ways to keep each student protected and safe each day. **Therefore, we are implementing a new entrance/arrival procedure:**

1. There will be a SINGLE POINT of entry into Red Oak each morning. Every individual (student, parent, visitor) will be required to enter at the **BUS ENTRANCE (left side of building)**.
2. As of August 15, 2018, the front entrance will be locked, and no access will be permitted through these doors.
3. For 2018-2019, Morning Meeting will occur each morning in the gymnasium. Therefore, each student will either immediately report to the cafeteria for breakfast or to the gym for Morning Meeting.
4. Beginning August 15, 2018, any parent or visitor needing access to the front office before 8:15 AM will be required to also enter the bus entrance. Visitors will be asked the intent of their visit, and may then be directed to the office.

5. At 8:15 AM, the bus entrance doors will be locked, and the single point of entrance moves to the front office. Beyond 8:15, all entrance to Red Oak Elementary will be gained through regular front office entrance procedures.

Children may be dropped off any time after 7:30 in the morning. If you are dropping your child off, please pull as far forward as possible in the front lane. If you will be bringing your child into the building, please do not park in the pick-up lane. Park in a parking place in the front lot. Teachers often have meetings or are preparing lessons in the morning, so please do not go into the classroom wings until after morning meeting. If a teacher is expecting you, please let the staff member on duty know that and they will let you know what to do.

In the afternoon, pick-up time will begin at 2:50 P.M. In order to be able to ensure safety and adequate supervision of all Red Oak students, “car-riders” (those who do not travel by bus) will remain indoors during dismissal, and will be called by name as each car approaches the front of the car line. Again, please pull as far forward as possible. Do not park in the front lane and get out of your vehicle. This will allow us to get several children into the cars at one time. Mrs. McNeal, Mr. White, Mrs. Carlola, and Mrs. Nasanno will be on duty each afternoon to be sure the children get to where they need to be. Students will be identified through the pick up tag in the front window of the vehicle. Please make sure your card is in a prominent place. Cards may be completed at Open House or in the front office.

Walk Up Dismissals

Knowing some parents choose to walk up to the school front to gather children (rather than remain in the car dismissal line), the following items have been developed to minimize confusion, to guarantee a safe and accountable dismissal of each student, and to help keep our car line moving at an acceptable rate. Please observe the following items:

1. **All walk up families must park in a regular parking spot in the lot!**
2. Families **MUST** have a Red Oak dismissal tag to pick up students!!
3. Any individual wishing to walk up to pick up a student must move to the right of the flagpole and form a line. Walk up students will be dismissed through the SIDE door on the **RIGHT** (as looking at the school).

It creates significant confusion and is potentially unsafe for walk up families to gather closely at the front door. Additionally, it slows the progress of both car and walk up dismissals through slowed communication between Red Oak personnel.

4. Car riding students will typically be called first, and walk up students will usually not be called until a few minutes after 2:50 P.M.

In order to speed up car dismissal, it is necessary to address those students first. Additionally, since school does not officially dismiss until 2:50, walk up parents should expect it likely be after 3:00 when walking students are released!

As always, your flexibility, cooperation, and patience will be so appreciated and will assist in making dismissal smooth, quick, and safe!

Programs

Art

The Art Program at Red Oak Elementary provides the opportunity for each student to explore the various art mediums such as drawing, painting, crafts and ceramics. Art history and the elements of design are also emphasized through the use of prints, filmstrips and art textbooks which are geared toward each grade level.

Music

Music instruction is offered to all Red Oak Elementary students each week. These classes help develop appreciation of and skills in musical expression. Activities include singing, playing instruments, listening, moving, and reading music. Fifth grade students participate in band class by experiencing a variety of instruments. All children have the opportunity to perform in PTO programs, special assemblies, and talent shows.

Library

Red Oak Elementary provides a full-service library for the use of students and faculty. The media specialist provides library research/reference skills instruction, book selection assistance, and reading motivation for children.

Physical Education

The P.E. teacher at Red Oak Elementary will instruct regularly scheduled classes. The physical education program will contribute strongly to each child's physical, social and emotional well-being. All children will be expected to participate unless a written excuse from the parent or family doctor is received.

Special Education Programs

The Jessamine County school system provides special education services for students who have been identified as learning disabled, behavior-disordered, emotionally disturbed, educable mentally handicapped, multiple handicapped, and students with communication disorders of speech and language.

Four special education teachers are assigned to Red Oak Elementary. Every effort is made to identify students who have handicapping conditions as early as possible in the student's school experience. Teachers and parents may make recommendations for student evaluation for placement in these programs. The "Child Find" program is conducted each year to assist in identifying special needs children.

Guidance Services

Red Oak Elementary employs a Child Guidance Specialist who works closely with students, teachers, parents and community agencies. Services provided include group and individual guidance and counseling, educational testing, and referrals for agency services.

Title I

Red Oak Elementary qualifies to receive Title I services based on the percentage of children enrolled and on the percentage of children who receive federal

lunch assistance. Red Oak is a schoolwide Title 1 school. That means that all children in our school can receive services regardless of whether or not they qualify. We do receive our funding based on the forms filled out for free and reduced lunches. **It is helpful to us if you fill these out, even if you do not plan to use the service.**

Gifted Programs

The Jessamine County School District provides elementary programs for the academically gifted. The program meets at Red Oak and is for Red Oak students who have qualified for the gifted education program in grades 4-5. Please contact the school principal if you feel your child needs to be evaluated for possible placement in these programs.

Homebound Program

The Homebound Program is designed to meet the needs of students who cannot attend a regular public day school due to a physical, mental, emotional or social condition which prevents, or renders inadvisable, attendance at school. See the Jessamine County Schools Code of Conduct for the specific provisions of this program.

Family Resource Center

The mission of the Family Resource Center is to provide relevant quality services to children and families of the Red Oak community. The center will coordinate community services and act as a channel for communication to help families and children develop and reach their potential. You may reach the Family Resource Center at 885-0616. Services include:

- Assistance with preschool care for children two and three years of age.
- Assistance with aftercare for children ages four through twelve.
- Education to enhance parenting skills and education for preschool parents and their children.
- Health services or referral to health services.
- Provide avenues for helping families to develop and maintain healthy family relationships.

School Pictures

Individual photographs of the children are taken at school by a professional photographer in the fall of the school year, and group pictures are taken in the spring. These packages are offered to families at a nominal charge, but no one is obligated to purchase school pictures. Notices will be sent home several days prior to pictures being made.

Lost and Found

The following procedures should be followed for recovering lost items:

1. Have child's name on all personal items.
2. Notify the teacher.
3. Check the Lost and Found.

Cafeteria

Jessamine County is excited to announce that because there has been an increase in student meal participation, we will offer both Breakfast & Lunch at **no cost to ALL** students elementary schools. We need your help! Please support this program by encouraging your students to take advantage of our school meal programs whenever possible! The decision to participate in the CEP program was made to better support our community's families and children.

A monthly menu will be included in our monthly newsletter. In addition, the Jessamine Journal prints the menus of all Jessamine County schools each week. You may also access this information through the app Meal Viewer. All students are required to eat lunch in the school cafeteria or to bring their lunch from home and eat it with their class.

Adult Lunch Prices

Adult Lunch - \$3.50

Adult Breakfast - \$2.50

Lunch Visits

If you would like to have lunch with your child, please send word by the child so we can be sure to have enough food. Parents or other guests are always welcome to join us for lunch!

Accidents and Illness

If your child becomes ill or is injured at school, we will notify you, or anyone you designate, to come for the student. If the accident or illness is serious, and we cannot reach you, the school will take whatever action is necessary for the well-being of the child.

Medication

Teachers may not give children aspirin or other medications. If your child is taking any medicine and must receive a dose during school hours, please adhere to the following guidelines.

1. A signed Jessamine County authorization form must be on file in the office. These forms are available from the school office or your child's teacher. This form must be signed by a doctor.
2. All medication will be stored in a locked box.
3. Medication will be administered by personnel in the office.

A log will be kept of all medications administered through the office and will become part of your child's permanent record.

Change of Address/Phone Number

Please update any changes through the **Infinite Campus Parent Portal** as soon as possible for the start of the year. If there are changes during the year,

please notify the office with any change in address or phone number. This will allow us an effective means of emergency contact for your child's safety and make sure they get to the right address after school.

Report Cards

We are so excited to be in the digital age of report cards!! Online registration allows you to see your child's progress report on Infinite Campus. You will not get a printed copy, however, if you would like one, simply send a note to your child's teacher. Please sign and return the report card envelope.

Here's how you can see your child's report:

1. Log in to your Infinite Campus Parent Portal and select the student.
2. Go to reports on the left side.
3. Choose the "Report Card With Teacher Comments". Their progress report will pop up. Only those standards which were covered this nine weeks will be scored. Please feel free to call with any questions.

You may also be informed of your child's work in the following ways:

1. Samples of work.
2. Parent-teacher conferences.
3. Classroom visitation.

If in doubt concerning your child's progress before the end of the report period, please contact his/her teacher.

Parent-Teacher Conferences

Conferences are a critical part of school/home relationships. At Red Oak, every child **MUST** have at least one parent conference for year. If you would like to schedule additional parent-teacher conferences, please notify your child's teacher. Your child's teacher will return your call at his/her earliest convenience and determine a mutually agreeable time for your conference.

The following suggestions are made to facilitate the conference:

1. Conferences should be scheduled in advance at a time that is convenient to both the parent and teacher.
2. Always keep a conference date. If it is necessary break an appointment, call or notify the teacher in advance. He/she will try to arrange another conference at a later date.
3. Prepare yourself for the conference. Write down topics you would like to discuss and questions you would like answered.
4. Be on time. Plan to arrive a few minutes early. If the teacher is engaged in another conference, wait outside the room until the teacher is free.
5. Approach the conference with a positive attitude. There can be many purposes for a conference, but they all center around a sincere desire to help the child.

6. Feel free to ask questions. If the teacher does not discuss something in which you are interested, ask questions.
7. Have confidence that whatever is discussed during the conference will be confidential and only used in helping the child. Therefore, be frank in discussing matters of concern.
8. Follow up the conference by notes, etc., on the child's progress as related to specific areas discussed in the conference.
9. If the conference was not satisfactory, ask the teacher to schedule another one at a future date.
10. Both parents should attend a conference whenever possible. If one is unable to do so, the other one should discuss the conference so that both parents are aware of the child's progress.
11. Telephone conferences are not as successful as personal conferences. If you need to talk with a teacher, please call the school and your child's teacher will return your call when there is time available.

During Open House periods at PTO meetings, parents are encouraged to speak briefly with the teachers. However, it is not the time for long individual conferences. Please arrange for conferences at another time, since at PTO meetings teachers want to visit with many parents.

Guests Welcome

Parents are encouraged to become involved in our school. We welcome the support from home that is so important to our children. To facilitate those occasions when parents wish to be in our building we have developed the following policy and procedures for visitation to our campus. Please consider this a solicitation for your presence in your school.

The staff of Red Oak Elementary School believes that parents and community members are a vital element in the education of our children. Visitation of the school is encouraged for the purpose of volunteer assistance, conferencing, visiting, and/or observation. For the safety of our students and staff it is important that specific policies be in place to monitor guests on our campus.

1. All guests are asked to register in the office when arriving and departing from the school.
2. A registration book will be in the office for guests to register their name, person(s) visiting, reason for visit, time of arrival, and time of departure.
3. Individuals wishing to observe a classroom for an extended period of time should make prior arrangements with the teacher and have approval from the principal.

Testing

Other educational and psychological testing may be done by the school guidance specialist, special education teachers, or the county school psychologist when the need for such testing is indicated. Parental permission is obtained before such testing is done.

Extracurricular Activities

STLP

The Student Technology Leadership Program (STLP™) is a project-based learning program that empowers students in all grade levels to use technology. It meets after school and is open to 4th and 5th graders who are interested in technology.

Safety Patrol

Fifth grade students are nominated by classroom teachers to become members of the Safety Patrol. Criteria for selection includes school citizenship, satisfactory grades in all subject areas, and parental consent. Safety Patrol members assist with loading/unloading of school buses, maintaining orderly traffic in hallways and on school grounds, and assistance at special school functions.

Academic Team

The academic team has been very successful. Details for participation will be sent home soon after the beginning of the school year.

Archery

Archery is offered as an after-school program for 3rd-5th grade students who meet qualifications determined by the physical education teacher, Mr. Tate. Students learn proper bow and arrow maintenance, safety, and fundamental shooting techniques. Families will have to arrange personal/private transportation from school for those who participate with archery.

Choir

Choir is offered as an after-school program for 4th-5th grade students who meet qualifications determined by Ms. McPherson, music instructor. Choir students learn music skills and fundamentals and prepare many songs for performance at school and community events. Families will have to arrange personal/private transportation from school for those who participate with choir.

Emergency School Dismissal

Should it become necessary to dismiss school once we are in session, it will be announced over the local radio station, television stations, and will be posted to our school district's website. If your child goes to a baby-sitter please make certain that the sitter knows to listen to the radio in case of early dismissal. It would be helpful if you would send the homeroom teacher the phone number and address of your sitter. In the event some roads should become too dangerous for the buses to deliver students to their normal stops, those who are left on the bus will be returned to the Red Oak Elementary School.

PTO

The Red Oak Elementary Parent-Teacher Organization was established to provide a closer relationship among teachers, parents, and students. PTO meetings are open to all parents and are held at the school cafeteria on the 2nd Monday of each month at 6:30 PM. The PTO sponsors several fund-raising projects

throughout the year such as the membership drive, catalog sale, candy sale, and Spring Fling. Funds raised from these projects are used in many different ways. This past year, the PTO purchased software and essential equipment for computers, numerous educational resources, and an extensive list of other important items used throughout the school. They also raised money to help with the outdoor classroom. Many grants and scholarships were funded, as well. The PTO will send home a handbook outlining its programs.

Dress Code Policy

It is our goal at Red Oak Elementary School to maintain an environment most conducive to student learning and safety. The following guidelines have been established to avoid unnecessary distractions for students at Red Oak Elementary School. Each of the items below will be evaluated by teacher discretion in each classroom. If a violation cannot be corrected at school, then parents will be contacted to supply the appropriate garments for that day. At the second violation, parents will be contacted immediately by administrative personnel.

1. Pants, shorts and shirts must cover midriff and underwear at all times. (no sags)
2. Hemlines of shorts, skirts and dresses must be mid-thigh or longer in length.
3. Clothing that is too tight and/or form fitting is not permitted.
4. Shirts should exclude: backless, see-through, halters, midriff showing. Also, due to physical development and in preparation for middle school, spaghetti straps are not permitted for intermediate students.
5. Skate shoes or shoes with wheels are not permitted.
6. Hats or head coverings are not to be worn in the building. (with the exception of Hat Day for Class of the Week.)
7. Clothing with pictures or writing that violates the Code of Conduct or is offensive, suggestive, or distracting to the educational program of Red Oak Elementary School is not permitted.
8. Chains, other than necklaces or bracelets, are not permitted. (i.e. no bike chains, dog collars, wallets with chains)
9. Clothing with significant rips or tears is not permitted.
10. Please be sensitive to your child's physical development and supply him/her with the appropriate undergarments and hygiene products.

Homework Policy

While the work students do at school is very important to their learning, the work they also do at home serves a valuable purpose to help them review and practice skills learned. Please support your child's learning by being sure they have completed their assignments each day. In the intermediate grades, an assignment notebook is the parent's record of what work a child may have. Our policy is as follows:

- Primary Level- homework should generally be assigned three times a week and should take no longer than 15 minutes to complete.
- Intermediate Level- homework should generally be assigned two to four times a week and should take no longer than 45 minutes to complete.
- On-going assignments such as spelling, reading, math facts, or projects may require nightly study time and maybe in addition to regular assignments.
- Flexibility in homework policy guidelines will be at the discretion of the teacher.
- Homework will be based on content, level of difficulty, special projects and other considerations.
- All homework assignments may not be formally evaluated, but students will receive feedback on all assignments.

Wellness Policy

All students shall participate in physical activity, as follows:

- Each student shall engage in at least 20 total minutes of planned physical activity each day during which the school staff shall verbally encourage moderate to vigorous physical activity, preferably outdoors.
- Each student shall participate in physical education class 45-100 minutes a week.
- The school shall provide space and equipment to make these physical activities possible and appealing to students.
- Teachers shall make all reasonable efforts to avoid periods of more than forty minutes when students are physically inactive. When possible, physical activity should be integrated into learning activities. When that is not possible, students should be given periodic breaks during which they are encouraged to stand and be moderately active.
- Students shall not be deprived of the planned physical activity as a consequence for behavior or academic performance.
- Appropriate accommodations shall be made for students with special needs, as required by law and sound professional judgment.
- Our school shall assess students' level of physical activity at least once a year by the physical education teacher.

Red Oak Elementary is a Proud Title 1 School!!

Parent Engagement Policy

As a Title 1 school, we have the following policy to encourage parent engagement!

EXPECTATIONS FOR PARENT INVOLVEMENT

Red Oak Elementary School has adopted the following parent involvement policy and plan, developed by a committee of parents and teachers. It will be distributed to all parents.

All comments indicating parents' dissatisfaction with the district plan shall be collected and submitted along with the plan to the Kentucky Department of Education.

Red Oak Elementary School shall convene an annual meeting, at a time convenient for parents, to which all parents are invited and encouraged to attend. At this meeting, parents will be informed of the school's participation in the Title 1 school wide program, the purpose and requirements of Title 1, and their rights to be involved. Attention shall be given to reaching all parents.

Red Oak Elementary School shall offer a flexible number of meetings (a.m. and p.m.) to parents, and may provide transportation, childcare, and home visits as the need arises.

Red Oak Elementary School shall involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs, including the joint development of the school's Parent Involvement Policy and the school plan.

**Parents and Teachers
Are
Coming
Together**

Parents shall be provided with:

- a. Timely information and opportunities to attend meetings.
- b. School performance profiles and their child's individual assessment results, including an interpretation of results.
- c. A description and explanation of the school curriculum, assessment, and proficiency levels.
- d. A timely response to any parent suggestions.

SHARED RESPONSIBILITY FOR HIGH STUDENT PERFORMANCE

Red Oak Elementary School has jointly developed with parents, for all students, a parent-school learning compact that describes:

The school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment that will enable students to meet the state's academic expectations.

Ways in which each parent will be responsible for supporting his/her child's learning.

The ongoing communication between parents and teachers through:

- Parent/teacher conferences
- Progress reports to parents
- Reasonable access to staff
- Observation of classroom activities
- Opportunities to volunteer and participate in their child's class

BUILDING CAPACITY FOR INVOLVEMENT

Red Oak Elementary School shall build the capacity for strong parent involvement by:

- a. Providing assistance to participating parents in understanding national, state, and local goals, standards, and assessments, Title 1, Part A requirements, and how to monitor their child's performance, as well as information on how parents can participate in the education of their child.
- b. Providing materials and training to parents, such as needed literacy training not otherwise available to help parents improve their child's achievement.
- c. Educating all staff, with the assistance of parents, on how to reach out, to communicate with, and work with parents as equal partners.
- d. Coordinating and integrating, as appropriate, parent involvement programs/ activities with organizations such as:
 - Head Start
 - Even Start
 - Home Instruction Program for Preschool Youngsters
 - Parents as Partners
 - Other programs
- e. Ensuring, to the extent possible, information sent home is in a language and form parents can understand.
- f. Involving parents, where appropriate, in development of training for teachers and other staff that improves instruction.
- g. Providing other assistance, as appropriate, where parents can learn about child development and rearing from birth, designed to help parents become full parents in the education of their child.
- h. Developing appropriate roles for community-based organizations and businesses and encouraging partnerships with elementary, middle, and secondary schools.

- i. Training and supporting parents to enhance involvement of other parents, where appropriate.

PARENT-SCHOOL LEARNING COMPACT

You will receive a copy of this document to sign and return.

Effective Schools are a result of families and school staff working together to ensure that children are successful in school. A learning compact is an agreement among groups that firmly unites them. This is an invitation to be involved in a partnership with your child's school.

The parent will strive to:

- See that my child attends school regularly and is on time
- Support school staff in maintaining proper discipline
- Set aside a specific time for homework and review it regularly
- Provide a quiet, well-lighted place for study
- Encourage my child and let my child see me read regularly
- Communicate with my child's teacher on a regular basis

The student will strive to:

- Attend school regularly
- Be prepared for school each day with completed assignments and supplies
- Work cooperatively with my classmates
- Respect myself, my school, and other people
- Follow rules of student conduct

The teacher will strive to::

- Provide necessary assistance to parents so that they can help with homework assignments
- Encourage students and parents by communicating regularly about student progress
- Contact parents regularly to convey something positive about students
- Provide varied learning opportunities for students to enable them to meet academic expectations
- Hold expectations high for all students, believing that all students can learn
- Make my classroom and myself accessible to parents, encouraging them to visit the school, observe different classes, and speak with various staff members

The principal will strive to:

- Provide an environment that allows for positive communication between the teacher, parent, and student
- Encourage teachers to regularly provide homework assignments that will reinforce classroom instruction.

JESSAMINE COUNTY SCHOOLS CALENDAR AND INFORMATION FOR STUDENTS AND PARENTS 2018-19

IMPORTANT PHONE NUMBERS

Superintendent - Central Office.....	885-4179	East Jessamine Middle.....	885-5561
Director of Transportation.....	885-4891	West Jessamine Middle.....	885-2244
Early Learning Village.....	887-5358	East Jessamine High School.....	885-7240
Brookside Elementary.....	887-2012	West Jessamine High School.....	887-2421
Nicholsville Elementary.....	885-5351	Jessamine Career & Technology Center.....	881-8324
Red Oak Elementary.....	885-0616	The Providence School.....	887-4600
Rosenwald-Dunbar Elementary.....	885-6670	Ashgrove Academy.....	523-4661
Warner Elementary.....	885-3085	Adult Education/Family Literacy.....	887-9052
Wilmore Elementary.....	858-3134		

Flexible Staff Development Days.....	Thursday, August 9th, Friday, August 10th	Christmas Break.....	December 24th-January 4th
District-wide Teacher Meeting Day.....	Monday, August 13th	No School Martin Luther King, Jr. Day.....	Monday, January 21st
Teacher Work Day.....	Tuesday, August 14th	No School Presidents' Day/ <u>Flexible Staff Development</u>	Monday, February 18th
First Day for Students.....	Wednesday, August 15th	Spring Break.....	April 1st-April 5th
Kindergarten Phase-in.....	Weds/Thurs, August 15th-16th	Testing Window.....	Last 14 Instructional Days of District Calendar
Preschool Phase-in.....	Weds/Thurs, August 29th-30th	*Last Day for Preschool.....	Friday, May 17th
No School Labor Day.....	Monday, September 3rd	No School Primary Election Day/ <u>Flexible Staff Development</u>	Tuesday, May 21st
Fall Break.....	October 8th-October 12th	*End of Fourth Term/Early Release Day.....	Friday, May 24th
Early Release / Parent Teacher Conf. Day/Data Review.....	Wednesday, October 24th	Memorial Day.....	Monday, May 27th
Election Day / Required Staff Development.....	Tuesday, November 6th	*Required Staff Development Day.....	Tuesday, May 28th
Thanksgiving Break.....	November 21st-November 23rd	*Closing Day.....	Wednesday, May 29th

Dates that school is not in session are shown with circles ○ and/or are shaded.

○ = Students Out of School

■ = Students and Teachers Out of School

▨ = All Schools and Offices Closed

△ = End of Grading Period

↙ = Early Release

Jessamine County Schools will designate up to 10 inclement weather days as nontraditional instruction days which will not be part of the make-up rotation.

Days Missed/Make-up

- 11 — May 28
- 12 — May 29
- 13 — May 30
- 14 — May 31
- 15 — June 3
- 16 — June 4
- 17 — June 5

2018 July

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

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19	20	21	22	23	24	25
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September

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30						

October

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28	29	30	31			

November

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December

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30	31					

2019 January

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27	28	29	30	31		

February

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17	18	19	20	21	22	23	
24	25	26	27	28			

March

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31							

April

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21	22	23	24	25	26	27	
28	29	30					

May

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19	20	21	22	23	△	25	
26	27	28	29	30	31		

June

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30							