

Community School

Family Handbook

***Fulton Elementary
Community School***
225 West Orange Street
Lancaster, PA 17603
717-291-6110



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Handbook Overview

The teachers and staff at Fulton Elementary Community School are striving each year to provide the students with the best possible education. In order to do that, we need the cooperation and commitment of parents and students to follow the rules and make every effort to be respectful and responsible in the areas of academics, citizenship, and behavior. In working together, we can and will develop a positive school climate. This handbook is provided by Fulton to give you an overview of our school, our programs, and the rules and procedures of our building.

Parent Expectations

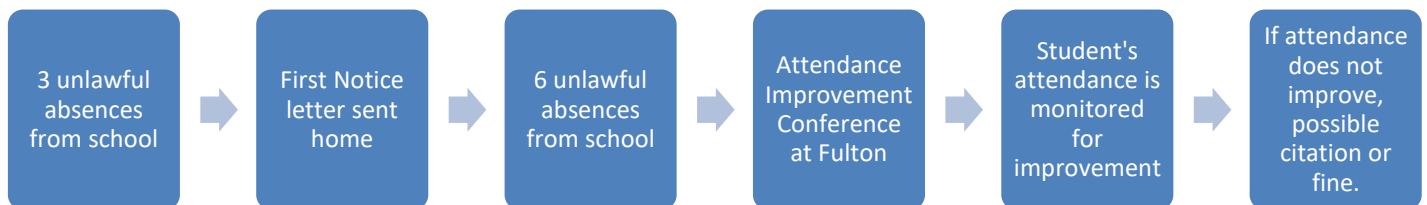
Attendance

Regular attendance is required for all students. The Pennsylvania School Attendance law requires that all children attend a public or private school from the time the parent/guardian chooses to put the child in school till the age of seventeen (17). All absences will be closely monitored, and the laws for compulsory school attendance will be enforced. **Please refer to page 18 of the Standard and Expectations of Behavior for Student Handbook for more information regarding the District Attendance Policies.**

Attendance Incentives: The teachers and staff at Fulton Community Elementary School love when all students are #Inschool #Ontime #Everyday! Students with good, consistent attendance will be recognized throughout the school year at the monthly assemblies.

- Monthly Perfect Attendance: Students with monthly perfect attendance will be recognized at the Excellence assemblies. Any parent, whose son or daughter has perfect attendance for the whole month, will be entered into a drawing to have breakfast or lunch with their student. Winners will be informed through a phone call.
- #Everyday Counts: Each classroom is encouraged to complete the #Everyday Counts sign. For each day, that the whole class is in school and on time, the class will color in a letter on the sign. When the sign is completed, the whole class will celebrate with extra time at recess.
- Classroom trophy: At each Excellence assembly, the class with the highest average daily attendance will be awarded a trophy to keep until the next assembly. Any class that has reached 95% or higher on their average daily attendance will be entered into a raffle for a pizza party.
- "Miss School, Miss Out": Each day during the morning announcements, two student's names will be announced. If those two students are in school, on time, and are in their school uniform, they will be rewarded with a small prize.
- Students may be invited to join a breakfast group to encourage them to attend school on time every day.

Chronic Absenteeism: Chronic absenteeism is defined as students who are absent 10% or more and are enrolled in the district at least 60 school days. A student is considered absent if they are not physically participating in instruction or instruction related activities. This includes students who are absent regardless of whether absences are excused or unlawful; including out-of-school suspensions. A student missing at least 50% or more of a school day (excused, unlawful, OSS) will result in a full day absence.



Excused: Parents/guardians are required to turn in a written excuse within three (3) days of an absence. Illness, doctor excuse, family emergency, court attendance, death in a family, and a preapproved non-school sponsored trip are excused absences that require a written excuse. Parents are allowed 10 excuses in one school year. Absences beyond 10 days shall require an excuse from a licensed doctor. Written parent excuses can be submitted through Class Dojo, email, or a physical note in the Main Office.

Unlawful: Absences will be treated as unlawful until the school receives a written excuse explaining an acceptable absence, to be submitted within three days of the absence. If an unacceptable absence is received, the absence will remain as unlawful.

Tardy to School and Early Dismissal: Fulton Community School students must arrive before 8:45 am. Students who arrive late to school and/or leave early will be coded as unlawful unless the absence has a written excuse from a licensed doctor. A student missing at least 50% or more of a school day will result in a full day absence.

Truant: A child is subject to compulsory school laws having three or more school days of unlawful absence each school year. The person in parental relation will receive a letter within 10 school days of the student's third unlawful absence.

Habitually Truant: A child is considered habitually truant when the child has six or more school days of unlawful absence during the school year. When a student under 15 years of age is habitually truant, district shall refer the student to a school-based or community-based attendance improvement program or the local children and youth agency. A citation may be filed in the office of the appropriate judge against the person in parental relation who resides in the same household as the student.

School Attendance Improvement Conference: After the student is habitually truant, a School Attendance Conference will be scheduled to address school attendance concerns. District staff shall notify the person in parental relation writing and by telephone of the date and time of the School Attendance Improvement Conference. The purpose of the School Attendance Improvement Conference is to examine the student's absences and reasons for the absences in an effort to improve attendance. The following individuals shall be invited to the conference: the student, the student's parent/guardian, other individuals identified by the parent/guardian who may be a resource, appropriate school personnel, and recommended service providers. The outcome of the School Attendance Improvement Conference shall be documented in a School Attendance Improvement Plan.

Students who are attending Fulton under a continuation agreement and reside outside of the Fulton attendance area will be reassigned to their home school if there are frequent unexcused absences.

Address/Telephone Changes

Please notify the school immediately if there is a change in your address, telephone number, babysitter, or person to contact in an emergency. This is very important in case your child becomes ill or injured.

Early Dismissal Requests

If you are picking up your student for a doctor's appointment, the appointment card or a written request including the time of the appointment should be sent with the child on the morning of the dismissal. Please allow enough time for the student to be called down to the office. Students will not be permitted to wait in the office prior to your arrival. A written note from the doctor's office must be provided upon return from the appointment. This information is required for an excused dismissal from academic time. No other early dismissals will be permitted, except for a family emergency or with prior approval from the principal. A child will be released only to the individuals listed on his/her emergency form. If someone not listed on the form must pick up your child, the office should be notified, and the person must present identification when signing out the child.

Educational Trip Requests

Upon receipt of a prior written request from the parents or guardians, students may be excused from school with the principal's approval to participate in an educational tour or trip. This request must be submitted at least one week in advance. These requests must be made to the principal, not the

classroom teacher. Forms are available in the school office. Those educational trips not given prior approval will be considered unexcused absences. Parents/guardians are given ten (10) parent excuses per year/per child. When those ten (10) parent excuses are used, the parent/guardian must submit a doctor or legal excuse for any additional absences.

Emergency Forms

Every student at Fulton must have an emergency form on file in the school office. This information enables school personnel to contact the parent or guardian in case of an emergency. **The emergency form must contain a telephone number where the parent or guardian may be reached. It must also contain the number of a person that can be contacted if the parent or guardian cannot be reached.**

Medication Policy

No “over the counter” medication may be administered by any school district employee without specific written instructions from a licensed physician or dentist. Prescribed medication may be administered by school personnel with the specific written instructions of the attending physician or dentist and with permission from the parent. The medication must be presented in the original container; the instructions must include the name of the student, the name and dosage of the medication, and the time it is to be administered.

Parent Teacher Conferences

Formal parent/ teacher conferences are scheduled two times each school year, usually after the first and second marking periods (please refer to the school calendar for dates). Parents will be given the opportunity to make an appointment to come to the school during these times for a conference. Parents are valued as partners in the education of their children, and we welcome your input and perspective at the conferences.

If you have concerns regarding your child’s progress in school, we ask that you do not wait for the formal parent/ teacher meetings. Please call or email your child’s teacher anytime you have a question about his/ her performance.

Protocol for Parental Concerns

In all working relationships, there are times when disagreements or misunderstandings occur. When there are issues that arise, it is best to begin the problem solving as close to the source as possible. **If the problem occurs in the classroom, it is best to make an appointment with the classroom teacher** to discuss the issue.

If the problem cannot be resolved at that level, then it is appropriate to contact the principal. Most of the time, these problems are easily solved and occur as a result of miscommunication. **If a problem arises outside of the classroom teacher’s area of responsibility, it is best to contact the appropriate staff person** by telephone at Fulton or leave a message and they will return the call. Again, if the problem cannot be resolved at that level, it is appropriate to call the principal.

Open communication is essential to the collaboration between parents and school staff. Please do not hesitate to share concerns and work to resolve problems through dialogue and discussion.

Thursday Folder

In order to foster better school/ home communication, all students will receive a clear, plastic folder that will come home in your child’s backpack every Thursday with school information or papers that need to be signed. **It is important that parents/guardians look at the information in the folder every Thursday, sign and return the folder the next school day. This will allow us to maintain open communication and parents/guardians will receive information about school and other outside activities.**

Student Expectations

Daily Schedule

Breakfast/Arrival: Breakfast is available between 8:10-8:30 a.m. for all students. School doors will open at 8:30 a.m. for any students not participating in the breakfast program. For the safety of the students, no students should arrive prior to 8:25 a.m. without adult supervision. School supervision begins at 8:30 a.m. when school doors open.

Student line up is as follows:

- K4 & K5 will line up in the front lobby
- Grades 1 – 5 will line up in the small playground

Classes officially begin at 8:45 a.m. for all grades

Dismissal/Pickup: Dismissal time is 3:05 for K4 and Kindergarten students at the front doors. Grades 1-5 are dismissed at 3:15 pm. at the side entrance of the school. On the second Wednesday of each month, all students will be dismissed at 12:30 pm.

Homework

Homework will be assigned to each student on a regular and consistent basis. Students are expected to complete their homework in order to practice the skills that have been learned. Parents are to assist students with their homework and to make sure it is completed.

Lunch & Recess Expectations

The lunch program is designed to provide a balanced lunch to children. The lunch/recess period lasts for 45 minutes. Students must be on their best behavior at all times in the cafeteria and on the playground for recess. Students who present consistent behavior problems in the cafeteria and on the playground may have their lunch/ recess privileges revoked for part or all of the school year. While on the playground during recess, all students must be involved in one of the many organized games or activities. When the weather does not permit outdoor recess, most often students will return to their homerooms for indoor recess.

Toys/ Valuables

Students are not to bring personal possessions like headphones, sports equipment, stuffed toys, game cards, electronic video games (DS, iPod Touch, etc.), MP3 players, or other valuables (money, jewelry, etc.) to school. Those items often cause distractions. In addition, we cannot be held responsible for damage, loss, or theft. Such items will be confiscated until parents pick them up from the school office. (Toys may be confiscated to be returned at the end of the school year or upon parent pick up)

Weapons

The School District of Lancaster has a very detailed weapons policy that will be enforced at Fulton Elementary School. The safety of all students is of paramount concern. Students are not permitted to bring weapons or look-alike weapons to school for any reason.

All weapons offenses will be investigated and dealt with according to the school district policy. Please refer to the Standards and Expectations of Behavior for Students.

School Policies/Standards/Programs

Academic Expectations/ Standards

The School District of Lancaster has established promotion standards that each student must meet in order to move from the primary to the intermediate levels and from the intermediate to the middle school levels. Students must achieve the standards before progressing. It is important for parents to stay in close contact with their child's teacher to keep up-to-date on his/her progress.

Cell Phones

Regarding cell phones, it is strongly recommended that students keep cell phones at home. In the event that a child needs to bring the phone to school, phones are not to be accessible during school time. Students may choose to keep the cell phone in their backpack and/or make arrangements with the teacher ahead of time to store the phone in a secure area. (If the phone is confiscated, parents must contact the school before it is returned to the student.)

Counseling

TW Ponessa, one of our community partners, operates school-based therapy services here at Fulton School. The program is housed on the first floor of the school. The purpose of this partnership is to provide support to students and families that will enable our children to be more successful in school and life. Because of the nature of this work, students must be enrolled and have proper medical coverage in advance of any treatment.

Discipline

The primary purpose of school is for the children to learn the skills, attitudes, and values that will help them become a contributing part of our community. In regard to discipline at Fulton, we emphasize the role of the teacher. Each teacher is responsible for discipline in his/her area. Teachers have the full support of the administration in their classes. Discipline may be administered in a variety of ways.

Teachers and students will strive to abide by the expectations of the **Fulton Elementary School-Wide PBIS (Positive Behavior Intervention and Support) Program**, to be respectful, responsible, and safe. Please refer to Appendix C for more information.

The School District of Lancaster Standards and Expectations of Behavior for Students will be followed exclusively. These guidelines will be distributed to all parents at the beginning of the school year. We urge all parents to become familiar with the guidelines.

Fighting/ Threatening/ Intimidation

Fighting, threatening, and intimidation are considered very serious offenses and will not be tolerated at Fulton. It is essential that students settle conflicts in more appropriate ways. In nearly all cases of fighting, threatening, and intimidation, students are suspended from school. Additionally, intervention from our School Resource Officer may be sought depending on the severity of the offense.

Electronic Devices

Students are prohibited from the unauthorized use of electronic devices during the school day in district buildings; on district property; on district buses and vehicles; during the time students are under the supervision of the district; while students are attending school-sponsored activities; and in locker rooms, bathrooms, health suites and other changing areas at any time.

Electronic devices shall include all devices that can take photographs; record audio or video data; store, transmit or receive messages or images; or provide wireless, unfiltered connections to the internet. Examples of these electronic devices include, but shall not be limited to, laser pointers, radios, CD players, handheld games consoles, Personal Digital Assistants (PDA's), cellular telephones, mobile devices, and laptop computers, as well as any new technology developed within similar capabilities.

Students are prohibited from taking, storing, disseminating, transferring, viewing, or sharing of obscene,

pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and emailing. The district shall not be liable for the loss, damage or misuse of any personal electronic device brought to school by a student.

The building administrator or designee may grant approval for possession and use of an electronic device by a student for the following reasons:

1. Health, safety or emergency reasons with prior approval of the building principal or designee
2. Use is provided for in a student's individualized educational program (IEP)
3. Classroom or instructional-related activities
4. Other reasons determined appropriate by the building principal

**Based on School Board Policies #237 and #815*

Email

If parents would like to email their child's teacher, please be sure to fill out the *Fulton Elementary School Email Communication Request Form*. Please understand that by filling out this form, you are requesting the ability to communicate with your child's teacher(s) via e-mail. Understand that these e-mails may contain confidential information, and you should take all precautions to ensure that these messages are not viewed by others.

Emergency Procedures (Evacuation and Lockdown)

Evacuation: In the event that it becomes unsafe for students to remain in the building, all students will be evacuated to a neighboring church.

Lockdown: In the event of a dangerous situation in or around the building, students will be secured as per the school lockdown procedures. No one will be permitted to enter or leave the building during a lockdown. Parents may be notified of emergency situations via School Messenger phone calls and emails, letters/notes sent home to families, and/or local news media.

Field Trips

Field trips are an important part of a student's learning experience. All students must have a signed permission slip in order to go on a field trip. The teachers will set the criteria for the field trip. Appropriate arrangements will be made for those students who do not attend the field trips. **As per new state laws, all parents/family members attending field trips as chaperones must register through the volunteer registration process. This process may include submitting clearances.**

Family Center

Our Family Center is located in Room 108. Families may also speak with the Community School Director about getting additional support services such as Power Packs (Power Packs provides food and nutrition information weekly).

Fire Drills

Fire drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly and clears the building by the prescribed code as quickly as possible. The teacher in each classroom will give students instructions.

LGH—School Health Clinic

The school health clinic is an important element of our community school model, and it is available for all students at Fulton School. Parents will receive information and enrollment and permission forms when their student(s) enroll at Fulton School. The services at the health clinic provide acute and preventative health care to students who would otherwise not receive it or not receive it in a timely fashion. The services are free of charge to all Fulton students and do not require insurance coverage.

Visitor Policy

All visitors to Fulton are required to sign in at the front desk and receive a badge regardless of the nature of their business. This is done for accountability and security in order for us to protect all students. Please honor this requirement. You may also be required to fill out a volunteer packet as part of visiting our school.

Weather Emergencies

When the possibility for snow, sleet, or severe thunderstorm emergency exists, the following media outlets will carry notice of early dismissal, school delay, or school closing:

**WGAL TV 8, WPMT FOX 43,
WARM 103, WLCH 91.3, WLAN FM 97, WROZ 101.3
School District of Lancaster Twitter
School District of Lancaster Facebook
School District Website: www.lancaster.k12.pa.us**

Please do not call the school for information on closings, as school staff may not be on duty in severe weather. If the weather gets bad during the school day, please listen to the radio for the announcement of early dismissals.

Parents will receive an School Messenger phone call for early dismissals due to weather.

District Uniform Policy

KINDERGARTEN THROUGH 8TH GRADE

Based on Board Policy #221

In the School District of Lancaster there is a required "uniformed" look for all kindergarten (K5) through 8th Grade students. This standard of dress provides a non-judgmental environment where students learn to express their creativity through means other than by the clothes they wear. We

believe, and national research suggests, that the adoption of a school uniform policy produces an increase in academic performance, as well as a decrease in the number of school detentions and suspensions. Many of our schools report a growth in school unity, team building, and academic focus.

The K-8 dress code includes the following:

Tops	Bottoms	Outerwear
White, Navy, Light Blue	Navy, Tan (Khaki)	White, Navy, Light Blue
Collared button front shirts, collared blouses, turtleneck shirts, collared polo shirts (with school name is optional)	Girls: Slacks and cargo style pants, skirts, skorts, shorts, Capri pants, jumpers (skirt bottom)	Cardigan, v-neck, crew neck, turtleneck sweaters, sweater vests, sweatshirts & hoodies may be worn over collared shirts and blouses
Shirts should be tucked in and buttoned	Boys: Slacks, cargo-style shorts, cargo pants, shorts	

Shirts, when not tucked in, must cover the top of pants. Skirts, skorts or shorts must extend to fingertip length when standing. Hoodies, when worn, shall not cover the head.

The following is not proper uniform dress:

Tops	Bottoms	Outerwear
Tan, red and any other color not listed above	Any color other than those listed above	Tan and any color other than those listed above
Any collarless shirts or blouses, bib overalls, sweatshirts, plain T-Shirts	Baggy or sagging pants, blue jeans, stretch blue jeans, sweat pants, warm-up pants	Fleece tops, jean or other jacket

No logos, stripes, patterns or designs; solid colors only, including leggings and tights.
 All permissible exposed clothing must be of the approved uniform colors.
 Shoes or appropriate footwear shall be worn for health and safety reasons.
 Flip flops/sandals must have a back-strap.

Parent Teacher Organization (PTO)/Parent Advisory Committee (PAC)

The Fulton PTO/PAC is an organization made up of parents, guardians, and teachers of Fulton students.

PTO

The purpose of the PTO is to bring parents and teachers together to help provide programs, materials, and activities to enrich the educational and school experience of all students. Topics include fundraising, school support, and parental involvement.

PAC

The purpose of the PAC is to provide input and give feedback around the academic and instructional program at the school. Topics include Title I parental involvement expectations and school improvement planning.

All parents and guardians are invited and welcome to attend our meetings. The meetings are held monthly on the first Thursday. Please contact the Community School Director if you are interested in getting involved at the school!

Parent Involvement Policy

APPENDIX A

Fulton Elementary School Parent Involvement Policy 2019-2020

Fulton Elementary Community School supports the following definition of parental involvement: *Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:*

(A) that parents play an integral role in assisting their child's learning;

(B) that parents are encouraged to be actively involved in their child's education at school;

(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

We believe that through the community school framework, we offer a host of opportunities and supports built-in that give students and parents all the tools they need to learn and grow.

Title I Program

(1) Parents at Fulton Elementary will be involved in the planning, review and improvement of the school's Parent Involvement Policy in the following ways:

- Community School Action Team and PLT (Parent Leadership Team) will review the Parent Involvement Policy each Spring and make revisions and suggest changes. Plans for implementing Policy details will be made at this time as well.
- All parents will be notified of this meeting through written notices and school announcements in order to increase participation in the review process.
- Parent Advisory Committee (PAC) district representatives and PTO district representatives will be selected as a collaborative process between school PAC/PTO members and the building principal. Based on volunteers/interest, school PAC/PTO members will recommend a representative to be confirmed by the building principal.

(2) Each year, the Fulton Elementary School principal and staff members will inform parents of the school's participation in the Title I program and explain the requirements of the program and parents' right to be involved at the fall Back-to-School Night and/or School Improvement Plan presentation. A general overview will be presented, and additional resources may be shared with parents at this time.

(3) Information about Fulton's Title I program will be shared with parents in a timely manner through the following methods:

- Overview of the program at fall Back-to-School Night and/or School Improvement Plan meetings
- Changes, revisions, or updates to the program throughout the school year will be shared via monthly PTO/PAC meetings, community school action, and at school events. This committee will make recommendations as to how to communicate information school wide. Options could include written memos, parent workshops, discussions and resources at parent-teacher conferences, opportunities to serve on district-wide committees, and sharing information at other school-wide events.

(4) Parents will be involved in the planning, review, and improvement of Fulton School's Title I program through the following ways:

- Participation in monthly PTO/PAC meetings
- Feedback gathered from parent surveys distributed each year
- School newsletters and partner updates

(5) PTO/PAC meetings will focus on School Improvement Plan (SIP) Parent Meetings at least three times each school year (fall, winter, spring) to involve parents in the development of the SIP. Parent input will be recorded and incorporated as appropriate at the spring meeting. The fall and winter meetings will

serve as monitoring checkpoints to share progress toward the SIP's goals with parents and gather additional input. 2-3 parents will be invited to the school's SIP team.

(6) In the spring of each year, the PTO/PAC at Fulton will review the school's Parent-School Compact to make revisions and updates as needed. Compacts will be distributed to parents as part of the Family Handbook at the start of each school year.

(7) As part of Fulton School's plan to involve parents in meaningful ways, Title I funds distributed to the school may be used to pay reasonable and necessary expenses associated with parent involvement expenses. Expenditures may include transportation to meetings, school events, and conferences, childcare at school events, or home visit expenses that will enable parents to participate in school-related meetings and training sessions.

Parent Communication/Training

(1) Fulton School will strive to schedule meetings for parents at convenient and varied times of the day.

Examples include:

- Parent-Teacher conferences (Morning, afternoon, and evening times available over several days)
- PTO/PAC meetings held each month in the evening

(2) Parents at Fulton Elementary School can request regular meetings with school staff to provide suggestions and participate in decisions relating to their individual child's education by contacting the following staff member(s): Classroom Teacher, Counselor/Dean, Principal, Community School Director, or School Family Resource Specialist. Additional opportunities for participation in and discussion about school decisions will be available through the PTO/PAC monthly meetings.

(3) Fulton Elementary will provide materials and training to help parents work to improve their children's achievement and foster parent involvement through:

- Annual initiatives as designed by the Community School Action team in our Action Plan for Partnerships
- Communication about and assistance with sending parents to district-wide, regional, and state parent conferences and workshops
- Other opportunities as suggested by the PTO/PAC and Community School Action Team
- Fulton Family Night activities
- Parent/Teacher Conferences
- Parent Leadership Team meetings
- Assessment reports and RtII brochures and parent trainings

(4) Fulton Elementary will provide assistance to parents in understanding their child's academic program in the following ways:

- PA Core Standards: Back-to-School Night presentations, Encouraged participation at district-wide Parent Academies Parent-Teacher Conferences, Fulton Family Events, assessment and RtII brochures and parent meetings
- School District of Lancaster Assessments: PTO/PAC Meetings, Parent-Teacher Conferences, Brochures
- Monitoring Progress and Working with Teachers: Parent-Teacher Conferences, PTO/PAC Meetings
- School and District Curriculum: Back-to-School Night, PTO/PAC Meetings, Other workshops as determined by SIP team and PTO/PAC, Fulton Family Nights
- Proficiency Levels (PSSA and other benchmark assessments): Parent Teacher Conferences, Attendance at district-wide parent meetings, Distribution and discussion of state level PSSA reports

Fulton Elementary School SCHOOL-PARENT COMPACT (2019-2020)

The Fulton Elementary Community School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement. This compact describes the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

School Responsibilities

Fulton School will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

- *Math Expressions implementation*
- *Houghton Mifflin Harcourt Journeys implementation along with supporting resources (K-5)*
- *Intervention and enrichment opportunities based on student need in FLASH (Fulton Learners Achieve Success Here) groups*
- *Use of classroom meetings (Fireball 3 and Olweus) to develop a positive learning environment in all classrooms (K-5)*

- 2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:**

Fall Conferences: November 19-20, 2019
Winter Conferences: February 14-15, 2020

Conference forms are sent home in Thursday Folders. Translation services are available. Morning, afternoon, and evening times are available.

- 3. Provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:

- *Quarterly Report Cards*
- *Formal assessment reports (PSSA, DIBELS, CDT, etc.)*
- *Home Access Center (website with access to all student assessments)*
- *Informal notes/journals with classroom teachers*
- *Email updates and classroom newsletters*

- 4. Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:

- *Daily conversations with teachers (per individual students).*
- *Meetings may be arranged by phone (291-6110).*
- *Meetings may be arranged by sending in a written note.*
- *Teachers may be contacted via e-mail (written waiver must be signed).*

- Teachers may be contacted via telephone.

5. **Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities,** as follows:

- *Parents may volunteer during school day or extended day programs by contacting the Community School Director.*
- *Parents may use the Parent Center to access resources and use the parent computer.*
- *Parents may attend monthly PTO/PAC meetings.*
- *Parents may join the Parent Advisory Council/Parent Teacher Organization.*
- *Parents may offer to volunteer by contacting their child’s teacher and completing the Volunteer Packet.*
- *Parents may arrange to observe a portion of a child’s day by contacting the Principal at 291-6110.*

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

- *Bringing our children to school on time each day*
- *Ensuring that our children eat breakfast (at home or at school)*
- *Reviewing Thursday Folders for school information*
- *Ensuring that our children get a full night’s sleep*
- *Reading with our children as often as possible*
- *Teaching our children to treat others with respect*
- *Attending parent/teacher conferences*
- *Staying in communication with the school*
- *Designating a space and create a routine for daily homework completion*
- *Maintaining partnerships with teachers in student’s area of need to provide additional support*

Student Responsibilities

I will share the responsibility to improve our academic achievement and achieve the State’s high standards. Specifically, I will:

- *Do my best on all assignments.*
- *Work well with others in my class throughout the day.*
- *Do my homework every day, ask for help when needed, and return it to teachers on time.*
- *Read every day outside of school time.*
- *Arrive to school on time each day.*
- *Give to my parents (or the adult who is responsible for me) all notices and information received by me from my school in the Thursday folders.*

_____	_____	_____
School Contact	Parent(s)	Student
_____	_____	_____
Date	Date	Date



	Recess/ Playground	Cafeteria	Hallway/ Stairway	Assembly	Instructional Time	Bathroom	Arrival	Dismissal
Respectful	<ul style="list-style-type: none"> *Voice level 0-4 *Voice level 0 upon signal *Use appropriate language 	<ul style="list-style-type: none"> *Voice level 0-2 *Voice level 0 upon signal *Use appropriate language *Clean up your area 	<ul style="list-style-type: none"> *Voice level 0-1 *Use appropriate language *Respect property of others 	<ul style="list-style-type: none"> *Voice level 0-4 *Voice level 1 upon entry/exit *Voice level 0 upon signal 	<ul style="list-style-type: none"> *Voice level 0-3 *Voice level 0 upon signal *Use appropriate language *Respect property of others 	<ul style="list-style-type: none"> *Voice level 0-1 *Use appropriate language *Respect yours and others' privacy *Respect property of others 	<ul style="list-style-type: none"> *Voice level 0-2 *Voice level 0 upon signal *Use appropriate language 	<ul style="list-style-type: none"> *Voice level 0-2 *Use appropriate language *Respect property of others
Responsible	<ul style="list-style-type: none"> *Follow adult directions *Wear appropriate outerwear *Line up at whistle 	<ul style="list-style-type: none"> *Follow adult directions *Line up alphabetically *Follow clean up routine *Raise hand for adult help 	<ul style="list-style-type: none"> *Follow adult directions *Hold the door for next person *Walk facing forward on the right side *Greet with a silent wave and a smile *Move quietly 	<ul style="list-style-type: none"> *Follow adult directions for entry/exit *Watch, clap, and respond at the right times *Be aware of others *Raise hand for adult help 	<ul style="list-style-type: none"> *Follow adult directions *Take care of materials *Be prepared *Arrive on time *Learn without disrupting others *Use technology appropriately 	<ul style="list-style-type: none"> *Get in and get out *Wait your turn, close the door, flush *Use materials correctly and sparingly *Clean up after yourself 	<ul style="list-style-type: none"> *Follow adult directions *Take care of belongings *Stay in your classroom line *Wear appropriate school uniform/clothing/outerwear 	<ul style="list-style-type: none"> *Follow adult directions *Know your plan for after school *Take necessary materials home/return to school *Take home and return Thursday folders
Safe	<ul style="list-style-type: none"> *Report concerns to an adult on the playground *Stay in assigned area *Use safe play *Use equipment appropriately *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *Report concerns to an adult in the cafeteria *Stay seated facing the table *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *One quiet step at a time, one hand on the railing, one person on each step *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *Back against seat, feet in front of you, eyes forward, share the armrest *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *Report concerns to an adult *Sit appropriately *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *Report concerns to an adult *Wash hands with soap *Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> *Walk to your line *Be alert *Bring only school appropriate materials *Keep hands, feet, and objects to yourself 	<ul style="list-style-type: none"> *Report concerns to an adult *Cross in the crosswalks *Be alert *Keep hands, feet, and objects to yourself

**** We will follow Fulton Elementary School's Bullying Prevention Pledge****

Teachers and staff will be looking for students being respectful, responsible, and safe. Your child will be noticed for doing the right thing in many ways including whole class verbal thank you, individual thank you, or sometimes by receiving a Fireball ticket.

Fireball tickets are redeemed our monthly excellence assemblies for prizes.

Fulton School Spirit Events

Early Release Wednesday Spirit Days!

2nd Wednesday of each month

- *September:* Crazy Sock Day
- *October:* Character Day
- *November:* Crazy Hair Day
- *December:* Super Hero/Princess Shirt Day
- *January:* Favorite Sports Team Shirt or Jersey
- *February:* Tie Dye Day
- *March:* Polka Dot and Stripes Day
- *April:* School Spirit Day
- *May:* Hawaiian/Beach Day

(Students must wear uniforms if not participating)

Fulton Elementary School has received their national certification as an “Olweus Bullying Prevention Certified School”! Please encourage your child to follow the pledge in and out of school.

Fulton Bullying Prevention Pledge

- We will not bully others
- We will help students who are being bullied
- We will include students who are left out
- If we know someone is being bullied we will tell an adult at school and an adult at home.



**Fulton Fireballs
are
Respectful,
Responsible,
and
Safe**

