

David Youree Elementary Creed

I will work hard and play fair.
I will be kind and courteous to
everyone I meet.
It's the David Youree Way.



David Youree Elementary House Plan

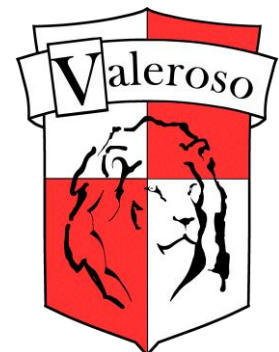


Our students and staff are divided into one of four houses for their time spent at David Youree. These houses are a vehicle for emotional and social support that acts as a positive learning community. The members of each house become a very close-knit group that help support and encourage each other. The house structure allows for healthy competition, camaraderie, and excitement where students have hundreds of individuals supporting them and working towards a common goal.

The houses create families within a family, helping students feel a part of something and struggling students find support when needed. House meetings are held monthly and focus on character traits and recognize specific students' achievements and contributions. Each staff member serves as a mentor for approximately 10-12 students during their time here at David Youree.

Eagle Essential 10

1. Respect yourself, your environment, and everyone around you.
2. Respect, listen to, and obey every adult in the building.
3. When spoken to, respond in a courteous manner.
4. Control your actions and words towards others.
5. Respect the comments and ideas of other students.
6. Always say thank you when given something.
7. Never ask for a reward.
8. If you win, do not brag. If you lose, do not show anger.
9. Leave all excuses at the door.
10. Never settle for less than your best.



PURPOSE OF THE AGENDA

The purpose of the Agenda is to acquaint the students and parents of David Youree Elementary with the school's programs, services, and policies. Through an understanding of the regulations that keep the school functioning efficiently and an awareness of the opportunities offered at David Youree, a firm understanding will be established among the school administration, staff, parents, and students. Rules and policies can be amended per administrator discretion to promote a smooth operation of the school.

DYE MISSION STATEMENT

David Youree Elementary School challenges students to soar beyond academic standards while becoming responsible, respectful, and productive citizens.

DYE VISION STATEMENT

The vision of David Youree Elementary School is to empower our children with the knowledge needed to positively impact their world.

OUR MOTTO

"WHERE EAGLES SOAR"

BELIEFS

David Youree Elementary School believes that:

- Students can learn, succeed, achieve because teachers have high expectations for students.
- A safe, clean, and physically comfortable environment promotes student learning.
- Quality instruction is achieved when students are placed in heterogeneous groups with flexible grouping for student learning.
- Teachers must use differentiated instruction techniques to meet a variety of learning styles so that all students have appropriate opportunities for success.
- Benchmark testing is utilized to drive instructional decision-making through sharing of ideas and concerns.

- Diagnostic, formative, and summative tests are administered to assess student achievement.
- Teachers regularly collaborate on instructional decision-making through the sharing of ideas and concerns.

ATTENDANCE

- School hours are **7:30-2:30**. Regular attendance is essential to succeed in school. In order for a student to be counted present for the day, he/she must stay in school for a minimum of 3 hours and 20 minutes.
- When five or more unexcused absences are recorded, the attendance computer generates a parent notification letter.
- Parents are notified by mail and given five days to respond. Another copy of the notification is forwarded to the school system's attendance office for possible follow-up action.
- Students who have missed 0 days of school and do not have any tardies or early dismissals, are eligible for the end of the year attendance reward.

ABSENCE NOTES:

- Upon returning to school from an absence, the student must bring a signed note from his/her parent listing the dates and circumstances of the absence(s).
- You must send a written excuse for any/all absences from school within five days of returning to class.
- All absences will be classified as unexcused until a statement has been received from home or doctor.
- A total of 10 days will be excused for illness with a parent note. Absences thereafter will require a doctor's note in order to be excused.
- Excessive unexcused absences will be reported to the proper authorities.
- It is the child's and/or parent's responsibility to ask for all assignments he/she might have missed due to absence(s) from school. Anytime a student knows in advance of an upcoming

absence(s), assignments should be requested.

- An excused absence basically means a child is absent from school for a legitimate reason (illness, death in the family, doctor appointments, etc.), and the school is notified in writing.

TARDY TO SCHOOL:

- Students arriving after 7:30 a.m. will be considered tardy and must be signed in by an adult. It is recommended that students arrive by **7:25** so that class can begin promptly at 7:30.
- Tardy students will be held in the commons area until 7:35 and released as a group to class.
- The official David Youree Clock is located in the commons area, and parents are encouraged to synchronize their watches with this clock.
- Parents and guardians, please understand that if your child is a car-rider, it is your responsibility to have your child at school on time.
- Time missed due to tardiness and early departures is entered into the attendance computer along with absences and becomes cumulative for the year. The student will be given an excused/unexcused tardy slip that will be his/her pass into class.

ARRIVAL / DISMISSAL PROCEDURE

MORNING ARRIVAL:

- The front doors will open at **6:45**.
- **Students are not allowed to exit their cars until the door is unlocked and a signal is given for students to enter the building.**
- **It is not permissible to leave children unattended and unsupervised at the front doors before they are unlocked.**
- Teachers and staff will assist students as they unload from cars in the morning between 7:00-7:25 a.m. Please follow their directions to ensure a safe and efficient unloading process of students.
- Student drop-off is located at the front of the school along the sidewalk.

- It is unsafe and prohibited to drop students off on Mason Tucker Drive or in the teacher parking area.
- Parking your car and walking your child into the building creates delays for others. Additionally, it can be difficult and possibly dangerous to cross the street in the unloading zone. **If you choose to park, you must escort your child across the unloading zone. Children will not be allowed to walk unescorted between the cars that are dropping students off at the curb.** Your child's safety is our first concern always. Thank you for your help in this matter.
- Students who desire to eat breakfast are to go directly to the cafeteria upon arrival and follow the instructions of the morning duty staff.
- Students not eating breakfast will be held in the gym until 7:15 a.m.

DISMISSAL:

- **To ensure student safety during car rider dismissal, students can only be picked up in the car rider line. Parking and walking into the building is not an option for the dismissal procedure.**
- Any change in transportation must be made in writing via signed note. No transportation changes can be accepted after **1:00**.
- Changes in transportation must be made in writing.
- Parents who desire to **sign students out early must do so before 1:45 p.m.** by coming to the office to sign the child out of school.
- No one will be allowed to enter the building between **2:00 and 2:30 except for official school business.**
- In the event that you must pick up your child early, please write a note to your child's teacher indicating the reason and the time for early dismissal.
- Only persons listed on registration forms can check out students. **NO EXCEPTIONS.**
- Cars will need to pull all the way down to Mason Tucker Drive to load. Please follow the directions of our staff as they assist you and your child in a safe and orderly dismissal.

- Parents of car riders should be ready to load when their child is dismissed. Parents should remain in their cars while students load unless there is a special noted circumstance.
- Any time a student goes home in a manner different from the normal departure, **the student must have a written request, signed by a parent, and a telephone number at which the parent may be reached.** This request must be turned in to the office with attendance in the morning. The approved permission slip must be presented to the bus driver upon boarding the bus.
- Drivers are expected to drive carefully while on campus. Speed limit is 5 M.P.H. on campus and 15 M.P.H. on streets surrounding the school grounds.
- David Youree School grounds are a "Smoke Free Environment." Smoking is not allowed in cars as students are dropped off and picked up.

DYE DISCIPLINE POLICY

Please refer to the Rutherford County School System Student Handbook and CODE OF BEHAVIOR AND DISCIPLINE for more detailed information.

DRESS CODE

Our goal is modesty, safety, and no distractions during the learning process.

- Administrators have the final word in the event of controversy over a particular student's attire.
- If you are unsure, do not wear it.
- No hats
- No head kerchiefs
- No disruptive hair styles.
- No **design or symbols** cut into the hair.
- No mohawk haircuts.
- No hair paint.
- No clothing with firearms or weapons.
- No clothing with drugs, tobacco, alcohol, or slogans.

- No clothing that suggests violence (ex: Five Nights at Freddy, Call of Duty, Blood, etc.)
- No clothing that depicts death or violent expressions or images such as skulls or crossbones.
- Long shirts and jerseys must be tucked in at the waist.
- No oversized clothing.
- No shirts with tasteless or negative word expressions or slogans. If a shirt has a slogan that you would not normally say out loud to your teacher or parent, do not wear it. (Example: "You can keep talking but I am not listening" or "The dog ate my homework.")
- No tank tops, spaghetti straps, strapless, fishnet, or halter tops.
- No garments that expose the midsection.
- No bike shorts or shorts shorter than mid-thigh.
- No cut-off, frayed, torn or unhemmed clothing.
- No flip-flops, house shoes, slippers, wheelies or high heels. Crocs must have straps at the heel.
- No sagging. All clothes will be worn at the normal waistline with no underwear showing.
- Leggings/spandex must be worn with a full coverage top that measures at least fingertip length when student's arms are extended along the side of their body.

GENERAL SCHOOL RULES

1. No loitering of students in restrooms or hallways. Move quietly to classrooms.
2. No chewing gum, eating candy, etc. at school.
3. Classroom parties will be held usually three times a year. ***Homemade items are not permitted. Birthday cupcakes, etc. must be store bought.***
4. Birthday party or party invitations will not be distributed at school unless invitations are given to the entire class. Boys may invite all boys, and girls may invite all girls, but no one will be excluded. The school will not provide addresses or phone numbers for contacting students for such events.
5. No knives, real or fake weapons, or fireworks.

6. Student cell phones that are seen or heard will be taken up by teachers.
7. No electronic media, toys, baseball cards, or other collectable items, etc. will be permitted at school.
8. No skateboards or roller blades are permitted at school or on school grounds.
9. Students will not be allowed to sell personal items on school grounds.

SUSPENSIONS

Continuous and willful refusal to accomplish school tasks even though able to do so; insubordination; disorderly, vicious, illegal or immoral conduct; and persistent violation of school regulations are causes for suspension from school.

Length of suspensions will be determined by school administrators. Parents or guardian will be notified in writing. A suspended student may not come onto school property during the suspension. Students placed on out-of-school suspension will be expected to do all class work, assignments, homework, and other required work.

BULLYING

What is it? Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person. This person has a hard time defending himself or herself. Below is a comparison of conflict vs. bullying.

Conflict: Equal Power

- One time/occasionally
- Accidental/ not planned
- No serious or lasting harm
- Equal emotional reaction
- Not seeking power
- Often shows remorse
- May try to solve the problem

Bullying: Imbalance of Power

- Repeated over time
- Intentional
- Physical and/or emotional harm
- Unequal emotional reaction
- Seeking control/possession
- No remorse/blames the target
- No effort to solve the problem

LIBRARY

Checking out books from DYE is a privilege. Books not returned on the due date will be considered overdue. Books still overdue at the end of the nine-week grading period will keep students from receiving their report card and from participating in Field Day at the end of the year. Lost books must be paid for to clear a student's library record. Should a book be found, reimbursement will be mailed through the school office to the student's parent. Damaged books must be paid for and will remain the property of the school.

DAMAGE TO SCHOOL PROPERTY

Parents are held responsible by law for any damage or loss of school property (including teacher's property) caused by their child. Parents will be notified of any damage caused by their child.

Students are provided with free textbooks and are held responsible for them. They must be turned in at the end of the year or when student withdraws from school. In the case of a transfer to another school, records may be held until fines, charges, and books are paid. Damaged books remain the property of the school. All payment for lost books, library books, fees, fines, charges, lost calculators, etc. must be paid prior to receiving report cards by cash or check.

TRANSPORTATION

Safe school transportation is considered an integral part of the total educational program with the Rutherford County Schools. The primary purpose of school buses is to transport pupils from home to school and return safely. The RCBE recognizes that a safe school bus operation is only possible with the full cooperation of our parents, students, drivers, and school staff.

Riding the school bus is a privilege extended to students that can be taken away at any time for disruptive or unsatisfactory behavior. All children being transported are under the authority of the bus driver and must obey his/her requests. If your child is to go home any other way than he/she normally goes, he/she is to bring a written note from home including a phone number in case of a question.

Students may be suspended from the bus by an administrator for inappropriate behavior. Please read the entire rules and regulations concerning transportation of students. Route information may be obtained by contacting the Transportation Office at 895-8656.

REPORT CARDS

Report cards are distributed each **nine** weeks approximately one week following the close of the grading period. Please sign and return the card within three (3) days. Countywide grade reporting policies vary with the grade level involved.

GRADING SCALE

Grades 3-5

A = 93 – 100

B = 85 – 92

C = 75 – 84

D = 70 – 74

F = 69 or below

Grades K-2 (Rubric)

4 = Exceeding grade level standard

3 = Meeting the grade level standard

2 = Progressing toward grade level

1 = Beginning to develop the standard

Students in grades 3-5 earning a combination of all "A" and/or "B" grades in academic subjects qualify for the Honor Roll. Students in grades 3-5 earning "A's" in all subjects qualify for the Principal's List. Grades K-2 may earn Good Citizenship awards by meeting criteria set by the teacher and/or grade levels.

Nine Weeks Awards Day

Students will be recognized each 9-weeks in their homeroom classes for academic achievements, etc.

End of Year Awards Day

Students will be recognized in May at a grade level assembly in the gym or commons area.

SCHOOL BREAKFAST AND LUNCH PROGRAM

- Breakfast will be served beginning the first full day of school. Serving time is from 6:45-7:20.
- The cost of student and adult breakfast/lunch along with the cost of reduced breakfast/lunch will be given with registration information.
- Application may be made for a free or reduced-priced breakfast and/or lunch by completing the appropriate documents. These applications are subject to audit, and changes in income affecting the original application are to be reported by parents. **Parents should plan on paying for student breakfast and lunch until approved.**
- Parents may come to school to have lunch with their child. Please come at the designated time and sign in at the office to get a visitor's pass to eat lunch with your child. **A lunch pass allows access to the lunchroom only.**
- Advance lunch purchases are encouraged at the beginning of the week. You are encouraged to purchase at least two weeks at a time. Checks written to the cafeteria must be for meals only. No cash can be returned on checks. Each check must have the teacher's name plus the student's name and two phone numbers. After two returned checks, a cash only policy will be accepted. **No checks accepted after May 1st.**
- Only five charges will be allowed until paid. Charges are due the next day unless prior approval is given. All charges must be cleared each 9-weeks. **No charges after May 1st.**
- Extra milk and ala carte items cannot be charged. A student may not return to the line to purchase additional items.
- Due to federal restrictions, **parents are not allowed to bring outside commercial food into the school** but are encouraged to eat lunch in the cafeteria with their child when possible.

CHANGE OF ADDRESS/PHONE AND WITHDRAWALS

Please notify the teacher and school office as soon as possible of any changes in address, phone number or illness. In the case of custody changes, please supply the appropriate legal document. We need current information in case of an emergency.

HEALTH/IMMUNIZATIONS/MEDICATION

It is mandatory that your child has an adequate certification of immunization on file in the school office. Please keep your child's immunization record up-to-date. Failure to do so may lead to suspension or expulsion from school according to state law.

The school may not administer medications unless the proper documentation has been obtained. If medications are to be given at school, it must be in the original prescription container with signatures from the doctor and parents affixed on a form provided by the school system. Board of Education policy also states: "The medication must be delivered to the nurse's office in person by the parent/guardian of the student.

Forms are available in the school office for both prescription and non-prescription drugs. The registration form also contains a section for you to inform the school of pre-existing conditions such as asthma, allergy to bee stings, etc.

- The school cannot give out any medicine, including Tylenol.
- Teachers may give students band-aids, ice packs, and check their temperature.
- Misuse of any medication or possession can result in a suspension or expulsion from school.
- Students may not stay at school with a temperature of 100 degrees (F) or more and must be fever free (non-medicated) for 24 hours before returning to school.

Field Trip Chaperones

- Chaperones for field trips are **required to attend an informational meeting prior to departing for the field trip destination.**
- Chaperones must be screened through the Raptor Security data base and obtain a **visitation badge** specifically for the trip.
- Unofficial visitors that show up at a field trip destination will not be allowed to have contact with the students or the teachers. **Teachers are required to report** all persons that fail to abide by this policy to the **School Resource Officer.**
- Siblings are **not** allowed to attend field trips.

PTO

The PTO is the official parent-teacher organization at David Youree Elementary School. Parents are encouraged to be actively involved in the PTO. Refer to the DYE website for contact information.

PHYSICAL EDUCATION

DYE has an outstanding Physical Education program to promote the overall health and wellbeing of your child.

- For safety reasons and to protect the new gym floor, students are required to wear socks and gym shoes (basic "tennis" shoes).
- Students are expected to participate unless there is an injury or illness.
- Non-participation of more than three days requires a doctor's excuse.
- Please inform us if your child has a chronic illness (diabetes, heart condition, kidney disease, severe asthma, etc.) or other limitations diagnosed by your physician. Most physicians will allow for continuation of physical activity, with modifications.
- General conduct, attitude, and cooperation will affect conduct grades. Poor classroom and PE conduct can keep a child from participating in Field Day at the end of the year