2023 - 2024



Family Calendar and Handbook

MUSTANG MESSAGE

Welcome to Springfield Elementary. We are so excited for this 2023 - 2024 school year and look forward to working with all of our families, new or returning. Please make sure to review everything in this handbook. Any changes to these policies, as guidelines get updated, will be communicated to you in the weekly Springfield Updates email from Mrs. Williams. These are sent every Wednesday to the email address in the PowerSchool system.

Springfield Elementary School continues to receive supplemental academic assistance to ensure all students have a fair, equal and significant opportunity to obtain a high quality education and reach, at a minimum, proficiency on challenging State Academic Achievement Standards and State Academic Assessments (Part A of the Elementary and Secondary Schools Act of 1965). For the 2023-2024 school year, we have received an additional \$447,092.10 which will be used to support student achievement in the areas of reading and math. We will continue to fund the computer lab TA, parent advocate, math interventionist and math coach positions. In addition, we will use Title I funds to provide professional development opportunities for teachers, purchase instructional materials and supplies for classroom use, and update classroom and school libraries. A copy of the current Title I Plan can be found in the Main Office along with a suggestion box for your input or feedback. Please know the box is checked weekly by the Springfield administration.

School climate is essential to learning. Springfield continues its participation as a Positive Behavior Intervention Support School. This initiative, coupled with Response To Intervention, allows positive and effective educational and behavioral support for all students. The PBIS School Team meets monthly and serves as a catalyst to ensure consistency with school wide expectations. All classrooms will utilize the Second Steps curriculum, a social emotional learning program.

Volunteers & Visitors will continue to be allowed on campus. Parents are welcome to have lunch with their child(ren). Please remember that parents will not be permitted to go to the classroom unless a prearranged visit or conference has been scheduled by the teacher. This includes morning drop off so please plan to continue to use the car rider line to drop your child off each morning. You may park in the parking lot and walk your child to the car rider door but we do encourage all to use the car rider line in an effort to keep the line moving freely. Parents may not drop children off in the parking lot, behind the school, or off campus and allow them to walk unsupervised. We appreciate your support and understanding with this.

It will be a pleasure and an honor to meet each of you. Please feel free to call or email with your ideas, suggestions or concerns. Your input is important to us and is an integral part in all that we do.

Megan Williams, Principal

Sha'Shawna Seabrook, Assistant Principal

The mission of Springfield Elementary School is to provide the opportunity to develop the maximum potential of every student by establishing the building blocks for life's challenges. The whole child will be nurtured in a safe, stimulating, and progressive learning environment in which responsibility and respect for themselves and others are affirmed. This effort is created through the team effort of a highly professional staff, active parents, a supportive administration, and caring community.

School Highlights

- Student leadership opportunities for 4th and 5th grades (Student Council, WSTM News Program, and Safety Patrol)
- PTA and Family Nights to promote academics and wellness
- Updated technology in classrooms: Promethean Boards, one to one Ipads in K-2 and one to one chromebooks in 3-5
- High Quality curriculums: ELA: Creative Curriculum (CD), Heggerty's Phonemic Awareness (CD-2nd) and EL (K-5th) Math: Bridges (CD-5th)
- School wide PBIS program
- Quarterly Spirit Rally Awards Ceremonies to recognize student attendance, achievement, and citizenship
- Strong community involvement Active business partners, host of yearly Mayor's Breakfast with neighborhood associations
- Exemplary Extended Day and Enrichment Program which includes a homework room in Kaleidoscope
- College of Charleston President's Award Sponsor
- Student Clubs for 3rd, 4th and 5th grades (Gardening, Track, Chorus, Spanish, Art, Fashion, etc)



2023-2024 Handbook

Springfield Elementary School 2130 Pinehurst Avenue Charleston, SC 29414

http://springfield.ccsdschools.com

https://www.facebook.com/SpringfieldElementaryCharleston

Twitter: Springfield Mustangs (@SES_CCSD)

IMPORTANT NUMBERS

First Student (Bus Transportation)		Associate Superintendent of Eleme	entary
District 10 Supervisor		Learning Community	
Lakisha Brown (843)823-392	28	Jennifer Swearingen(843) 93	37-6401
Exec. Dir. of Student Transportation		Springfield FAX(843)76	69-2236
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Positive Behavioral Interventions and Supports (PBIS)

PBIS is a broad range of systemic and individualized strategies for achieving important social and learning outcomes in school communities while preventing problem behaviors. It includes setting clear behavioral expectations, providing explicit instruction on the expected behaviors, consistently acknowledging expected behaviors and correcting errors. By reducing behavioral problems, PBIS creates and maintains safe learning environments where teachers can teach and students can learn.

PBIS at Springfield

- 1. Students at Springfield are expected to be Respectful, Responsible, and Ready in all areas of the school campus and school bus. These expectations are established and consistently and routinely taught and reviewed throughout the school environment. Expectations for each area of the building can be found on pages 4 and 6 of this handbook and are also posted in each area of the campus.
- 2. Students are recognized for following these expectations through verbal praise and/or Spirit Tickets. Students collect and save their Spirit tickets to go shopping at our Mustang Mall. The Mustang Mall visits all classrooms on the last Thursday (K-2) and Friday (3-5) of the month. Students purchase cool prizes, toys, and even vouchers for our Famous Mustang Money Machine.
- 3. Each quarter students who have exhibited our school-wide behavioral expectations of being Respectful, Responsible, and Ready, are invited to attend our Quarterly PBIS celebration. These celebrations are exciting for students and range from a school-wide movie day to our PBIS Water Day. These celebrations are held to acknowledge our students who display positive behavior and follow our school wide expectations.
- 4. Classroom incentives will occur daily and/or weekly and will vary by grade level. Your child's teacher will communicate specific grade level plans. School-wide incentives will occur quarterly and students will earn the opportunity to attend these incentives by following the school expectations of being Respectful, Responsible, and Ready.
- 5. Students not following the school-wide expectations will be corrected and retaught the appropriate behavior expectations. Parents will be contacted should the correction not occur.

Student Conduct

Students are expected to conduct themselves according to the Charleston County School District Student Code of Conduct. Any student violations of codes are documented by school staff in Review 360 based on the level of infraction (teacher managed or office managed). Codes are assigned based on the actual student behavior. Classroom managed behaviors will be handled by the teacher and Level One (Disorderly Conduct), Level Two (Disruptive Conduct), and Level Three (Criminal Conduct) behaviors will be handled by administration. Administrators will follow the CCSD Progressive Discipline Plan for code violations occurring on campus as well as on the school bus.

Bullying Policy

Bullying is a level three violation of the student code of conduct. Bullying is defined as a deliberate, repeated act with intention to hurt, insult, or threaten another person in school, on school grounds, in school vehicles, or at school events. Bullying consists of an imbalance of power. Cyberbullying is willful harassment, threat and/or intimidation of a person through the use of digital technologies.

All reports of bullying will be investigated and handled according to Charleston County School District Progressive Discipline Plan.

AUGUST 2023

Core Essential Theme: Creativity - Using your imagination to do something new.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		I	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	Pamilies (Last names) A - M 4pm - 5pm N - Z 5pm - 6pm	22	Full Day 8:30am - 3:30pm	24 Child Development Parent Orientation 10am or 4:30pm	25 Child Development Meet the Teacher Drop In 10am - 12pm	26
27	First Day PIC Students First Day CD Group A Students	First Day CD Group B Students	First Day CD Group C Students	First Day for CD students all together		

Springfield Elementary School PBIS Matrix

School Wide Rules/ Expectations	Classroom	Hallways	All Bathrooms	Cafeteria
I am RESPECTFUL	 Raise hand Eyes on the speaker Use listening ears Use encouraging and kind words 	•Walk on the right •Keep body to self •Maintain place in line •Voice level 0	•Keep the bathroom clean •Flush the toilet •Respect privacy •Voice level 0	Voice level 1 at lunch tables Use good table manners Respond politely to adults
I am RESPONSIBLE	Follow directions Accept consequences for my actions Complete class work and homework accurately and on time	•Walk on the right •Voice level 0	Report maintenance problems or misbehavior Use bathroom in an appropriate and timely manner Throw trash in container	Follow procedures Clean up eating area Maintain place in line and at the lunch table Accept lunch that you ordered
I am READY	Have necessary materials Follow classroom arrival and dismissal procedures	•Face forward •Walk the shortest hallway route to destination •Have a pass	 Have bathroom pass Take care of business then exit Wash and dry hands 	Bring lunch money Begin eating immediately Remain in line with voice level 0

SEPTEMBER 2023

Core Essential Theme: Friendship - Using your words and actions to show others you care.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					College Football Spirit Day Safety Patrol Applications Due 5th Graders	2
3	A NO SCHOOL Labor Day School & Offices Closed	5	6	7	8 WSTM Applications Due 4th/5th Graders	9
Grandparents' Week Grandparents are encouraged to have lunch with their grandchild.	AULI, PIC & CD Grandparents	12 Kindergarten, First, & Second Grades Parent Orientation 6:00pm	BOOK FAIR — 1st Grade	14 2nd & 3rd Grade	15 Ath & 5th Grade	16
17	18	Spirit Night Chick-Fil- A Magwood Drive (Catering Orders For Nugget Trays)	Grandparents 20	Grandparents 21	Early Release 1:30 pm Student Council Applications Due 4th/5th Graders	23
Progress Reports Emailed this week.	25	26	27	28	29	30

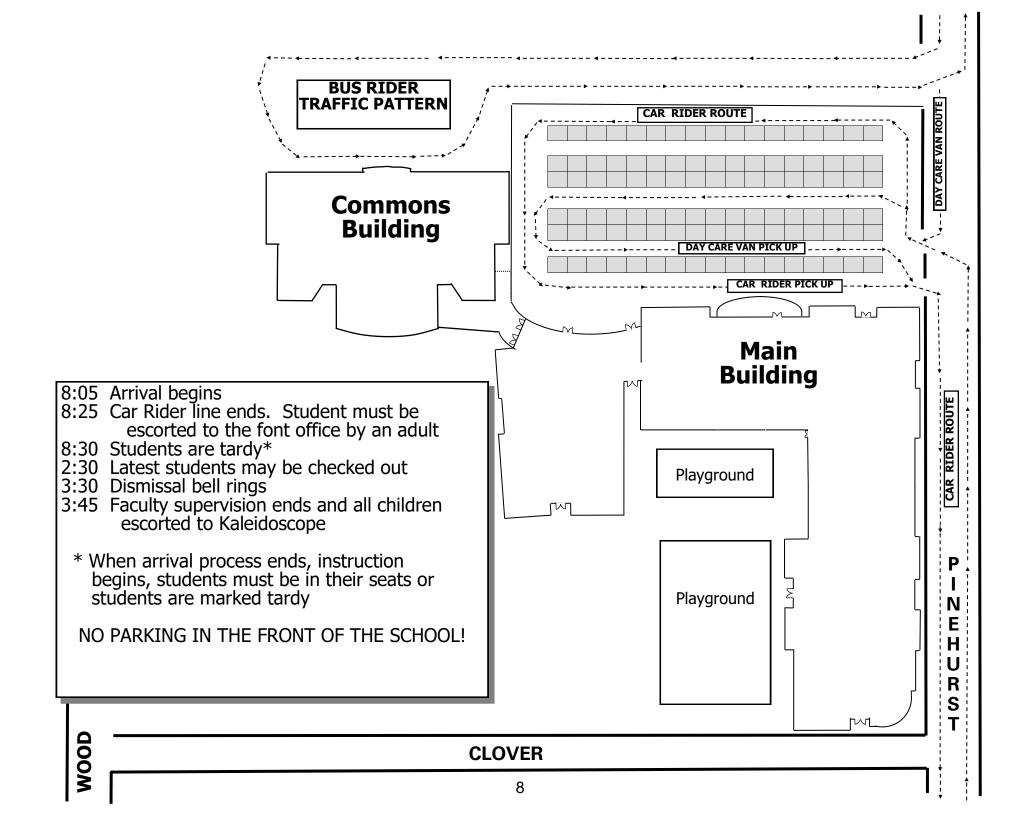
Springfield Elementary School PBIS Matrix

School Wide Rules/ Expectations	Recess	Related Arts	Special Events	Bus
I am RESPECTFUL	Take turns and cooperate Include others Use encouraging and kind words	 Treat books, materials and equipment carefully Raise hand Work cooperatively Follow routines 	Participate appropriately Listen, watch, learn Maintain personal space	•Follow adult directions •Speak politely to bus driver •Respect personal space at all times
I am RESPONSIBLE	Follow safety procedures Accept consequences for actions Use equipment appropriately Pick up trash Report bullying	•Follow directions •Accept consequences for actions •Stay in assigned location •Put materials away	•Follow teacher directives •Stay in assigned area	Accept consequences for actions Report problem situations Bring a note to change transportation Enter and exit bus following safety procedures
I am READY	Line up calmly and quickly Wear weather appropriate clothing	 Bring necessary materials Wear appropriate clothing on P.E. days Return library books on time 	Wear appropriate clothing Bring only necessary items	Exit bus in line at voice Level 0 Go directly to bus at dismissal Sit correctly in assigned seats Keep all materials inside book bag

OCTOBER 2023

Core Essential Theme: Integrity - Choosing to be truthful in whatever you say or do.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5 MOD PIZZA Family Night	6	7
8	9	10	Booster Pep Rally	12	Early Release 1:30pm	14
15	16	PTA Meeting, Title I Annual Meeting, & Family Literacy Night 6:00pm	18	Booster Fun Run	20 CORPLEE	21
RED RIBBON WEEK	23	24	25 End of Q1	FALL PICTURES	Half Day Dismissal 11:45am	28
REPORT CARDS Emailed this week.	30	31				



NOVEMBER 2023

Core Essential Theme: Gratitude - Letting others know you see how they've helped you.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			9:00am C of President's Awa 9:45am Kindergart 10:15am 2nd Grad 10:45am 1st Grad Q1 SPIRIT RALLY	rd en 9:00am 5th Grade de 9:30am 3rd Grade	3	4
5	6	7 No School for Students Family Data Conferences	8	9	10 KONDICE.	11
12	13	14	15	Spirit Night Chick-Fil- A Magwood Drive (Catering orders for Nugget Trays)	Early Release 1:30 pm	18
19		21 L BREAK students unless used make-up days)	22 FA	23 ALL BREAK - NO SC	24	25
26	27	28	29	30		

GENERAL INFORMATION

Topics are presented in alphabetical order for your convenience.

ARRIVAL AND DISMISSAL-Adult supervision begins at 8:05am, the time in which students may be dropped off. Students report directly to their classrooms unless they are eating breakfast. Cafeteria will stop serving breakfast to car riders at 8:25am. The instructional day begins at 8:30am.

Car rider students arriving after 8:25am must be accompanied by a parent/guardian to the front office. Parent/Guardian must park in the parking lot and sign in the student before he/she is admitted to class. Students are marked tardy if arriving after 8:30 am.

No student may be checked out after 2:30pm. When picking up your child before regular dismissal time, please come directly to the main office. Your child will be called from the classroom. Students will not be called out of the classroom prior to parent's <u>arrival</u>. Identification must be shown in the office when a child is picked up. For the safety of our children, only parents, someone on the emergency card, or someone that the parent has indicated in writing with their signature <u>ahead of time</u>, will be allowed to pick up a child.

It is essential that your child's afternoon transportation is arranged prior to school each day. Only extreme emergencies should require a change in transportation. Transportation changes must be made in writing and received by 2:30pm in a note to the teacher, FAX: (843) 769-2236 or EMAIL: springfield_attendance@charleston.k12.sc.us. There are no exceptions to this.

Buses will leave as soon as they are loaded. Walkers and bikers will be released after car riders depart.

Parents who choose to walk home with their children must wait until walkers and bikers have been released.

Students who ride in cars will be dismissed at 3:30pm. **Security Car Placards** are required to pick up students in the car rider line. Cars without a placard must park and come into the main office to get a temporary pass for the day. It is the responsibility of the parent to distribute his/her child's car placard to the driver he/she authorizes to pick up the student in the car rider dismissal line. **Do not discard this placard. It is to be used during your child's enrollment at Springfield Elementary.** Replacement or additional placards may be purchased for \$5.00. Old placards may be exchanged for new ones at no cost.

All students who ride by car will be dropped off and picked up in front of the building. Drivers should enter from Pinehurst Avenue in single file manner. Cars should exit only down Pinehurst Avenue.

Your patience with these procedures is appreciated in order for us to maintain security throughout the dismissal process. The safety of all students is our #1 concern.

ATTENDANCE AND TARDIES- Parents and school officials have a responsibility to ensure children attend school regularly. If a child, who is at least 6 but not yet 17, accumulates three consecutive unlawful absences or a total of 5 unlawful absences, that child is classified as **truant**. Once a child is classified as truant, school officials will begin a truancy intervention plan. A letter will be mailed home giving a date and time for a truancy intervention meeting, where school officials will work with parents to develop a written intervention plan to address the unlawful absences. A child is classified as **chronically absent** if he/she misses 50% (3.5 hours) or more of the instructional day for any reason for 10% or more of the enrollment period.

DECEMBER 2023

Core Essential Theme: Generosity - Making someone's day by giving something away.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					Early Release 1:30 pm	2
Progress Reports Emailed this week.	4	5	6	7 Make-Up FALL PICTURES	8	9
10	11	PTA Meeting & Family Night 6:00pm	13	14	15	16
	-	PTA	HOLIDAY SHOP		-	
17	18	19	20	21	22	23
	-	V	/INTER BREAK No School		-	
24	25	26	27	28	29	30
	-	V	/INTER BREAK No School			
3.	1					

ABSENCES AND TARDIES continued:

Please note, all absences require written documentation, either from a parent/guardian or medical provider before they can be considered lawful. All documentation required by the school is subject to review and must be approved by the principal. Absences in excess of ten days per year will not be considered excused with a parent/guardian note unless they are accompanied by official medical or legal documentation.

Lawful/excused absences include but are not limited to: absences caused by a student's own illness, absences due to illness or death in the student's immediate family, absences due to a recognized religious holiday of the student's faith, and absences due to activities that are approved in advance by the principal.

Unlawful/unexcused absences include but are not limited to: absences of a student without the knowledge of his or her parents/guardians and absences of a student without acceptable cause with the knowledge of his or her parents/guardians, and family vacations or trips.

It is very important for students to be on time at the beginning of the school day and in school for the full day. Students who are habitually tardy or signed out early can disrupt the learning environment in the classroom. Students are <u>required</u> to come to the office with their parent/guardian for a tardy slip when arriving late. Students may not be signed out early after 2:30 pm. Excessive unlawful/unexcused tardies and sign-outs will result in a parent conference to develop school-based and district level interventions.

Excuses must contain: Student's Name, Class Section, Teacher's Name, Date of Absence, and Reason for Absence

BIRTHDAYS-We encourage healthy birthday snacks for nutritional purposes. Please coordinate with the classroom teacher if you plan to send snacks in to celebrate.

BUSES AND BUS DISCIPLINE-First Student is a private firm that operates the Charleston County Bus System. If you have a problem or concern with transportation, please contact the following persons in the order listed: Charleston County School District Director of Student Transportation Services, Mr. James Lynch at (843)566-8141. Any bus concerns specific to your student or to report a concern involving student behavior, bus stop locations, driver issues, etc., please contact Ms. Seabrook via email at Shashawna Seabrook@charleston.k12.sc.us or by calling (843)214-7426.

Any student who rides a different bus other than his/her assigned bus must have a letter from his/her parents and signed by an administrator. This letter must include child's name, date, and bus number and bus stop. No exceptions will be made.

Safety on the buses is the prime concern. Digital camera systems are installed on every bus. This video information is not released to the public and will only be available to School and Transportation Administration. The order maintained on the buses is an important safety factor.

The Charleston County School District Code of Conduct applies to student behavior on the bus as well. Any code of conduct violation on the bus will be reported to administration and addressed following the Charleston County School District Progressive Discipline Plan.

Parents or designated adult of child development, kindergarten and 1st grade students are required to be at the bus stop every morning and afternoon. Any student without a parent in the afternoon will be returned to school. Parents of any student returned to the school must complete a Kaleidoscope Extended Day Program application to ensure proper supervision is in place.

JANUARY 2024

Core Essential Theme: Responsibility - Proving you can be trusted with what is expected of you.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	NO SCHOOL Winter Break	2 NO SCHOOL Teacher Professional Development	3 School Resumes	4	5	6
7	8	9	10	11	12	13
14	NO SCHOOL Martin Luther King, Jr. Day	16	17	18	19	20
21	22	23 End of Q2	No School for Students Teacher Workday	25	Early Release 1:30 pm	27
REPORT CARDS Emailed this week.	29	9:00am C of C President's Award 9:45am Kindergarten 10:15am 2nd Grade 10:45am 1st Grade Q2 SPIRIT RALLY 8	9:00am 5th Grade 9:30am 3rd Grade 10:00am 4th Grade			

CELL PHONES AND COMMUNICATION DEVICES-No student may use a cell phone or portable communication device on school property during the school day. During school hours cell phones and/or communication devices must be turned off (not on vibrate mode) and stored out of sight. Using a cell phone or communication device may include but not be limited to text messaging, taking pictures or videos, playing games, receiving and/or sending calls. Students may not activate video cameras at any time unless they are directed to by a teacher or administrator.

1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense
Teacher will ask student to put phone away.	Teacher will confiscate phone and will return phone at end of day	Teacher will confiscate phone and hand phone over to admin. Admin will contact parent and return phone at end of day.	Teacher will confiscate phone and hand phone over to admin. Admin will contact parent, phone will be returned to parent pending confer-	Teacher will confiscate phone and hand phone over to admin. Admin will contact parent, phone will be returned to parent pending
*Teacher Managed Referral - Violation of Classroom Rules - Parent contact made by teacher.	*Teacher Managed Referral - Violation of Classroom Rules - Parent contact made by teacher	** Office Managed Referral - Un- authorized Device - Parent con- tact made by admin.	ence. ** Office Managed Referral - Unauthorized Device - Parent contact made by admin.	conference. Phone will not be allowed at school for remainder of school year. ** Office Managed Referral - Unauthorized Device - Parent contact made by admin.

CHANGE OF ADDRESS-The school office must have a parent's current address and telephone number at all times. This is particularly important in case of an emergency. Please notify the school immediately when moving, changing telephone numbers or place of employment. You must provide 2 proofs of residence when an address is changed and complete a residency affidavit of a student's domicile which has to be notarized. When Parent/Guardian is not head of household the parent must provide proofs of residency within 30 days of enrollment. Call the office should there be questions. Any updates are to be emailed to: Areatha Bailey@charleston.k12.sc.us.

CLINIC-A Registered Nurse is on duty throughout the week during school hours. The clinic is located in the main building across from the office.

Accidents-The school makes every effort to provide a safe environment for your child. In the event of an accident the school nurse or a member of the staff will render first aid and notify parents, if necessary. Parents must complete an emergency card for each child with a <u>minimum</u> of three telephone numbers.

Head lice-Head lice is not a health risk, but an inconvenience. Students are sent home for immediate treatment should head lice be present. Parents must accompany their child to school and provide proof of treatment. If live lice are still present the parent must take the child home for further head lice treatment/removal.

Medications-All medication must be registered with the clinic before school begins on the day medication is to begin. A physician's authorization form must be on file in the clinic. The medication form may be picked up in the school clinic or the main office. Over the counter medications may be available for occasional use if the student meets criteria approved by the CCSD physician consultant. Refer to the health card for more information. No medication may be brought to school by a student.

FEBRUARY 2024

Core Essential Theme: Kindness - Showing others they are valuable by how you treat them.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
We have combine and Morning wi	MONTH ed Donuts with Dads ith Moms into one uts with Grownups!			CLASS PICTURES	Black History Program	3
4	5	Donuts with Grownups AULI, PIC & CD 7:30am - 8:05am	7 Donuts with Grownups Kindergarten & 1st Grades 7:30am - 8:05am	8 Donuts with Grownups 2nd & 3rd Grades 7:30am - 8:05am	9 Donuts with Grownups 4th & 5th Grades 7:30am - 8:05am	10
11	12	13	14	15	Early Release 1:30pm	17
18	NO SCHOOL President's Day (School Closed)	20	21	PIZZA A MODO MIO Spirit Night	23	24
Progress Reports Emailed this week.	26	PTA Meeting & STEM Night 6:00pm	BOOK FAIR	29	•	

COMMUNITY PARTNERSHIPS-Local businesses and organizations have a vested interest in the quality of education in their community. Therefore, local businesses unite with schools for their benefit. These partnerships improve the quality of life in the community and give local citizens an opportunity to participate in the educational process. Springfield is very honored to be community partners with The College of Charleston, South State Bank and Chick-Fil-A on Magwood Rd, KONA ICE, Old St. Andrews Parish Church, Hendrick Honda of Charleston, Pizza A Modo Mio, Mex 1 Coastal Cantina, Grace on the Ashley, St. Andrews Parish UMC, HomeTeam BBQ and Mod Pizza.





















CREDIT CARD PAYMENTS-CCSD has authorized REVTRAK to provide a secure way to collect payments online. There is a convenience fee of 4.19%. As your student has student activities requiring payment, parents will be instructed which activity to select on the website: https://springfieldelementary.revtrak.net

DRESS CODE-Springfield's dress code coincides with CCSD's dress code policy which can be referenced in the current Student Code of Conduct. All students are expected to wear appropriate clothing which complies with health and safety requirements and which does not interfere with the educational process. Shoes that have a back and protect the feet from injury must be worn. Pants must be worn at waist level and shorts must be fingertip length or longer. Jeans or pants with rips in them may not show skin above fingertip length. Clothing such as backless or strapless blouses or dresses, halter tops, strapless tops, bare-shouldered tops, spaghetti straps, midriff or tank tops, T-shirts with inappropriate messages, short shorts, flip flops, soccer sandals and sunglasses are not permitted. Hats are not to be worn in the building.

EMAIL– Springfield administration communicates on a school level with all families via email. You will receive a Springfield Updates email message every Wednesday at 5:00pm. Please call the front office (843 763-1538) to update your email address if you are not receiving these weekly emails.

EXTENDED DAY CARE-Before and after school care is available at Springfield for students from 4 years old through grade five. The Kaleidoscope Extended Day Program service is provided by the Office of Expanded Learning. The goal is to provide a safe and engaging before and after school learning environment. Kaleidoscope offers quality care, academic support, and a wealth of enrichment/recreational activities focusing on the positive development of each child. Dinner and a snack are provided to all afterschool attendees. They are now accepting ABC vouchers for the 2023-2024 school year. Once the maximum enrollment is reached, no new registrations are accepted. Kaleidoscope can be contacted at (843) 573-8457 6:30am - 8:00am or (843) 518-1337 from 11:30am - 6:00pm. Leanna Gallagher is the Kaleidoscope Director.

GUIDANCE-Guidance in the elementary school is concerned with the mental, emotional, social, physical and educational development needs of the students. Individual and group counseling is offered along with regular classroom lessons. Guidance helps to implement the Core Essential Program sponsored by Chick-Fil-A.

HOMEWORK–Homework should be meaningful and include a variety of activities. Homework does not just consist of reading or studying, but reinforces skills learned during the day as well as develops responsibility. Homework will be acknowledged on a daily basis.

MARCH 2024

Core Essential Theme: Peace - Proving you care more about each other than winning an argument.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					BOOK FAIR	2
3	4 BOOK FAIR Closes at 11:00am	5	6	7 SPRING PICTURES	8 KONDICE.	9
10	READ ACROSS AMERICA WEEK	12	13	14	Early Release 1:30pm	16
17	18	19	20	World Down Syndrome Day	22	23
24 Field Day times to be determined.	25 FIELD DAY Child Development	FIELD DAY Kindergarten 1st Grade	FIELD DAY 2nd Grade 3rd Grade	FIELD DAY 4th Grade 5th Grade End of Q3	Half Day Dismissal 11:45am	30

LOST AND FOUND-All lost items are placed on the clothing rack by the Media Center. At the end of each quarter unclaimed items are donated to charity. The labeling of clothing, lunch boxes and other personal items is strongly recommended to ensure the return of lost items.

MEAL PROGRAM-The cafeteria provides breakfast and lunch to all students every day at no cost. Ice cream, snacks, and juices may be purchased for an additional cost. Students who bring lunch from home can purchase a milk for \$.50 if desired. Students may have funds in their account to use as parent permits for the healthy treats. Checks should be made out to Springfield Cafeteria or cash for payment. You may email the cafeteria manager at Carolynd_Jones@charleston.k12.sc.us or call her at (843) 573-8459 for your child's cafeteria account balance, or get the online payment instructions. Students will be served breakfast from 8:05am to 8:25am. Only students arriving on late buses will be allowed to eat breakfast after 8:25am. Meal menus are available online on both Springfield and Charleston County School District websites.

MENTORING PROGRAM-Springfield has a Mentoring Program available for students who may need additional academic or social support. For more information, contact the Guidance Counselor at (843) 763-1540.

MTSS TEAM-The MTSS Team is available to provide academic or behavioral support to our students. The team consists of administration, school psychologist, guidance counselor, teacher and parent. The team uses data to provide intervention resources as appropriate.

PARENT/TEACHER COMMUNICATION—Teachers will send home graded papers and school communication every Wednesday. If you would like a conference with one of your child's teachers, please call or email the teacher directly. All parents will be asked to join TalkingPoints for general communication from the teacher and school. Parents and teachers may also communicate via phone, email, or written notes.

PICTURES-Both individual and group pictures are taken throughout the school year. Picture proofs will be sent home in the Fall and Spring. Strawbridge Studios will provide ordering information and the order will be mailed directly to the address provided. Profit from these sales is used to improve the educational opportunities of our students. Class pictures will be taken in the spring requiring payment the day of picture. A yearbook is published in the spring.

PTA-The Parent Teacher Association is an integral part of the programs and services that are offered at Springfield Elementary School. Your membership and active participation are vitally important to the education of our children. See page 22 for more details and a list of the officers.

RETURNED CHECKS-Payments made to the school that cannot be processed will result in the student being put on the delinquent fee list and records held until the responsible person discusses the repayment. Check payment privilege will be revoked.

SCHOOL IMPROVEMENT COUNCIL/TITLE I PLANNING TEAM-The purpose of the School Improvement Council is to allow those closest to the students, parents and teachers to make decisions to improve educational quality and student achievement in each school. Title I Part A of the Elementary and Secondary Schools Act of 1965 (ESEA) provides supplemental academic assistance to ensure all children have a fair, equal and significant opportunity to obtain a high quality education and reach, at a minimum, proficiency on challenging State academic achievement standards and State academic assessments. South Carolina Act 135 established legal requirements for School Improvement Councils.

SOCIAL MEDIA-Springfield uses social media to share pictures of school, grade level, and classroom events. Please follow the school on Facebook (https://www.facebook.com/SpringfieldElementaryCharleston) and Twitter (https://twitter.com/SES_CCSD).

APRIL 2024

Core Essential Theme: Patience - Waiting until later for what you want now.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	I	2	3	4	5	6
	•	SPRIN	IG BREAK - NO S	CHOOL	-	
7 REPORT CARDS Emailed this week.	8 NO SCHOOL Teacher Workday	9	10	11	12	13
14	15	9:00am C of C President's Award 9:45am Kindergarten 10:15am 2nd Grade 10:45am 1st Grade Q3 SPIRIT RALLY 8	9:00am 5th Grade 9:30am 3rd Grade 10:00am 4th Grade	VOLUNTEER LUNCHEON	19 KORPIGE	20
21	22	PTA Meeting & 3rd - 5th Clubs Showcase 6:00pm	24	25	26	27
28	29	30				

TELEPHONE-The school requests that your child be given all necessary instructions before leaving home in the morning. The office will only disrupt a class to deliver emergency messages. Students should have a general understanding of what to do in the event of inclement weather or emergency situations. It is imperative the school have a working phone number for each student. Your assistance in this area will allow the school to operate more efficiently and ensure student's safety.

Please be aware any disturbance to your child's classroom results in time taken away from instruction.

TESTING PROGRAM-Child Development students will be assessed in the fall, winter and spring using My Igdis. Kindergarten students will take the KRA assessment in the fall as well as the FastBridge assessment 3 times per year for reading and math. 1st grade students will be administered the FastBridge assessment for reading three times per year. Kindergarten - 5th grade students will take the iReady diagnostic in the fall, winter and spring. Students in grades 3, 4 & 5 are given SC Ready for ELA & math. 4th grade students will take the Science PASS assessment. Specific dates for each test will be communicated in the Wednesday Springfield Updates email from the principal and by the students' teachers. Any changes to the testing program will be communicated by the school administration. Results from all assessments will be shared with families.

TITLE I-Title I of the federal *Elementary and Secondary Schools Act* (ESEA) legislation is a federal program that provides opportunities for the children served to acquire the knowledge and skills necessary to meet challenging state content standards. Title I resources are distributed to schools where needs are the greatest in amounts sufficient to make a difference in the improvement of instructions. Title I coordinates services with other educational services and, to the degree possible, with the health and social services programs. Title I provides greater decision-making authority and flexibility within the schools and for teachers. However, greater responsibility for student performance is the exchange made for this flexibility.

TRANSFERS AND WITHDRAWALS-Parents must go through the following procedures concerning withdrawing or transferring of students:

- 1. The student must return all library books, textbooks, and school property. Outstanding fees must be paid or discuss payment plan.
- 2. Parents are asked to give the school at least five days notice before the student transfers if possible.
- 3 Withdrawal Form must be completed.

VISITOR MANAGEMENT SYSTEM-In an ongoing effort to secure our building, all visitors will have a specific destination on their visitor's pass. Each individual entering the building will need to sign in by presenting a Driver's License, Photo ID or Passport in order to receive a visitor pass to proceed to his/her destination. <u>Each individual will need to come back through the office to be signed out</u>. This will help to minimize class disruptions and to keep our school safe.

VISITS AND CONFERENCES-The office will only permit visitors to the classrooms for a prearranged conference or class event. Authorization from the teacher will be sent to the office. All visitors will have a specific destination on their visitor's pass. All visitors are required to obtain a visitor pass from the office prior to proceeding to their destination. Parents are welcome to have lunch with their student. Parents will not be allowed to walk their children to class during arrival.

504 PLANS-A 504 Accommodation Plan is available to students whose medical diagnosis limits his/her ability to make progress in the school setting. This plan is designed for each student according to individual need. Students must have a doctor's statement with diagnosis for a 504 plan. Please contact the guidance counselor for more information.

MAY 2024

Core Essential Theme: Commitment - Making a plan and putting it into practice.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
Progress Reports Emailed this week.	Teacher Appreciation Week	7	8	9		11
12	13	14	15	16	17	18
19	20	21	22	23	24 Early Release 1:30pm	25
26	27 NO SCHOOL Memorial Day School & Offices Closed	28	29 9:00am C of President's Awa 9:45am Kindergart 10:15am 2nd Gra 10:45am 1st Gra	30 C rd en en 9:00am 5th Grade de 9:30am 3rd Grade de 10:00am 4th Grade Y & AWARD ASSEMBLY	31	

SPRINGFIELD PTA

Mission of the PTA

- To support and speak on behalf of children and youth in the schools, in the community and before government bodies and other organizations that make decisions affecting children.
- To assist parents in developing the skills they need to raise and protect their children.
- To encourage parent and public involvement in the public schools of this nation.

The Purpose of the PTA

- To promote the welfare of the children and youth in home, school, community and place of worship.
- To raise the standards of home life.
- To secure adequate laws for the care and protection of children and youth.
- To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.
- To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

SPRINGFIELD SCHOOL IMPROVEMENT COUNCIL

What is the School Improvement Council?

The School Improvement Council (SIC) serves as an advisory committee to a school's principal and faculty. Councils are mandated by law to exist in every public school in South Carolina. They play a key role in the education of our state's children, bringing together parents, educators and community stakeholders to collaborate on the improvement of their local schools.

What do SICs do?

Councils work collaboratively with the school to develop and implement a five-year school improvement plan (school renewal plan), monitor and evaluate success in reaching the plan's goals and objectives, and write an annual report to parents about the progress of the plan.

The Springfield School Improvement Council also offers practical improvements on the daily operations of the school. Election of parents to serve on the School Improvement Council will take place in September.

SPRINGFIELD SIC Members

SPRINGFIELD PTA Board Members

President - Aaron Holmes
Vice President - Leticia Wine
Secretary - Hunter Kite
Assistant Secretary - Jennifer Stout
Treasurer - Alice Ulmer
Hospitality Chair- Beth Axson
Volunteer Coordinator - Stephanie Grimes

Regina Stephens - Media Coverage Megan Williams - Principal Sha'Shawna Seabrook - Assistant Principal Parent
Community
Principal
Assistant
Principal

Aaron Holmes Kevin Eakes Megan Williams Sha'Shawna Seabrook

Faculty Aaron Hansen Tara Cobb

JUNE 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 Springfield Pet Parade 10:00am	6 Kindergarten Graduation 10:00am	7 5th Grade Moving Up Ceremony 10:00am	8
9	Last Day of School HALF DAY FOR STUDENTS 11:45am	(No school for students unless used as a weather make-up day) Teacher Workday	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

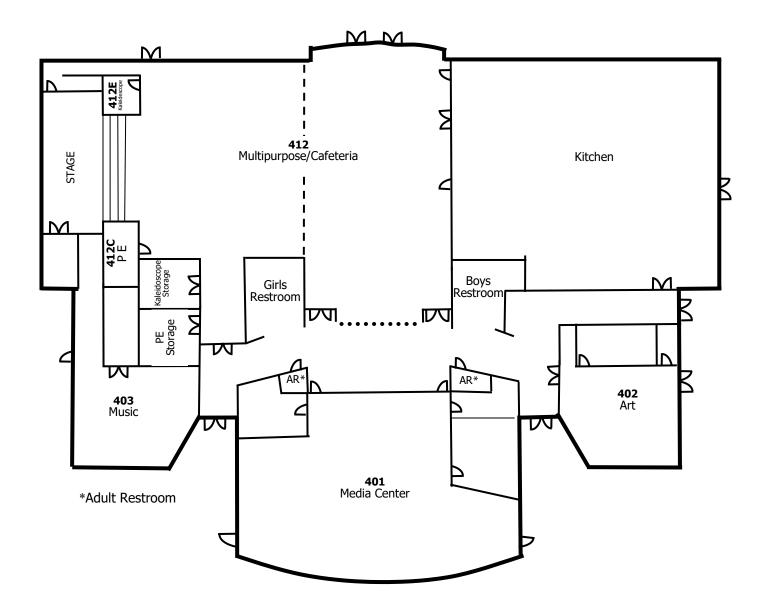
2023-2024 Springfield Elementary Faculty and Staff

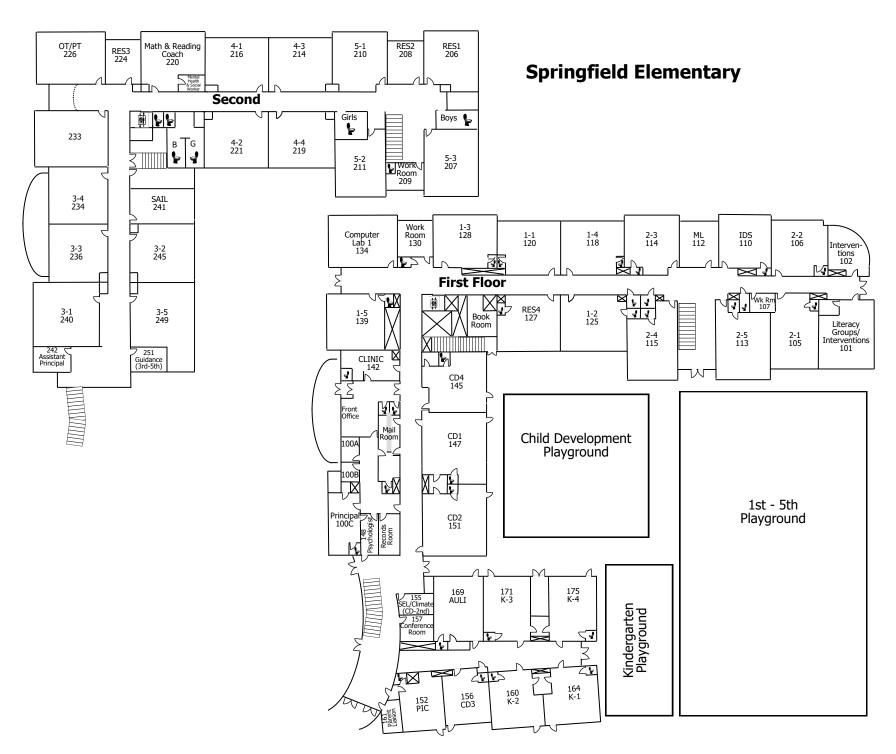
Position	Name	Location	· -	Name	Location	Position	Name	Location
Principal	M. Williams	100C	2-1	A. Furmanchik	105	RES1	L. Spray	206
Asst. Prin.	S. Seabrook	242	2-2	C. Hill	106	RES2	L. Burkhardt	208
Secretary	T. Kemmerlin	100B	2-3	E. Whitesides	114	RES3	K. Woodward	224
Data Clerk	A. Bailey	100A		K. Jones		RES4	J. Pisani	127
CD1	B. Davidson	147	2-4	K. Quinlan	115		S. Merrigan	
	A. McNeil-Fults		2-5	L. Smith	113		C. Torres	
CD2	K. Rioux	151	3-1	A. Wesson	240	Music	M. Boutin	403
	K. Lewis		3-2	M. Maier	245	Art	E. Mark	402
CD3	M. Linn	156	3-3	P. Horne	236	Teacher Librarian	R. Stephens	401
	L. Eidson		3-4	A. Lipscomb	234	P.E.	A. Hansen	412C
CD4	A. Boehm	145	3-5	S. Behringer	249	P.E. (.50)	G. Tooley	412C
	R. Evans		4-1	T. Steele	216	Comp Lab Tech	I. Walker	134
K-1	C. Anderson	164	4-2	O. Enggasser	221	Comp Lab Tech	D. Mesa	134
	J. Wohnig		4-3	J. Spanner	214	Guidance	L. Howle	251
K-2	J. Ginn	160	4-4	K. Windon	219	SEL/Climate	K. Forse	155
	D. White		5-1	K. Pridgen	210	Psychologist	A. Grow	148
K-3	L. Laban	171	5-2	M. Slowey	211	Parent Advocate	T. Cobb	161
	C. Carter		5-3	H. Brncic	207	Reading Coach	C. Dennard	220
K-4	K. King	175	AULI	A. Shaw	169	Literacy Interventionist	M. Corrigan	101
	T. Jeffries			A. Librera		Literacy T.A.	G. Smalls—Ford	101
1-1	A. Hammond	120		T. White		Literacy T. A. (.5)	C. Smith	101
1-2	A. Benton	125	IDS	A. Radisch	110	Certified Teacher (.5)	S. Wechsler	101
1-3	J. Stone	128		VACANT		Math Coach	S. Pettigrew	220
1-4	L. Dickson	118	Nurse	A. Famulari	142	Math Interventionist	E. Armstrong	102
1-5	A. Baldwin	139	Cafeteria	C. Jones	Cafeteria	SAIL	K. Sanyal	241
PIC	S. Mayo	152	Day Porter	Mr. Ramil		Speech	M.Williams/	157
	E. Mitchell		Kaleidoscope	L. Gallagher	412E	ML Teacher	L. Carpenter	112
	J. Gray					ОТ	E. Cockcroft	226

JULY 2024

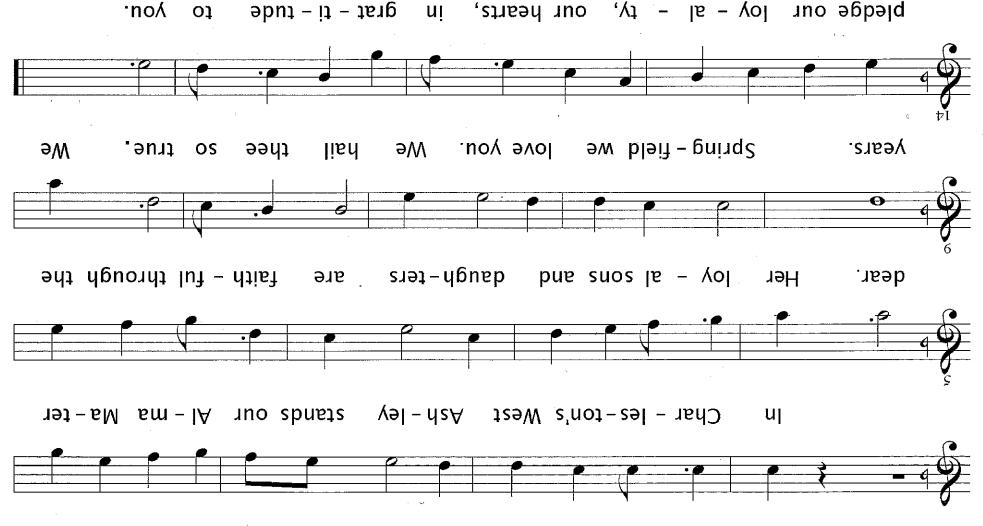
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
/	o	,	10		12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
20	20	20	21			
28	29	30	31			

Commons Building





The Alma Mater of Springfield Elementary



Charleston Sexcellence is our standard