



## **E.B. ELLINGTON ELEMENTARY SCHOOL**

### **2019-2020 PARENT/STUDENT HANDBOOK**

●5540 Old Jacksonboro Road, Ravenel, SC 29470●

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Website: [www.ccsdschools.com](http://www.ccsdschools.com)

#### **Welcome to EB Ellington Elementary School**

I would like to personally welcome you to our school. The staff and personnel of E.B. Ellington Elementary strive to provide a positive, safe learning environment for our students. This handbook has been prepared to help students and parents gain a better understanding of the expectations and requirements of E.B. Ellington Elementary School. I hope it will help answer many questions that you may have regarding your child’s educational plans for the future. If you have any other questions, feel free to come by the office and visit with us about your needs. I, along with all of our staff and personnel want to wish you a great and memorable school year at E.B. Ellington Elementary School.

James E. Dallas, Principal

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843-889-9411 ext 85201

#### **Mission Statement**

The mission of E. B. Ellington is to recognize and optimize the full potential of each child through rigorous academic expectations, relevant curriculum, technology and collaborative relationships with staff, students, parents, and community.

#### **School visitors**

Parents and guardians are encouraged to visit the school. In order to assure that no unauthorized persons enter buildings with wrongful intent, all visitors to the school shall report to the school office to sign in. This identification helps ensure the safety of our students. There are multiple opportunities for volunteering with the school. Parents are encouraged to contact their child’s teacher or the office for more information about these volunteer activities.

#### **Early Dismissal of students**

If a parent wishes to sign-out his/her child from school during the day because of a doctor/dentist appointment or for other valid reasons, the parent must come into the school office with valid ID in order to properly sign the child out of school. Should a parent send another person to pick up his/her child, written authorization from the parent is required. The person authorized by the parent to sign-out the child **MUST** have his/her name on the office copy of the sign out card and a **valid state ID**. This person must also come into the school office and properly sign the child out of school and present valid picture identification. Since the safety and well-being of our children are always our most important concerns, this sign-out procedure is a policy we strictly observe.

**PLEASE TRY TO LIMIT YOUR SIGN-OUTS.** Please make every attempt to sign-out your child **before 2:30 p.m.** **No students will be called for early dismissal after 2:30 p.m.**

### **BIRTHDAYS AND PERSONAL CELEBRATIONS**

We would prefer you celebrate personal holidays and birthdays at home. However, if we receive flowers and/or deliveries, they will be sent to the classrooms at the end of the day. Classroom birthday celebrations should be held at the end of the day. Please note that if your child is a bus rider, glass vases and balloons are not allowed on the bus.

### **EMERGENCY CONTACT INFORMATION**

In case of an emergency it is vitally important for the school staff to have current emergency contact information at all times. Please make sure that any changes in your emergency contact information are communicated with your child's teacher and the front office staff as soon as possible to ensure the safety of your child.

### **ATTENDANCE**

No child can be expected to successfully complete his/her required classroom work if his/her attendance is irregular. A child should be in school every day that he/she is physically and emotionally able. Missing a day may mean that the child will miss the introduction or development of necessary skills. When a child is absent for two or more days, parents are asked to contact the child's teacher to ask if any home assignments are advisable.

After an absence, a child **MUST** bring a note from a doctor, dentist or parent explaining the absence. The note should contain the following information: **DATE, DAYS ABSENT, REASON FOR THE ABSENCE and SIGNATURE.** The note **MUST** be received within the first **THREE** days after returning to school. This request is a requirement of South Carolina state law. Students are allowed to miss **10** days of school. **Irregular attendance/tardiness may result in a referral to the CCSD truant officer, the appropriate outside child protection agency and/or possible retention.**

Absences in excess of these 10 days may result in an appeals process beyond the school. It is very important that **ALL** students be in attendance regularly so that learning may occur and school attendance becomes a family expectation. Attendance is a component of our school report card rating. This report requires 95% daily student attendance for your child's school to receive a passing grade. We thank you for your cooperation. Tardiness and early sign-outs also impact the child's education. We encourage you to limit the number of tardies and early sign-outs to absolute emergencies. Mrs. Watkins, data clerk, can answer your attendance questions. **No students will be signed out after 2:30 p.m. each day. Staff will be focusing on daily attendance this year and following state/ district policies if attendance becomes an issue for specific students**

### **CONFERENCES**

Parents, teachers, or administrators may request conferences at any time. Parental requests for a conference with any staff member may be made by email, writing a note to the teacher or by calling the school office. **Parents are discouraged from dropping by the school for a teacher conference without a previously scheduled appointment.** Teachers cannot give you the valuable information and time you need to discuss your child when they are **teaching or supervising** children. Teachers will inform you of their planning time.

### **TITLE IX-SEX DISCRIMINATION AND TITLE VII CIVIL RIGHTS ACT**

At all times and under all circumstances, students at E.B. Ellington Elementary School will receive equal and fair treatment from every member of the staff regardless of sex, race, nationality, or religion.

## **BREAKFAST, LUNCH, & CAFETERIA EXPECTATIONS**

Student behavior in the cafeteria should be based on courtesy and cleanliness. This means leaving the area in the condition you would like to live in. Students entering the cafeteria at breakfast are to eat quietly and to follow the directions of the adults on duty. Students will receive directions about talking in the cafeteria. At no time are students allowed to take food or drinks prepared by our staff outside of the cafeteria. Students who bring their lunches will not have access to refrigerators or microwave ovens.

Menus for school lunches are distributed to students upon request, prior to the first day of each month. They are also located on the CCSD website. Parents are cordially invited and encouraged to eat lunch with their children. Please let your child's teacher know the morning of your visit so that the cafeteria can plan accordingly.

## **TRANSPORTATION CHANGE**

To ensure the safety of all students, changes in student transportation must be provided in written form (note or email) to the teacher prior to **12 noon EACH day. Phone calls will not be accepted for change in transportation.**

## **BUS**

To ensure safety on school buses, it is essential that students and parents recognize the necessity for bus riders to cooperate fully with the bus driver and to observe all rules. Adult drivers have the responsibility for supervision of students on the bus. They may stop the bus at any time if misbehavior or threatened misbehavior becomes a hazard to safe driving. Students who create a disturbance will be reported to the school principal and appropriate disciplinary action will be taken. Guidelines for bus discipline are outlined in the PBIS Soar Matrix. Parents are asked to reinforce the importance of bus safety at home.

Students cannot ride a bus to which they are not assigned **without** a note from the parent/guardian, which must be signed by the principal or his designee. The note **must** be presented for a signature **before 2:10 p.m.** and it **must** be given to the driver upon stepping on the bus. Bus schedule questions or concerns about drivers can be answered by calling E.B. Ellington at 843-889-9411 or Durham Bus Services at 843-889-3786.

## **PERMISSION TO GO HOME WITH ANOTHER STUDENT**

Remind your children that they will not be able to call home at the last minute in order to make an after-school arrangement to visit a friend. Notify the office in advance with your written permission, if any such arrangement of this nature is necessary for your child. **WRITTEN PERMISSION IS REQUIRED FROM PARENTS OF BOTH FAMILIES.**

## **CAR RIDERS**

### **A.M. DROP-OFF PROCEDURES:**

Car riders are NOT to be dropped off prior to 8:00 a.m. THERE IS NO SUPERVISION AT SCHOOL prior to this time. Parents will need to drive students to the **BACK** of the building to drop students off in the morning.

## **PTO**

Becoming involved in the PTO provides an opportunity to contribute suggestions for the improvement of your child's school. Reminders of the times/dates of each meeting will be sent home through newsletters, calendars or notices. The PTO will sponsor three fundraisers, community activities, and school projects during the year. Your membership and involvement will help to see that the goals of the organization are achieved. The school does not issue receipts for monies turned in to the PTO. The PTO will issue its own receipts. Parent participation is crucial to our students' success. We ask that you support the parents who are leading this organization for E.B. Ellington Elementary School.

## **REGISTRATION POLICY**

Upon registration, students will be allowed to attend E.B. Ellington. Registration packets can be picked up at the school office. Parents or guardians enrolling a student in the Charleston County School District are required to provide to the local education agency with a certificate of birth or other proof of legal age, a proof of residence for the enrolling child, a utility bill, and an immunization record.

## **HOMEWORK**

Homework will be designed as practice for skills that students have already learned. E.B. Ellington Elementary School students will be asked to read daily and practice or prepare outside the regular classroom.

## **STANDARDS AND ASSESSMENTS**

E.B. Ellington Elementary School and the entire Charleston County School District have implemented standards for student learning. Standards are clear statements of what students are expected to know and be able to do. They are written for each grade level and content area. Our school has developed and implemented the use of assessment tools such as portfolios, rubrics, running records in reading, authentic tasks and checklists, which measure progress towards reaching the standards. These tools, along with standards-based grading and testing methods, and yearly achievement tests are how we measure academic growth. Another assessment that is implemented in Kindergarten through 5th grade is the Measures of Academic Progress (MAP). This is a computer administered test that measures proficiency in areas such as reading, language usage and math. It is administered three times during the school year. Finally, our third through fifth grade students will also participate in the SC READY in the areas of reading, writing, and math. Fourth and fifth grade students will take SC PASS in science and social studies.

## **INTERIM REPORTS AND REPORT CARDS**

Report cards are sent home with the students each quarter to keep parents informed of their students' progress in school. Interim reports are sent home through each 9 week grading period. The grading system below will be used at E.B. Ellington.

### **CD-2**

C – The student has mastered the grade level expectation of the standard for this grading period.

E-The student continues to need support with the grade level expectation of the standard for the grading period.

N-The student has not met the grade level expectation of the standard for this grading period.

NA-Not assessed this grading period.

### **3-5**

A-100-90

B-89-80

C-79-70

D-69-60

F-Below 60

## **TEXTBOOKS**

Textbooks are provided by E.B. Ellington Elementary School for students' use during the school year. Students are responsible for textbooks, library books and other school equipment issued to them. A charge will be levied for lost and damaged books.

### **SCHOOL SUPPLIES**

At E.B. Ellington, the school will provide notebooks, crayons, scissors, glue, rulers, and paper. Parents are asked to purchase the following:

- 1 box of facial tissue
- 1 box of 1 quart size storage bags
- 1 box of gallon size storage bag
- 48 #2 pencils

### **DRESS CODE**

At E.B. Ellington, students are required to wear uniforms. These uniforms consist of black, navy or khaki pants, short jumpers or skirts with red, white, navy, light blue, pink or yellow collared shirts or blouses. Uniforms can be purchased at any local retail store.

### **FIELD TRIPS**

Field trips are offered to students as an educational part of their curriculum. Parents will be notified prior to the trip as to any special needs of the students and will be asked to return a permission slip. It is required that students ride the bus both ways on field trips unless a permission form excusing the child from riding the bus is turned in to the office prior to the trip. Field trip participation is based on the student's ability to represent the Charleston County School District in an appropriate manner. Students that fail to meet the discipline standard will not be allowed on field trips.

### **LOST AND FOUND**

Please label your child's clothing, backpacks, lunch boxes, and any other items they might bring to school. Items that are found without identification will be kept in the lost and found bins. Students and/or parents are encouraged to look through these bins for lost items. See the office for questions about lost and found items.

### **MEDICATION**

If it becomes necessary for a student to take prescribed medication at school, CCSD forms and/or a signed note from a doctor must be presented to the school nurse. **We will not dispense prescription or non-prescription medication without proper permission and documentation.** You will receive additional information from our school nurse. Prescription medication is to be kept in its original container. All medication will be kept in and dispensed through the nurse's office. The adults dispensing the medication will keep a record of the medication and the dosage. All medication is kept in locked drawers.

### **IMMUNIZATIONS**

All shots **MUST** be recorded on the proper DHEC form and will be maintained in your child's permanent record. The school is audited yearly on this information. Please bear with us as we attempt to meet DHEC's regulations. The school nurse or data clerk can answer your questions about the required immunizations.

### **PARENTS AND TEACHERS: PARTNERS IN EDUCATION**

Your child's attitude mirrors yours. Therefore, you can help him/her develop good attitudes by showing confidence in the teacher and your school. If you are upset over a situation at school, please schedule an appointment with the teacher or principal. Please DO NOT criticize the school or a teacher in front of your child or in public places. Whatever the problem, I am confident we can work together to reach a common goal.

**PBIS (Positive Behavioral Interventions and Support)**

PBIS is a systems approach to preventing to and responding to school and classroom wide discipline problems. PBIS develops school wide systems that support staff to teach and promote positive behavior in all students. By reducing behavioral problems, PBIS creates and maintains safe learning environments where teachers can teach and students can learn.



## **STUDENT WITHDRAWAL FROM SCHOOL**

Parents withdrawing their child/ren from E.B. Ellington Elementary are asked to inform the school of the withdrawal and complete a **NOTICE OF TRANSFER FORM** from the office. The attendance clerk will assist you in fulfilling this requirement. This form has extremely important information for the new school, which will facilitate proper placement. **Upon withdrawing from E.B. Ellington Elementary, the child should return all textbooks, library books, and pay all outstanding fees.**

## **CCSD Anti-bullying Information and Resources**

Charleston County School District is taking a stand against bullying. Our stance is simple:

**Charleston County School District believes in a safe learning environment for all students; therefore, we will not tolerate bullying in any form.**

### **What is Bullying?**

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.

### **Harassment, Intimidation, or Bullying - CCSD Policy JICFAA**

The board prohibits acts of harassment, intimidation, or bullying of a student by students, staff, and third parties that interfere with or disrupt a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student. Harassment, intimidation, or bullying is defined as a gesture, electronic communication, or a written, verbal, physical, emotional, or sexual act reasonably perceived to have the effect of any of the following:

- Harming a student physically or emotionally, or damaging a student's property, or placing a student in reasonable fear of personal harm or property damage
- Insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school
- Demonstrates motivation by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or by any other distinguishing characteristic

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. Students have a responsibility to know and respect the policies, rules, and regulations of the school and District. Any student who is found to have engaged in the prohibited actions as outlined in this policy shall be subject to disciplinary action, up to and including expulsion. Individuals may also be referred to law enforcement officials. The District shall take all other appropriate steps to correct or rectify the situation.

### **Signs a Child is Being Bullied**

Look for changes in the child. However, be aware that not all children who are bullied exhibit warning signs. Some signs that may point to a bullying problem are:

- Unexplainable injuries

- Lost or destroyed clothing, books, electronics, or jewelry
- Frequent headaches or stomach aches, feeling sick or faking illness
- Changes in eating habits, like suddenly skipping meals or binge eating. Kids may come home from school hungry because they did not eat lunch.
- Difficulty sleeping or frequent nightmares
- Declining grades, loss of interest in schoolwork, or not wanting to go to school
- Sudden loss of friends or avoidance of social situations
- Feelings of helplessness or decreased self esteem
- Self-destructive behaviors such as running away from home, harming themselves, or talking about suicide

## **What to Do**

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### **If You Are Being Bullied**

- Tell an adult that you trust.
- Do not show anger or fear.
- Calmly tell the bully to stop or say nothing and walk away.
- Avoid situations where bullying is likely to happen.

### **If Someone You Know is Being Bullied**

- Don't encourage the bully by laughing or joining in.
- If you feel safe, tell the bully to stop!
- Encourage the person who was bullied to talk to someone they trust about what happened.

If you are being bullied, know someone who is being bullied, or know of a person or group who is bullying others, please call the **CCSD Bullying Prevention Hotline at 877-250-2790, 24 hours a day, 7 days a week.**

## **USE OF TELEPHONE BY STUDENTS**

Students will **NOT** make nor receive telephone calls during the school day except in cases of emergency and/or by request of the teacher. Students will be allowed to use the phone when a staff member finds it to be necessary.

## **VANDALISM AND PROPERTY DAMAGE**

Our school buildings and equipment cost (you) the taxpayers to construct, purchase, and maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. If you should happen to damage something by accident, you should report it to a teacher or the office immediately.

## **Mobile Device Handbook (Abbreviated)**

### **2.0 Care and Storage of the Mobile Device**



Student devices are school property and all users will follow the Student Device Responsible Use Agreement, the CCSD Technology Acceptable Use Policy and the CCSD Student Code of Conduct for these technologies. Students are responsible for the general care of the devices they have been issued by the school. Devices that are broken or fail to work properly must be taken to the designated school personnel for an evaluation of the equipment as soon as possible.

### **2.1 Mobile Device Identification Student devices will be labeled in the manner specified by CCSD.**

Devices are identified in the following ways:

- Serial number
- CCSD asset tag sticker
- Designated picture as wallpaper for both the Lock Screen and /or Home Screen

### **2.3 Screen Care Device screens can be damaged if subjected to rough treatment.**

iPad screens are particularly sensitive to damage from excessive pressure

- iPads must always be inside the protective case when carried
- Do not place anything in the case that will press against the screen (iPads)
- Do not lean on the top of the device when it is closed
- Do not place anything near the device that could put pressure on the screen
- Do not bump the device against lockers, walls, car doors, floors, etc. as it could eventually break the screen
- Only use a clean, dry, soft cloth or anti-static cloth to clean the screen; No cleansers of any type should be used on the screen

## **3.0 Loss and Damage**

If a student mobile device is damaged, lost, or stolen, the following guidelines must be followed.

### **3.1 Damaged Mobile Devices Student devices that malfunction or are damaged must be reported to designated school personnel immediately.**

- The school will be responsible for repairing devices that malfunction or are accidentally damaged
- CCSD DOES NOT cover intentional damage to devices; if it has been determined by the school that there was intentional damage to a device, the student/parent is responsible for full payment of the damage

## **ALL SCHOOLS:**

### **4.4 Lock Screen and Wallpaper**

Inappropriate pictures may not be used as the Lock Screen and Wallpaper. Inappropriate pictures include but are not limited to the presence of weapons, pornographic materials, inappropriate language, tobacco, alcohol, drug, gang related symbols or pictures. Use of any inappropriate pictures on the device will result in disciplinary actions per CCSD Student Code of Conduct.

### **4.5 Media Stored on Mobile Devices**

The student device has limited storage and this storage is designated for educational use. Inappropriate content is NOT allowed on the device. Inappropriate content includes but is not limited to music, videos, podcasts, pictures, documents, presentations and apps that contain the presence of weapons, pornographic materials, inappropriate language or lyrics, tobacco, alcohol, drug, gang related symbols or pictures.

- Sound must be muted at all times or ear buds/headphones used unless permission is obtained from the teacher for instructional purposes
- The device has limited storage and educational use has top priority; If non-educational, personal content is on the device and storage space is needed, students must delete the non-educational content to make room for required content.

**6.1 District-Installed Apps**

Apps installed by CCSD and/or the school must remain on the device in usable condition and be easily accessible at all times. From time to time, the school may add apps for use in a particular course. Periodic checks may be made by designated staff to ensure that students have not removed required apps or added inappropriate content.

**7.1 Statement of Responsibility**

The use of the network is a privilege. The user is responsible for what he/she says and does on the network. It is important for the user to stop and think before communicating and to show respect for others and for their ideas. Student users must assume that none of their data is private or confidential. Any communication or data may be subject to review by District and/or school administration.

**7.5 Student Discipline**

The violations and consequences outlined by this Student Mobile Device Responsible Use Handbook and Agreement are aligned with the CCSD Student Code of Conduct levels of infractions. The discipline procedures in the CCSD Student Code of Conduct address all levels of offenses, including stealing and destruction of school or personal property. This applies to all CCSD property, including school-assigned mobile devices. Depending on the seriousness of the offense, students may lose device usage rights and/or network privileges or may be suspended or in extreme cases expelled.

**INFRACTIONS AND CONSEQUENCES**

Infractions and consequences are determined by an individual school’s administration. If a student does not meet behavior expectations and responsible use, infractions and consequences will occur. The administration reserves the right to deny students access to devices at their discretion both inside and outside of school.

| <b>AUGUST 2019</b> |               |                |                  |                 |               |                 |
|--------------------|---------------|----------------|------------------|-----------------|---------------|-----------------|
| <b>SUNDAY</b>      | <b>MONDAY</b> | <b>TUESDAY</b> | <b>WEDNESDAY</b> | <b>THURSDAY</b> | <b>FRIDAY</b> | <b>SATURDAY</b> |
|                    |               |                |                  | 1               | 2             | 3               |

|    |  |   |                                 |                               |                               |    |
|----|--|---|---------------------------------|-------------------------------|-------------------------------|----|
| 4  | 5  | 6   | 7                               | 8                             | 9                             | 10 |
| 11 | 12   | 13  | 14<br>Teacher<br>Workday        | 15<br>Professional<br>Workday | 16<br>Professional<br>Workday | 17 |
| 18 | 19<br>Teacher<br>Workday<br><br>Open House | 20<br>Teacher/<br>Professional<br>Workday | 21<br>First Day for<br>Students | 22                            | 23                            | 24 |
| 25 | 26<br>First Day for<br>CD/Head Start       | 27  | 28                              | 29<br>Box Tops<br>Due         | 30<br>Dress Down              | 31 |

## SEPTEMBER 2019

| SUNDAY | MONDAY                                  | TUESDAY | WEDNESDAY | THURSDAY              | FRIDAY                     | SATURDAY |
|--------|---|---------|-----------|-----------------------|----------------------------|----------|
| 1      | 2<br>Labor Day<br>(Schools &<br>Closed) | 3       | 4         | 5                     | 6<br>Grandparents<br>' Day | 7        |
| 8      | 9                                       | 10      | 11        | 12                    | 13                         | 14       |
| 15     | 16                                      | 17      | 18        | 19                    | 20<br>Early<br>Release     | 21       |
| 22     | 23                                      | 24      | 25        | 26<br>Box Tops<br>Due | 27<br>Dress Down           | 28       |
| 29     | 30                                      |         |           |                       |                            |          |

## OCTOBER 2019

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY                    | THURSDAY | FRIDAY | SATURDAY |
|--------|--------|---------|------------------------------|----------|--------|----------|
|        |        | 1       | 2<br>Back to<br>School Night | 3        | 4      | 5        |

|  |                               |    |                                  |   |   |    |
|--|-------------------------------|----|----------------------------------|---|---|----|
| 6<br>Fire Safety<br>Week<br>(6 <sup>th</sup> -12 <sup>th</sup> )   | 7                             | 8  | 9                                | 10<br>Mental Health<br>Awareness Day      | 11  | 12 |
| 13   | 14<br>Pastries for<br>Parents | 15 | 16                               | 17  | 18  | 19 |
| 20<br>Red Ribbon<br>Week (23 <sup>rd</sup> –<br>31 <sup>st</sup> ) | 21                            | 22 | 23<br>Literacy /<br>Parent Night | 24<br>End of 1 <sup>st</sup><br>Quarter   | 25<br>Teacher<br>Workday<br>No School<br>for students | 26 |
| 27   | 28                            | 29 | 30                               | 31<br>Box Tops<br>Due<br>Character<br>Day |   |    |

## NOVEMBER 2019

| SUNDAY | MONDAY | TUESDAY   | WEDNESDAY | THURSDAY              | FRIDAY           | SATURDAY |
|--------|--------|---|-----------|-----------------------|------------------|----------|
|        |        |   |           |                       | 1                | 2        |
| 3      | 4      | 5 Family Data<br>Conference Day<br>Election Day<br>(No School for<br>Students,<br>Offices Open) | 6         | 7                     | 8                | 9        |
| 10     | 11     | 12  | 13        | 14                    | 15               | 16       |
| 17     | 18     | 19  | 20        | 21<br>Box Tops<br>Due | 22<br>Dress Down | 23       |
| 24     | 25     | 26  | 27        | 28                    | 29               | 30       |

## DECEMBER 2019

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--------|---------|-----------|----------|--------|----------|
|--------|--------|---------|-----------|----------|--------|----------|

|  |                |    |    |                    |  |    |
|--|----------------|----|----|--------------------|--|----|
| 1  | 2              | 3  | 4  | 5                  | 6  | 7  |
| 8  | 9              | 10 | 11 | 12                 | 13   | 14 |
| 15<br>Holiday<br>Week<br>(16 <sup>th</sup><br>20 <sup>th</sup> ) | 16             | 17 | 18 | 19<br>Box Tops Due | 20<br>Half Day for<br>Students<br><br>Dress Down | 21 |
| 22   | 23             | 24 | 25 | 26                 | 27   | 28 |
| 29   | 30<br><br>Wint | 31 |    |                    |  |    |

## JANUARY 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY | THURSDAY              | FRIDAY   | SATURDAY |
|--------|---|---------|-----------|-----------------------|--|----------|
|        |   |         | 1         | 2                     | 3<br>Teacher<br>Workday<br>(No Students)                             | 4        |
| 5      | 6<br><b>School<br/>Resumes<br/>for<br/>Students</b> | 7       | 8         | 9                     | 10   | 11       |
| 12     | 13  | 14      | 15        | 16                    | 17<br>Early<br>Release<br>End of Second<br>Quarter/First<br>Semester | 18       |
| 19     | 20<br>MLK Day<br>(Schools and<br>Offices Closed)    | 21      | 22        | 23                    | 24   | 25       |
| 26     | 27  | 28      | 29        | 30<br>Box Tops<br>Due | 31<br>Dress Down   |          |

## FEBRUARY 2020

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--------|---------|-----------|----------|--------|----------|
|--------|--------|---------|-----------|----------|--------|----------|

|    |  |    |                    |                    |   |    |
|----|--|----|--------------------|--------------------|---|----|
|    |  |    |                    |                    |   | 1  |
| 2  | 3  | 4  | 5                  | 6                  | 7   | 8  |
| 9  | 10   | 11 | 12                 | 13                 | 14<br>District<br>Professional<br>Development<br>(No School<br>for Student) | 15 |
| 16 | 17<br>President's Day<br>(School Closed,<br>Office Opened) | 18 | 19                 | 20                 | 21  | 22 |
| 23 | 24   | 25 | 26<br>Parent Night | 27<br>Box Tops Due | 28<br>Dress<br>Down   | 29 |

## MARCH 2020

| SUNDAY                                 | MONDAY | TUESDAY | WEDNESDAY                     | THURSDAY           | FRIDAY  | SATURDAY |
|--|--------|---------|-------------------------------|--------------------|---|----------|
| 1<br>Read<br>Across<br>America<br>Week | 2      | 3       | 4                             | 5                  | 6   | 7        |
| 8                                      | 9      | 10      | 11                            | 12                 | 13  | 14       |
| 15                                     | 16     | 17      | 18                            | 19                 | 20  | 21       |
| 22                                     | 23     | 24      | 25<br>End of Third<br>Quarter | 26<br>Box Tops Due | 27<br>Dress<br>Down<br><br>Early<br>Release<br><br>Teacher<br>Workday | 28       |
| 29                                     | 30     | 31      |                               |                    |   |          |

# APRIL 2020

| SUNDAY   | MONDAY   | TUESDAY   | WEDNESDAY          | THURSDAY              | FRIDAY           | SATURDAY |
|--|--|---|--------------------|-----------------------|------------------|----------|
|  |  |   | 1                  | 2                     | 3                | 4        |
| 5  | 6  | 7   | 8                  | 9                     | 10               | 11       |
| 12<br>Week of the<br>Young Child<br>(13 <sup>th</sup> - 17 <sup>th</sup> ) | 13<br>Spring Break<br>Continues<br>Possible<br>Make-up Day | 14<br><b>School<br/>Resumes<br/>for Student</b> | 15                 | 16                    | 17               | 18       |
| 19   | 20   | 21  | 22                 | 23                    | 24<br>Dress Down | 25       |
| 26   | 27   | 28  | 29<br>Parent Night | 30<br>Box Tops<br>Due |                  |          |

# MAY 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY | THURSDAY              | FRIDAY  | SATURDAY     |
|--------|---|---------|-----------|-----------------------|---|--------------|
|        |   |         |           |                       | 1   | 2            |
| 3      | 4   | 5       | 6         | 7                     | 8   | 9            |
| 10     | 11  | 12      | 13        | 14                    | 15  | 16           |
| 17     | 18  | 19      | 20        | 21                    | 22  | 23           |
| 24     | 25<br>Memorial Day<br>(Schools and<br>Offices Closed) | 26      | 27        | 28<br>Box Tops<br>Due | 29<br>Dress<br>Down<br>Last Day for<br>CD/Head<br>Start | 30<br><br>31 |



# JUNE 2020

| SUNDAY | MONDAY                  | TUESDAY | WEDNESDAY | THURSDAY  | FRIDAY   | SATURDAY |
|--------|-------------------------|---------|-----------|---|--|----------|
|        | 1                       | 2       | 3         | 4<br>Half Day for<br>Students<br>Teacher<br>Workday | 5<br>Half Day for<br>Students<br><b>Last Day of<br/>School</b> | 6        |
| 7      | 8<br>Teacher<br>Workday | 9       | 10        | 11  | 12   | 13       |
| 14     | 15                      | 16      | 17        | 18  | 19   | 20       |
| 21     | 22                      | 23      | 24        | 25  | 26   | 27       |
| 28     | 29                      | 30      |           |   |  |          |





## **E.B. ELLINGTON STUDENT HANDBOOK SLIP**

I have read and reviewed the E.B. Ellington Student Handbook with my child(ren)

\_\_\_\_\_, who is in \_\_\_\_\_'s class. I can be reached

at the following phone number during school hours: \_\_\_\_\_.

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Parent/Guardian Signature

Printed Name

Date

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E-mail address for school communication

(Please return this form to your child's teacher by September 30, 2019.)





| Month:                   | MONDAY | TUESDAY | WEDNESDAY |
|--------------------------|--------|---------|-----------|
| LANGUAGE<br>ARTS/READING |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
| MATH                     |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
| SCIENCE                  |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
| SOC. STUDIES             |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
|                          |        |         |           |
| PARENT<br>INITIALS       |        |         |           |



Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_







**Parent-Teacher Comments:**

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