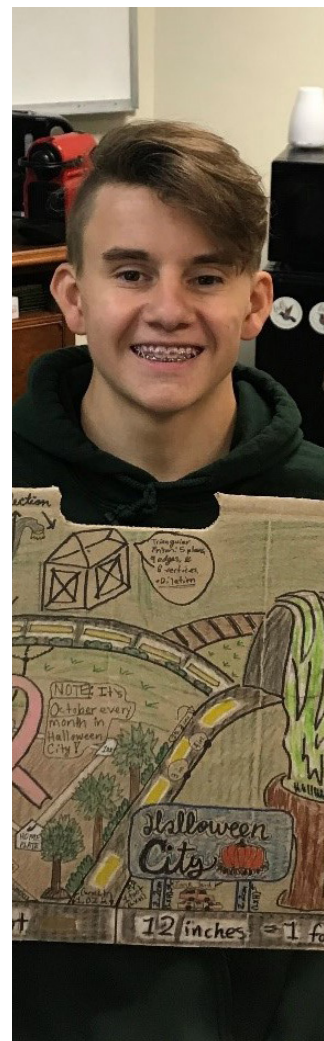
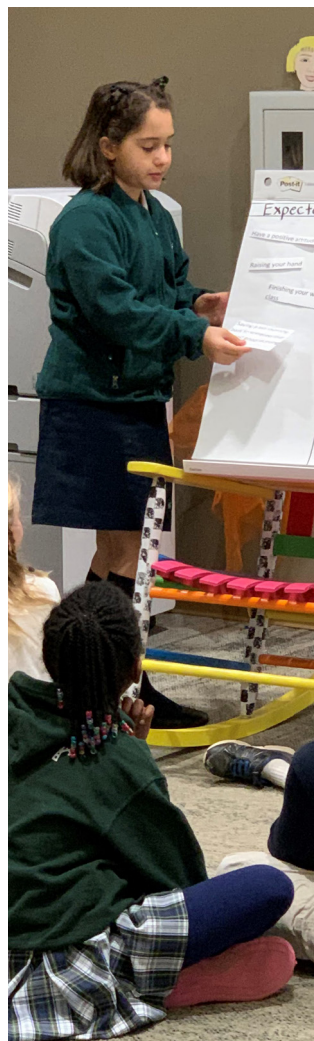




Calendar/ Handbook

2020 - 2021



Mission Statement

Mill Springs Academy is a values-based educational community dedicated to the academic, physical and social growth of those students who have not realized their full potential in traditional classroom settings.

“...if a student can’t learn the way we teach ...
we should teach the way a student can learn.”
--*Tweetie L. Moore, Founder*

This publication is solely for communication of school related matters by and among members of the school community - students, parents and faculty. Its use for any other purpose is improper and unauthorized.

Mill Springs Academy does not discriminate on the basis of sex, race, color, religion, disability, national or ethnic origin, genetic information, or any other protected category in its admissions policy or in its employment decisions.

Notice of Non-Discrimination

Based on receipt of federal financial assistance through a Paycheck Protection Program loan administered through the U.S. Small Business Administration (SBA) under the CARES Act, Mill Springs Academy acknowledges its obligation to prohibit discrimination, harassment, or retaliation on the basis of race, color, religion, age, national origin, sex, citizenship status, genetic information, handicap or disability in admissions, access, employment, tuition assistance, educational policies, or other school administered student and employee programs and activities. Questions regarding the School’s compliance with the application and administration of the School’s nondiscrimination policies should be directed to Patsy Beckwith, Human Resource Director, Title IX Compliance Officer, 13660 New Providence Road, Alpharetta, GA 30004, (404) 210-0838, pbeckwith@millsprings.org; or Taniah Jones, Dean of Students, Section 504 Compliance Officer, 13660 New Providence Road, Alpharetta, GA 30004, (678) 789-8600, tjones@millsprings.org; or to the U.S. Department of Education’s Office for Civil Rights (OCR) or to the SBA. Please refer to the School’s SBA Non-Discrimination Compliance Policy on the School’s website for information on how to file complaints with OCR or the SBA.



13660 New Providence Road
Alpharetta, GA 30004
www.millsprings.org
770-360-1336

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LOWER DIVISION - Laurie Jones, Head of Lower School

Laurie Jones, Director of Grades K-4

Cynthia Deleveaux, Director of Grades 5-6

Sylvia Cutchin

Jodi Easter-Smith

Kevin Findell

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Katy Kane, PE Dept Chair

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UPPER DIVISION - John Findley, Head of Upper School

John Findley, Director of Grades 11-12

Taniah Jones, Director of Grades 9-10, Dean of Students

Nina King, Director of Grades 7-8

Chelsea Michelson, Communication Arts Director of Grades 7-12

Susan Sanders, Dean of Faculty

Michael Adams

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Brad Smallwood

Michael Thompson

Angela White

Kathleen Bukowski, Learning Specialist

Holly Couch, Mindfulness/Yoga

Angela Davis, Counselor

John Hanrahan, Physical Education

Matt Orred, Permanent Substitute

Tia Roper, Director of Band

Patrick Rose, Director of Theater

James Sampson, Athletic Director

Brandi Smallwood, Director of Counseling

Brenda Smith, Visual Arts

Parent Volunteer Association

Our school is unique in that we are serving a community with a larger range of learning challenges than most schools. We also serve a community made up of over 50 ZIP codes. For this reason alone, the Parent Volunteer Association (PVA) is a vital part of our school. It consists of parents, like you, who volunteer and commit their time to improving the educational experience of OUR students. All money raised by the PVA supports MSA school programs, classroom enhancement, and teacher/staff appreciation events.

The Parent Volunteer Association strives to help everyone feel like MSA is an inviting community for you and your child to learn, grow, and feel understood. We want parents to feel that not only their child will receive support, but they will too.

The PVA hosts many events and activities for our students, parents, and staff. Those events are sprinkled throughout the school calendar. PVA activities and events are open to the MSA community and their friends and families.

We do need everyone's help in putting all these activities together. Please consider joining the PVA and volunteering to help with any event sponsored by the PVA.

Feel free to contact any of the PVA parent volunteers on the Contact List to the right. We are here to help! Also please visit the Parent Volunteer Association on the website at www.millsprings.org/PVA or email us at millspringspva@millsprings.org.

Get involved today and make a difference in your child's community!

Parent Volunteer Association Contact List

Co-President	Lesly Huffman	leslyhuffman@yahoo.com	319-594-0104
Co-President	Erin Harvin	erinharvin@comcast.net	404-353-6167
Treasurer	Julia McClure	jedandjuliamcclure@gmail.com	404-307-0439
Secretary	Beth Haun	potluckmama@gmail.com	404-435-9400

PVA COMMITTEES

Chick-fil-A Chairperson	Valerie Davis	vdavis5@bellsouth.net	678-294-8743
CFA Order Coordinator	Susan Kaufman	skaufman@alliant.com	404-316-9217
CFA Volunteer Coordinator	Ann Liu	annliu@bellsouth.net	404-274-3005
CFA U/CA Snack Coord	Kode Kaufman	kodekaufman@me.com	404-406-9099
CFA PU Snack Coordinator	Dennine Applbaum	d.applbaum@comcast.net	678-524-5926
CFA L/M Snack Coordinator	Johanna Proano	hannajo565@yahoo.com	404-242-1990
Communication (website/social media)	Stacy Canino-Rookis	skcanino@hotmail.com	850-399-0325
Community Outreach	OPEN		
Holiday Market	OPEN		
Staff Appreciation/ Luncheon	Marianne Borden	6bordenhouse@gmail.com	404-557-2244
	Suzanne Gaines	scgaines5@me.com	214-725-5179
Used Uniform Shop	Ruth Rousseaux	ruthmikerousseaux@gmail.com	339-927-8343
Starbucks Coffee Coordinator	Karen Adair	karenadair@comcast.net	770-289-6774
Winter Auction	OPEN		

PVA SCHOOL REPRESENTATIVES

Lower School Rep	Laura Johnson	laurataylorjohnson@hotmail.com	404-455-4504
Middle School Reps	Lori Mashburn	mashburn5@hotmail.com	770-241-3581
	Anne Phillips	annehock@gmail.com	678-576-0364
PreUpper School Rep	Dennine Applbaum	d.applbaum@comcast.net	678-524-5926
CommArts School Rep	Brenda Wallace	brwallace07@yahoo.com	404-667-7007
Upper School Rep	Hilary Keskonis	keskonis4@att.net	404-272-4034

Program Description

Mill Springs Academy bases learning strategies on Academic Plans (AP) developed for each student by our multidisciplinary staff. Learning strategies are generated from psycho-educational evaluations, previous school records, diagnostic skills assessment, observations, communication with other professionals involved with the student, and our continuing experiences with the student. Mill Springs Academy is committed to a comprehensive multifaceted program designed to meet the needs of your student.

Mill Springs Academy provides a carefully structured environment within a warm, supportive atmosphere. Our structural approach is an environment that involves our Community Structure, daily values groups, individualized contracts, and Life Space Interview (LSI) techniques. Conferences with parents are scheduled throughout the term and others are based on the immediate needs of the student as defined by the student, family, or school.

Our Community Structure is a school-wide, reality-based structure that clearly defines the responsibilities and privileges associated with each level of responsibility. The system allows the student to make fully informed choices resulting in privileges or consequences. It allows staff members to function as facilitators. Community meetings are led by the Director of each school component and involve both staff and peer feedback.

The community monitors the interactions of its members and enforces the Community Structure while academic expectations and interventions are individualized. Interactive expectations are the same for all students - to respect oneself and all others of the community. When students accomplish this major goal with the help of the MSA Community, they will have acquired sound social problem-solving skills, as well as, joy and self-satisfaction in their interactions with others.

School Divisions

Lower School Division	Upper School Division
Lower grades K-4	PreUpper grades 7-8
Middle grades 5-6	Upper grades 9-12
	Communication Arts grades 7-12

We allow some flexibility for transitioning within each community in a school division based on the student's specific needs.

Directors serve as liaisons between our program and other professionals involved with the student and their parents. Division Heads manage all aspects of their School and report to the Head of School.

Extra-Curricular Activities

Afternoon / PM Program MSA offers a recreational program for students 6 to 14 years old. The PM Program provides these students with a supervised, structured environment designed to develop and enhance self-esteem, socialization skills, executive functioning skills, homework help, and an appreciation of turn-taking board games. Appropriate group interactions are encouraged and directed by the staff. The PM Program operates Monday through Thursday from 3:30 to 5:00 p.m. Students must be picked up no later than 5:00 p.m.

Athletic Programs at Mill Springs Academy have the goal of assisting students in establishing a healthy life style and developing an interest in at least one activity that will provide life-long positive experiences. Currently some of our team sport offerings for 5th through 12th graders include cross country, volleyball, soccer, lacrosse, golf, swimming, tennis, wrestling, varsity baseball, track, cheer, and varsity girls and boys basketball.

Technology for Learning

Mill Springs Academy was the first school in the area to develop a 1:1 laptop program, back in 1997! Today, students use Lenovo laptops and Chromebooks to support and enhance their learning. Using various software and cloud-based programs, students and staff have access to the technology they need to collaborate, innovate, and create. Students have access to many assistive technology programs to support learning, such as text-to-speech, dictation, magnification, and audiobooks. We offer digital textbooks, and teachers use technology to supplement and expand on what a traditional textbook offers. Using Google for Education, FACTS, and more, students can access assignments, view grades, and collaborate with their teachers and peers in a seamless way. We strive to create a purposeful relationship between our students and the technology they use, fostering skills they will need to succeed in and out of the classroom.

Summer Programs

The **High School Summer School** program serves young people in grades 9 - 12 who lack necessary credits or who choose to accelerate their progression through secondary school. The program is also for students who require structure in order to fulfill appropriate academic goals, develop study and organizational skills. The Forward Thinking piece of the program brings certain electives to the Summer School package.

Our **Sport Camps** and **Programs** are specific skills development opportunities during the summer which are led in conjunction with an MSA Coach or other athletic professionals. Basketball, soccer, strength and conditioning, wrestling, lacrosse, volleyball, cheer, baseball, and tennis camps might all be a part of the available offerings.

All summer programs are available to Mill Springs Academy students, but are also open to any student outside of the MSA community as well.

Save the Date

- **New Family Orientation Day (8/7/2020)** - New students have the opportunity to meet their teachers and one another. It is also the chance to learn procedures for arrival, departure, rules, and special events. For parents they will be able to see the student classrooms and materials. Your student's director will discuss particulars of the program. School administration will be present to share policies and procedures of the program. This day is for new students, parents, guardians and caretakers, etc. It is your opportunity to ask questions. New devices will also be distributed to new students and rising fifth grade students. There will be a brief introduction to the parts of the laptop/Chromebook, do's and don'ts, and general troubleshooting tips. MSA's Technology Policy, covering appropriate use of the Internet and e-mail, will also be explained.
- **Founder's Day Family Picnic (10/24/2020)** - This is a special day for Mill Springs Academy. We celebrate our founding and our Founder, Tweetie L. Moore. The agenda includes a report on the school and campaign goals and updates. Brothers, sisters, and grandparents are all welcome to attend the Founder's Day activities, as well as Alumni.
- **Grandparents' Day (11/20/2020)** - Grandparents are invited to this well attended event to visit and learn about their grandchildren's school and progress.
- **Donuts for Dads (2/5/2021)** - Lower School Division (grades K-6) Dads are invited to join their student for doughnuts and to learn about their student's progress and the projects they are working on.
- **Muffins for Moms** - (4/30/2021) Lower School Division (grades K-6) Moms are invited to join their student for muffins and to learn about their student's progress and the projects that are taking place.
- **Senior Baccalaureate (5/7/2021)** - A service honoring our graduating Seniors' achievements.
- **Graduation (5/8/2021)** - All parents, especially those with Upper School students are invited. For our graduating seniors, this is THE most important event of the year.
- **Honors Day (5/28/2021)** - For our students this is one of the most important and meaningful days of the year. We have a wonderful time too! On this day any awards earned by the student are given out, as well as any specific school scholarships. It is the time for closure with pride in the year's accomplishments.

Mill Springs Academy holds dual accreditation with the Southern Association of Independent Schools (SAIS) and AdvancED (formerly Southern Association of Colleges and Schools - SACS).

Mill Springs Academy is a member of the following organizations:

- National Association of Independent Schools (NAIS)
- Southern Association of Independent Schools (SAIS)
- AdvancED (formerly Southern Association of Colleges & Schools - SACS)
- Georgia Association of Independent Schools (GISA)
- Atlanta Area Association of Independent Schools (AAAIS)
- International Dyslexia Association (IDA)
- Georgia Association of Private Schools for Exceptional Children (GAPSEC)
- Learning Disabilities Association of Georgia (LDAG)
- Atlanta Athletic Conference (AAC)
- Children and Adults with Attention Deficit Hyperactivity Disorder (ChADD)
- Association for Supervision and Curriculum Development (ASCD)

All faculty are members of the Council for Exceptional Children (CEC).

School Policies

Arrival and Departure Times - Students should arrive at 8:00am. If your student will arrive before 8:00am, please see your Director to make special arrangements. DO NOT DROP STUDENTS OFF before 8:00am unless prior arrangements have been made. Dismissal/Carpool time is 2:45pm for Lower School, 3:15pm for Middle, PreUpper, Communications Arts, and Upper Schools. Buses will leave campus at 3:15pm.

Absences - Parents are requested to contact their Director between **8:00-8:20am** to notify them that their student will not be in school that day. Every effort should be made to have them in school each day. Personal illness or serious illness in the student's immediate family will be excused absences.

If a student must be absent more than 2 days, make up work should be arranged. When students are excused for family trips, etc. all work that would be missed should be made up, submitted and feedback received BEFORE the student leaves for the excused trip. Please call your student's Director to make arrangements a week ahead of time.

Dismissal During the School Day - Try to schedule appointments with doctors and dentists at some time other than school hours whenever possible. If you must take your student out of school, send a note with the student the morning of the day they are to be excused stating the time you will arrive at school. You must come to the Director's office to get your student.

Carpool - Please follow the established carpool procedures. Do NOT pass vehicles and/or buses that are in the carpool line, this creates a dangerous situation.

Bus Transportation - Four (4) bus routes are available. If your student rides the bus, please arrive at least 10 minutes before the times listed on the Transportation Schedule (times listed are departure times).

When a student is unable to meet or maintain the responsibilities necessary to ride the school bus, the Director or Division Head will determine if the privilege will be suspended. This may be an inconvenience to the family, which we regret. Families should be prepared to make arrangements for transportation in the event that the student is unable to meet or maintain the responsibilities necessary for these privileges.

For students who need to ride the bus occasionally, a \$20/ride fee is charged. Please call the Business Officer to make arrangements to pay the fee. Notify your student's Director as early as possible to ensure your student gets on the bus. Questions regarding bus transportation should be directed to your Director.

Change in Transportation - If your student is going home with another student or if they will be picked up by someone other than the usual driver, please send a written note to your Director, by **NOON** the day of the change. We will not allow a student to go in another car without written permission from the custodial parent(s) or guardian.

Early Dismissal - Note there are Early Dismissal days on the calendar. Unless otherwise noted, Dismissal/Carpool on early dismissal days will be at 12:15pm. Then the buses will depart campus at approximately 12:30pm.

Upper Student Carpool - 3:15pm - Students and their parents must adhere to our Student Driving Contract. All drivers are supervised by their Director and the Division Head. If your student has driving privileges and they drive other students, all students involved in that carpool must have written permission from their parents. For carpool purposes this is a one-time note unless arrangements change. If you are contemplating a student carpool, please discuss it with the Upper School head.

Lunches - Chick-fil-A Day is sponsored by our PVA every Monday. A catered lunch menu is provided for lunch options Tuesday through Friday. Any student who forgets their lunch can eat whatever friends wish to share. Please do not bring your student's lunch to school.

Emergency School Closing - In case severe weather forces us to close the school, such notices will be given via Parent Alert messages, school voice mail system, from Facebook or Twitter, and on the following TV stations:

WSB-TV Channel 2
FOX 5 Atlanta

WXIA-TV Channel 11 Alive
CBS 46 WGCL-TV Atlanta

If for some reason there is a delayed opening of school, the bus service will be delayed the same amount of time.

Friday Reports - Friday Reports are comprised of the student's grade as of Friday afternoon and a personalized comment from the teacher for each class. The reports are e-mailed on Friday afternoons and are also available on FACTS Family Online (ParentsWeb) under *Student/Report Card*. The reports remain online until the following Wednesday morning, and then are archived on the school server. For past reports, please contact Thomas Berg at tberg@millsprings.org.

Medication - During the school day, all medications (over-the-counter and prescribed) will be administered by the school nurse or a member of the school staff. All medication must be delivered in a pharmacy or manufacturer's labeled container. The prescription bottle must bear the original pharmacy label with the child's name, prescription number, medication name, date filled, physician's name, and directions for administration. If your child needs an EpiPen or an inhaler, they must be labeled in the same manner. In order for the school nurse to administer any prescribed medication, you must have a doctor's signed *Authorization for Prescription Medication Form* on file. All medication should be given to the school nurse by the parent or other responsible adult, such as the bus driver or carpool driver.

The *Emergency Treatment Release Form* must be turned in before your student's first day at school. This form provides any "need to know" information, is required for the school nurse or other staff members to provide ANY treatment to a student, before the student is allowed to leave campus for ANY activity and before any student can participate in competitive sports (or practices) after school.

As required by state law, all students must have an up-to-date *Immunization Certificate (GA Form 3231)* or a notarized *Religious Exemption (GA Form 2208)* on file prior to the first day of school.

Refunds - The school has many expenses of a continuing nature, such as faculty salaries and plant maintenance. In order to plan and maintain these services over the entire year, it is essential that the annual income from fees be ensured. For this reason it is understood that students are enrolled for the entire year. Therefore, no reduction or remission of fees can be allowed by the school for absence or withdrawal. Obligation to pay the fees for the academic year is unconditional and no portion of fees paid or outstanding will be refunded or cancelled.

Exceptions to the above policy are as follows:

- In the case of a transfer or move from the metro area, provided written notice is received prior to August 1 of the school term, payment made after the initial deposit for enrollment will be refunded.
- In the case of dismissal of a student by Mill Springs Academy fees will be prorated as follows:
 1. If a student is dismissed during the first quarter, 50% of the total tuition will be refunded.
 2. If a student is dismissed during the second quarter, 25% of the total tuition will be refunded.
 3. If a student is dismissed during the third quarter, there will be no refund.
- Grades/credits will not be given nor permanent records released until the student's bills with the Business Office have been settled.
- No student will be considered as an applicant for graduation until all his indebtedness to the school has been settled with the Business Office.
- Failure to adhere to the payment schedule will result in dismissal of the student and initiation of collection for any unpaid fees, the parents and/or guardian shall pay an additional amount equal to fifteen (15%) percent of the total unpaid fees as attorney fees. Past due accounts accrue at an interest rate of 1% per month.

School Policies - Con't

Financial Aid - The application deadline for financial aid is March 1st prior to the fall term for which you are applying. Financial Aid applications must be submitted online via TADS. All students who are enrolled for the upcoming school year and have a Financial Aid application submitted by March 1st will be considered for financial aid.

Teacher Work Days - Please note these special days on the school calendar and make any necessary arrangements.

Level S and 1:1 Supervision - At any time, a student may require maximum, short-term supervision and support. This may happen because of a Levels issue, or recommended at any time by the Dean of Students, Director, Division Head and/or Head of School, for academic reasons or by student request. The cost is \$75.00 per day to arrange for 1:1 supervision. The cost is at the student and/or parents' expense. Level S students who successfully complete 1:1 within the 5-day period return to their communities on Level C. A student who is unsuccessful in a 1:1 supervision experience may need a more structured environment and may be asked to leave the program.

Honor Roll Criteria (Grades 5-12)

Gold Mustang - a student who obtains all A's in a semester is a Gold Mustang.

Silver Mustang - a student who obtains all A's and B's, must have at least one "A" in a core class, is a Silver Mustang.

Personal Grooming and Dress - We expect students' dress and grooming to promote positive student morale, school spirit and be demonstrative of the high personal standards we expect from our students. We all must learn to dress appropriately for whatever the occasion, as part of our social development. We want our students to learn to use good judgment in matters of dress and grooming.

Conferences - Conferences are routinely scheduled on a semester basis and when requested by a parent, student, Director, Division Head or the Dean of Students. Please don't hesitate to call your student's Director if you feel a conference is needed. We welcome the opportunity to resolve problems as they arise.

Release Forms - Release forms for all the professionals involved with your student must be signed before they may begin our program, and then annually thereafter.

Policy Regarding Substance Use/Abuse - The Upper School Division students all receive and sign the Policy Regarding Substance Use/Abuse with their parents/guardians. The health and well-being of our students is important to their success and academic, social, and character development. The wording of this policy can be found on page 15 and the policy should be signed at www.millsprings.org/SubstanceUse.

Internet Safety and Acceptable Use Policy - This policy is signed by all members of the MSA community - students (all grades), faculty, administration, and parents/guardians. It indicates the accepted use of computers both in and away from school. Violation of this policy is considered an issue of trust and will be handled by the students' Honor Council (grades 7-12), Director, and the Division Head. You can review this policy on pages 16-17 and the policy should be signed at www.millsprings.org/TechPolicy.

ADDITIONAL POLICY INFORMATION CAN BE FOUND IN YOUR STUDENT'S COMMUNITY SYSTEM.

*This is provided here for information purposes, it is signed by the student and parent/guardian annually at
www.millsprings.org/SubstanceUse*

The Upper School division promotes each student's academic, social, and character development. We encourage the maintenance of a healthy lifestyle and a sense of responsibility. By enrolling students in the Upper School, parents accept the enforcement of this policy.

PROHIBITED SUBSTANCES: Alcohol, street drugs, and prescription drugs not prescribed to that student, prescription drugs that are prescribed for the student, but not handled according the Student Handbook Policy on Medication, and over the counter drugs/products known to be abused by young people (including, but not limited to, synthetic drugs, tobacco products, vaporizers, sedatives, opioids, etc.).

Use of prohibited substances is against school policy, and poses a health risk to the student and to our community.

- 1. SEARCH:** Parent/Guardian and student acknowledge that the school administration may search a student, his/her belongings, computer, email, the content of other electronic or digital media in a student's possession, and his/her vehicle (where applicable) should a staff member, Director, Division Head, or Head of School to suspect that the student has used a prohibited substance or is in possession of a prohibited substance or suspected of distributing such a substance. Mill Springs Academy retains an independent company to conduct periodic canine campus-wide sweeps for prohibited substances and explosives.
- 2. DRUG SCREEN:** Parent/Guardian and student acknowledge that the school nurse may collect a urine specimen for a drug screen at the parents' expense should a staff member, Director, Division Head, or Head of School feel that the student is exhibiting behaviors that indicate he/she may have used a prohibited substance. We will notify the student's parent/guardian when a urine specimen is collected. A positive drug screen requires a parent conference with the Director or Division Head and Head of School where the options of placement on Level S, expulsion, random screens, evaluation, and optional placement in a treatment program may be discussed. Each case will be dealt with individually by the Head of School, Division Head and/or Director.
- 3. POSSESSION OF PROHIBITED SUBSTANCES:** (see definition above) The Milton Police Department will be called. Parents will be notified as soon as possible.

VIOLATION OF SUBSTANCE USE/ABUSE POLICY: A parent conference will be required following admitted use or a positive screen. At the required parent conference, options of expulsion, random screens, evaluation, and optional placement in a treatment program may be discussed. Each case will be dealt with individually by the Head of School, Division Head, and/or Director

My parent(s)/guardian(s) and I have read and understand the above stated policies. We agree to abide by these policies and those in the Mill Springs Academy Handbook in accordance with the Head of School and Staff at Mill Springs Academy.

*This is provided here for information purposes, it is signed by the student and parent/guardian annually at
www.millsprings.org/SubstanceUse*

Internet Safety and Acceptable Use Policy

This is provided here for information purposes, it is signed by the student and parent/guardian annually at www.millsprings.org/TechPolicy

Overview

The purpose of internet access at Mill Springs Academy is to make available resources and information that are not provided within the walls of the school. The internet gives students access to electronic resources that will not only foster a love of learning and reading but also assist in fully educating each student by supporting the school's curriculum. The ability to access the internet is also crucial in affording students the opportunity to become effective and critical users of those electronic information sources.

Terms and Conditions for Use of Electronic Devices and Network Resources

- **Authorized Users:** Students of MSA who complete, sign, and return the appropriate Technology Policy are authorized users of MSA technology resources. All MSA students, parents, or legal guardians shall receive this agreement, and upon its return to the school, authorization shall be granted. The school system will maintain an accurate record of authorized users.
- **Electronic Mail:** The MSA email system is maintained and controlled by the Technology Department. MSA will provide email accounts to employees and students for use in fulfilling their respective duties and work, and as an educational tool. Email is not private and may be monitored by MSA network administrators. Unauthorized access to email accounts by any student or employee is prohibited. Users shall be held personally liable and responsible for the content of any electronic message they create. All of MSA's expectations relating to student and staff behavior extend to email communications. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file.

Use of the MSA Network

The use of MSA computers and network resources requires the user to abide by the accepted rules of network etiquette and MSA community expectations. MSA reserves the right to judge and act upon questionable user activity on a case-by-case basis. All users must abide by rules of network etiquette, which include but are not limited to the following:

- Internet use at MSA is only for school-related research and class assignments.
- Use of the internet, electronic mail, social media, or any other digital format for harassing, bullying, embarrassing, or harming another person is forbidden.
- Circumventing the school firewall and content filtering system or using internet proxy software is not allowed.
- Searching, using, downloading, or storing inappropriate information (pornographic, vulgar, gambling, militant/extremist, etc.) on a device or any other electronic storage medium is forbidden.
- Downloading non-school related music or video files through the school network, including using peer-to-peer networking software or any torrent medium on the MSA Network, is prohibited.
- The use of electronic media devices (e.g. iPod, iTouch, MP3 player, iPad) while in school is forbidden unless approved by a teacher.
- The use of IM (electronic communication) or social networks (Facebook, etc.) during school hours is prohibited.
- Do not reveal personal information such as your home address or telephone number to anyone not personally known to you. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the internet in a secluded place or in a private setting.

Internet Filter and Firewall

Mill Springs Academy employs internet filters on its network to help block and filter internet access to harmful and/or inappropriate online content. MSA will take all reasonable precautions to restrict access to undesirable materials on the internet. Access of materials that may not be considered to be of educational or mission value in the context of the school or office setting is restricted. Additionally, all network activity is monitored, and logs may be reviewed by network administrators periodically during normal system maintenance. Unfortunately, due to the dynamic nature and exploding growth of the internet, not all undesirable material can be immediately or effectively blocked by MSA's internet blocking tools. On a global network, it is impossible to control all materials, and an advanced net user may well be able to access controversial information. Users are expected to understand that it is their responsibility to use the internet appropriately, and students, parents, and MSA employees must work together to ensure the internet is being used in a safe and appropriate manner. Students or employees who have gained access to or have knowledge of another user's access to undesirable internet materials must report this incident to their teacher, director, division head, or supervisor. Parents and teachers who are aware of inappropriate sites should report the sites to the Technology Department; the offensive sites will be restricted immediately.

Supervision and Monitoring

Mill Springs Academy teachers, administration, and Technology Department endeavor to closely supervise and monitor student use of technology tools and devices, especially when accessing the internet. MSA reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice, any and all usage of the computer network and internet access, and any and all information transmitted or received in connection with such usage. All such information shall be and remain the property of MSA, and no user shall have any expectation of privacy regarding such materials.

Confidentiality of Student Work and Information

Student work may occasionally be published on the school's web pages. This will be done only with the permission of the student(s) involved. Personally identifiable information concerning students may not be disclosed or used in any way on the internet without the permission of a parent or guardian. Users should never give out private or confidential information about themselves or others on the internet, particularly credit card numbers and Social Security numbers.

Personal and School Devices

If the Head of School has reason to believe that evidence of a rule violation may be found on a student's phone, computer, or other electronic device, the student must provide his/her device and password(s). If any evidence is uncovered during the search, or if the student does not comply, the student will be subject to disciplinary action.

Education

Mill Springs Academy is committed to providing training of staff, presentations for parents, and instruction for students on current internet safety and proper usage.

This is provided here for information purposes, it is signed by the student and parent/guardian annually at www.millsprings.org/TechPolicy

Uniform Requirements

We expect students to dress in a way that promotes positive student morale, school spirit and is demonstrative of the high personal standards we expect from our students. We all must learn to dress appropriately for whatever the occasion, as part of our social development. We want our students to learn to use good judgment in matters of dress. School is considered a student’s primary occupation or work; therefore, torn clothing, extreme attire or hairstyles, short skirts, and sloppy clothing are considered inappropriate for work or school. **Clothing should fit the student. Large shirts, short skirts, and baggy pants are not allowed. Slacks should be appropriately hemmed and fitted. Skirts, jumpers, or skort hem bottoms must be no shorter than the top of the knee.** The uniform or dress code also applies to all school functions unless otherwise specified. This policy is one we think is in keeping with our high expectations of conduct and quality performance. In order to be a positive member of the Community, one must look positive as well as exhibit positive behavior.

The Dean of Students (grades 7-12) or the Division Head (grades K-6) will have the final say on any questions of dress and we expect parents and students to heed the advice of their respective Dean of Students or Division Head. If a student does not dress appropriately, parents will be expected to bring a change of clothes to the school. Repeated refusal to follow the uniform policy is a Levels issue.

UNIFORMS MUST BE PURCHASED AT LANDS’ END, UNIFORM SOURCE, EDUCATIONAL OUTFITTERS, OR THE USED UNIFORM SHOP ON CAMPUS.

Uniform Supplier Contact Information

<i>Lands’ End School Uniforms</i>	<i>Uniform Source</i>	<i>Educational Outfitters</i>
www.landsend.com/uniforms Or order from the kiosk in any Sears store that has a Lands’ End dept. Phone: 800-963-4816	www.uniform-source.com 2141 Cobb Parkway NW Kennesaw, GA 30152 Phone: 770-919-9967	atlanta.educationaloutfitters.com/find-my-school/mill-springs-academy/ 5290 Roswell Road Sandy Springs, GA 30342 Phone: 770-702-0837

Girls (Lower School Division)

Jumper/Dress	Plaid or khaki jumper(style #174 and #192); Navy or hunter green, short sleeve Knit Shirt Dress with logo (bottom of hem no shorter than top of knee)
Blouses/Shirts	White or blue, short or long-sleeve Oxford cloth blouse with logo White 3/4 sleeve Princess overblouse with logo White, navy or dark green, short or long-sleeve knit shirt or Fashion Fit polo with logo White, navy, or hunter green, short or long-sleeve knit overblouse with logo White or hunter green turtleneck
Undershirt	Solid white only, short sleeve
Shorts	Khaki or navy, poly/cotton, pleated or Fashion Fit shorts with logo (bottom of hem no shorter than top of knee)
Slacks	Khaki or navy, poly/cotton, pleated or Fashion Fit slacks with logo
Skort	Khaki or navy, wrap skort with logo (bottom of hem no shorter than top of knee)
Skirts	Plaid (style #134, color #80), khaki or navy skirt (style #143) with logo, (bottom of hem no shorter than top of knee) Khaki long skirt (style #1442) with logo
Sweater/Vest	Navy or hunter green, crew or v-neck, cardigan or pullover, with logo
Sweatshirts	Navy or hunter green, crew or hooded pullover sweatshirt with logo
Jackets	Hunter green nylon (Ripstop or Navigator) with logo Navy or hunter green, full or 1/2 zip fleece with logo
Belts	Solid khaki or navy stretch belt; brown or black, leather or braided belt
Socks/Tights/Leggings	Solid white, navy, hunter green, black, or gray footie, crew or knee socks Solid white, navy, or hunter green tights or leggings Leggings must go to ankle
Shoes	Tennis shoes, docksiders, loafers, or Oxfords, are all appropriate. Open-toed sandals and flip-flop type footwear are NOT acceptable.
Hair Accessories	Plaid Headband (style #80), Scrunchie, or Bow on Barrette (optional)

Boys (Lower School Division)

Shirts	White or blue, short or long-sleeve Oxford cloth shirt with logo White, navy or dark green, short or long-sleeve knit shirt with logo White turtleneck
Undershirt	Solid white only, short sleeve
Shorts	Khaki or navy, pleated or flat front, poly/cotton shorts with logo
Slacks	Khaki or navy, pleated or flat front, poly/cotton slacks with logo
Sweater/Vest	Navy or hunter green, crew or v-neck, cardigan or pullover with logo
Sweatshirts	Navy or hunter green, crew or hooded pullover sweatshirt with logo
Jackets	Hunter green nylon (Ripstop or Navigator) with logo Navy or hunter green, full or 1/2 zip fleece with logo
Belts	Solid khaki or navy stretch belt; Brown or black, leather or braided belt
Socks	Solid white, navy, hunter green, black, or gray footie, crew or knee socks
Shoes	Tennis shoes, docksiders, loafers, or Oxfords are all appropriate Open-toed sandals and flip-flop type footwear are NOT acceptable

Girls (Upper School Division)

Shirts	White or blue, short or long-sleeve Oxford cloth blouse with logo White, navy or hunter green, short or long-sleeve knit shirt with logo White, navy, or hunter green, short or long-sleeve knit overblouse with logo White or hunter green turtleneck
Undershirt	Solid white only, short sleeve
Skirts	Plaid (style #134, Color #80), khaki or navy skirt (style #143) with logo (bottom of hem no shorter than top of knee) Khaki long skirt (style #1442)
Shorts	Khaki or navy, poly/cotton shorts, pleated or flat front shorts with logo (bottom of hem no shorter than top of knee)
Slacks	Khaki or navy, poly/cotton, pleated, flat or Fashion Fit slacks with logo
Skort	Khaki or navy, double wrap with logo (bottom of hem no shorter than top of knee)
Sweaters/Vest	Navy or hunter green, crew or v-neck, cardigan or pullover with logo
Sweatshirts	Navy or hunter green, crew or hooded pullover sweatshirt with logo
Jackets	Hunter green nylon (Ripstop or Survivor) with logo Navy or hunter green, full or 1/2 zip fleece with logo
Belts	Solid khaki or navy stretch belt; Brown or black, leather or braided belt
Shoes	Tennis shoes, docksiders, loafers, or Oxfords are all appropriate. Open-toed sandals and flip-flop type footwear are NOT acceptable.
Hair Accessories	Plaid Headband (style #80), Scrunchie, or Bow on Barrette (optional)

Boys (Upper School Division)

Shirts	White or blue, short or long-sleeve Oxford Cloth shirt with logo White, navy or hunter green, short or long-sleeve knit shirt with logo White or green turtleneck
Undershirt	Solid white only, short sleeve
Shorts	Khaki or navy, pleated or flat front, poly/cotton shorts with logo
Slacks	Khaki or navy, pleated or flat front, poly/cotton slacks with logo
Sweater/Vest	Navy or hunter green, crew or v-neck, cardigan or pullover, with logo
Sweatshirts	Navy or hunter green, crew or hooded pullover sweatshirt with logo
Jackets	Hunter green nylon (Ripstop or Survivor) with logo Navy or hunter green, full or 1/2 zip fleece with logo
Belts	Solid khaki or navy stretch belt; Brown or black, leather or braided belt
Shoes	Tennis shoes, docksiders, loafers, or Oxfords are all appropriate. Open-toed sandals and flip-flop type footwear are NOT acceptable.

Booster Club or Fine Arts hooded sweatshirt in hunter green or navy and the Mustang Dri-fit polo in white are also acceptable as uniform items for all students; these are purchased through the Booster Club or Fine Arts department (www.millsprings.org/MustangMarket).

PE uniforms are optional for both boys and girls - Booster Club offers a t-shirt with logo option, our uniform suppliers offer hunter green mesh or knit shorts with logo.

Coats, gloves, headgear - Coats and gloves are to be worn outside in times of inclement weather. *Hats/Hoods may be worn outside the buildings only.*

Jewelry - Jewelry should be modest and in good taste. Students who participate in sports should not wear jewelry on practice/game days. Earrings should match, be of a reasonable size and not more than two pairs.

Hairstyle and facial hair - Clean, neatly trimmed and modestly styled. Extreme hairstyles and coloring are not appropriate for school. The Dean of Students (gr 7-12) or Division Head (gr K-6) may request haircuts/trims if a hairstyle falls outside of what appears well-groomed and appropriate for school.

FACTS Family Online

FACTS School Information System is our school's information database. FACTS Family Online is how you and your student access this database. **FACTS Family Online** is a private and secure portal allowing parents and students to view information specific to their family, while protecting their children's information from others. You will find grades, attendance, student directory and when the time is appropriate re-enrollment are all in FACTS Family Online, all you need is an Internet-capable computer. There are two ways to access the easy-to-use FACTS:

- Go to www.factsmgmt.com (jump down to 'Log in as follows'), OR
- Go to the Mill Springs Academy website at www.millsprings.org
- Click on "Quicklinks" at the top right of the page.
- Select FACTS. You will be taken to the login screen.
- Log in as follows:
 1. If you have not logged in to FACTS before, click on the "Create New ParentsWeb Account" link. If you have, skip to Step 4.
 2. Enter the e-mail address you provided to the school as your contact e-mail (It should already indicate the District Code as MS-GA, if not you can add it).
 3. Click the "Create Account" button. You will receive an e-mail containing your password within 3 minutes to the e-mail address you entered and *previously provided* the school as your contact e-mail.
 4. Click the "Parents" tab.
 5. Enter your password (if new to FACTS, it was assigned in the e-mail you received)
 6. Click the "Parent Login" button.

Students will log in the same way, but will use their school issued e-mail address.

Directory - You are able to obtain student contact information directly out of the FACTS portal.

Within FACTS select "School" from the menu on the left hand side of the screen. Next select "Directory" from the list. You will see the list of students populate in the large window on the right. Now you are able to:

- Sort - click on the gray headers or use the filter fields,
- Search - using the Search Bar above the large window of names,
- View - click on any student and their details appear in the bottom half of the window, including a picture if we have one.

If you click on the "Staff" tab, you will find contact information, including direct dial numbers, for staff and faculty. It gives you the ability to search, sort, and view in the same ways above.

Google Classroom

Students and teachers use Google Classroom to facilitate learning in a collaborative and seamless environment. Students can access learning resources, find and complete assignments, take quizzes, see calendar events, have group discussions, and more. Parents can be added as "Guardians" to students' Google Classroom classes to receive reports, including a list of incomplete and upcoming assignments and announcements, to their email of choice. To receive Guardian updates in Google Classroom, please contact your student's teacher. Google Classroom integrates with our school's student information system, FACTS, so students and parents can also check assignments and grades.

It is important to note that Google Classroom will be used for eLearning purposes during extended weather or health-related emergencies. That way, if Mill Springs Academy's campus is closed, or a student cannot be at school for a period of time, learning can continue. School closings will be communicated via Parent Alert and through email communications.

Mission

Mill Springs Academy is a values-based educational community dedicated to the academic, physical, and social growth of those students who have not realized their full potential in traditional classroom settings.

"I've always believed that if a student can't learn the way we teach, we should teach the way a student can learn."

Tweetie L. Moore, Founder

Core Values - "The Three Cs"

Courteous

We value relationships that are based on attentive communication. We expect that all members of the community practice open, honest communication and do so in a mannerly and supportive way.

Considerate

We value relationships that are based on showing others respect and dignity. We want all students, teachers, and parents to be aware and considerate of one another's differences. Through words, actions, and expectations, the community acknowledges and accepts all members.

Cooperative

We value a community that is collaborative and responsive to the needs of its members and of the larger world. The collective group of students, teachers, and parents respond/react to individuals and groups with a shared interest in determining the best course of action to meet academic, social, emotional and/or physical needs.


Learner Goals

Mill Springs Academy learners strive to be:


- Complex and creative **thinkers**, who explore their own curiosity and use creativity in all forms of expression. Thinkers who can listen, reason, reflect, make decisions, innovate and solve problems, and can organize, support, and defend their solutions.
- Independent, self-directed **learners**, who can advocate for themselves, set and prioritize goals, monitor and evaluate progress, use information resources and emerging technologies, and adapt to change by developing strategies to deal with the unexpected.
- Effective and creative **communicators** who use a variety of skills and methods to express concepts and ideas.
- Informed and responsible **citizens** who can contribute to their community, their country, and their world.
- **Collaborative** workers who can demonstrate cooperation and leadership within groups to accomplish a common goal.
- Quality **producers** whose work reflects high standards, originality, and unique abilities.
- **Community members** who are responsible, positive, and productive participants of their communities. Our Community Structure exists to help our students discover their strengths and challenges, support academic achievement, and promote independence, personal responsibility, and community involvement.

August 2020			
SUNDAY	MONDAY	TUESDAY	WEDNESDAY
2	3	4	5
	Teacher In-Service		
9	10 First Day of School	11	12
16	17 Chick-fil-A Day 1:30p PVA Meeting Fall PM Program Begins	18 7:00p Performing Arts Meeting (PU/CA/U) - Theater	19
23	24 Chick-fil-A Day Lower School Portraits	25 Middle School Portraits	26 PreUpper School Portraits
30 Be Kind Week	31 Chick-fil-A Day		

August 2020

THURSDAY	FRIDAY	SATURDAY	NOTES
		1	<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 
6	7 9:00 New Family Orientation	8	
Teacher In-Service			
13	14 PVA Coffee @ Starbucks	15	
20	21	22	
27 CommArts School Portraits	28 Upper School Portraits 8:30-10:30a Lil Mustangs Mini Day - L/M Booster Pizza Friday	29	


September 2020			
SUNDAY	MONDAY	TUESDAY	WEDNESDAY
Be Kind Week		1	2
6	7 Labor Day SCHOOL CLOSED	8 Board of Trustees Meeting	9
13	14 Chick-fil-A Day 1:30p PVA Meeting	15	16 9:30a Public Open House
20 Rosh Hashanah Ends at Sundown	21 Chick-fil-A Day	22	23 Portrait Make-Up/Retakes and Group Photos Day
27 ACT Testing Window Closes Yom Kippur Begins at Sundown	28 Chick-fil-A Day Yom Kippur ends at Sundown	29	30

September 2020			
THURSDAY	FRIDAY	SATURDAY	NOTES
3	4	5	<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 
10 12:15p Tri-M Induction Ceremony	11 8:00a-1:00p Mini Day at MSA - PU/CA/U	12 ACT Testing Window Opens (Sept 12-27)	
17	18 Rosh Hashanah Begins at Sundown	19	
24	25 FLEX FRIDAY PU/CA/U Booster Pizza Friday	26	

October 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
4	5 Chick-fil-A Day	6	7 9:30a Public Open House
11	12 Columbus Day SCHOOL CLOSED	13	14 PSAT Testing
18	19 Chick-fil-A Day 1:30p PVA Meeting	20	21
25	26 Chick-fil-A Day	27	28


October 2020

THURSDAY	FRIDAY	SATURDAY	NOTES
1	2 Early Dismissal - Teacher Work Day 12:15p Carpool 12:30p Bus Departs	3	<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 
8 NO CLASSES - ALL Student Conferences	9 NO CLASSES - ALL Student Conferences	10	
15	16 PVA Coffee @ Starbucks FLEX FRIDAY PU/CA/U	17	
22	23 Booster Pizza Friday	24 Founder's Day Family Picnic 11:30a-1:00p ACT Testing Window Opens (Oct 24-Nov 8)	
29	30 Halloween Party - All Schools	31	

November 2020


SUNDAY	MONDAY	TUESDAY	WEDNESDAY
1 Daylight Saving Time Ends Set Clocks Back One Hour	2 Chick-fil-A Day	3 Teacher Work Day Election Day <div>NO CLASSES</div>	4
8 ACT Testing Window Closes	9 Chick-fil-A Day	10 Board of Trustees Meeting	11 Veterans Day
15	16 Book Fair Begins Chick-fil-A Day 1:30p PVA Meeting	17	18
22	23	24	25
	<div>Thanksgiving Holiday - SCHOOL CLOSED</div>		
29	30 Chick-fil-A Day Final Exams Stress Buster Groups offered from Nov 30- Dec 16 by Counseling		

November 2020

THURSDAY	FRIDAY	SATURDAY	NOTES
5 Lunch - Spring Musical Auditions 3:15-5:00p Spring Musical Auditions	6 8:30-10:00a Full Band Rehearsal	7	Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program 
12 9:30a Public Open House 7:00p Spring Musical Cast & Parent Dinner Meeting - U Great Room	13 College Day Booster Pizza Friday	14	
19 Thanksgiving Feast - All Schools	20 9:00a - Grandparents' Day - SAC Book Fair Ends Early Dismissal 12:15p Carpool 12:30p Bus Departs	21	
26 Thanksgiving Day <div>Thanksgiving Holiday - SCHOOL CLOSED</div>	27	28	

December 2020			
SUNDAY	MONDAY	TUESDAY	WEDNESDAY
		1	2
6	7 Chick-fil-A Day Exam Review Day - PU/CA/U 3:00-5:00p Band/Chorus Final Exam	8 Exam Review Day - PU/CA/U 11:30a-1:30p Faculty Holiday Luncheon 1:15p Band/Chorus Concert (L/M/PU students)	9 Exam Review Day - PU/CA/U 1:45p Band/Chorus Concert (CA/U students) 7:00p Band/Chorus Concert
13	14 3rd Period Exam (10:30a Dismissal) PU/CA/U Chick-fil-A Day - L/M Only	15 4th Period Exam (10:30a Dismissal) PU/CA/U 10:00a-Noon Rising 7th Gr Transition Parent Meeting (PU/CA)	16 5th Period Exam (10:30a Dismissal) PU/CA/U
20	21	22	23
	Winter Holiday - SCHOOL CLOSED		
27	28	29	30
	Winter Holiday - SCHOOL CLOSED		

December 2020

THURSDAY	FRIDAY	SATURDAY	NOTES
3	4 Exam Review Day - PU/CA/U WLP Prep - PU/CA/U Booster Pizza Friday Volunteer Service Hours Due - M/PU/CA/U	5	Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program
10 1st Period Exam (10:30a Dismissal) PU/CA/U Hanukkah Begins at Sundown	11 PVA Coffee @ Starbucks 2nd Period Exam (10:30a Dismissal) PU/CA/U 10:00a-Noon Rising 9th Gr Transition Parent Meeting - U Grt Rm	12 3:00-6:00p Alumni Holiday Party - U Great Rm	
17 6th Period Exam (10:30a Dismissal) PU/CA/U Fall PM Program Ends	18 Early Dismissal 12:15p Carpool 12:30p Bus Departs Winter Holiday Begins Hanukkah Ends at Sundown	19	
24	25 Christmas Day	26	
Winter Holiday - SCHOOL CLOSED			
31 New Year's Eve SCHOOL CLOSED		<i>In case of inclement weather, please check your local TV station. See Handbook for listings.</i>	

January 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
<i>In case of inclement weather, please check your local TV station. See Handbook for listings.</i>			
3	4 Classes Resume - L/M Chick-fil-A Day - L/M Only Winter Learning begins - PU/CA/U Spring PM Program Begins	5 3:15-5:00p JTF Rehearsal	6
10	11 Spring Semester begins PU/CA/U Chick-fil-A Day	12 3:15-5:00p JTF Rehearsal Board of Trustees Meeting	13 9:30a Public Open House 7:00p JTF Performance - Theater
17 Junior Theater Festival	18 Martin Luther King, Jr. Holiday <div>SCHOOL CLOSED</div>	19	20
24 31	25 Chick-fil-A Day	26	27 Transition Day - Rising 5th Grade Students


January 2021

THURSDAY	FRIDAY	SATURDAY	NOTES
	1 New Year's Day <div>SCHOOL CLOSED</div>	2	Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program 
7 3:15-5:00p JTF Rehearsal	8 Winter Learning ends	9	
14	15	16 Junior Theater Festival	
21 2021-2022 Reenrollment Contracts Sent Out	22	23	
28 Transition Day - Rising 7th & 9th Grade Students 9:00-11:00am Rising 5th Grade Transition Parent Breakfast Meeting	29 Booster Pizza Friday	30	

February 2021


SUNDAY	MONDAY	TUESDAY	WEDNESDAY
<i>In case of inclement weather, please check your local TV station. See Handbook for listings.</i>	1 Chick-fil-A Day	2	3
	7	8 Chick-fil-A Day 1:30p PVA Meeting	9
10	11	12	13 9:30a Public Open House
14 Valentine's Day	15 Presidents' Day	16 Teacher Work Day	17 Ash Wednesday
	SCHOOL CLOSED		
21 ACT Testing Window closes	22 Chick-fil-A Day	23 12:10 New Teacher Luncheon	24
28			

February 2021

THURSDAY	FRIDAY	SATURDAY	NOTES
4	5 8:00-8:30a Donuts for Dads - L/M	6 ACT Testing Window opens (2/6-2/21)	<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 
11	12 PVA Coffee @ Starbucks	13	
18 2021-2022 Reenrollment Contracts Due	19 FLEX FRIDAY PU/CA/U Booster Pizza Friday	20	
25 NO CLASSES - ALL Student Conferences	26 NO CLASSES - ALL Student Conferences	27	


March 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
Read Across America Week	1 Chick-fil-A Day Book Character Dress Up Day - L/M	2	3
7	8 Chick-fil-A Day	9 Board of Trustees Meeting	10 9:30a Public Open House
14 Daylight Saving Time begins Set clocks forward one hour	15 Mid-Winter Break	16 Teacher Work Day	17 St. Patrick's Day
	SCHOOL CLOSED		
21	22 Chick-fil-A Day 1:30p PVA Meeting	23 Sr. Presentation Rehearsals	24 Sr. Presentation Rehearsals 1:30p Lower School Performance - Student Audience M
28	29 Sr. Presentations Spring Fling begins - M Chick-fil-A Day	30 Sr. Presentations	31 Sr. Presentations

THURSDAY	FRIDAY	SATURDAY	NOTES
4	5	6	
11	12 Mid-Winter Break SCHOOL CLOSED	13	
18	19 6:00-7:30p Student Art Gallery & Reception	20	
25 Sr. Presentation Rehearsals 1:30p Lower School Performance - Parent Audience	26 Booster Pizza Friday Barnes & Noble Book Fair (tentative)	27 Passover begins at Sundown	
		<i>In case of inclement weather, please check your local TV station. See Handbook for listings.</i>	
			Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program 


April 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
4 Easter Passover ends at Sundown	5	6	7
	Spring Break - SCHOOL CLOSED		
11	12 Chick-fil-A Day 1:30p PVA Meeting	13 Rising 7th Grade Girls Luncheon	14 9:30a Public Open House
18	19 Chick-fil-A Day	20 11:30a-1:30p Teacher Appreciation Luncheon	21
25	26 Chick-fil-A Day	27 Tee-Off for Technology Golf Tournament - Atlanta National	28 10:00a Spring Musical Student Audience L/M/PU


April 2021			
THURSDAY	FRIDAY	SATURDAY	NOTES
1 Spring Fling ends Early Dismissal 12:15p Carpool 12:30p Bus Departs Spring Break begins	2 Good Friday <div>SCHOOL CLOSED</div>	3	Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program 
8 <div>Spring Break - SCHOOL CLOSED</div>	9	10	
15	16	17 ACT Testing Window opens (4/17-5/2) 7:00-11:00p Prom	
22 Earth Day	23 FLEX FRIDAY PU/CA/U	24	
29 10:00a Spring Musical Student Audience CA/U	30 8:00a Muffins for Moms - L/M Booster Pizza Friday 7:00p Spring Musical		

May 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
2 ACT Testing Window closes 2:00-5:00p Spring Musical Strike 8th Grade Week	3 Chick-fil-A Day 9:00a Senior Honors Day - U Grt Rm 3:00-5:00p Band Final Exam	4 1:15p Band Concert L/M/PU	5 10:00a Baccalaureate Practice 1:45p Band Concert CA/U 7:00p Spring Band Concert
9 Mother's Day	10 Final Exams Stress Buster Groups offered from May 10-26 by Counseling Chick-fil-A Day	11 Board of Trustees Meeting	12 9:30a Public Open House
16	17 Chick-fil-A Day	18 Exam Review Day - PU/CA/U	19 Exam Review Day - PU/CA/U
23	24 3rd Period Exam (10:30a Dismissal) PU/CA/U Chick-fil-A Day - L/M Only	25 4th Period Exam (10:30a Dismissal) PU/CA/U	26 5th Period Exam (10:30a Dismissal) PU/CA/U
30	31 Memorial Day		
	SCHOOL CLOSED		

THURSDAY	FRIDAY	SATURDAY	NOTES
		1 7:00p Spring Musical	Legend L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12 WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program 
6 8:30a Graduation Practice 12:00p Senior Lunch	7 8:00a Muffins for Moms - L/M 7:00p Baccalaureate	8 10:00a Graduation - SAC	
13	14 1:30p Pet Day - L only Volunteer Service Hours Due - M/PU/CA/U Booster Pizza Friday	15	
20 1st Period Exam (10:30a Dismissal) PU/CA/U Spring PM Program Ends	21 PVA Coffee @ Starbucks 2nd Period Exam (10:30a Dismissal) PU/CA/U	22	
27 6th Period Exam (10:30a Dismissal) PU/CA/U	28 Honors Day Early Dismissal 11:00a - Carpool Dismissal 11:15a - Buses Depart Last Day of School	29	

June 2021			
SUNDAY	MONDAY	TUESDAY	WEDNESDAY
		1 Teacher Work Day	2 Teacher Work Day
6	7 Summer School Session I begins	8	9
13	14 Flag Day	15	16
20 Father's Day	21	22	23
27 No Summer Programs this Week	28	29	30
	SCHOOL CLOSED		

June 2021			
THURSDAY	FRIDAY	SATURDAY	NOTES
3	4	5	
10	11	12	
17	18	19	
24	25 Summer School Session I ends	26	
			<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 

July 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
No Summer Programs this Week			
4 Independence Day	5 Summer School Session II begins	6	7
11	12	13 Board of Trustees Meeting	14
18	19	20	21
25	26	27	28

THURSDAY	FRIDAY	SATURDAY	NOTES
1	2	3	<p>SCHOOL CLOSED</p>
8	9	10	
15	16	17	
22	23 Summer School Session II ends	24	
29	30	31	

Legend


L - Lower Grades K-4
 M - Middle Grades 5-6
 PU - PreUpper Grades 7-8
 CA - CommArts Grades 7-12
 U - Upper Grades 9-12

WLP - Winter Learning Pgm
 SAC - Student Activity Ctr
 PVA - Parent Volunteer Assc
 PM - After School Program



August 2021			
SUNDAY	MONDAY	TUESDAY	WEDNESDAY
1	2	3	4
	Director Planning		
8	9	10	11
	Teacher In-Service		
15	16 First Day of School (TENTATIVE)	17	18
22	23	24	25
29	30	31	

August 2021

THURSDAY	FRIDAY	SATURDAY	NOTES
5	6	7	<p>Legend</p> <p>L - Lower Grades K-4 M - Middle Grades 5-6 PU - PreUpper Grades 7-8 CA - CommArts Grades 7-12 U - Upper Grades 9-12</p> <p>WLP - Winter Learning Pgm SAC - Student Activity Ctr PVA - Parent Volunteer Assc PM - After School Program</p> 
Director Planning			
12	13	14	
Teacher In-Service			
19	20	21	
26	27	28	

Notes



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