



# Wilson Creek Elementary School

Where Children Experience Success

## Welcome to Wilson Creek ES!

We are the Wildcats!

**WILSON CREEK ES WEBSITE:** [www.wilsoncreekelementary.com](http://www.wilsoncreekelementary.com)

**FAMILY HANDBOOK:** [WCES Family Handbook 22-23](#)

**CODE OF CONDUCT:** <https://www.fultonschools.org/codeofconduct>

**SCHOOL SUPPLY LIST:** <https://www.fultonschools.org/domain/7429>

**STAFF CONTACT:** <https://www.fultonschools.org/domain/6760>

**BUS INFORMATION:** <https://www.fultonschools.org/transportation>

- [Bus Stop Location/Time](#)
- [Here Comes the Bus:](#) Uses GPS technology that enables you to see the real-time location of your child's school bus on a smartphone, tablet, or personal computer.

**WILDCAT NEWSLETTERS:**

<https://www.fultonschools.org/domain/6272>

**SCHOOL CALENDAR:**

[2022-2023 Wilson Creek Calendar](#)

**SCHOOL NUTRITION:** <https://nutrition.fultonschools.org/>

The Fulton County School Nutrition Program is dedicated to serving all students nutritious, safe and customer acceptable meals in support of academic achievement.

- [Breakfast and lunch menu, menu item nutrition facts](#)
- [Meal prices, meal payment options](#)
- [Free & reduced information and applications](#)

**WILSON CREEK PTO:** <https://www.wilsoncreekpto.org/>

PTO is an active and integral part of Wilson Creek! All parents and staff are encouraged to become members. Yearly donations are requested from each family for the purpose of enhancing and enriching the total school program by fostering a sense of community with families, students, and teachers/staff, enriching the students' academic experience, showing teacher appreciation, and providing additional activities, capital, and technologies not otherwise funded. Please contact the PTO president if you wish to volunteer your time, expertise and/or services to the school.

**2022-2023 STUDENT HEALTH SERVICES INFORMATION:** <https://www.fultonschools.org/districthealthservices>



## To Do: Please scan the QR code to access all the links



- **REGISTER AND SET UP INFINITE CAMPUS:**

The Infinite Campus portal provides access to information for all enrolled students in their household.

Information includes grades, attendance, assignments, and school announcements.

Registering and setting up information can also be found on Wilson Creek ES website.

<https://www.fultonschools.org/infinitecampus>



- **SIGN CODE OF CONDUCT:**

All students 10 years of age and older, as well as their parents and guardians, must acknowledge that they have read the Code of Conduct and Student Handbook, and must sign the confirmation through Infinite Campus Parent Portal.

[FCS How to sign Parent and Student Code of Conduct Receipt.docx \(sharepoint.com\)](#)

- **SIGN CARPOOL CONTRACT (Mandatory):** [Carpool Contract 2022-2023](#)

- **READ [FAMILY HANDBOOK](#)**

- **SIGN UP FOR MYPAYMENTPLUS:** [www.mypaymentsplus.com](http://www.mypaymentsplus.com)

- Pay for meals using VISA, MasterCard/Discover credit or debit card (*4.29% transaction fee applied*)
- Available 24/7

**General Accounts:** Allows students to purchase any items, including snacks and bottled water.

**Meals Accounts:** Allows students to purchase breakfast and lunch only, no snacks.

- **JOIN WILSON CREEK PTO:** Our amazing PTO supports students, staff, and families in so many ways!

- Support the education of children at Wilson Creek Elementary School by fostering relationships among the school, parents, and teachers.
- Encourage parent and public volunteerism within the Wilson Creek community
- Strengthen and enhance the curriculum and social environment of Wilson Creek Elementary School.
- If you haven't already done so, please consider joining. Their support makes our school community stronger
- You can sign up on the PTO website: [Membership \(wilsoncreekpto.org\)](http://Membership(wilsoncreekpto.org))

- **VOLUNTEER REGISTRATION:** The WCES PTO is an all-volunteer organization that relies on the selfless contribution of volunteers to make all our wonderful events, programs, and fundraisers a success. All approved volunteers must re-apply for volunteer status every two calendar years.

[Volunteer Registration Application](#)

- **2022-2023 STUDENT HEALTH SERVICES:**

- Authorization to Give Medication: [Form SHS-1](#)
- 2022-2023 Authorization to Carry Medication: [Form SHS-2](#)
- For individual health care concerns, please contact our clinic (470-254-0860)
- Immunization/Ear, Eye, Dental form not received within 30 days of enrollment are subject to Student Withdrawal

- **SIGN PARENT ACKNOWLEDGEMENT FORM:**

[Wilson Creek Elementary 2022-2023 Parent Acknowledgement Form \(office.com\)](#)

## IMPORTANT INFORMATION FROM FAMILY HANDBOOK

**ARRIVAL AND DISMISSAL:** School Hours School hours are 7:40 a.m. to 2:20 p.m. Please do not drop-off children to school prior to 7:10 a.m. as no supervision is available.

**BUS RIDERS:** Riding a school bus is a privilege contingent upon proper and courteous conduct. The Fulton County Board of Education recognizes that safe school bus operation is only possible with the full cooperation of our parents, students, and school staff.

**CAR RIDERS:** Parents are highly encouraged to use the bus to transport students to and from school. If you must provide your own transportation, please scan the QR code to read our carpool procedures.

**DAY CARE RIDERS:** Students being transported by day care will be dismissed from the back of the gym. It is the responsibility of parents to notify the day care when their child will not be attending and/or riding day care transportation on any given day. Parents also need to notify the school when their child will not be attending and/or riding day care transportation by completing a Change of Dismissal Form.

**TRANSPORTATION CHANGE PROCEDURE:** If it is necessary for a student to leave school early or change their dismissal from their normal transportation routine, please send a completed Change of Dismissal Form in advance to the student's teacher. Any student leaving before the regular dismissal time must be checked-out in the front office no later than 1:45 p.m. by a parent, legal guardian or individual designated as an emergency contact in our system. Proof of identification is required.

**CHANGE OF DISMISSAL:** [The Change of Dismissal Form](#) must be completed anytime a student is going home any way other than their normal, permanent transportation method. Please print out OR email this form to your child's homeroom teacher AND the front office- [yinj@fultonschools.org](mailto:yinj@fultonschools.org). **Phone calls are not accepted. No requests will be accepted after 1:00 p.m. and the latest early check out time is 1:45 pm.**

**LATE ARRIVAL:** Students are tardy when they arrive in the building after 7:40 a.m. Students arriving after 7:40 a.m. must be accompanied by their parent/legal guardian to sign in their student at the front office area. The student will receive a tardy slip and proceed to the classroom. Please note, when a Fulton County school bus is late the students riding that bus, will not be counted tardy.

**ABSENCES:** A Student Absence Note should be sent to the homeroom teacher within five (5) days of returning to school from an absence in order for the absence(s) to be recorded as excused. This form can be found under Attendance on our school website under the Students & Families Tab,

**CHANGE OF ADDRESS AND TELEPHONE NUMBER:** Please notify the teacher and data clerk of any change of address, telephone numbers and email addresses as soon as possible. Information can be checked and verified in Parent Portal. Accurate records are necessary to be able to notify parents in case of an emergency.

**INSURANCE:** Group insurance is available for students. Student accident insurance may be purchased through a private company approved each year by the Board of Education. Information on this insurance, its cost and other details of the plan are given to parents in the beginning of the year packet.

**MEDICAL NEEDS:** Wilson Creek Elementary has a staffed clinic. Parents may be contacted when students are injured or become ill during the school day. A parent or emergency contact must pick the student up from the clinic within ONE hour of being notified by the clinic (first attempt).

**CAFETERIA INFORMATION:** A choice of milk is served with each meal. Juice and water may be purchased at an extra cost instead of milk. Students should not bring carbonated drinks to school.



## STUDENT SUPPORT SERVICES AND PERSONNEL

**Curriculum Support Teacher (CST)** – Marla Grosswald ([grosswaldm@fultonschools.org](mailto:grosswaldm@fultonschools.org))

The CST is responsible for helping to implement the standards. The CST works with teachers in organizing classrooms and suggesting learning strategies, assesses students as needed.

**Instructional Support Teacher (IST)** – Allison Polaski ([polaski@fultonschools.org](mailto:polaski@fultonschools.org))

The IST coordinates programs and services for special education students. The IST coordinates educational testing for students who are referred from the Student Support Team.

**Student Support Administrator** – Mary Mills ([millsm@fultonschools.org](mailto:millsm@fultonschools.org))

The Student Support Administrator is responsible for supporting Tier 2 and Tier 3 students as identified through the Multi-Tiered System of Supports (MTSS).

**School Social Worker** – Bona Kim ([kimb1@fultonschools.org](mailto:kimb1@fultonschools.org))

A school social worker is available to assist with situations that may involve the home (i.e. attendance, personal needs, and family concerns).

**Guidance and Counseling** – Megan Walling ([wallingm@fultonschools.org](mailto:wallingm@fultonschools.org))

A school counselor is available to provide support with a focus on academic, personal/social and career domains on a regular basis through individual, small group, and classroom guidance lessons.

**Student Support Team (SST)** – Mary Mills ([millsm@fultonschools.org](mailto:millsm@fultonschools.org))

The Student Support Team (SST) is an interdisciplinary group that uses a systematic problem-solving process to address learning and/or behavior problems of students, K-12, in a school. The team participates in problem-solving and monitoring of students who are identified as having significant skill weaknesses.

**Section 504** – Megan Walling ([wallingm@fultonschools.org](mailto:wallingm@fultonschools.org))

Section 504 of the Rehabilitation Act of 1973/Public law 93-112 is a comprehensive law that addresses the rights of students with disabilities in schools, eliminating barriers to educational programs. A 504 plan may be provided for students with a physical or mental impairment who meet the eligibility requirements.

**School Psychologist** – Jen Briskin ([briskinj@fultonschools.org](mailto:briskinj@fultonschools.org))

Wilson Creek Elementary has a part-time school psychologist. If the SST Committee determines the student needs in-depth educational testing, the school psychologist conducts some components of the testing and develops a report for the parents and SST Committee.

**Early Intervention Program (EIP)** – Christine Grindle ([grindlec@fultonschools.org](mailto:grindlec@fultonschools.org))

The EIP is designed to serve students in kindergarten through fifth grade who are at risk of not reaching or maintaining grade level standards in reading and/or math, as defined in the state's "Early Intervention Program Guidelines." The purpose of EIP is to help students reach grade level/subject area performance. EIP is not always offered at every grade level/subject area.

**Exceptional Children Services** – Allison Polaski ([polaski@fultonschools.org](mailto:polaski@fultonschools.org))

Exceptional Children Services are provided for exceptional students who meet State criteria. Services may be provided for behavior disorders, learning disabilities, speech, hearing and vision impairments.

**Talented and Gifted (TAG)** – Terri Maness ([maness@fultonschools.org](mailto:maness@fultonschools.org))

The Talented and Gifted Program is available for students who qualify. All students are screened for eligibility to be tested twice a year.

**ESOL: English to Speakers of Other Languages** – Milly Pelay ([pelaym@fultonschools.org](mailto:pelaym@fultonschools.org))

**BCL (Bilingual Community Liaison):** Jackie Kim ([kimj2@fultonschools.org](mailto:kimj2@fultonschools.org)) (Korean)

Jean Reny ([renyj@fultonschools.org](mailto:renyj@fultonschools.org)) (Chinese)

**\*\*\*For new parents:** If you need additional school information, please email to set up an appointment with one of our BCLs.

# IMPORTANT LINKS

[BUS RIDERS:](#)



[CAR RIDERS:](#)



[TRANSPORTATION CHANGE PROCEDURE:](#)



[CHANGE OF DISMISSAL FORM:](#)



[ABSENCE/TARDY PROCEDURE](#)



[VISITORS/VOLUNTEERS](#)



[STUDENT ABSENCE NOTE](#)  
(Electronically fill and email)



[STUDENT ABSENCE NOTE](#)  
(Print, complete and send in)



[BIRTHDAY TREAT ORDER FORM](#)



[AFTERSCHOOL PROGRAM](#)



[CLINIC INFORMATION](#)



[CAFETERIA INFORMATION:](#)



[STUDENT ACCIDENT INSURANCE PLAN](#)



[CONDUCT AND CITIZENSHIP](#)



[EMERGENCY SCHOOL CLOSING PLAN](#)

