

Hawk Eye Elementary School

Parent-Student Handbook



2023-2024

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Hawk Eye Elementary School
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It is a pleasure to have your child at Hawk Eye Elementary School. The faculty and staff are dedicated to ensuring that your child receives the best education possible using all available resources.

We are looking forward to a new year and will be excited to see ALL our Hawks become CAREER, COLLEGE and LIFE-READY!

READY AND RESILIENT

We encourage all of our parents to “partner” with us at Hawk Eye to ensure your child reaches their full potential while in our care. If you have any questions regarding your child, please feel free to contact the school. Together we can make a difference. Please visit our school website for current school news, class assignments and other relevant Hawk Eye information.

THIS HANDBOOK IS PROVIDED AS AN INFORMATION SOURCE FOR HOKE COUNTY SCHOOLS STUDENTS AND THEIR FAMILIES. IN THE EVENT OF ANY INCONSISTENCY BETWEEN THIS HANDBOOK AND THE HOKE COUNTY SCHOOLS BOARD OF EDUCATION POLICY MANUAL, THE BOARD OF EDUCATION POLICY MANUAL WILL TAKE PRECEDENCE.

Hawk Eye Elementary School Pledge

I Choose

**Today and everyday I choose
To be useful and kind
To be motivated and encouraged
I will have self esteem
I will appreciate who I am and from where I come**

**I will excel and be victorious
Today and everyday
For this is the Hawk Eye way!**

ATTENDANCE Information

North Carolina law requires all children who are enrolled in Kindergarten through 12th grade to attend school on a regular basis. When a child misses a day of school the parent/guardian must notify the teacher in writing within three days of the absence.

Regular and punctual attendance is critical to student success in school.

Types of Absences

There are two types of absences: excused (lawful) and unexcused (unlawful). An absence must fall into one of the following valid/lawful excuses for temporary nonattendance of a student at school:

- Illness or Injury
- Quarantine
- Death in the Immediate Family
- Medical or Dental Appointments
- Court or Administrative Proceedings
- Religious Observances
- Educational Opportunity
- Absence related to Military Deployment or Reunification

Parents shall be notified in writing after each three, six, and ten days of unexcused student absences.

Upon returning to school after an absence, all students must bring a note explaining the reason for their absence; otherwise, the absence will be considered unexcused.

Your child's attendance is VERY IMPORTANT!

TARDINESS POLICY

The instructional day at Hawk Eye Elementary will start promptly at 7:30 am. A student dropped off after 7:50 am is considered tardy. Tardiness has a negative impact on learning. Students who are tardy miss the beginning of the instructional day, the review of prior learning, and activities to introduce standards being taught for that day. This in return, disrupts the continuity of the instructional process. Therefore, students are encouraged to arrive on time each day, to reach the goal of maximum educational benefits to be successful in school.

Students (PreK-5) who arrive at school after 7:50 am must be escorted by a parent/guardian to the front office and signed in.

Breakfast in the Classroom

GOAL: Increase breakfast consumption among our students and spark the academic and nutritional gains associated with the morning meal AND to maximize learning time.

Breakfast will be served in the classroom each morning. All students (bus riders and car riders) will be served breakfast.

SCHOOL LUNCH AND BREAKFAST

Every student will receive breakfast and lunch at no charge this school year. Additional healthy snacks may be purchased at a later date. **Food from outside vendors (fast food or restaurants), soda, and candy are not permitted in the cafeteria.**

Student Behavior Expectations

BEHAVIOR CODES (excerpts from the Hoke County Schools' Code of Conduct) - SCHOOL RULES

At Hawk Eye Elementary, it is our responsibility to provide an atmosphere conducive to learning. Students are expected to follow classroom rules.

1. The possession, sale, or distribution of illegal drugs, alcohol, or other controlled substances at school or at any school function is illegal and will be treated as such. Parents will be notified and an immediate conference will be scheduled between the parent and school administration to report the violation of North Carolina Law to the proper law enforcement authorities.
2. It is a crime to possess any weapon on school grounds or in school buildings in Hoke County. North Carolina Statutes require that the principal report any violation of North Carolina Law to proper authorities.

3. Due to new state regulations, any student in grades K-12 engaging in acts of bullying other students, harassment, intimidation, instigating a fight, or fighting will be immediately suspended from school and will receive a referral to the Student Assistance Team. Parents are required to be in attendance at the hearing and the Student Assistance Team meeting.
4. Destruction or defacing of school property(inclusive of technology devices and chargers) will result in parents paying for or having repaired what was destroyed or defaced and possible suspension.
5. School dress goes hand in hand with a good learning environment. Students are advised to dress with good taste and, in doing so, contribute to the pride of the school.
 - Shoes that are safe for indoor and outdoor activity must be worn at all times in the building and on the playground. Students must wear shoes with backs (no flip flops).
 - Students shall not wear:
 - * shorts that are 2 or more inches above the knee or bicycle shorts
 - * Bandanas
 - * Clothing with offensive language or graphics which offend one's ethnic origin or which condone the use of drugs or alcoholic beverages.
 - * Clothes that are excessively tight, have cut-outs above the knee or are a distraction to the learning environment.
 - * Dresses, shirts or tops that do not cover the chest, underarm, and midriff/abdomen areas, back or shoulders (no halter tops, spaghetti straps, etc.).
 - * Transparent clothing or visible undergarments.
 - * No sagging pants. Pants are to be worn at the waist.
 - * Shorts, skirts, dresses and attire with slits that are shorter than mid-thigh.
 - * Hats, hoodies, caps and toboggans should not be worn in the building.
 - * Fingernails should be trimmed to avoid injury to self and others.

A student's appearance has a huge impact on how the student conducts him/herself.

Appearance, clothing, face masks, jewelry or accessories which are disruptive, provocative, and obscene or which endanger the health or safety of the student or others is prohibited. When students fail to use good judgment about their dress, parents will be notified immediately and asked to bring appropriate dress.

6. The following behaviors will not be tolerated under any circumstances:
 - Use of profanity

- Stealing
- Harassment/bullying
- Disrespect
- Class disruption
- Fighting or hitting
- Vandalism

7. Students shall not have cell phones in use or visible during the school day. If a cell phone is confiscated, parents will be contacted for pick-up arrangements. Additional violations will be subject to extended consequences. The school cannot be held accountable for missing and/or stolen items.

8. Further, toys, gaming systems or other non-educational personal items should not be brought to school unless a staff member has requested this in writing to parents for educational and/or motivational purposes. Again, the school cannot be held accountable for missing and/or stolen items.

9. Students **shall not possess and/or use a vape,** or sell tobacco products in any form at school.

****Parents of Hoke County Students will be given a copy of the 2023-2024 Hoke County Schools' Code of Conduct which outlines behavior offenses and consequences****

Positive Behavior Intervention Support (PBIS)

HAWK EYE utilizes the **PBIS** program to teach students correct behavior choices and reinforce appropriate behavior choices. Please look for the **PBIS information** that your child will be bringing home to share with you. (Also, please see PBIS Matrix/chart that will be within the HAWK EYE DAILY PARENT COMMUNICATION FOLDER.)

Rewards/Student Recognition

At Hawk Eye Elementary students can earn "Hawk Bucks" daily for behaviors that correlate to the PBIS Matrix (Striving to do their best, Owning their actions, Always working together, and Respecting themselves and others). These "Hawk Bucks" can be given to students by any staff member on the Hawk Eye campus. Students will be able to trade their "Hawk Bucks" in at the PBIS School Store for items.

Consequences

Any or all of the following consequences may apply as deemed appropriate by the principal:

- Teacher and student conferences
- Parents will be notified of the misconduct by a note or a phone call from the teacher
- Administrator and student conference

- Modified seating and activities at lunch and/or recess time
- Classroom isolation (with supervision) or in-school suspension
- Administrator, parent, teacher and student conference
- Loss of student privileges
- Suspension from school

Hawk Eye Staff are committed to teaching, modeling, and encouraging Academic Behaviors for ALL STUDENTS

The academic behaviors are:

1. Persistence-Grit
2. Engagement (connection to classroom and school)
3. Work Habits/Organizational Skills
4. Communication/Collaboration Skills
5. Self-regulation

TRANSPORTATION

Hawk Eye Elementary School works diligently to provide a safe environment for our students. Students and parents will abide by the transportation rules, whether traveling by personal vehicle or school bus, in order to assure safe arrival and departure from campus.

Every student has a preferred mode of transportation, in writing, in his/her file at the beginning of the school year. **The school can not make changes in your child's usual mode of transportation unless we have your written permission that includes the date of the requested change of transportation, printed name, and signature of the parent as well as a cell phone number. Permission via phone will not be accepted.**

Bus Transportation

In order to assure a safe ride to and from school, discipline on the bus is essential. Any student who rides a bus is under the direct authority of Hawk Eye's administrative team, the teacher on duty, or school bus driver. Any student who repeatedly refuses to follow the directions of the bus driver and follow bus safety rules will be asked to furnish his/her own transportation. Misbehavior on the school bus endangers the safety of all students on the bus. Each person is expected to do his/her part to make each trip safe and pleasant. **Riding the bus is a privilege, not a right.**

For the 2023-2024 school year, students will only be permitted to ride the bus to their place of residence. If your child will be picked up at a location other than your home address in the morning and/or dropped off in the afternoon, the bus they ride can only be changed at the beginning of the school year. This will be a permanent change. After that change has been made students can only ride their assigned bus and no further bus changes can be made for the 2023-2024 school year. Additionally, students will not be permitted to change the bus they ride in order to go to the residence of another student per Hoke County Schools' policy.

School Bus Passenger Rules

Behavior rules described under "Behavior Codes-School Rules" apply while riding the bus. The PBIS Matrix has a column of expected positive bus behavior.

1. Bus students will be assigned to ride a particular bus. Students may not board buses other than the one to which they are assigned.
2. Be at your bus stop on time. Wait for the bus in a safe area off the road. Wait for the bus to come to a complete stop and for the driver to signal for you to cross the road and board the bus.
3. Always walk to the bus and use the handrail when entering or exiting.
4. Occupy your assigned seat at all times. Do not change seats unless told to do so by the bus driver. Students will sit facing forward, talk in a quiet tone of voice and refrain from any horseplay.
5. Permission to open windows should be obtained from the bus driver. Hands and heads must remain inside the bus at all times.
6. Keep the aisles clear of objects at all times. While seated, passenger's feet are to remain in front of them, not in the aisle.
7. Keeping the bus clean and safe and refraining from damaging or abusing seats or other equipment is mandatory for all students. **Eating is not permitted on the bus.**
8. Students are not permitted to leave the school bus until their final destination is reached unless authorized to do so by the Principal or Assistant Principal.
9. Remain seated until the bus has stopped; then use the handrail to exit.
10. Fighting, smoking or using profanity is not permitted.
11. If students bring any items on the bus, these items must fit within their lap. Students shall not bring glass items on the bus or other objects that could be detrimental to one's safety. Additionally, if a student has brought a cell phone to school it should be in his/her book bag while on the bus.

Remember: Seat to the seat; bottom to bottom; back to the back; hands in lap; whisper voice.

School Bus Discipline

The Principal and Assistant Principal will handle all school bus concerns. The following procedures will be followed:

1. Students who are reported by the bus driver for misconduct will be counseled.
2. On a second offense, parents will be notified.
3. A third offense will result in a 1 day suspension from the bus.
4. A fourth offense – 3 days; a fifth offense – 5 days; a sixth offense – 10 days.
5. More than six offenses will result in an indefinite suspension from riding the bus, preceded with a conference between parents and administrators.

Severe Clause: The above actions may be by-passed and alternate suspensions or consequences may be given depending on the nature of the offense and the number of incidents. Severe actions may result in immediate suspension.

Positive rewards and encouragement from our staff and parents will reinforce good citizenship and safety on the bus. Video cameras are used to monitor bus behavior.

NOTE: If a student is suspended off of the school bus- he/she must be picked up from school with regular car riders at 2:35.

Consequences for failure to sit in assigned seat/turning around in seat:

- **1st offense - The bus driver will notify school administration - off bus 3 ridership days**
- **2nd offense - The bus driver will notify school administration - off bus 5 ridership days**
- **3rd offense - The bus driver will notify school administration - off bus 10 ridership days**
- **4th offense - The bus driver will notify school administration - off bus remainder of 2023-2024 school year**

Vehicle Transportation

Mornings:

- Students should only be dropped off at the walkway located in front of the main building- **NO EARLIER THAN 7:15 am.** **The doors to the building remain locked until 7:15 am. It is highly recommended that car riders arrive by 7:30 for adequate time to eat breakfast and prepare for a successful day at Hawk Eye Elementary.**
- Vehicles should form one line to the left side of the driveway and student(s) exit their vehicle only at the walkway. Please ensure your student(s) has his/her belongings together and is ready to exit the car as soon as you pull up to the awning at the front of the school.
- Please do not drive in the center of the driveway.

- **Parents will not be permitted to walk their students to class during the 2023-2024 school year. These measures are being put into place in all Hoke County Schools for the safety of students and staff members.**

If you have any questions please call the school to schedule if a parent conference is needed.

Afternoons:

- Vehicles should form one line in the circular driveway outside of our cafeteria, the Tona Jacobs building. As you wait to get into the circular driveway, please ensure you've pulled your car off of the road.
- Students will be escorted to their vehicle to ensure safety. **Parents/guardians are not permitted to get out of their vehicle to pick up their children.** The only parents/guardians permitted to walk up to campus would be the parents of walkers. This is to ensure the steady flow of traffic. **A conference will be required with school administrators if there is failure to adhere to this requirement.**
- Please do not drive in the center of the driveway (grass area).
- Students who are car riders are dismissed at 2:35 pm daily.

Students not picked up in a timely manner will be taken to the main office for their safety. **After two late pick ups, a conference will be required with the principal.**

REQUEST TO LEAVE SCHOOL EARLY

Students leaving prior to 11:30 am will be marked absent for the day. Students are responsible for making up all work missed.

All students leaving school prior to the end of the day must be signed out through the school office. Students will not be released to adults without proper ID and the adult's name has to be listed on the student's emergency card (yellow). Students will not be released to persons under the age of 18.

Please refrain from picking your child up before 2:40 pm. If possible, schedule all appointments after school. We encourage you to present us with a copy of your child's medical appointment card or reason for early dismissal. **If you must pick your child up early for an appointment, please pick him/her up prior to 2:00pm (only if absolutely necessary). Parents/guardians will not be permitted to pick up their student(s) after**

2:00pm. This is to avoid a chaotic dismissal and ensure guidelines are adhered to for the safety of all Hawk Eye students and staff.

Instructional time is very important for the academic growth of your child.

SCHOOL FEES

There will be a \$5.00 school fee for the 2023-2024 academic year.

HEALTH CARE

In case of illness or accident during the school day, parents will be notified immediately. The teacher, front office staff, assistant principal, or school nurse will treat minor injuries. Should the illness or injury be serious, we will follow directions on the student's emergency form on file in the office. **Please ensure your information remains current.**

If your child begins exhibiting symptoms of COVID-19, the parent/guardian of the child will be contacted. The parent/guardian (or an adult indicated on the student's yellow card) will need to come pick up his/her child immediately from campus.

If it is necessary for your child to take medicine during the school day, a medical form must be signed by the parent/guardian and physician to be placed on file in the nurse's office. **Medicine will not be administered without proper documentation.** Absolutely no over the counter medicine will be given unless prescribed by a physician.

SCHOOL PHONE MESSAGES and ADDRESS CHANGES

Hawk Eye utilizes a phone message system to alert parents of upcoming school events, reminders, inclement weather schedule changes and if important documents are sent home. Our goal will be to send a message every SUNDAY EVENING around 6:45pm. If you do not receive these phone messages, please contact Amy Jones in the front office to inquire. This is an important way that our school and school district communicates with our Hawk Eye families.

Inform the school if you change your address or your home or work telephone numbers. This is vital in the event of an emergency.

SCHOOL PHONE USAGE

School phones are not for students' use except in the case of illness or emergency. Parents, friends and relatives are not to call students at school unless there is an emergency. Should you need to schedule an appointment with school staff, call before 7:55 am or after 2:45 pm. **At no time should the instructional day be interrupted for issues that can be taken care of after the instructional day is over.**

PARENT-TEACHER ORGANIZATION (PTO)

The Hawk Eye Parent-Teacher Organization is a volunteer organization designed to benefit all students. PTO planning meetings are held every other month. It is our intent to make each meeting informative and educational for all parents. Hawk Eye parents may join the Hawk Eye PTO by purchasing a family membership for \$5.00. Please call the front office for additional information on the Hawk Eye PTO.

HELPFUL TIPS FOR HAWK EYE PARENTS

1. Ask to **see and sign** your child's green HAWK EYE DAILY COMMUNICATION FOLDER.
2. Ask your child to share details of what was learned at school each day.
3. Read with your child and/or to your child and ask questions about what is read.
4. Ask your children if they understand their homework. If they do not, work a few examples together.
5. Stay in touch with your children's teachers. Ask their teachers how you can support what they are studying (flashcards, spelling, etc.- the green parent communication folders will have great information to review).
6. Don't do your children's work for them. Help them learn how to do it themselves.
7. Praise your children for doing well. Make praise a habit.
8. Ask your children to show you their homework after the teacher returns it to learn where they are having trouble and where they are doing well. See the teacher if you and your child do not understand an assignment. Almost all parents run into these problems and teachers are glad to help.
9. Check the website for great information and other resources.
10. Contact the school if you would like to volunteer on campus. The contact person for parent volunteers is Selena Jones, school co
11. **BE AN ACTIVE PARENT at HAWK EYE!**

STUDENT PORTFOLIOS AND GRADING PERIODS

Children will be assessed in a variety of ways. Each student will have a student portfolio with assessment information and work samples. This student portfolio can be viewed during Parent-Teacher conferences. We also invite parents/guardians to periodically check their child's Seesaw (Grades K-10 and/or Canvas (Grades 2-5) to see their child's most up-to-date work and assignments.

This academic year is divided into nine-week grading periods for Grades K-12. Progress reports will be sent every 4 ½ weeks. Report cards will be distributed within ten school days following the close of each nine week grading period. All parents/guardians are encouraged to have access to the Parent Portal of Powerschool to remain aware of their child's up-to-date grades in each subject area. If you do not have access to the Parent Portal, please contact Amy Jones in the front office.

We welcome parents to call and schedule a parent conference as needed. Teachers will provide a conference opportunity in November and February to update parents on student progress. Parent communication with school is very important.

Hawk Eye Elementary is a Title I School

WHAT IS TITLE I?

The purpose of this title is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging State academic achievement standards and state academic assessments.

This purpose can be accomplished by –

- (1) ensuring that high-quality academic assessments, accountability systems, teacher preparation and training, curriculum, and instructional materials are aligned with challenging State academic standards so that students, teachers, parents, and administrators can measure progress against common expectations for student academic achievement;
- (2) meeting the educational needs of low-achieving children in our Nation's highest-poverty schools, limited English proficient children, migratory children, children with disabilities, Indian children, neglected or delinquent children, and young children in need of reading assistance;
- (3) closing the achievement gap between high- and low-performing children, especially the achievement gaps between minority and nonminority students, and between disadvantaged children and their more advantaged peers;
- (4) holding schools, local educational agencies, and States accountable for improving the academic achievement of all students, and identifying and turning around low-performing schools that have failed to provide a high-quality education to their students, while providing alternatives to students in such schools to enable the students to receive a high quality education;
- (5) distributing and targeting resources sufficiently to make a difference to local educational agencies and schools where needs are greatest;

- (6) improving and strengthening accountability, teaching, and learning by using State assessment systems designed to ensure that students are meeting challenging State academic achievement and content standards and increasing achievement overall, but especially for the disadvantaged;
- (7) providing greater decision-making authority and flexibility to schools and teachers in exchange for greater responsibility for student performance;
- (8) providing children an enriched and accelerated educational program, including the use of school wide programs or additional services that increase the amount and quality of instructional time;
- (9) promoting schoolwide reform and ensuring the access of children to effective, scientifically based instructional strategies and challenging academic content;
- (10) significantly elevating the quality of instruction by providing staff in participating schools with substantial opportunities for professional development;
- (11) coordinating services under all parts of this title with each other, with other educational services, and, to the extent feasible, with other agencies providing services to youth, children, and families; and
- (12) affording parents substantial and meaningful opportunities to participate in the education of their children.

What you can expect from the State, Hoke County Schools, and Title I Schools as a result of receiving Title I funds?

- Annual Report Card
- Parent's Right-to-Know-Student Achievement on state assessments
- School's Identification for School Improvement and Sanctions
- Teacher and Paraprofessional Qualifications
- Non-Highly Qualified Teachers
- Written Parental Engagement Policies
- Title I Part A Meeting
- Title I Part A Information
- Title I Funding for Parent Involvement
- Parental Capacity---participation in training sessions and meetings
- Family Literacy---encourage learning

TITLE I PARENT INVOLVEMENT

Policy Code: **1320/3560**

The Board of Education believes that the education of children is an ongoing cooperative partnership between the home and the school. Parents are their children's first teachers; therefore, the continued involvement of parents in the educational process is most important in fostering and improving educational achievement. School system officials shall strive to support parents and provide parents with opportunities to become involved in the programs offered by the Title I schools. The board encourages parents to participate in the design and implementation of the programs and activities in order to increase the effectiveness of the school system's Title I program in helping students meet state and local achievement standards.

A. DEFINITION OF PARENTAL INVOLVEMENT

For the purposes of this policy and the Title I program, the term "parental involvement" means the participation of parents and guardians in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring the following:

1. that parents play an integral role in assisting their child's learning;
2. that parents are encouraged to be actively involved in their child's education at school;
3. that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and
4. that the school system engages in activities to support parental involvement in the Title I programs.

B. PURPOSE AND OPERATION OF TITLE I PROGRAM

The Title I program is a federally supported program that offers assistance to educationally and economically disadvantaged children to help ensure they meet the school system's challenging academic standards. The Title I program provides instructional activities and supportive services to eligible students over and above those provided by the regular school program. When applicable, students must be selected to receive Title I services based on objective criteria that are consistent with federal and state requirements, such as standardized test scores, teacher judgment, and results of pre-school screening and home-school surveys.

Qualified Title I schools will operate as school-wide programs or targeted assisted programs based upon federal eligibility criteria. School-wide programs will utilize a comprehensive school improvement process enabling schools to serve all students in the school. Targeted assistance programs will provide services to eligible students in the school having the greatest need for assistance.

Both school-wide and targeted assistance programs shall be based on effective means of improving student achievement and shall include strategies to support parental involvement.

C. ANNUAL MEETING

Each year, Title I parents must be invited to an annual meeting, at which time parental rights will be explained, programs and activities provided with Title I funds will be discussed, and input will be solicited. In addition, all parents will have an opportunity to evaluate the effectiveness of the Title I programs and the parental involvement policies and plans. Data collected from these findings will be used to revise Title I programs and parental involvement plans.

D. PARENTAL INVOLVEMENT EFFORTS

The board believes that the involvement of Title I parents in the design and implementation of the Title I program will increase the effectiveness of the program and contribute significantly to the success of the children. The Title I staff and all school system personnel shall strive to involve parents in activities throughout the school year.

The superintendent shall ensure that this system-level parental involvement policy is developed with,

agreed upon with and annually distributed to parents of participating students. In addition to the system-level parental involvement policy, each school participating in the Title I program shall jointly develop and annually distribute to parents a school-level written parental involvement policy that describes the means for carrying out school-level policy, sharing responsibility for student academic achievement, building the capacity of school staff and parents for involvement and increasing accessibility for participation of all Title I parents, including parents with limited English proficiency, parents with disabilities and parents of migratory children. School-level plans must involve parents in the planning and improvement of Title I activities and must provide for the distribution to parents of information on expected student proficiency levels and the school's academic performance.

School officials will invite appropriate school personnel from private schools to consult on the design and development of its programs in order to provide equitable services to students enrolled in private schools. The superintendent or designee will establish procedures to achieve timely and meaningful consultation with private school officials in accordance with federal law.

In addition, school system officials and Title I school personnel shall do the following:

1. involve parents in the joint development of the Title I Program and the process of school review and improvement by including parents on the school advisory committee and committees that review the Title I program;
2. provide coordination, technical assistance and other support from various central office departments necessary to assist participating schools in planning and implementing effective parental involvement activities that are designed to improve student academic achievement and school performance;
3. build the schools' and parents' capacity for strong parental involvement by collecting and disseminating information on effective parental involvement techniques;
4. coordinate and integrate parental involvement strategies with parental involvement activities in other programs, such as the NC Pre-K program, Head Start, Hoke County Parents as Teachers, and similar programs;
5. with the involvement of parents, conduct an annual evaluation of the content and effectiveness of the school system parental involvement policies and programs in improving the academic quality of the school;
6. strive to eliminate barriers to parental participation by assisting parents with disabilities and parents who are economically disadvantaged, have limited English proficiency, are migratory, or have other backgrounds or characteristics that may affect participation;
7. provide assistance to parents of participating Title I children in understanding the state's testing standards, the assessments used, Title I requirements and all national, state and local standards and expectations through such efforts as community-based meetings, sending information home, newsletters, and workshops.
8. design a parent-student-school staff compact that sets out respective responsibilities in striving to raise student achievement and explains how an effective home/school partnership will be developed and maintained;

9. with the assistance of parents, ensure that teachers, pupil services personnel, principals and other staff are educated in the value of parents as partners in the educational process and understand how to work with, communicate with and reach out to parents as equal partners in education;
10. distribute to parents information on expected student proficiency levels for their child and the school's academic performance, and provide materials and training to help parents monitor their child's progress and work with educators to improve achievement through such methods as technology or literacy training;
11. coordinate and integrate parental involvement programs with preschool programs and conduct other activities in the community that encourage and support parents to more fully participate in the education of their child;
12. strengthen the partnership with agencies, businesses and programs that operate in the community;
13. ensure that parents are involved in the school's Title I activities; and
14. provide such other reasonable support for Title I parental involvement activities as requested by parents.

E. NOTICE REQUIREMENTS

School system officials and Title I school personnel shall provide effective notice of the following information as required by law. The notice must be in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. EL (English Learner) Program
 - a. Each year the principal or designee shall provide notice of the following to parents of limited English proficient (EL) children identified for participation in a Title I, Part A-funded language-instruction educational program:
 - i. the reasons for the child's identification;
 - ii. the child's level of English proficiency;
 - iii. methods of instruction;
 - iv. how the program will help the child;
 - v. the exit requirements for the program;
 - vi. if the child has a disability, how the language instruction educational program meets the objectives of the child's individualized educational program (IEP); and
 - vii. any other information necessary to effectively inform the parent of the program and the parental rights regarding enrollment, removal and selection of an EL

program.

- b. The principal or designee of a school with a Title I, Part A-funded language instruction program that has failed to make progress on the annual achievement objectives for EL (English Learner) students, shall notify the parents of such failure no later than 30 days after the failure occurs.
2. System Report Card and School Progress Review
 - a. Each year, school system officials shall disseminate to all parents, schools and the public school system report card containing aggregate information, including, but not limited to, student achievement (disaggregated by category), graduation rates, performance of the school system and teacher qualifications.
 - b. Each year, school system officials shall disseminate to all parents, schools and the community the results of the LEA's yearly progress review of each school.
3. Teacher Qualifications
 - a. Each year, school system officials shall notify parents of Title I students of the right to request certain information on the professional qualifications of the student's classroom teachers and paraprofessionals providing services to the child (see policy 7820, Personnel Files).
 - b. The principal or designee of a Title I school shall provide timely notice informing parents that their student has been assigned to or has been taught for at least four consecutive weeks by a teacher who is not "highly qualified" as defined in ESSA (Every Student Succeeds Act).
4. Parental Rights and Opportunities for Involvement

Each year, the principal or designee of a Title I school shall provide notice to parents of the school's written parental policy, parents' right to be involved in their child's school and opportunities for parents to be involved in the school

F. WEBSITE NOTIFICATION

When a Title I school is identified for improvement, corrective action or restructuring, the school system will display on its website the following information in a timely manner to ensure that parents have current information regarding supplemental services and public school choice:

1. **beginning with data from the 2007-2008** school year and for each subsequent school year, the number of students who were eligible for and the number of students who participated in public school choice;
2. for the current school year, a list of available schools to which students eligible to participate in public school choice may transfer;
3. **beginning with data from the 2007-2008** school year and for each subsequent school year, the number of students who were eligible for and the number of students who participated in supplemental educational services; and

4. for the current school year, a list of supplemental educational services providers approved by the state to serve the school system and the locations where services are provided.

The superintendent shall develop administrative procedures to implement the requirements of this policy.

Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200.; 20 U.S.C. 7801(32); *Public School Choice Non-Regulatory Guidance*, U.S. Department of Education (January 14, 2009); *Supplemental Educational Services Non-Regulatory Guidance*, U.S. Department of Education (January 14, 2009); U.S. Department of Education approval of Elementary and Secondary Education Act (ESEA) Flexibility Request (May 29, 2012); State Board of Education Policy TCS-R-000

Cross References: Parental Involvement (policy 1310/4002), Goals and Objectives of the Educational Program (policy 3000), Curriculum Development (policy 3100), Personnel Files (policy 7820)

Other Resources: *Giving Parents Options: Strategies for Informing Parents and Implementing Public School Choice and Supplemental Educational Services Under No Child Left Behind*, U.S. Department of Education Office of Innovation and Improvement (September 2007)

Adopted: January 14, 1997

Revised: December 11, 2001; April 10, 2012; January 8, 2013

Title I Parent and Family Engagement Plan

Hawk Eye Elementary intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.*

In General

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement plan, agreed on by such parents, that shall describe the means for carrying out the requirements. Parents shall be notified of the plan and LEA Board Policy in an understandable and uniform format and, to the extent, practicable, provided in a language the parents can understand. The policy shall be made available to the local community and updated to meet the changing needs of parents, families, and the school.

- schools shall provide opportunities for the participation of parents and family members including those with migratory children, limited English proficiency, or have disabilities. Parent shall be notified of the Hoke County Schools Parent and Family Engagement Policy, information related to school and parent and family programs, meetings, and other activities in an understandable and uniform format and to the extent practicable provided in a language the parents can understand;
- convene an annual parent and family meeting scheduled at a convenient time, to which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation under this part and to explain the requirements of this part, and the right of the parents and families to be involved;
- involve parents and family members in an organized, ongoing, and timely way, in the planning, review, and improvement of the school Parent and Family Engagement Policy;
- provide opportunities for parents and family members to participate in decisions relating to the education of their children. The school shall provide other reasonable support for parental family engagement activities;
- provide parents of participating children timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents and families work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand;

- educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners;
- coordinate and integrate parental engagement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

Technology

MISSION STATEMENT

The mission of the Hoke County Schools Technology Department is to empower students, teachers, administrators, staff, and the community to become lifelong, independent learners in a 21st century environment through the application and support of technological resources.

VISION STATEMENT

The vision of the Hoke County Schools Technology Department is to provide access to 21st century technological resources for all students, teachers, administrators, and staff.

All students at Hawk Eye Elementary School are issued a technology device at the beginning of the school year. These devices are to be used for educational purposes. Misuse of this device could result in loss of technology privileges. Students in grades kindergarten through fifth grade are issued a device specifically to them (1 student : 1 device). Students in grades second through fifth are issued a chromebook. Students in kindergarten and first grade are issued an iPad. **Pre-kindergarten** students are issued an iPad **to share with a classmate (2 students : 1 device)**. **As stated in policy 3225/4312/7320:**

EXPECTATIONS FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES

The use of school system technological resources, including access to the Internet, is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is ethical, respectful, academically honest and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet. Users are expected to abide by the generally accepted rules of network etiquette. General student and employee behavior standards, including those prescribed in applicable board policies, the Code of Student Conduct and other regulations and school rules, apply to the use of the Internet and other school technological resources.

In addition, anyone who uses school system computers or electronic devices or who accesses the school network or the Internet using school system resources must comply with the additional rules for responsible use listed in Section B, below. These rules are intended to clarify expectations for conduct but should not be construed as all-inclusive.

The full rules for use of school technology resources can be found on the Hoke County Schools website in policy 3225/4312/7320. Here is a brief overview of this policy. This is not a comprehensive list.

1. School technology resources are for school-related purposes only
2. School purchased software cannot be copied for personal use
3. Students and staff must follow copyright and trademark laws
4. Cannot view or create messages, sounds or images that can be considered harmful to minors
5. Cannot use anonymous proxies to circumvent blocked websites or content filters
6. Cannot install file-sharing software to avoid copyright compliance
7. May not misrepresent sender or creator of technology content
8. Must respect other people's privacy including not giving out personal information online
9. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks or data of any user connected to school system technological resources. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses.
10. Users may not create or introduce games or software onto any school system computer, without the express permission of the technology director or designee.
11. Users are prohibited from "hacking" or attempting to gain unlawful access to information
12. Users are prohibited from using another individual's ID or password for any technological resource without permission from the individual. Students must also have permission from the teacher or other school official.
13. Users may not delete or change another person's work without their permission
14. If a user notices a security problem, they must report it immediately
15. Teachers will supervise students' use of the Internet during instructional time.

Students who intentionally damage or who do not take reasonable care of their device to avoid preventable damage to their device can be charged a repair fee. Fees are set by the school district and assessed by the principal.

PEST MANAGEMENT

Hoke County Schools utilizes an Integrated Pest Management (IPM) program. This program controls pesticides that are commonly used in pest control that may pose a

potential risk to human health and the environment. For additional information refer to Hoke County Schools Policy Code 9205.