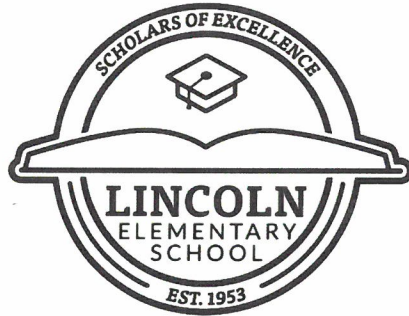


LINCOLN ELEMENTARY SCHOOL



"Fearless on our Quest to Excellence"

SCHOLAR / PARENT HANDBOOK 2024-2025

**532 Whitehall Street
Jackson, TN 38301
(731) 988-3800 Main Office
(731) 988-3801 Fax**

**Annie Atkins, Senior Principal
Shauna Bell, Assistant Principal
Kara Anthony, Instructional Coach
Carrie Burns, Guidance Counselor
Dr. Marlon King, Superintendent of Schools**



JACKSON-MADISON COUNTY
SCHOOL SYSTEM

A WARM WELCOME FROM OUR PRINCIPAL

Greetings Parents/Guardians and Scholars,

As the instructional leader at Lincoln Elementary School, I am honored to lead a school with such persevering scholars, a dedicated faculty and staff, and a supportive school community. I have been dedicated to education for over nineteen years and view it as a life-long process. I am elated to partner with you on our quest to academic excellence for our scholars at Lincoln!

All of us at Lincoln Elementary School are eager and committed to ensuring your child is challenged daily to reach the highest level of social, emotional, and academic development. We will focus on character education initiatives, Foundational Skills, TN Standards, the use of data to drive instruction, and to provide consistent implementation of a rigorous curriculum and best practices to foster an environment to increase ALL scholars' achievement.

We invite you to be an active participant in your child's education by volunteering, joining PTO, and supporting school events. It is our goal to strive to build partnerships with our parents to obtain a mutual responsibility for scholars' success. We are looking forward to a productive partnership with you to ensure our scholars can achieve their highest potential.

As your principal, it is important to me that everyone who steps through our doors-teachers, key stakeholders, scholars and parents-are excited to be here! This attitude enables us to meet the challenges of academic excellence in a positive, enjoyable, and nurturing environment.

My door is always open, and I welcome your input. Please feel free to call or email me to discuss any concerns you might have throughout the school year. I look forward to our continuous partnership to help each scholar at Lincoln Elementary strive for excellence this school year!

Annie W. Atkins, Ed.S.
Senior Principal, Lincoln Elementary School

MISSION STATEMENT

At Lincoln Elementary School, our mission is

- **To ensure that every child meets the highest academic expectations.**
- **To nurture the whole child socially, physically, and emotionally.**
- **To monitor scholars' progress.**
- **To model expectations for academic excellence and behavior.**
- **To enrich the community.**
- **To empower parents.**
- **To celebrate success.**

VISION STATEMENT

Our vision is to provide a safe, nurturing environment by building meaningful relationships, ensuring academic excellence, and engaging parents and stakeholders to become active participants in lifelong learning for all scholars.

TELEPHONE DIRECTORY

MAIN OFFICE..... 731-988-3800
FAX NUMBER.....731-988-3801
CAFETERIA.....731-422-5355

SCHOOL COLORS & MASCOT

Our school colors are Black, White, and Royal Blue. Our mascot is the Mustangs.

2023-2024 SCHOOL CALENDAR



JACKSON-MADISON COUNTY SCHOOL SYSTEM

2024-2025 Calendar

August						
Su	Mo	Tu	We	Th	Fr	Sa
	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Important Dates

Semester 1 (86 Days)

July 29th - August 2nd	Inservice
August 5th	First Day of School
August 30th	Professional Development - No School
September 2nd	Labor Day - No School
September 19th	Parent Teacher Conferences (1/2 Day for Students)
October 4th	End of 1st Quarter
October 7th - 11th	Fall Break
November 5th	Professional Development - No School (Election Day)
November 11th	Veteran's Day - No School
November 25th - 29th	Thanksgiving Break
December 18-20	High School Semester Exams
December 20th	Last Day of 2nd Quarter (1/2 Day for Students)
December 21st - 31st	Winter Break

Semester 2 (90 Days)

January 1st-3rd	Winter Break
January 6th	Professional Development - No School
January 7th	First Day of 2nd Semester
January 20th	MLK Jr. Day - No School
February 13th	Parent Teacher Conferences (1/2 Day for Students)
February 14th	Professional Development - No School
February 17th	President's Day - No School
March 14th	End of 3rd Quarter
March 17th - 21st	Spring Break
April 18th	Good Friday - No School
May 21st-23rd	High School Semester Exams
May 23rd	Last Day of School (1/2 Day for Students)

Legend:

No Students or Staff	
Staff Only	
1st Day of Semester	
High School Exams	
Parent Teacher Conf	
Half Day for Students	

January						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Inservice Days (5) - July 29, July 30, July 31, August 1, August 2

Stockpiled PD Days (4) - August 30, November 5, January 6, February 14

ABSENCES (*SEE POLICY 6.200)

Each time a scholar is absent, the parent or guardian must send a handwritten or doctor's note explaining the reason for the absence. Please note, only 5 hand-written notes will be accepted to excuse absences. Following the fifth absence, a doctor's note will be required. According to school board policy, excused absences are granted for personal illness, illness of immediate family members, death of a family member, extreme weather conditions, religious observances, or circumstances, in the judgment of the principal, which create an emergency over which the scholar had no control.

All absences other than the above will be considered unexcused. A scholar with five or more unexcused absences for the school year will be reported to the Truancy Specialist as truant and may be reported to the juvenile court. Verification may be required from an official or other source to justify absences. Excessive excused or unexcused absences can result in a truancy report.

ACCELERATED READER PROGRAM

Our school uses this computer managed reading program to help scholars improve reading comprehension and critical thinking skills. Goals are set for each grade level. Rewards and scholar recognition are part of the Accelerated Reader program. Scholars may take tests during school hours, from 8:15-3:15.

ADVANCED PROGRAMS (GEMS)

The Jackson-Madison County School System has a program available to scholars who are high academic achievers. This program, GEMS, (Gifted Education in Madison County Schools) is for identified gifted scholars in grades K-12. This program is a Special Education Program, and scholars must meet the State of Tennessee criteria to be served.

The Tennessee State Department of Education requires that scholars go through a screening process where a School Screening Team reviews the scholar's academic records (including grades, scholar risk factors, other standardized testing information, and classroom interventions) to determine the need for individual screening.

If individual screening is recommended, parental permission is required to proceed. The individual screening process includes evaluations in Academic Achievement, Academic Performance, and Creative Thinking.

The School Screening Team will review the results of the individual screening, parent information, school records and any other pertinent data. If the scholar meets the identification criteria set by the Tennessee Department of Education in one of the following areas: Academic Achievement, Academic Performance, or Creative Thinking, the scholar will be referred for the Comprehensive Evaluation, which is the cognitive (IQ) portion of the evaluation. If alternative assessment strategies or instruments should be used, the School Screening Team will determine that before administering the Comprehensive Evaluation. The assessment results are shared with the parents and an Individual Education Plan is developed to address the scholar's needs.

Any scholar in grades K-12 may be referred for screening. For additional information, please call the school.

ARRIVAL

Doors open for scholars at 7:55 a.m. Upon arrival, scholars will go to their classroom. Breakfast will be served between 7:55-8:20. The National Anthem will be played at 8:15 followed by morning announcements. There will be a chime at 8:15 a.m. and 8:30 a.m. At 8:30, all instruction begins at 8:30 a.m. Scholars are considered tardy if they arrive after 8:30 a.m.

Bus-riders will enter the school through the Elizabeth St. doors. Car-riders and walkers will enter through the parent center doors.

ATTENDANCE (*SEE POLICY 6.200)

The school day begins at 8:30 a.m. and ends at 3:30 p.m. To be eligible for perfect attendance, a scholar cannot have any absences, tardies, or early dismissals.

All scholars are expected to attend school every day. Our school goal for attendance is 100% for all scholars.

AWARDS AND HONORS

Scholars receive special recognition at school during awards programs. These awards are given to scholars at the end of each nine weeks. Yearly awards are given out on a designated Awards Day at the end of the school year. Some of the awards scholars may qualify for include the following:

Principal's List	All A's
Honor Roll	All A's and B's
Perfect Attendance	Present at school each day, no tardies or early dismissals
Most Improved	Scholars who improve school performance
Scholar of Excellence	Scholars who demonstrate exemplary character
House System Rewards	

BALLOONS AND FLOWERS

Balloons and flowers delivered to scholars at school will be held in the office until dismissal time. Bus regulations prohibit helium balloons or glass containers on school buses.

BELONGINGS, PERSONAL COMMUNICATION DEVICES (*SEE POLICY 6.312)

Please label your child's possessions with a permanent marker. Scholars need to leave money and items of value at home. Scholars are not allowed to bring electronic devices to school. Scholars may not display, use, or have on during the school day any electronic or communication device, including cell phones, iPods, tablets, video games, laser lights, or toys. Cell phones must remain in the scholars' backpacks and must not ever be visible in the school environment. Violation of this policy will result in confiscation of the device until it is reclaimed by the parent.

BREAKFAST IN THE CLASSROOM

A healthy breakfast is served daily in all classrooms. All scholars may participate. A federal grant has been obtained that allows all scholars to have a hot and healthy breakfast at no cost to any of our families.

BULLYING (*SEE POLICY 6.304)

The bullying or threatening of scholars is prohibited and will result in immediate disciplinary action. Scholars are encouraged to inform an adult immediately of any bullying concerns. Parents are encouraged to talk with their child(ren) about factors that classify as bullying.

BUS CONDUCT (*SEE POLICY 6.300, 6.308)

The school bus is an extension of school activity, and scholars must follow the same standards for safety and behavior that are established at school. Failure to observe school bus rules will result in the privilege of riding being denied. Safety is the utmost concern. Scholars will be given a list of bus rules, and it is the responsibility of parents/guardians to review these rules with their children. The principal will ultimately determine the consequence for unwanted bus behaviors. According to policy 6.300, consequences for bus disciplinary referrals may include:

Tier I infractions: (I.E., not sitting, standing in the seat, the use of profanity, and all other infractions that interfere with the safe operation of a school bus that are non-violent)

K-12 All first-time non-violent safety violations will result in a verbal warning from the school administrator and immediate contact with the parent explaining the need for bus safety and future consequences for non-compliance.

K-2 Second non-violent safety violation; 1-day bus suspension

Third non-violent safety violation; 3-day bus suspension

Fourth non-violent safety violation, 20 – day bus suspension

Fifth non-violent safety violation, bus suspension for the remainder of the school year

3-5 Second non-violent safety violation; 3-day bus suspension

Third non-violent safety violation; 20-day bus suspension
Fourth non-violent safety violation, 40-day bus suspension
Fifth non-violent safety violation, bus suspension for the remainder of the school year

Tier II infractions: (Any safety infraction that exhibits aggression toward an employee; or another student; or may bring harm to bystanders; or directly interferes with the operation of a school bus; or any type of vandalism of the bus., (i.e. fighting, threatening an employee (s) or other students, throwing objects from or on the bus; direct interference with the driver as in hitting them with an object or interfering with the steering wheel, gearshift or other critical instruments on the bus; cutting seats, writing on seats or any other type of damage to the school bus.)

K-2 First violation for aggression/vandalism; 5-day bus suspension
Second violation for aggression/vandalism; 20-day bus suspension
Third violation for aggression/vandalism; 90-day bus suspension
Fourth violation for aggression/vandalism; bus suspension for the remainder of the school year

3-5 First violation for aggression/vandalism; 10-day bus suspension
Second violation for aggression/vandalism; 20-day bus suspension
Third violation for aggression/vandalism; 90-day bus suspension
Fourth violation for aggression/vandalism; bus suspension for the remainder of the school year

Tier III violations (I.E., weapons, drugs, sexual misconduct, or other serious actions that may involve law enforcement and or possible criminal charges)

K-12 Consultation with the building Principal, District Level Leader of Student Services, Transportation Administrator, and other relevant district office or school level staff for appropriate discipline; long-term loss of riding privileges that may span multiple school years. All Tier III violations are subject to a referral to the JMCSS Disciplinary Hearing Board.

*Once a student is suspended from a bus, they may not ride any JMCSS bus for any reason from that point forward until the suspension is served. Also, if a student is discovered riding any bus while suspended, trespassing will be considered. Furthermore, students will not be able to ride on the PM route once they have been suspended.

*Any disciplinary consequence may be moved to a higher level based on the building level investigation.

TN State law requires that scholars have a note signed by their parent/guardian if they are to be dropped off anywhere other than their designated stop. The request must be approved by the school administration and given to the bus driver.

Jackson-Madison County Schools **School Bus Transportation Information**

-
1. Use only the bus and bus stop to which you are assigned.
 2. Orderly behavior is required at the bus stop.
 3. Remain seated, facing the front when the bus is in motion.

4. Talk quietly and make no unnecessary noise
5. Do not talk to the driver unless it is necessary.
6. Keep head and arms inside the bus.
7. Do not litter the inside of the bus or throw anything out the window.
8. Be quiet when the bus is crossing railroad tracks.
9. No aggressive behavior or inappropriate language is allowed.
10. No eating or drinking on the bus.
11. Students may be assigned seats. If a student is assigned a seat, it is the student's responsibility to sit in the assigned seat.
12. GPS and video monitoring are in use on all JMCSS buses.

CAFETERIA EXPECTATIONS

- All scholars will be able to enjoy a calm lunch time environment.
- The cafeteria noise level will remain low enough that any all-calls or emergency instructions can be heard by everyone without shouting.
- Scholars are expected to remain seated throughout lunch time.
- Scholars are allowed to speak to their neighbors in a quiet almost whispering voice. This expectation is required to maintain a low noise level in the cafeteria and to ensure everyone's safety.
- Scholars are expected to be responsible and maintain a clean cafeteria.

Cafeteria Entry Procedures

- Scholars are expected to enter the cafeteria quietly.
- Scholars must be silent while waiting in line to get food trays.
- Teachers will walk scholars to the cafeteria and make sure they are received by a lunch monitor.

Cafeteria Lunch Procedures

- Scholars must sit in their assigned seat at their tables.
- Scholars must collect all condiment packets, milk/water, and utensils prior to exiting the lunch line. If they wish to purchase extra items they must do so at this time. Once they have been seated, they will not be allowed to return to the lunch line.
- If a scholar needs assistance from a lunch monitor, they must raise their hand. Scholars are not allowed to be out of their seat without permission from a lunch monitor.
- If a scholar who brings lunch plans on purchasing an item, they must line up with their class and go through the lunch line.
- Scholars are allowed to speak in a quiet voice to their neighbor on the right or left.

Cafeteria Dismissal Procedures

- Scholars are to remain seated until dismissed by a lunch monitor.
- The lunch monitor will prepare scholars by using the school-wide call to attention.
- There is no talking, at any time, while throwing away trash and lining up to dismiss.
- Teachers will need to collect their class, on time, at the cafeteria entrance.

Class Incentives for Meeting Cafeteria Behavior Expectations

If the class ends their lunch time on good behavior, they will receive dojo points or scholar dollars.

CAFETERIA SERVICES

All scholars will receive free breakfast and lunch. Breakfast is served in the classrooms from 8:15 a.m. until

8:30 a.m. each morning. Lunch is served from 10:30 a.m. – 1:00 p.m. by class assignment.

CANCELLATION OF SCHOOL (*SEE POLICY 1.8011)

If, for any reason, school is canceled or dismissed, the local TV, radio, and newspaper media will be notified. In case of snow or inclement weather, please tune in to local radio, TV stations, and district and school social media for information. Principals are not normally notified in advance except when snow/inclement weather begins during the school day.

CHANGE OF ADDRESS/TELEPHONE NUMBER

For emergency purposes and for your child's safety, it is extremely important for the school to have current phone numbers and addresses of all scholars. Please notify the school immediately if there are any changes to this information. According to policy 6.205, parents must notify the school when there is a change of address within three weeks of the move date. Parents may choose to transfer their children immediately or at the end of a semester to the appropriate school, except in cases where a false address is provided. Scholars for whom a false address is identified will be immediately reassigned to the appropriate school.

CHECKS (Personal Checks)

Personal bank checks are not accepted for any purchases made at Lincoln, including field trips. Picture companies may accept personal checks, however, that personal check must go directly to the picture company and must be approved by that company.

CONFERENCES

At Lincoln, we believe a strong home/school partnership is the key to a strong academic program. Frequent communication between the school and home is strongly encouraged. Parent-teacher conference days are scheduled each year in the fall and spring. Parents may also request a conference any school day during a teacher's planning time. Parents can schedule conferences through the classroom teacher or by calling the school office at 731-988-3800.

EMERGENCY MANAGEMENT (SEE POLICY *3.203)

Crises are unexpected, often unpredictable and take many forms. No school district or community can be fully prepared for everything that may happen, but some simple measures are helpful in any emergency:

- Think of everyone's safety first
- Act quickly and calmly; and
- Remain factual when communicating with staff, students, community, and media
- Think of the objectives and tasks needed to respond appropriately, and identify key job functions needed for an effective response

Family Notification

Lincoln Elementary School will oversee family notification. Current information regarding the incident, status of their children, and what families can do to assist will be communicated. The following communications measures will be utilized for notifications: All Call Phone Messaging, Emails, Class DOJO, Facebook, and twitter.

DIRECTORY INFORMATION NOTICE TO PARENTS (*SEE POLICY 6.601)

The Jackson-Madison County School System may disclose certain information, known as directory information, at its discretion without consent. Parents or eligible scholars may refuse to let the school system release any or all this information. If you do not want this information released, you must send a written notice annually to the school principal within two weeks of this notification.

The following information regarding scholars is considered directory information:

- 1) Name
- 2) Address
- 3) Telephone number
- 4) Electronic mail address
- 5) Date and place of birth
- 6) Major field of study
- 7) Participation in officially recognized activities and sports
- 8) Weight and height of members of athletic teams
- 9) Dates of attendance
- 10) Grade level
- 11) Degrees, honors and awards received
- 12) Most recent previous educational agency or institution attended
- 13) Photographs, interviews, and videography of scholars at school events

DISCIPLINE POLICY (*SEE POLICIES 6.300, 6.301, 6.304, 6.305, 6.306, 6.307, 6.3071, 6.308, 6.309, 6.310, 6.3101, 6.311, 6.312, 6.313, 6.314, 6.315, 6.316, 6.405, 6.601, 6.604, 6.704, 6.709, 6.702, 4.301, PUBLIC ACTS 2001 CH. NO. 196, HOUSE BILL NO. 903)

Lincoln Elementary School will follow the disciplinary policy established by the Jackson-Madison County School System. Copies of all Jackson-Madison County School Board policies are on file in the school library, the principal's office, and the JMCSS website for public viewing. School Board Policies can be found at the following website: <https://tsba.net/jackson-madison-county-board-of-education-policy-manual/>

School Wide Expectations

All school-wide expectations begin with our school-wide rules. Each behavior matrix is aligned to our school rules below:

- **Be Respectful**
- **Be Responsible**
- **Be Safe**

Each teacher must implement an individual classroom behavior management system, while also using the school-wide PBIS system to motivate scholars: the Be Kind Initiative and Scholar Dollar system. Both systems are based on schoolwide rules.

The team at Lincoln Elementary will use the Positive Behavior Intervention and Support Model in addressing scholar behavior.

Lincoln Elementary School's Behavior Expectation Matrix-Traditional Instruction

School-wide Expectations	Hallway	Cafeteria	Outside	Restroom	Assemblies	Arrival/ Dismissal
<p>Be respectful</p>	<ul style="list-style-type: none"> • Keep hands, feet, and objects to yourself. • When standing in line, give others personal space. • Refrain from talking in the hallway and touching displays • Greet others appropriately 	<ul style="list-style-type: none"> • Respond to adult signals. • Greet others appropriately. • Say "please" and "thank you" • Always use appropriate school language. 	<ul style="list-style-type: none"> • Include everyone in play. • Take turns. • Use appropriate school language. 	<ul style="list-style-type: none"> • Wash hands before leaving the restroom. • Do not climb on doors, toilets, or sinks. • Put paper towels in trash can. • Give others their privacy. 	<ul style="list-style-type: none"> • Face forward and keep hands and feet to yourself. • Enter and leave quietly. • Applaud appropriately. • Be courteous to the speaker. • Participate in activities as appropriate. • Do not talk during the presentation unless the speaker asks you. 	<ul style="list-style-type: none"> • Follow directions the first time given • Use manners - say "excuse me" • Use appropriate language. • Use positive actions and words towards others.
<p>Be responsible</p>	<ul style="list-style-type: none"> • Walk directly to your destination. • Use indoor voice when speaking to others • Keep the hallways clean 	<ul style="list-style-type: none"> • Clean up after yourself. • Think about the items you need to get from the lunch line. • Eat your food in a timely manner. • Have conversations after you have eaten your food. • Chew food with your mouth closed. 	<ul style="list-style-type: none"> • Be a good sport when you play games. • Work hard in your daily tasks so that you can learn more. • Line up quickly • Return equipment that you borrowed when you are asked. 	<ul style="list-style-type: none"> • Never carry writing utensils in the restroom. • Let the teacher know if there is a problem in the restroom. • Show courtesy to others by keeping the bathroom clean. • Use the restroom for the appropriate reasons • Utilize time and resources effectively 	<ul style="list-style-type: none"> • Listen and learn from the speaker. • Face forward. • Follow directions. Act responsibly and respectfully. 	<ul style="list-style-type: none"> • Be on time. • Go directly to your designated area. • Stay seated • Keep up with your belongings • No food or drink
<p>Be safe</p>	<ul style="list-style-type: none"> • Walk facing forward • Walk on right side of hallway, three blocks from the wall • When standing in line, give others their space. 	<ul style="list-style-type: none"> • Speak quietly to those around you. • Listen to the cafeteria staff's directions. • Always walk. 	<ul style="list-style-type: none"> • Use equipment properly. • Re-enter the building quietly. • Follow game rules. • Keep the playground clean. 	<ul style="list-style-type: none"> • Use quiet voices. • Flush, clean-up, and dry off areas that you use. • Do not hold down the toilet handle. • Never horseplay in 	<ul style="list-style-type: none"> • Always walk • Stay with your teacher unless informed otherwise 	<ul style="list-style-type: none"> • Go directly to designated area • Keep hands and feet to yourself • Report any problems to the bus driver immediately. • Always walk.

		<ul style="list-style-type: none">• Stay seated unless you have permission to get up	<ul style="list-style-type: none">• Play fighting is not allowed.• Do not throw items from the ground (rocks, sticks, etc.)• Stay in the playground area.	the restroom.		
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Schoolwide Classroom Expectations

	Entering Class	Teacher Whole Group Instruction/ One-to-One Instruction	Small Group Activity	Technology Use
Be Respectful	<ul style="list-style-type: none"> • Come in quickly and quietly • Go to your designated area • Stay in your personal space • Use positive actions and words towards others. 	<ul style="list-style-type: none"> • Show SLANT: Sit up, Lean forward pay Attention Note important ideas Track the speaker • Use positive actions and words towards others. 	<ul style="list-style-type: none"> • Use accountable talk • Respect others' thoughts and ideas • Use positive actions and words towards others. 	<ul style="list-style-type: none"> • Communicate kindly with others in chat • Remain on teacher-assigned websites • Report any inappropriate websites on the computer. • Wear headphones when appropriate
Be Responsible	<ul style="list-style-type: none"> • Be on time and ready to learn • Have materials ready 	<ul style="list-style-type: none"> • Have materials ready • Participate actively • Stay on task • Ask for help • Volunteer to ask and help others 	<ul style="list-style-type: none"> • Use time wisely • Complete all tasks • Collaborate effectively 	<ul style="list-style-type: none"> • Use school-approved websites only • Take care of the device • No food or drink around the device
Be Safe	<ul style="list-style-type: none"> • Stay within your area • Walk into the class 	<ul style="list-style-type: none"> • Keep hands and feet to yourself • Remain seated in your chair 	<ul style="list-style-type: none"> • Keep hands and feet to yourself • Remain seated in your chair. • Use materials wisely. 	<ul style="list-style-type: none"> • Use equipment as intended • Report hackers

Definitions of Major Offenses

Violation	Definition	Examples	Non-Examples
Abusive Language	Swearing or using curse words directed towards others in a demeaning or provoking manner Calling adults names such as bitch, dumb ass, f. you, etc.	Calling adults names such as bitch, dumb ass, etc.	Saying stupid, ugly, shut-up, etc. to other scholars
Fighting/Physical Aggression	Physical contact with the intent or outcome of causing injury or harm to others	Punching, hitting, kicking	Pushing, shoving, horseplay that does not escalate
Defiance/ Disrespect/ Non-compliance	Refusal to follow adult directions, talking back and/or socially rude interactions	“I’m not going to!”; “You can’t make me!”; Refusal to go to the office; leaving class without permission; “Talking back”	Not following directions, not completing homework, sleeping
Disruption	Any disturbance or interference that takes away from the learning environment causing potential harm to oneself or others	Yelling, turning over furniture, sustained out-of seat behavior, sustained loud vocal expressions	Talking, tapping pencils, repeated noises
Property Damage	Intentional destruction of property belonging to the school or the teacher through misuse or aggressive behavior	Breaking classroom items, throwing desks, chairs, or computers; destroyed textbooks	Kicking furniture, breaking pencils, crayons, leaving caps off markers
Harassment/ Teasing/Taunting	Inappropriate comments and/or unwanted verbal, physical, or emotional advances	Making faces, shooting a bird, calling people names other than their own name or a self-selected nickname	

Definitions of Minor Offenses

Violation	Definition	Examples	Non-Examples
Inappropriate Language	Low intensity instance of inappropriate language; unsuitable use of words; calling names; inappropriate use of tones	Stupid, ugly, shut up, etc.	Swearing or cursing toward a teacher or another adult
Physical Contact A. Horseplay B. Affection	Pushing, shoving, hitting, A. Horseplay B. Any physical contact other than holding of hands	Non-serious, but inappropriate physical contact that does not result in injury	Punching, kicking, hitting
Defiance/ Disrespect/ Non-compliance	Brief or low-intensity failure to respond to adult requests by refusing boldly to obey, challenging authority, or engaging in power struggles	Talking back, not following directions, not completing homework, sleeping	Yelling at the teacher, leaving class without permission
Disruption	Low intensity, but inappropriate disruption that takes away from the learning environment which does not cause physical harm to one's self or others	Talking, tapping pencils, repeated noises	Breaking classroom items, throwing desks, chairs, computers
Property Misuse	Use of property in a way it was not designed that does not cause physical harm or injury to one's self or others	Kicking furniture, breaking pencils, mistreating text or library book	Breaking classroom items, throwing desks, chairs, or computers
Other	If a behavior is not listed but is a minor behavior		

SEL (Social Emotional Learning)

Schoolwide SEL engages the entire school community in creating caring, motivating, and equitable learning environments that promote social, emotional, and academic growth.

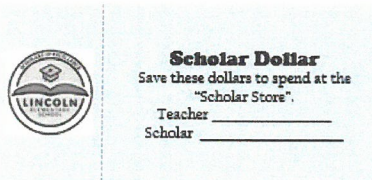
What are the goals of the SEL Team at Lincoln?

The SEL Team collaborates with all stakeholders at Lincoln to develop a robust PBIS system, incorporating the three tiers of behavior intervention, community outreach, and social-emotional learning for staff and scholars.

INDIVIDUAL INCENTIVES FOR MEETING SCHOOLWIDE EXPECTATIONS

Scholar Dollars

Scholars earn paper scholar dollars for following school-wide and classroom expectations. Teachers help scholars with saving these by providing a pocket, baggie, etc., to store these dollars in the classroom.



Scholars will shop at the Scholar Store once monthly. Mrs. Burns, our school guidance counselor, and Ms. Geneva Hoyle, our school parent engagement coordinator, work to gather items and set up the store each month. Items are labeled accordingly to be sold and increase in value. Scholars can spend or save their dollars for fun activities and higher priced items. Scholars must have at least 20 dollars to shop at the store.

DISMISSAL INFORMATION

Classes are dismissed from 3:20-3:30 p.m. each day. **No check outs will be allowed after 3:00 p.m.**

Before your children leave home in the morning please be certain that they know how they will get home and where they are to go after school. Since it is difficult to identify parents over the telephone, we will only change directions for going home in extreme emergencies. **When a scholar is to be transported in a different manner or if someone other than a parent/guardian is to pick up a scholar from school, a written notice explaining any changes must be sent to school before 2:30 p.m.** If a child's transportation change is not given in writing prior to 2:30p.m., the scholar will go home according to their original transportation. We will release scholars only to individuals listed on the scholar's registration information in PowerSchool.

***Teachers must know how their scholars are to get home every day.**

Buses

Bus numbers are called as buses arrive on campus. Scholars will walk with a grade level teacher in an orderly line to board the buses. Scholars may not change buses without written consent from a parent. If a child is suspended from a bus, they may not ride any bus for the duration of their suspension.

Car Riders

Car riders are dismissed from the Parent Center/Gym entrance. Car riders are assigned a number, which the parent hangs from the rear-view mirror. Parents will line up in the car rider line in front of the school in the circle drive. As cars pull up in front of the school, your number will be noted and communicated into the gym where scholars are seated and waiting for their number to be called. For safety purposes, scholars will be escorted to the car by a staff member and will be loaded into your car on the passenger side. Parents who carpool may display more than one car rider number in their windshields.

Car riders must be picked up no later than 3:45 p.m. If parents arrive later than 3:45 p.m. they are to park their vehicle and bring in their car rider number card to the main entrance to pick up scholars.

Lobby Pick-up

If your child does not have a car rider number and you wish to pick up your child, you must come into the office and sign out your child **after 3:30**. Parents are required to wait in the lobby until the scholars are called to meet their parent. Parents must walk their children to their vehicles. Scholars are not allowed to wait outside for parents to pick them up. **All scholars must be picked up by 3:45 p.m.**

Walkers

If parents want their children to walk home from school, they must complete a form giving consent for their children to be walkers. A staff member will walk with the children to the end of the school drive and assist them if they need to cross the street. Only scholars that have a home address that is within a safe walking distance from school will be permitted to be walkers. It is recommended that parents walk to the school to escort their younger children home.



DOCTOR AND DENTAL APPOINTMENTS

Parents are expected to make every effort to schedule doctor and dentist appointments outside the school hours. When this is not possible, try to schedule appointments so that your child misses a minimal amount of instructional time.

DRESS CODE (*SEE POLICY 6.310)

Scholars' dress will fall with-in the Jackson-Madison County School Board dress code. In order to create an orderly setting in which teaching and learning can occur without distraction and to help young people prepare for the world of work. Clothing which is appropriate for the school includes:

- Shirts** -polo style-collared- shirts- **black, white, or royal blue** (Lincoln school color)
 - short or long sleeved (sleeve must cover the shoulder)
 - no writing, logos, or design should be on the shirt except school colored shirt
 - shirts must be tucked in at all times
- Bottoms**-flat fronted or pleated pants- **khaki, black, or navy color** (no jeans, no deep pockets, no writings, and no holes)
 - all pants must have belt loops
 - No holes, frayed cuffs, cuts or rips of any kind are allowed
 - must be sized to fit, neither skintight or sagging; must be worn at the waist
 - shorts, skirts, or jumpers must be knee length when standing
- Belts** -belt must be brown or black with a silver or gold buckle
 - buckle no larger than 2" x 2" square and no specialty, logo, oversized or wording allowed
 - belts must be worn with all uniform pants
- Shoes** -No flip flops, crocs, rolling shoes, house shoes, or heels higher than 2 inches
 - NO shoes with lights (steady or flashing). These can cause others to experience serious health issues.***
- Coats** -the wearing of outer garments (coats and heavy jackets) within the school building is limited to arrival and dismissal times. **Navy blue, black, royal blue, or white** light-weight jackets can be worn only if it has no writing, logos, denim, etc.
 - If a scholar wears a sweater, an approved uniform style shirt or turtleneck must be worn underneath.

When scholars violate the school dress code, parents will be informed through written communication or by telephone call. If the principal determines that a scholar's appearance is felt to be too disruptive to the learning environment, parents will be contacted to bring other clothing; or scholar may be sent home to change.

DRUG-FREE SCHOOL (*SEE POLICY 6.307 AND 6.3071)

EARLY PICK-UP OF SCHOLARS

In order for a scholar to leave school prior to dismissal time (3:30 p.m.), the parent/guardian must come to the office to sign out the scholar. We will call for the scholar to come to the office to meet the parent/guardian. Only those persons who are listed on a scholar's registration card may sign out the scholar. These persons

must be 18 years of age or older. Early pick up is not allowed after 3:00 because scholars are transitioning to their designated dismissal locations.

There will be no early pick-ups of scholars after 3:00 p.m. We begin to place scholars for dismissal at 3:15 p.m.; therefore, if you need to pick up your child early, you will need to do so before 3:00.

EMERGENCY DRILLS (*SEE POLICY 3.202)

Emergency drills will be held at regular intervals throughout the school year. Teachers will discuss these procedures with their classes. These drills are to be taken seriously. Emergency procedures are posted in each classroom.

FIELD TRIPS (*SEE POLICY 4.302, 4.501)

Field trips are designed to enrich the curriculum by stimulating scholar interest and inquiry that directly increases scholar learning. Field trips within our county and to nearby points of interest are scheduled by various classroom teachers throughout the school year. Parents will receive notices of field trips and will be asked to sign field trip permission forms. Scholars may be denied permission to participate in field trips if the scholar's behavior is inappropriate. Parents desiring to go on field trips should not plan for any younger children to accompany them on the field trip. Any parent wishing to attend a field trip must complete a volunteer form and be approved by the district in order to attend. Only scholars of Lincoln Elementary School who have signed parental permission forms may participate in field trips. Scholars are expected to follow the same rules of conduct on field trips as they have for behavior in the school and riding the school bus.

GRADING SYSTEM (*SEE POLICY 4.600)

Scholar progress is reported to parents as nine weeks grades. A four and one-half week progress report is also provided. All report cards and progress reports will be sent electronically through email using PowerSchool Messenger. If you wish to have a paper copy, you must contact the school office to request one. We ask that you allow one (1) business day for printing paper copies. Kindergarten scholars will receive a Standards-Based Report Card. The grading scale for first through 5th grades is as follows:

A	93 – 100	D	70-74
B	85 – 92	F	Below 70
C	75 – 84		

GRIEVANCE PROCEDURES- DISCRIMINATION/HARASSMENT (*SEE POLICY 1.802 AND POLICY 6.305)

Our goal is to solve all issues at the school level. However, any scholar or parent who has a complaint which he/she feels cannot be resolved at the school level may file a discrimination/harassment grievance against another scholar or an employee of the district. This complaint must be filed in writing with Pupil Personnel at the Central Office. Scholars may also report an allegation of discrimination/harassment to any teacher or other adult employed in the school who shall inform the school principal and Pupil Personnel of the allegation. After a grievance form has been submitted, the grievance procedures will be followed.

HOMEWORK

The main goals of homework are to provide reinforcement of classroom learning and to help scholars develop effective, independent study skills. Parents can best help their children with homework by providing a comfortable place to work and setting a designated time to do their work. Each parent should check with the teacher as to how progress reports will be sent home. If an absence is known in advance, arrangements for make-up work should be made with the teacher prior to the absence.

ILLNESS

There is no provision or space available for tending sick children who have a temperature or are too ill to attend class. Parents or guardians will be called to pick up the scholar. Scholars with contagious illnesses or conditions such as pink eye, chicken pox, ringworm, impetigo, or head lice will be sent home from school and must remain there until this illness is no longer contagious. If head lice are discovered in a classroom, a note will be sent home to all of the parents who have children in that particular class. School personnel will render

first aid treatment for minor injuries. If emergency medical treatment is needed, parents will be contacted.

INSURANCE (*SEE POLICY 3.601)

Student accident insurance will be made available for purchase on an optional basis. Applications and information brochures will be sent home with the students during the first week of school or will be made available on-line.

INTERNET (*SEE POLICY 4.406)

The Board of Education supports the right of staff and scholars to have reasonable access to various information formats and believe it is incumbent upon staff and scholars to use this privilege in an appropriate and reasonable manner.

INVITATIONS

In an effort to respect the feelings of others, invitations to private parties cannot be given out in any classroom or sent to other classrooms unless all scholars in that class receive invitations.

LOST AND FOUND

All items found on campus are to be taken to the office. Scholars may claim these items if proper identification is provided. Items will be discarded if unclaimed after the school year.

MAKE-UP WORK

All missed class work or tests (whether from excused or unexcused absence) may be made up provided the scholar makes the request immediately upon return to school and provided class time is not taken from other scholars.

MEDIA ACCESS TO SCHOLARS (*SEE POLICY 6.604)

The media may interview and photograph students involved in instructional programs and school activities including athletic events, but such media access shall not be unduly disruptive. Each year, parent(s)/guardian(s) shall be given the option to withhold permission for public news media interviews or photographs of their child at school.

MEDICATION (*SEE POLICY 6.405)

School board policy requires a doctor's explanation before the office can administer medication. Records of medication administered are kept. The school does not provide scholars with any over the counter medications. A form to be completed by your physician is available in the school/nurse office. Return the completed form to the office, which is placed into the child's file. Do not send any type of medication to school by way of the scholar. We ask that parents bring the medication to school.

NON-DISCRIMINATION POLICY (*SEE POLICY 6.304)

"It is the policy of the Jackson-Madison County School System not to discriminate on the basis of sex, race, color, national origin, creed, age, marital status, or disability in its educational programs, activities, or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments and Section 504 of the Federal Rehabilitation Act of 1973."

PARENT-TEACHER ORGANIZATION

Our PTO is involved in a variety of programs. Many activities, events, and meetings will be scheduled throughout the year. The PTO keeps parents updated on all activities through notes and newsletters. Parents are encouraged to be a vital part of their children's school and join the PTO.

PARTIES

Classes are allowed three parties each year. Christmas, Valentine's Day, and End-of-Year parties are held in all grades. Treats may be brought at other times, such as holidays or scholars' birthdays. Parents must get

approval from the classroom teacher prior to bringing the treats.

PARTNERS IN EDUCATION

Our school has wonderful PIE Partners. These organizations help support the school in various ways throughout the school year. Lincoln Elementary School is partnered with the following businesses: Love & Truth Church, Kellogg's, Kroger, Jackson-Madison County Library, Party City, Books-a-Million, First Methodist Church Downtown, Pilgrim's Rest Church, and St. Paul CME Church.

PEANUT POLICY

Due to the increasing number of scholars with peanut/nut allergies, we ask that you take this into consideration when bringing treats into the building. If possible, please avoid bringing/sending treats containing peanuts or any ingredients made from peanuts. Please be aware of the contents of any treats you provide for scholars. Also please be advised that if your child's classroom is designated as a Peanut Free Classroom, there should be NO peanut products sent for treats or lunches.

A peanut allergy is a life-threatening allergy. The cafeteria does not use peanuts or any ingredients made from peanuts.

PHYSICAL EDUCATION

All scholars need to wear tennis shoes or rubber soled shoes to P.E. class. Scholars should not wear sandals, cowboy boots, or dress shoes. Girls may want to wear shorts under skirts or dresses for physical education/recess activities. Expectations are posted and explained by the teacher.

PICTURES

Individual pictures will be taken in the fall and spring. Class group pictures will be taken in the fall. Notices will be sent home when specific dates are set. Scholars should wear school uniforms for fall pictures, and they may "Dress Your Best" for spring pictures.

PROMOTION AND RETENTION (*SEE POLICY 4.603)

If a scholar is struggling academically, his/her teacher will provide support and intervention in the classroom setting. If after the first nine weeks, if the scholar is still struggling, the teacher will begin an Academic Progression Plan in which the teacher, parent and school administrators will have input. This plan will outline the steps that need to be completed by the parent, scholar, and teacher. As the school year progresses, this plan will be revisited and revised two additional times to meet the scholar's needs. At the end of the year, the plan will have a final review and a determination will be made regarding promotion/retention. Scholar retention is a team decision in which the parent, teacher and school administration have input.

RECORDS (*SEE POLICY 6.601)

School records are maintained for each scholar. These records, by law, are accessible only to a child's legal guardian. Information included in these records may not be released without written parental consent. When a scholar transfers to another school, a copy of the scholar's record is sent to the school to which the scholar transfers.

SCHOOL COUNSELORS

Our school has a full-time counselor available to scholars; the school guidance counselor provides large-group instruction, small-group instruction and individual counseling to scholars. The school guidance counselor welcomes the opportunity to talk with any scholar or parent.

SCHOOL NURSE

Our school nurse is in the building full-time to provide service to scholars with various illnesses and health needs.

SEXUAL HARASSMENT OF SCHOLARS (*SEE POLICY 6.304)

Every child is entitled to a school environment which is free from and type of harassment. Inappropriate comments or touching should be reported to a teacher, guidance counselor, or principal immediately. This type of behavior will not be tolerated.

SMOKING/TOBACCO (*SEE POLICY 1.803)

According to school board policy, smoking is prohibited inside the school building. Possession of tobacco by a scholar is also prohibited. Use of tobacco products by parents or visitors on a field trip is inappropriate and will not be allowed.

SPEECH/LANGUAGE THERAPIST

A speech/language therapist works with scholars with speech and language deficits who meet the State of Tennessee criteria to be served. Scholars may be referred by their teacher or parents. If any parents feel their children need assistance in the area of speech or language development, they should contact their child's teacher.

SCHOLAR CLUBS AND ORGANIZATIONS (*SEE POLICY 6.702)

SCHOLAR FEES AND FINES (*SEE POLICY 6.709)

Scholars who destroy, damage, or lose school property, including but not limited to buildings, school buses, books, equipment, and records will be responsible for the actual cost of replacing or repairing such materials or equipment. The grades of a scholar who is responsible for vandalism or theft or who otherwise incurred a debt to a school may be held until the scholar or the parent/guardian has paid for damages.

SCHOLAR PUBLICATIONS (*SEE POLICY 6.704)

SOCIAL MEDIA/WEBSITE

Parents and scholars are encouraged to check out our school's social media sites. We have accounts with ClassDojo, Facebook, and Twitter. For district updates, please refer to the district website: www.jmcss.org

TARDINESS

Arrival at school on time is expected. A scholar is considered tardy if arriving after 8:30 a.m. Scholars who are on buses that arrive after 8:30 are not counted as tardy. Late arrivals disrupt class and cause a loss of instructional time; therefore, please make every effort to be on time. Parents must come inside and sign in scholars who are late. Tardy scholars must have a late slip from the principal's office before they enter their classroom. Also, any scholar who is signed out before 3:30 p.m. is considered tardy. Excessive tardies will be reported to proper personnel.

TELEPHONE USE

The office telephone is a business telephone and is not to be used by scholars except in the case of an emergency. Scholars will not be permitted to call home for homework or school supplies, which they forgot.

TEXTBOOKS (*SEE POLICY 4.401)

Textbooks and library books are furnished at no fee to scholars/parents. If a textbook is lost or damaged, the scholar shall pay for the book according to the age of the book. Parents will be notified in writing the book that has been lost or damaged and the fee that is due to replace the book.

TRAFFIC AND PARKING (* SEE POLICY 3.403)

Please park in designated parking spaces only. Do not park by the sidewalk along Elizabeth St., this area is for school buses only. Please strictly adhere to all traffic and parking signs. Traffic flows in one direction in the parking area. There are separate lanes for cars to use for arrival and dismissal of scholars. Pedestrians must use the crosswalks to walk across the traffic lanes. Please follow all the directions of the crossing guards on duty.

UNSAFE SCHOOL CHOICE POLICY

Under the State Board of Education's Unsafe School Choice Policy, a public school scholar who is the victim of a violent crime* or the victim of an attempted violent crime** shall be provided an opportunity to transfer to another grade-level appropriate school within the district. For additional information contact the school principal or the school system's central office.

*Violent crime as defined in Tennessee Code Annotated 40-38-111g. ** Attempted to commit one of these offenses as defined in Tennessee Code 39-12-101.

VANDALISM (*SEE POLICY 6.311)

Our school is public property. Willfully damaging school equipment or property is vandalism, and cause for immediate disciplinary action. The school requires that damage due to vandalism be paid for by the parent of the scholar who caused the damage. If scholars accidentally cause damage, they should report it to their teacher immediately so that the damage is not misconstrued as vandalism.

VISITORS

Parents are always welcomed into the school. To protect the safety of our scholars, all parents and other visitors need to report to the school office and sign in upon entering the building. Parents will be required to have a valid id before they can visit beyond the office. This extra procedure is used to ensure the safety of all scholars is never compromised. Never go directly to a classroom. When visitors sign in, they will be given a visitor's pass. Parents are always encouraged to visit the school.

We require all visitors to exhibit appropriate conduct and attire when in they are on the school campus. We also can refuse a visitor at any point if clothing is inappropriate. This includes but is not limited to revealing clothing, see-through clothing, bandanas, gang-related or affiliated attire, etc. Violation of this policy could result in the visitor being asked to leave campus.

WITHDRAWAL OF SCHOLARS

Parents of scholars who are withdrawing from our school during the school year should notify the office and clear all debts owed to the school. Teachers will summarize the scholar's progress and prepare the scholar's file for mailing to the new school.

ZERO-TOLERANCE BEHAVIOR (*SEE POLICY 6.309)

In order to ensure a safe and secure learning environment, the following offenses will not be tolerated: battery, drugs, weapons and dangerous instruments.

Battery

A scholar committing battery upon any teacher, principal, administrator or any other employee of a local education agency shall be expelled for a period of not less than one calendar year.

Drug Possession

Any scholar who brings or unlawfully possesses any narcotic, stimulant, or prescription drug on school property, on a school bus, or while attending any school activity or event, shall be expelled for a period of not less than one (1) calendar year, except that the director or superintendent may modify this expulsion on a case-by-case basis.

Weapons

The possession of a weapon or dangerous instrument on school property or a school bus is strictly forbidden. Violation of this rule will cause expulsion from school for one year.

When it is determined that a scholar has violated this policy, the principal will notify the parent/guardian and the criminal justice or juvenile delinquency system as required by law.

The possession of toy weapons, although not a zero-tolerance offense, is totally unacceptable behavior at school and will result in out-of-school suspension.

Lincoln Elementary School
Title I- School Wide Program
School Level Parent Involvement Plan

Lincoln Elementary School has a written parent involvement policy/plan based upon the requirements of Title I. The plan meets the district requirements as outlined in the Jackson-Madison County Family Engagement Policy. Recognizing the responsibility shared by the school and family, Lincoln Elementary is committed to involving families in the development of a parent involvement plan. The written plan, including the development of a family compact, outlines the expectations and provisions needed to support families, school, and community.

Jackson-Madison County Schools
Special Education Department

The following information is provided to meet the requirements of the Tennessee Legislature's Public Chapter 585.

Tennessee Department of Education Contact Information

Office of General Counsel
Division of Special Education, Tennessee Department of Education
710 James Robertson Parkway
Andrew Johnson Tower, 5th Floor
Nashville, Tennessee 37243-0380
Phone: 615-741-2851 Fax: 615-253-5567
www.tn.gov/education

Child Advocacy Group Contact Information

In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support, information, training, and help in advocating for persons with disabilities in Tennessee.

A few of these organizations are listed below:

The ARC of Tennessee

<http://www.thearctn.org/>
545 Mainstream Drive, Suite 100
Nashville, TN 37228
Phone: (615) 248-5878 Toll-free: (800) 835-7077
Fax: (615) 248-5879

Support and Training for Exceptional Parents (STEP)

<http://www.tnstep.org/>
712 Professional Plaza
Greeneville, TN 37745

West Tennessee
(901) 726-0125
Shuntea Price
shuntea.price@tnstep.org

Middle Tennessee:
(615) 463-2310
Patricia Valladares
patricia.valladares@tnstep.org

East Tennessee:
(423) 638-5819
Beth Smith
beth.smith@tnstep.org

Disability Law and Advocacy Center of TN

<http://www.dlactn.org>
2693 Union Avenue, Suite 201
Memphis, Tennessee 38112
1-800-342-1660 (Toll free)
901-458-6013 (TTY) 901-458-7819 (FAX)

Tennessee Voices for Children

<http://www.tnvoices.org/main.htm>
West Tennessee:
Telephone: 731-660-6363
Fax: 731-660-6372
E-mail: TVC@tnvoices.org

Middle Tennessee:
1315 8th Ave., Nashville, TN 37203
615-269-7751 Fax: 615-269-8914
TN Toll Free: 1-800-670-9882

East Tennessee:
1-865-609-2490
Fax: 865-609-2490

These are but a few of the organizations available to help with information, training, and advocacy. For a more extensive list visit the Tennessee Disability Services – Disability Pathfinder Database:

<http://kc.vanderbilt.edu/tennesseepathfinder>

**Lincoln Elementary School
2024-2025
Parent/Scholar Handbook
Review Form**

Please sign this form and return it to your child's teacher. This will confirm that

_____ received and reviewed the Lincoln
Parent/Guardian Name

Elementary School Scholar/Parent Handbook with _____.
Scholar Name

Parent/Guardian Signature: _____

Date: _____