# WELCOME TO LICRES

ELENTARY SCHOOL

1100 Edgewood Drive Dublin, GA 31021 (478) 353-8200

Hillcrest flementary School "Leadership Begins Here"

Dr. L. Sherrell Edmond Principal



Mr. Michael Hussey School Improvement Specialist

February 22, 2025

Welcome Parents/Guardians and Students:

We would like to welcome our new students and parents to Hillcrest Elementary School! We are excited about your journey on the road ahead with us. Our focus is on helping your student become an awesome leader, value our environment, and participate in public service opportunities throughout our community all while achieving high success academically. We strive for every student to meet the state required standards and exceed expectations. We plan to make sure that we value every minute of the instructional day to make sure that your child is receiving the best educational experiences while in our care. We look forward to providing enhanced learning opportunities to grow the leader in every child.

In order to build a stronger line of communication from home to school, Hillcrest will continue to provide opportunities for families to be engaged with their child's learning experience through a variety of workshops and activities throughout the year. This will be an opportunity for you to learn skills and strategies to help your child surpass expectations in their learning environment. You will walk away with everything you need to support your child at home. Please remember that your child is our primary focus. Our teachers and staff are excited about the school year and the new experiences as we progress through the educational process.

Please be on the lookout for information that will come from our Family Engagement Coordinator as the year progresses. I encourage you to stay in the know of what's happening in your child's class, as well as the school by connecting to our school's ParentSquare account, our school website, as well as our school's Facebook page. Additionally, please take advantage of our Infinite Campus Parent Portal so that you can keep track of your child's attendance and grades throughout the year.

Thank you for giving us the opportunity to work with you and your child. We are thrilled that you are joining our school family. I eagerly anticipate collaborating with each of you to nurture our exceptional minds together! Let's make the 2025-2026 year truly outstanding with a **BOOM** - **B**uilding **Our Outstanding Minds**!

Yours in Service,

L. Sherrell Edmomes

L. Sherrell Edmond, Ed. D sherrell.edmond@dcsirish.com

Phone: 478-353-8200

1100 Edgewood Drive Dublin, GA 31021 Website: hes.dcs.irish Fax: 478-353-8201

# WHO TO CONTACT

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Mr. Michael Hussey, School Improvement Specialist michael.hussey@dcsirish.com // (478) 353-8207

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Media Center - (478) 353-8235

Cafeteria - (478) 353-8237



1100 Edgewood Drive Dublin, GA 31021 (478) 353-8200

<b>DRAFTED</b> Dublin
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Schools
2025 -
- 2026 District (
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	Important Dates & Holidays
25-Jul & 28-31 Jul	Pre-Planning
1-Aug	School Begins
1-Sep	Labor Day Holiday
2-Oct	End of 1st Nine Weeks
6-Oct - 17-Oct	Fall Parent Teacher Conferences
9-Oct	Student Holiday/Professional Learning
10-Oct - 13-Oct	Fall Break Holiday
14-Oct	Students Return
24-Nov - 28-Nov	Thanksgiving Break
17-Dec	End of 2nd Nine Weeks/Half Day
Dismissal Times	11:00 AM (DHS, MSS, DMS)
for half day	for half day 11:45 (HCE, SDE, IGA)
18-Dec	Student Holiday/Teacher Workday
19-Dec - 2-Jan	Christmas Break
5-Jan	Student Holiday/Teacher Workday
6-Jan	Students Return
19-Jan	MLK Jr. Holiday
2-Feb - 12-Feb	Elementary Parent Teacher Conferences
13-Feb - 16-Feb	Winter Break
17-Feb	Students Return
12-Mar	End of 3rd Nine Weeks
16-Mar - 27-Mar	Spring Parent Teacher Conferences
20-Mar	Student Holiday/Teacher Workday
6-Apr - 10-Apr	Spring Break
	End of 4th Nine Weeks &
22-May	Graduation
25-May	Memorial Day
26-May	Post-Planning

To Be Approved By the Dublin City Board of Education of 2/24/25

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#### A FEW HILLCREST ELEMENTARY SCHOOL SPECIFICS

#### **ARRIVAL & START TIME:**

School begins promptly at 8:00 AM each day, with homeroom activities starting at 8:00 AM followed by academic classes. Students who are car riders and walkers should enter the building from the rear under the ramp beginning at 7:30 AM. All cars should be in the inside lane (closest to the building) as they drop off their student(s). Only bus riders will be allowed to enter the front entrance of the school between 7:30 - 8:00 AM. Upon arrival, students will receive breakfast and report to their classroom. Students planning to eat breakfast should arrive by 7:45 AM.

#### **TARDINESS:**

Students are expected to arrive at school on time. <u>Students who arrive after 8:00 AM will need to enter</u> <u>the building from the front entrance of the school and will be marked tardy.</u> We encourage you to have your child here no later than 7:45 AM. Five tardies and/or early dismissals are considered as one (1) unexcused absence.

#### **DISMISSAL:**

Students will be dismissed at 3:00 PM each day unless they are deemed as partial days, which will be communicated prior to the days. Once dismissed, students should leave the school campus immediately unless he or she is detained by a teacher or the principal. **Parents must pick up their children on time!** Car riders will use both lanes to drive up to the ramp and pick up students. Staff members will load students and direct cars when they can pull off and merge back into one lane. You may only make right turns. Please pay attention to the staff member who is directing traffic. This ensures the safety of our students as well as other stakeholders.

#### EARLY DISMISSAL:

Parents must sign the student out in the office for the student to leave early, and the student must check in with the office if he/she returns during the school day. For security reasons, anyone checking out a student *will be required* to show a picture I.D. (i.e. Driver's License) *prior* to having a child released to exit the building with him/her; in addition, the parent or guardian checking out the student will also have to sign out students through the school's secure student information system (Infinite Campus). The teachers are *not permitted* to release students from the classroom. Your understanding and cooperation are greatly appreciated as this is a safeguard for all our children. Early checkout should be reserved for special circumstances and not used as a student's regular method of dismissal.

#### <u>NO EARLY DISMISSALS WILL BE ALLOWED AFTER 2:30 PM</u>

ANY CHILD NOT GOING HOME HIS/HER USUAL WAY, MUST BRING WRITTEN INSTRUCTIONS FROM THE PARENT OR GUARDIAN (with a working phone number, dated, and signed to the school). ABSOLUTELY NO CHANGES IN TRANSPORTATION WILL BE MADE OVER THE TELEPHONE OR AFTER 12:00 PM. Again, your understanding and cooperation is appreciated as this is a safeguard for all our children.

## ELEMENTARY DRESS CODE (KINDERGARTEN - 4TH GRADE)

#### Want to dress cool for school and still follow the rules? Here's how!

#### Tops

- Solid Color "Polo-style" or button down oxford long or short sleeve shirt
   Any solid color shirt
- · Can be short or long-sleeved
- Emblems can be no larger than an "inch"
  - Any symbol bigger than a "quarter" is too big!
- Any shirt with the schools' logos, insignias, sports team, or club can be worn any time and all other Dublin City School spirit shirts can be worn on Fridays.
  - Absolutely NO
    - Sheer
    - Lace
    - See-thru

#### Shoes

- Shoes may be any color.
- All shoes must have an enclosed toe and strap on the back.
- Absolutely NO
  - Sandals
  - Flip-flops/slides
  - Cleats
  - Heelies
  - Spiked heels
  - Crocs

#### **Outerwear/Accessories**

- Students can wear sweatshirts or jacks with hoods.
  - Hoods CANNOT be worn inside of school.
- Solid Color sweaters, sweatshirts and cardigan may be worn.
  - These must be over a uniform shirt.
  - Solid color turtlenecks can be worn.
- No restrictions on jacket colors
- No inappropriate slogans or inappropriate messages
- No trench coats or dusters
- Belts must be leather or cloth
  - no oversized or ornate accessories of any kind

#### Bottoms

- <u>Uniform-Style</u>
  - Colors are khaki, brown, black, navy blue or grey.
  - Cargos are allowed but they must be the same as the colors above.
- Joggers
  - Joggers ARE allowed but MUST be the uniform-style pant and can't be sweat pant type material
  - NO SAGGING!
- Jeans
  - Must not have any rips, holes, tears, or frays.
  - NO SAGGING!
- Leggings
  - Leggings can NOT be worn as "stand alone" attire. They can be worn under skirts/shorts and must be a solid color.
- Skirts
  - Must be no shorter than fingertips when arms are extended.

For the 2025-2026 school year, absolutely NO CROCS will be allowed at school.

## Absolutely NO Hats

- Hoods
- Caps
- Bandanas
- Sunglasses

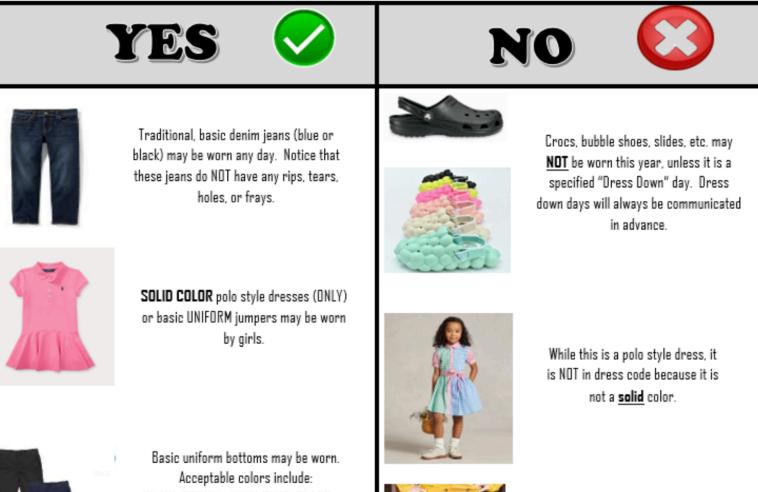
The principal shall have the authority to make case by case determinations for the appropriateness of dress which is not covered in this policy.



# **DRESS CODE EXAMPLES**

The dress code will be enforced **DAILY** at Hillcrest Elementary School. Please assist us by ensuring that your child is dressed following the school-wide dress code. When we have to call parents for repeated violations, this not only interferes with your child's instructional time, but it also impacts his/her participation in upcoming school-wide events.

Please review the examples below for further clarification on what is considered acceptable. If you have any questions, please contact the school at (478) 353-8200.



KHAKI, BROWN, NAVY BLUE, BLACK, or GRAY

\*These are the ONLY color bottoms that are permitted, unless it is a "dress down" day, which will be communicated in advance.



Jeans may not have any pre-designed rips, tears, holes, or frays as to expose skin, or any beyond basic wear & tear.

Such jeans will only be permitted on "Dress Down" days, which will be communicated in advance.



## Hillcrest Elementary School 2024-2025 SCHOOL SUPPLY LIST

## Mesh or Clear Bookbags required for ALL Students!

### Pre-K

Nap Mat/Sleeping Bag
 towel or blanket
 bottles of hand sanitizer
 box of Kleenex
 box of Ziploc bags (Gallon size)

- 2 rolls of paper towels
- 2 packs of baby wipes
- 2 containers of Lysol/Clorox wipes
- 2 bottles of Disinfectant Spray
- A change of clothes
- Backpack without wheels

## Kindergarten

2 plastic folders with pockets and prongs

- 2 Composition Notebooks (no wire)
- 1 pair blunt-tipped Fiskars scissors
- 1 container of Clorox wipes
- 2 bottles of Hand Sanitizer
- 1 box of Ziplock Bags (sandwich or gallon)
- 4 packs (8 count) Crayola Crayons
- 5 (6 count) packs of Elmer's Glue Sticks
- 3 boxes of Kleenex
- 12 Ticonderoga Yellow Wooden Pencils
- 1 Pack of Dry Erase Markers
- 1 Wireless Mouse
- 1 pair sturdy over the ear **headphones** {REQUIRED}
- 1 Standard size CLEAR/MESH Backpack (No Wheels)

*Wish List* - Play-dough, paper plates, baby wipes, big bag of skittles, stickers, paper towels, band aids, index cards

## First Grade

- 4 Packs of wooden pencils (No lead pencils please)
- 2 Packs of crayons (8 count only)
- 8 Glue sticks
- 1 Pencil box
- 2 Packs of erasers (pink pearl)
- 3 Plastic prong folders with pockets
- 2 Primary Composition notebooks (no wire)
- 2 Packs of sheet protectors
- 2 Packs of notebook paper (Wide Ruled)
- 1 box of Dry erase markers
- 3 Bottles of hand sanitizer
- 1 box Ziploc bags sandwich
- 1 box Ziploc bags gallon
- 1 container of Clorox wipes
- 3 packs of Kleenex
- 1 Wireless Mouse
- 1 pair sturdy over the ear **headphones** {REQUIRED}
- 1 Standard size CLEAR/MESH Backpack (No Wheels)



#### All students need a REFILLABLE WATER BOTTLE



## Hillcrest Elementary School 2024-2025 SCHOOL SUPPLY LIST

## Mesh or Clear Bookbags required for ALL Students!

### Second Grade

- 3 packs of wide ruled notebook paper
- 4 boxes of #2 wood pencils {No Mechanical/Lead Pencils}
- 3 packs of Erasers {Pink Pearl}
- 1 pack of fine tip Dry Erase
- Markers {For Student Use} 2 boxes of Kleenex
- 3 bottles of hand sanitizer

## Third Grade

- 4 packs of Pencils (12 count)
- 3 packs of Erasers {Pink Pearl}
- 1 pack of index cards
- 3 packs of wide ruled notebook paper
- 3 plastic folders with pockets
- 2 wide ruled composition notebooks
- 1 5-subject spiral notebook
- 1 1" 3-ring binder
- 1 pack of 3-tab dividers

## Fourth Grade

- 4 packs of Pencils (12 count)
- 1 Pencil pouch
- 1 pack of Pencil top erasers
- 1 packs of Crayons
- 2 packs of Colored pencils
- 2 packs of index cards
- 4 packs of wide ruled notebook 4 Hand sanitizers paper
- 4 plastic folders with pockets
- 8 Highlighters (Yellow)

- 2 boxes of 16 count Crayola
- Crayons {Crayola ONLY PLEASE!!}
- 3 two pocket folders (No Prongs)
- 2 WIRELESS Composition Notebooks
- 1 roll of paper towels
- 1 container of Clorox wipes
- 1 box of Quart size storage bags
- 1 box of Gallon size storage bags
- 4 highlighters 8 glue sticks
- 2 bottle of Elmer's white glue
- 1 pack of scotch tape
- 1 pair of safety scissors
- 2 boxes of 12 count Color Pencils
- 2 containers of Clorox wipes

1 Wireless Mouse 1 pair sturdy over the ear headphones {REQUIRED} 1 CLEAR/MESH Backpack (No Wheels)

3 boxes of Kleenex 1 Wireless Mouse 1 pair sturdy over the ear headphones {REQUIRED} 1 CLEAR/MESH Backpack (No

- 1 2" 3-ring binder 1 pack of dividers 3 Glue sticks (Clear/Large) 1 pair of safety scissors 1 pack of Expo Dry Erase
- Markers
- 3 Clorox wipes
- 4 boxes of Kleenex Tissues

6 wide ruled wireless **Composition Notebooks** 1 Wireless Mouse 1 pair sturdy over the ear headphones {REQUIRED} 1 CLEAR/MESH Backpack (No Wheels)



#### All students need a REFILLABLE WATER BOTTLE

- 1 pencil pouch/box 2 bottles of Hand sanitizer 1 bottle of Rubbing Alcohol
- 1 pack of Expo Dry Erase Markers
  - Wheels)



# PRE-K SCHOOL SUPPLIES LIST

- Nap Mat
- I towel or blanket
- 2 bottles of hand sanitizer
- 1 box of Kleenex
- Ziploc bags (gallon size)
- 2 rolls of paper towels
- 2 packs of baby wipes
- 2 containers of Lysol/Clorox wipes
- 2 bottles of disinfectant spray
- A change of clothes

\*\* All students need a WATER BOTTLE for daily use \*\*

Fred Williams, Ed.D Superintendent



TaKeshia L. Thomas, Ed.D Pre-K Director

The **mission** of Dublin City Schools is to prepare all students to be effective communicators, problem solvers and lifelong learners. It begins in Pre-K, therefore, we are excited to have your child in our Pre-K program.

This letter is to inform parents/guardians about the upcoming school year in your child's Pre-K classroom. We encourage open communication between you and your child's teacher, and all other staff members throughout the school year.

The main focus of our program is to prepare your child for their kindergarten year. Our emphasis is on your child learning basic colors, numbers, letters, shapes, following rules, handwriting, beginning reading skills, and we always encourage independence in our classroom.

The first week of school is used to transition your child to school and to practice the class routine.

Please see the information below regarding the our DCS Pre-K program regarding the standards and curriculum that will be used during the 2024-2025 SY.

#### <u>Standards</u>



#### Georgia Early Learning and Development Standards GELDS

Domains of Learning- I. Physical Development and Motor Skills II. Social and Emotional Development III. Approaches to Play and Learning IV. Communication, Language, and Literacy

V. Cognitive Development and General Knowledge.

#### <u>Curriculum</u>

#### High Scope Curriculum

Play-based, child-centered, and grounded in research, the High Scope Curriculum features active learning at its core. In a High Scope classroom, children are guided to explore, interact, and exercise their creative imagination through purposeful play. The main focus of High Scope is Active Learning, the components are Assessment, Daily Routine, Adult-Child Interaction, and Learning Environment.

Your child's teacher will provide you with specific school information and events.

We look forward to having your child in our program this school year.

TaKeshia Thomas Director of Pre-K 478-278-8772



# PARENTSQUARE

We are excited to let you know that we'll be using ParentSquare to communicate with you at the school and in your classrooms and groups during the 2025-2026 school year.

ParentSquare provides a simple and safe way for everyone at school to connect.

With ParentSquare you'll be able to:

- Receive all district, school and classroom communication via email, text, or app.
- Direct message teachers and staff.
- View the school and classroom calendar and RSVP for events.
- Easily sign up to volunteer and/or bring items.

#### Activating Your Account

You will receive an invitation email or text to join ParentSquare closer to the beginning of the 2025-2026 school year. Please click the link provided to activate your account. It takes less than a minute.

You can use ParentSquare on any device. You can download the free mobile app for iOS or Android or use the desktop version at www.parentsquare.com.

Our goal is for every family to join ParentSquare and engage with our school community.

Additional information can be found by visiting dcsirish.com or scanning this QR Code:



# PARENTSQUARE

## DOWNLOAD THE PARENTSQUARE APP



ParentSquare

Stay involved with your student's learning and activities at school. <u>From anywhere.</u>

Receive messages from your teacher, the school and the district via email, text or an app notification

Choose to receive information as it comes or all at once with a daily digest at 6:00 PM

Direct message teachers & staff





GET IT ON

**Google Play** 

#### **Infinite Campus Parent Portal Access**

Dublin City Schools is pleased to offer our parents the Infinite Campus Parent Portal. This online tool is used for you to keep track of your child's progress. Parents may view their student's grades, attendance, schedule, and more using Infinite Campus Parent Portal.

Once your student(s) is/are enrolled, please follow the steps listed below to access the portal.

<u>Step 1:</u> We DO NOT use an Activation Key for creating accounts. Instead, you can also go to the Dublin City Schools home page <u>https://www.dcsirish.com/</u> then navigate to the upper right-hand corner to Menu.



**Dublin City Schools** 

<u>Step 2:</u> Click on the Families Heading > Infinite Campus Parent Portal.

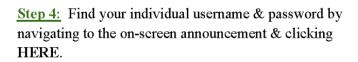


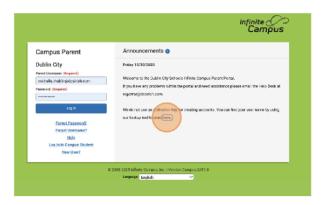
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© 2003-2025 Infinite Campus. In www.infinitecampus.com

Dublin City

Step 3: Click Campus Parent.





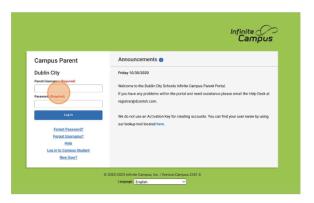
<u>Step 5:</u> Enter the requested information: student's first and last name (as shown on the Birth Certificate), grade level, student number (student's lunch number), last 4 digits of the student's SSN, and student's birthday, then click **SUBMIT**.

Student First Name		
Student Last Name		
Grade Level (in 2025)		
РК	•	
Student Number		
Last 4 Digits of Student St	SN	
Student Birthdate	Ē	
Please read and agree	e to the Portal User Agreement	
I accept:		
Submit		

<u>Step 6:</u> Your personalized account information will then appear on your screen.

**<u>Step 7:</u>** Use your personalized account information to log in.

**Step 8:** Once you've logged in, you'll be able to access the message center, see your child's schedule and assignments, view grades as well as check their attendance.



Please select your name to view your Username/Activation Key

Username/Activation Key

Name





## **Where Health,** Wellness & Academic Success Meet

Irish Healthcare is here to meet the healthcare needs of our students and staff. We offer highquality on-site care for a variety of needs, and look forward to serving you!

+478-353-8360

Medical Center



Click here to meet our team! **OUR SERVICES** 

- 🤣 Routine health physicals
- 🤣 Chronic illness management
- 🤣 Lab testing
- 🤣 Patient referrals
- 🤣 Hearing and vision
- 🤣 Immunizations/vaccinations
- And much more!



HEALTHCARE Dublin, GA 31021





## IN DUBLIN CITY SCHOOLS...

We believe that a safe, secure, flexible and loving environment promotes positive learning communities for academic achievement, personal growth, and emotional well-being.

Our highly-trained safety and security staff monitor, protect and respond 24 hours a day, 7 days a week, 365 days a year. Our paramount duty is to create a safe learning environment where each student can learn, discover and thrive.

Safety and security staff support and assist in the training of all district staff to be prepared to respond to natural- or human-caused emergencies. We work with communications and school staff to inform families about emergencies as soon as we can with as much information as possible.

We are committed to creating a safe environment in every school, every day. We put a high priority on building relationships with students. And, our safety and security officers proactively work to support our district's promise of supporting the needs of the whole child.

## **COMMUNICATION DURING AN INCIDENT**

In the event of a snowstorm, hurricane, threat to campus or other emergency event, Dublin City Schools will implement safety procedures and may change school start or dismissal times for student safety. Here are the ways we communicate emergency information:

- Automated messages through ParentSquare. Please provide your school with current telephone numbers to reach you and other emergency contacts.
- Announcements on district and school websites.
- Announcements on social media. Please follow us on Facebook, Twitter and Instagram.
- Announcements on TV and radio.

Student safety is our number one priority. Our schools have safety plans in place to handle natural disasters, security issues, and other emergency situations, in coordination with local law enforcement and first responders. Help us keep your child safe by following these emergency DOs and DON'Ts.

### **DO: PREPARE IN ADVANCE**



Bookmark our Website: We will post the latest available information at dcsirish.com. Check back frequently for updates and instructions on when and where you can pick up your child if parent pick-up is necessary.



**Get Connected:** Make sure we have your current phone number and email address on file so we can reach you quickly with an automated text, or email about an emergency situation. When you move, change jobs, or get a new number, please update your contact information with your child's front office.



Have Identification Ready: Always bring a photo ID when picking up your child. This supports school staff with verifying identities quickly and maintaining the safety of all students.



**Plan Ahead:** Discuss reunification plans with your child ahead of time so they understand the process and won't be alarmed. Let them know to follow their teacher's instructions and not try to leave the school on their own.

## **DON'T**



Call Your Child's School: Resources are stretched thin during emergencies. Incoming calls take away from our ability to get updates to you through our website, mass notification system, and social media platforms.



Rush to the School: Coming to school may put you or your child at great risk. Additional people on the scene distract first responders from their primary job – keeping our students and staff safe. Instead, check our website, social media channels or your phone for information and instructions.



Share Unverified Information: Avoid spreading unverified information through social media or other means. This can lead to confusion and hinder the efforts of emergency responders and the district.



Attempt to Circumvent Security Procedures: Even if the process seems slow, do not attempt to pick up your child from unauthorized

locations or before you've been notified. This will ensure everyone's safety.

#### **GET A JUMPSTART ON HES'S CAMPUS LIFE BY REVIEWING THE SCHOOL'S 2024-2025 HANDBOOK**





**Visit Schools Within Our District** Wednesday, March 19th

Drop-in Between 9:00 AM - 1:00 PM

VISIT HILLCREST ELEMENTARY **DURING THE** DISTRICT'S UPCOMING CAMPUS **TOUR DAY!** 

### **DUBLIN CITY SCHOOLS**

Invites Parents with Children Ages Birth to Pre-K to...



## SATURDAY, MARCH 22 CLASSES BEGIN @ 10:00 AM

Irish Gifted Academy - Beginning In Elementary Building 1951 Hillcrest Pkwy, Dublin, GA 31021

> FREE TREATS
>  TWO PARENT UNIVERSITY CLASSES
>  A DELICIOUS LUNCH
>  OCCUPATIONAL & PHYSICAL THERAPY SCREENINGS
>  CONNECT WITH YOUR CHILD'S FUTURE CLASSMATES
>  PRE-K REGISTRATION

Have Questions? Email takeshia.thomasedcsirish.com// Call (478) 278-8772