Parent and Student Handbook
2026-2027

WINTERFIELD
ELEMENTARY

Welcome to Winterfield Elementary!

We are glad you are part of our Winterfield Family.
This handbook will help you understand school information and rules.

Who are we?

3100 Winterfield Place
Charlotte, NC 28205
(980) 343-6400

Website: https://schools.cms.k12.nc.us/winterfieldES/Pages/Default.aspx

Facebook: https://www.facebook.com/WInterfieldElementary/?ref=bookmarks
Instagram: https://www.instagram.com/winterfield_elementary/

Hastie Hovey

Principal

Kimberly Scott

Assistant Principal

Data Manager (front office and enrollment): Judith Amaya

Academics: Lance Kanter (Math), Kris Wawer (ELA), Monica Wells (Intervention)

School Colors:
Blue, Tan or Gold, and White

Mascot:
We are Winterfield Bear Scholars (also known as los osos!)

Vision:
Every student. Every lesson. Everyday.

Motto/Theme:
Together we compete. Together we achieve.

Attendance:

School hours 8:00 am – 3:00 pm

At Winterfield Elementary, ***students are expected to be present and punctual for all classes throughout the year.*** Listed below are the expectations to guide us when a student misses school/class.

- When a student returns to school following an absence, parents/guardians or physician should send a note to the classroom teacher stating the reason for the absence within 3 days.
- If the student fails to bring a note, the absence will be marked unexcused. According to NC state statute, parents will be sent a letter when a student has three, six, and ten UNEXCUSED absences.
- If a student has more than **ten** total absences, a conference may be required with the school social worker and an administrator.
- Office personnel, guidance counselors, the school social worker, or teachers will call parents when there are questions or concerns about a student's absences.
- Students and their parents/guardians should read the school's attendance policy, and ask questions when they arise.

Regular attendance is essential to a student's success in school. Most subjects are taught in sequence requiring the understanding of each concept in the order of its presentation. Persistent absenteeism creates a genuine hardship for a student and is regarded as a very serious problem.

Reference the CMS BOE policy JHBB: *The Charlotte-Mecklenburg Board of Education believes that* ***school attendance and participation*** *in class are integral parts of academic achievement and the teaching-learning process. The North Carolina compulsory attendance statute requires that every child in the state between the ages of seven (or younger, if enrolled) and 16 attend school every day school is in session. Regular attendance by every student is mandatory. Parents, custodians, and legal guardians are responsible for ensuring that students attend and remain at school daily. Violation of the compulsory attendance laws is a misdemeanor in North Carolina.*

It is the intent of the Board of Education to help students who are absent from school continue their academic progress. Teachers have the responsibility to monitor and record each student's attendance.

The principal of each school has the right to excuse a student temporarily from attendance because of sickness or other unavoidable cause which does not constitute an unlawful absence as defined by the State Board of Education. When a pattern of questionable absences develops, the school shall contact and advise the parent of the legal responsibility to keep the child in school.

The principal or designee shall notify the parents, guardian, or custodian of their child's excessive absences after the child has accumulated three unexcused absences in a school year. After not more than six unexcused absences, the principal shall notify the parent, guardian, or custodian by mail of the requirements of the compulsory attendance law and that they may be arrested and prosecuted if the absences are not justified under the established attendance policies. After ten unexcused absences, the principal will again notify the parent, guardian or custodian by certified mail or hand delivery of the child's excessive unexcused absences.

After six unexcused absences, the designated attendance official and/or appropriate school personnel shall work with the child and family to analyze the causes of the absences and determine steps, including adjustment of the school program or obtaining supplemental services, to eliminate the problem.

After ten unexcused absences in a school year, the principal shall review the investigation or reports of the social worker or other designated attendance official and shall confer with the student and his or her parent, guardian, or custodian, if possible, to determine whether notification of the compulsory attendance violations were received and whether the parent, guardian or custodian has made a good faith effort to comply with the law. The principal or designee will forward all documentation to designated staff in the Student Services Department, who will review the documentation for adequate evidence and completeness of information.

If it is determined that the parents have not made a good faith effort to comply with the law, the Student Services Department staff will contact the CMS Police Department for assistance in requesting a criminal summons from the Mecklenburg County magistrate.

If the principal or designee, in consultation with designated Student Services staff, determines that the parent, guardian or custodian has made a good faith effort to comply with the law, an undisciplined complaint alleging the student's violation of the compulsory attendance law may be filed with the Mecklenburg County Juvenile Court Services office of the Juvenile Justice Section of the NC Department of Public Safety, Division of Adult Correction and Juvenile Justice. This documentation should also be reviewed by the designated Student Services Department staff person for adequate evidence and completion.

Suspensions from School:
The absence of a student which results from suspension, out of school, for misconduct, will not be considered an unexcused absence for the purposes of the Compulsory Attendance Law. However, the absence will be treated as an unexcused absence for purposes of makeup work and makeup time.

Tardies:
Tardies are disruptive to the instructional day. A student is tardy if he/she is not in the classroom, seated and ready to begin morning work by **8:00 am**. Below are guidelines that pertain to students who are late to school or class:

- Tardies are noted on your child's record.
- Each instance when a student is late to school or checks out of school early, whether the student returns to school or not, is counted as a tardy.
- Tardies are coded as excused or unexcused based upon the same criteria as an excused absence.
- It is the responsibility of the parent/guardian to get the student to school on time and to make sure that he/she is not tardy. When unforeseen incidents occur that may cause your child to be late to school, please communicate in writing with the child's teacher or the school administrator as soon as possible.

Check-In/Check-Out Procedures:
When a student arrives on the school grounds, he/she should report immediately to their designated area. ***When reporting to school late, a parent/guardian should accompany the student to the office to check in.*** Once a student has arrived on the school campus, he/she may not leave the grounds without parental permission and permission from the principal or assistant principal.

Parents/legal guardians checking students out early must do so at the main office. The secretary will assist parents/legal guardians in signing students out of school. Early dismissal is permitted prior to 2:00pm. Students will not be signed out early after 2:00pm.
Written permission is necessary for anyone other than parents/legal guardians to check out a student. Students checking out early, with someone other than parents/legal guardians, should bring a note to the office first thing in the morning, so the secretary/receptionist may verify all checkouts with the parents/legal guardians. A photo I.D. will be required.

Visitors and Guests:
All visitors and guests to Winterfield are required to sign in/sign out at the school office using the Raptor system. A photo ID is required (state issue ID or passport). Please always wear your nametag while at the school.

Daily School Schedule:
7:30 am Students may arrive on campus and go to the cafeteria.
7:30 am Breakfast is served
7:50 am Breakfast ends/1st bell/Morning Announcements – Students are tardy after 8:00 am
Lunch - Please check with your child's teacher for their lunch time.
3:00 pm School is dismissed

2:55 pm Bus Dismissal

Arrival Time:

We request that no student arrive on campus prior to 7:30am. It is a safety concern to have students arriving prior to this time, as no staff members are available for supervision until 7:30am. **If arriving by car, please have your child remain in the car until a staff member on car duty opens the car door.** We appreciate your help with this important matter.

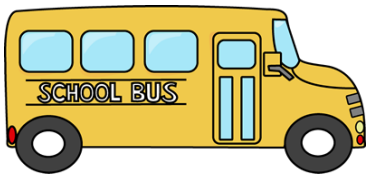
School Communication:

The staff at Winterfield Elementary will make every effort to communicate with you regarding student attendance, student emergencies or illness, discipline, upcoming events, important notices on behalf of the Board of Education, schedule changes, etc. **It is essential that all parents and guardians make the school aware whenever there is a change in phone numbers or contact information.** Winterfield Elementary and CMS utilize ParentSquare to send out schoolwide notices.
If your phone number is not up to date in Infinite Campus, you will not receive these messages.

Phone Calls:

To ensure uninterrupted class time, messages for teachers or staff members will be taken and placed in their mailbox. The expectation is for staff to return phone calls within 24 hours.
If there is an emergency change in transportation call the office before 1:00pm.

School Bus Transportation:



School bus safety is a priority at Winterfield Elementary. The following rules are for the protection of all students who ride a bus. Riding a bus is a privilege; therefore, it is important that the rules are followed so those students may retain this privilege. Please read the following rules carefully so that you and your child will know what is expected.

Students should follow these transportation expectations:

- Be on time at the bus stop.
- Remember school safety expectations still apply at the bus stop and on the bus.
- Stay back from the roadway when waiting for a bus.
- Remain at the bus stop until the bus has come to a complete stop and the bus stop sign is extended.
- Look in both directions before crossing the road.
- Go quickly to your assigned seat and remain in that seat until disembarking.
- Avoid loud talking, playing, and scuffling on the bus.
- Keep hands, head, and feet inside the bus always.
- Refrain from throwing objects both inside and outside the bus.
- Refrain from cell phone use on the bus.

Throwing items, hitting/fighting, and gross insubordination to the driver will result in an immediate suspension from riding a bus. Safe transportation of students is a serious matter and parents are expected to know, cooperate, and communicate with their child's bus driver.

For safety purposes parents are encouraged to not leave any child unattended that is 3rd grade or younger at a bus stop. They can be escorted by an older sibling or other older student. In the afternoon, if no one is present when the bus stops, the driver will bring PreK students back to school and the parent will be called to come get them. If this is a repeated problem, the parent/guardian will be contacted for a conference with an administrator to discuss other arrangements for safe transportation of the student and removal from the bus can occur.

Students are not to ride a bus other than their assigned bus or get off at any stop other than their designated stop.

All bus routes and stops must be approved by the CMS Bus Transportation Office.
The main phone number for the Charlotte-Mecklenburg Schools Transportation Call Center is 980-343-6715. You can also email them at transportation@cms.k12.nc.us.

Car Riders:

All drivers are required to follow traffic patterns, forming a single line when entering the parking lot for morning drop off or afternoon pickup. Do not pass other cars in carline. For the safety of students and staff, please do not allow your car to idle while waiting. Turn off your motor. Turn down loud music. ***For the health and safety of our school community, the use or possession of tobacco products, alcohol, marijuana, and other controlled substances is strictly prohibited on all CMS property, including while in carline.***

Morning Car Riders:
Morning drop-off begins at 7:15 am. Please do not drop your child off before 7:15 am as there is no adult supervision out front before that time. A staff member will open the door on the right side of the vehicle/sidewalk side only for unloading. Please do not allow your children to exit before the staff member opens the car door. Children should have all belongings ready so that he/she can unload quickly. If you need to come into the building for any reason in the morning, please park in an available space in the visitor parking lot located at the front of the school. The front office opens after the 8:00am bell. Please do not park where it will impede the flow of traffic. Please do not park in the bus parking lot as school staff must keep car traffic and bus traffic separated due to state law.

Afternoon Car Riders:
No students may leave school during the day in a private vehicle with anyone except parents or authorized adults. Students will not be allowed to change transportation without written permission of the parent/guardian and the signature of the principal or his designee. Authorization is required from both sets of parents if one child is visiting another child. In the afternoons, students must wait in the designated area for after-school car pick-up. Students will load from the right side/sidewalk side of the car only. The school staff will work diligently to help traffic move quickly and smoothly. We urge you to have patience; we ask that all cars come to a complete stop in the designated pick-up area before your child comes to you. Afternoon car riders may be only loaded into cars by school personnel. For this reason, do not park in visitor spaces or on the curb and then walk up to the school to pick up your child. **Car riders should be picked up by 3:15.** Thank you for your help in making these congested times as safe as possible for our children.

Transportation Changes:

Students will not be allowed to change transportation without written permission of the parent/guardian and the signature of the principal or his designee. If there is an emergency change in transportation, call the office before 1:00pm. Please do not leave a voicemail to make changes in transportation.

Weather Policy:

When snow or other severe weather conditions occur, it will sometimes be necessary to cancel school, delay the opening of school, or dismiss classes early. **The Charlotte Mecklenburg Schools Central Office will make an announcement of cancellations, delays, or dismissals as soon as a decision is made.** Announcements will be made through Parent Square. In addition, you may listen to a local radio or television station or check the CMS website at www.cms.k12.nc.us for information. If no announcement is made, school will open or dismiss as usual. Please **do not** call the school for information since telephone lines must be kept open for emergencies and other vital public service announcements when the weather is bad.

Other School Expectations for a Safe and Inviting Environment

Tobacco Policy:

Our campus is Tobacco Free…..every day, by everyone.

Custody issues:

It is vital that any court orders pertaining to the custody of a child be on file at the school. If you have a court order pertaining to the custody of a child, please be sure that the child's teacher has been informed. A copy of the court order will be on file with the child's teacher and in the school office. These must be kept **current**, so if there are any changes, notify the school as soon as possible.

Visitors and Volunteers:

We are pleased to have guests at Winterfield Elementary, particularly parents who wish to visit the school for sincere educational purposes. However, for us to monitor who has access to our children, it is required that **ALL visitors and parents/guardians come to the front office upon arrival to log in with a picture ID and receive a pass before entering any other area(s) of the school building.** Parents/guardians are welcome to visit during the assigned lunch time. Parents/guardians wishing to observe the classroom setting must schedule visits in advance with administration and are only permitted with an administrator. Parents/guardians, and visitors volunteering for school events during the school day must be a registered volunteer through the CMS website (CMS Volunteer Portal). Volunteers are required to have a background check on file with Charlotte Mecklenburg Schools and select Winterfield as your location.

Conferences before school and after school must be scheduled with the classroom teacher. If you contact the school, the teacher will be glad to return your call or send a note or Parent Square message to verify a specific date and time.

PTA Volunteers:

We can always use extra help! Become involved with your PTA. This group is the primary liaison for parents and educators to work together, and the PTA is one of the strong bases of support for our instructional program. One huge undertaking for the PTA is fundraising. We have many opportunities and the need for many volunteers. Please attend the PTA meetings and make a gift to your child by signing up to volunteer your time at events during the year. Please check the planning calendar for PTA dates.

Fundraising Opportunities:

Fundraising is a task that none of us particularly enjoy, but it is necessary for us to do all that is associated with running a successful school program. Please partner with us to make fundraising a profitable and positive experience. As a reminder, door to door solicitation by students is not permitted.

Student-Teacher-Parent Conferences:

Winterfield Elementary is committed by philosophy to have regularly scheduled conferences. Conferences will be held near the end of the first grading period.

The student-teacher-parent conference is a meeting among the child, the parents, and the teacher(s) to help the child gain the most from educational experiences at home and at school. Support teachers should

participate with regular teachers to the maximum extent possible. The conference brings about better understanding because it is based on more than a letter grade and because everyone shares in a common goal-helping the child. Other conferences are held as needed.

If you feel the need for a conference, please feel free to call the school for an appointment. This allows the teacher the opportunity to gather any needed materials and be better prepared to offer suggestions. There is little time for teachers to attend a conference during the instructional day. Again, your interest in your child is appreciated.

School Improvement Team (SIT) Meetings:

School Improvement Team (SIT) meetings are generally held on the third Thursday of every month. These are public meetings, and any parent or community member is welcome to attend. All dates for SLT meetings are published on the school webpage. Please call the school office to make sure that the meeting is being held as scheduled. Any parent or community member who would like to see the school improvement plan may request a copy from the school office. There is also a link to our school improvement plan that includes annual growth goals on the school webpage.

Our School Uniform Policy:

Our school uniform program, by itself, will not solve all problems of school discipline but it can be a positive contributing factor to discipline and safety at Winterfield Elementary. Children who feel safe and secure are better students who engage more readily in their own instruction every day. When student clothing is not an issue, the school focus can be more scholarly and directly aligned to academic achievement.

The **benefits of uniforms** in the educational setting are:
• They contribute to a more academic environment - one in which students can concentrate on their schoolwork.
• Eliminates the morning struggle parents face with students trying to decide what to wear to school each day.
• Clearly defines scholarly focus – school time vs. play time.
• Gives students something in common and promotes pride in their appearance and school spirit.
• Helps parents and students resist peer pressure related to clothing.
• Helps students learn that individualism comes from within rather than from outward appearances.
• Assists the staff in recognizing individuals on campus who are not Winterfield students.

The school uniform consists of:

- **Bottoms:** Dark blue or khaki bottoms (pants, shorts, skirts, jumpers, skorts, etc.). Shorts and skirts should fall slightly above the knee line. Scholars should not wear blue jeans of any kind.
- **Tops:** White, Blue (Light, Dark, Royal), Gray, or Yellow tops (long or short sleeved shirts, blouses, turtlenecks, etc.) All tops must have a collar or must be a dress shirt. (No T-shirts.) Shirts/blouses must be tucked into pants at all times.
- **Winterfield Spirit Wear:** Winterfield spirit wear (tops or bottoms) can be part of the uniform daily - WES spirit items can be purchased throughout the year at the PTO table or when order forms come home with students.
- **Dresses:** Dark blue or khaki. Dresses should fall slightly above the knee line.
- **Socks:** Scholars should wear dark blue or white socks with their uniforms.
- **Shoes:** Scholars will be expected to wear shoes that have a closed toe and heel. Scholars can wear tennis shoes or any type of other casual or dress shoes. Open-toe and open-heel shoes such as sandals and flip-flops are not permitted for safety reasons.
- **Belts:** Scholars will be expected to wear a dark-colored belt with their uniforms. Shirts/blouses must be tucked into pants at all times.
- **Hats:** Scholars will not be allowed to wear hats, caps, hoods, or scarves inside school buildings.

Enforcement of the Uniform Policy:
Wearing the school uniform is an expectation of all students at Winterfield Elementary. Students will be required to comply. School staff will work with parents who do not comply with our uniform policy as follows:
• 1st time out of uniform – parent phone call and reminder of policy in writing
• 2nd and beyond occurrences of uniform policy non-compliance – parents will be called and asked to bring proper uniform attire to the school for the student to change. If the parent cannot be reached or refuses, the child will be given a clean "loaner" uniform to wear during the day. Written reminder of the uniform policy will also be issued.

Personal Valuables & Prohibited Items:

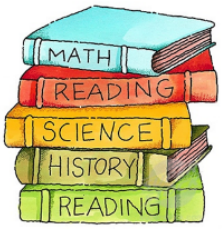
Students should not bring large sums of money or valuable items such as jewelry to school. Every effort will be made to teach honesty and protect property. **The school will not be responsible for any lost or stolen items and will not make efforts to recover these items.**

The following items are not permitted at school:
Cell phones, while permitted, are not to be turned on during the school day and should remain powered off and in a student's bookbag so as not distract the student from their learning.

1st offense: taken for the day.
2nd offense: taken for the week.
All future offenses may result in suspension or suitable disciplinary response based on the CMS Student Code of Conduct. Phones will not be given back to the students. Parents must come to the school to pick it up.

Guns or Knives: It is a violation of state and federal laws to carry guns, knives, or other concealed weapons on school grounds - this includes toys that look like weapons.
Fireworks: State and federal laws prohibit the selling or use of fireworks on school property.
Skateboards: For safety reasons, and insurance liabilities, skateboard, wheeled skates, or sneaker skates are not permitted at school.
Radios, boom boxes, electronic or battery powered game devices, CD/MP3 players, laser pointers, cameras, and other electronic devices deemed inappropriate by school personnel are not permitted on school grounds except on special occasions designated by the school, such as field trips, festivals, reward days, etc.
Toys are not permitted.
Rolling book bags are not permitted.
Chewing gum may not be chewed at school.
Students may not sell or trade items at school or on the bus. This includes trading cards.

Library Books:



We conduct circulation weekly during student's assigned Media Special and at other times as arranged with the media coordinator, as necessary. An important reminder is that the student must turn in a book before getting another one. Please encourage your child to be responsible for his/her book return. Books are very expensive. So, even if a well-worn book is lost students are charged for the cost of a REPLACEMENT COPY. The student is responsible for damages done to the book during the time a book is checked out in his/her name. **The student is also responsible for his/her book until the book is returned to the library. Students should not allow other children to borrow a book that is checked out in their name.** Thank you for your help in protecting our valuable school resources.

Lost and Found:
Students who lose articles at school should check the “Lost and Found” outside of the cafeteria to see if these items have been turned in. Students who find articles should turn them in to the office. We suggest that items of clothing should have the student’s name in them. Lost and found items which are not claimed in a reasonable period will be donated to charity.

Cafeteria Behavior/Guidelines:
Students are to practice good manners in the cafeteria. Running, pushing, kicking, tripping, breaking in line, throwing food, tampering with other students’ food, popping milk cartons, or other disruptive behaviors will not be tolerated and can lead to silent lunch and/or suspension.

Students must talk in low voices. When several classes are gathered, even soft talk produces much noise.

Students are to pick up all food and utensils as they go through the serving line. Students are to remain seated during meals. Feet are not to be on seats.

Students are to use good table manners. This includes picking up and cleaning up all items dropped.

Students who bring lunch from home are to remain with the group and follow the same procedures and regulations.

School Parties:
Winterfield Elementary permits two classroom parties per year during the school day, and these must be taken during the last hour of the day. This policy does not allow us to permit birthday parties for individual children.

Any items brought by parents for snacks should be individually sealed and wrapped. No homemade items can be brought into the school for snacks. Please do not bring snacks except at the scheduled classroom break time and coordinate the day with the classroom teacher. We ask that balloons, flowers, etc. not be delivered to school for students. **Children will NOT be called to the office to get such items. These items cannot go home with students on the bus.**

Homework:
Homework will be assigned. Every student is expected to read for at least 30 minutes a night. All homework assigned will be used to supplement and strengthen the student’s regular class work. Students will be held responsible for turning in homework completed and on the date it was due. A student who has been absent from school should request homework assignments from the teacher.

Field Trips:
Field trips within our county and to nearby points of interest are scheduled by various classroom teachers throughout the school year. These trips are designed to supplement different aspects of the classroom curriculum and to introduce students to the resources of the community. Parents will receive notices of field trips well in advance of the scheduled trip date and will be asked to sign field trip permission forms. Money may be requested from each student to help defray transportation or facility use costs. Some field trips may need a minimal number of parent chaperones, while others may not need any chaperones. **NO SCHOOL FIELD TRIP CAN INCLUDE A CHILD WHO IS NOT ENROLLED AS A STUDENT BECAUSE OF LIABILITY ISSUES.** In most cases, field trip money is non-refundable. Parents that wish to chaperone must be a registered CMS volunteer.

Emergency Drills:
Emergency drill procedures are included in the Winterfield Elementary School safety plan. Procedures are established for fire drills, intruder alerts, evacuation, bomb threats, and severe weather. These procedures are explained to students and practiced with students periodically during the year. Students are expected to conduct themselves in an appropriate and responsible manner during all emergency drills. We hope never to have an actual emergency, but no “horseplay or kidding around” will be acceptable during emergency drills.

FERPA:

(Family Educational Rights and Privacy Act)

Parents/guardians have the right to inspect and review education records and to seek to amend inaccurate education records. Parents must provide written consent before the disclosure of personally identifiable information from student education records, except as otherwise provided by law. Directory information can be displayed by the school unless parents request it not be made public. Parents should submit all requests in writing to the principal. Parents will be notified and will have the right to opt out prior to the participation of a student in a protected information survey. Parents have the right to file a complaint with the U.S. Department of Education concerning alleged failures to comply with the Family Educational Rights and Privacy Act.
NC General Statute 115C-402.15

Health Procedures:

Any serious injury or illness will be reported to parents. If a child becomes ill or is injured at school, he/she should tell the teacher who may send the child to the office. The following procedures will be followed:
Parents will be notified that the student is ill/injured if the condition is serious enough for the parent to come to the school for the child.

In cases of illnesses or injuries requiring emergency medical attention, the student may be taken directly to the hospital and parents will be notified immediately.

Parents have the following obligations:

If a student has a fever, vomiting, or diarrhea, he/she should stay at home and not attend school.

When a student returns to school, the parent/guardian must send a note within 3 days explaining why the student was absent or a doctor's statement if the student visited the doctor.

ALERT: Please keep the school informed of changes in phone numbers and emergency contacts.

Medication:

Written parent/guardian consent and an order from a healthcare provider licensed in North Carolina are required for administering prescription and over-the-counter medications at school (CMS Policy JLCD/Regulation JLCD-R). Contact the school nurse for help if relocating from another state with orders from an out-of-state provider. Some medications may not be suitable for a school setting. Additional documentation may be required for some medications (examples: research medications, medications with potential for immediate serious side effects). Contact the school nurse if you have questions.

Multi-Tiered System of Supports (MTSS):

Schools use MTSS to create and maintain academic and behavioral supports that meet the needs of all students. These supports are based on the understanding that both academic skills and behavioral expectations need to be explicitly taught and supported. A continuum of academic and behavioral support is described below.

1. Universal systems of support (Tier 1 - School-wide & Classroom Core Instruction): High-quality core academic instruction and behavioral support are provided to ALL students. These supports include:

- Rigorous, standards-aligned core curriculum and instruction
- Differentiated instruction and universal design for learning
- Social skills instruction
- Positive discipline that is proactive
- Behavior expectations that are taught
- Active supervision and monitoring
- Positive reinforcement
- Fair and corrective discipline
- Parent collaboration

2. Small group systems of support (Tier 2 - Targeted Supplemental Instruction): This level provides targeted, small-group academic and behavioral interventions for students who need additional support beyond core instruction. Supports include:
- Targeted small-group reading and math instruction
- Supplemental academic skill-building and practice
- Social skills groups
- Conflict resolution
- Self-management programs
- Adult mentors (checking in)
- Small group instruction

3. Targeted systems of support (Tier 3 - Intensive Individualized Support): Intensive, highly individualized academic and behavioral interventions designed for students requiring specialized support. Supports include:
- Individual academic support
- Intensive social skills instruction
- Functional behavior assessments (FBA)
- Behavior intervention plans (BIP)
- Supervision and monitoring
- Interagency collaboration
- Intensive collaboration with family
- Intensive family-based interventions, when appropriate

Family Involvement in MTSS
Academic learning and positive behavior work best when there is consistency across home and school settings. When a student needs additional academic or behavioral support at school, a strong partnership between the school and family is vital. Family involvement is a key feature when developing MTSS intervention plans. When parents are actively engaged, student outcomes improve significantly.

Dear Parent or Guardian,

As we close the information sharing of this Student & Parent Handbook, as a school staff we want you to know that you are the first teacher of your child and an important part of his or her academic success. Therefore, we want to partner with you (or continue our partnership) so that your child or children have a safe, productive, and academically successful school year. It takes all of us working together to create an environment that puts children's safety, learning, and the child's social well-being at the forefront. We want the best for your child so that he or she will be prepared for the future along with the current challenges and rewards that life offers.

Feel free to contact the school with your concerns or questions (980.343.6400). Please participate in your child's education by assisting him or her with reading and math skills, reminding your child of the items in this handbook, and connecting with the child's teacher(s) as needed.

Thank you for entrusting your child to us. We look forward to a rewarding school year.

Principal Hovey and the Winterfield Elementary Staff

Winterfield Bear Scholar Pledge

We are Winterfield Bear Scholars

I am somebody.

I was somebody when I came in.

I'll be a better somebody when I leave.

As scholars we are dedicated, committed , and focused to succeed.

We cooperate with our classmates, teachers, and community.

We are exceptional, not because we say it, but because we work hard.

No excuses.

We dream big, believe, and achieve.

We will graduate from high school and become career ready.

We are the Bear scholars.

We do our Best,

Act our Best,

We are the very Best!

My Goals

1st Quarter Goals

My goal is (circle one) Academic Social Personal

My goal

Start Date:	End Date:

Steps	Date step completed
1.	
2.	
3.	
4.	
5.	

Three things I can do to help me reach my goal are...
(Hint: What can I do myself and who can I ask for help?)

1.
2.
3.

I will know I have reached my goal because

1st Quarter Reflection

READING & WRITING

My grade in READING & WRITING for 1st quarter:
A B C D F (Reading)
A B C D F (Writing)

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

MATH

My grade in MATH for 1st quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
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- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SCIENCE

My grade in SCIENCE for 1st quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
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- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SOCIAL STUDIES

My grade in Social Studies for 1st quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
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- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

My Goals

2nd Quarter Goals

My goal is (circle one) Academic Social Personal

My goal

Start Date:	End Date:

Steps	Date step completed
1.	
2.	
3.	
4.	
5.	

Three things I can do to help me reach my goal are...
(Hint: What can I do myself and who can I ask for help?)

1.
2.
3.

I will know I have reached my goal because

2nd Quarter Reflection

READING & WRITING

My grade in READING & WRITING for 2nd quarter:
A B C D F (Reading)
A B C D F (Writing)

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

MATH

My grade in MATH for 2nd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
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- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SCIENCE

My grade in SCIENCE for 2nd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
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- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SOCIAL STUDIES

My grade in Social Studies for 2nd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

My Goals

3rd Quarter Goals

My goal is (circle one) Academic Social Personal

My goal

Start Date:	End Date:

Steps	Date step completed
1.	
2.	
3.	
4.	
5.	

Three things I can do to help me reach my goal are...
(Hint: What can I do myself and who can I ask for help?)

1.
2.
3.

I will know I have reached my goal because

3rd Quarter Reflection

READING & WRITING

My grade in READING & WRITING for 3rd quarter:
A B C D F (Reading)
A B C D F (Writing)

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

MATH

My grade in MATH for 3rd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SCIENCE

My grade in SCIENCE for3rd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
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- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
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- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

SOCIAL STUDIES

My grade in Social Studies for 3rd quarter:
A B C D F

The things I did well:
- ❑ Good behavior
- ❑ Followed class rules
- ❑ Retested for a better grade
- ❑ Participated in class
- ❑ Studied for tests
- ❑ Good attendance
- ❑ On task
- ❑ Motivated myself
- ❑ Participated in tutoring
- ❑ Came to school prepared
- ❑ Used my agenda

Challenges I faced:
- ❑ Poor behavior
- ❑ Talked in class too much
- ❑ Did not do retests
- ❑ Did not participate
- ❑ Did not study for tests
- ❑ Absent too often
- ❑ Off task
- ❑ Did not motivate myself
- ❑ Did not come to tutoring
- ❑ Came to school unprepared
- ❑ Did not use agenda

My Goals

4th Quarter Goals

My goal is (circle one) Academic Social Personal

My goal

Start Date:	End Date:

Steps	Date step completed
1.	
2.	
3.	
4.	
5.	

Three things I can do to help me reach my goal are...
(Hint: What can I do myself and who can I ask for help?)

1.
2.
3.

I will know I have reached my goal because