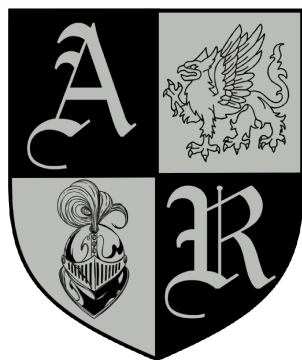


# American Renaissance School



## Student Handbook 2017-2018

Academic Excellence  
Respect  
Safety  
Integrity  
Support

## 2017 – 2018 Student / Parent Handbook

### **American Renaissance School**

#### **Elementary Campus**

132 East Broad Street  
Statesville, N. C. 28677  
704-924-8870  
704-873-1398 (Fax)

### **American Renaissance School**

#### **Middle Campus**

217 South Center Street  
Statesville, NC 28677  
704-878-6009  
704-878-9350 (Fax)

<http://www.arsnc.org>

### **Board Members**

Harriette Bailey  
Sharon Bell  
Jonathan Bell  
Kameron Brown  
Marc Davis  
Frank DiGangi  
Michelle Knapp  
Tai McMiller  
Ben Stikeleather

### **Executive Director**

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### **Director of EC**

Kay Johnson - kay.johnson@arsnc.org

### **Middle Grades Director**

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### **MTSS Director**

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### **Administrative Assistant 6-8**

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**AMERICAN RENAISSANCE SCHOOL VISION**

To be the best choice for education in North Carolina.

**AMERICAN RENAISSANCE SCHOOL MISSION**

To ensure a standard of academic excellence by providing a nurturing environment that allows each child to reach their fullest potential as students and citizens.

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## I INTRODUCTION

### *Welcome*

This handbook is prepared for students and parents of American Renaissance School. It provides important facts on school attendance, immunization requirements, rules for student conduct, and testing.

Our handbook provides rules for governance and operation of the school set by the Board, the Superintendent, and the Staff. Students and parents should comply with these rules, regulations and directives.

Cooperation among home, school, and the community is essential to ensure that all students receive the full benefit of their education. It is important that students, parents/guardians, and family members read and discuss this handbook and become familiar with its contents.

### *From ARS Board Members*

American Renaissance School is a non-profit organization as required by North Carolina Charter School Law. The ARS Board oversees the operation of the school as a whole. The Board is an advisor to the Superintendent and holds the school accountable both academically and financially.

The ARS Board meets each month in a regularly scheduled board meeting. All ARS Board Meetings are open to our school community and the public as required by the Open Meetings Law and the requirements of all non-profit organizations and schools.

## FACULTY & STAFF

<b>First name</b>	<b>Last name</b>	<b>Position</b>	<b>Email address</b>
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Savanna	Wilkins	6-8 Art	wilkinss@arsnc.org



## ACADEMIC EXCELLENCE

Providing a rigorous and relevant curriculum with all involved being committed to the highest expectations of performance in all areas

### *Student Attendance*

The Compulsory Attendance Law, N.C. G.S. 115C-378 as amended, states that a student under sixteen years of age **MUST** attend school regularly while school is in session. Unlawful absences will be reported to proper authorities.

Learning is the underlying purpose of every school. When a student misses class or parts of class, he or she does not have the benefit of discussions, demonstrations, experiments, or instruction, which have a tremendous bearing on learning and grades. Repeated absence defeats the purpose of school and jeopardizes the student's chances of promotion. It is the parent's and student's responsibility and obligation to make sure the student attends school unless the student must be absent for one of the following reasons:

- **Illness or Injury:** when the absence results from illness or injury, which prevents the student from being physically able to attend school.
- **Quarantine:** when isolation of the student is ordered by the local health officer or by the State Board of Health.
- **Death in the Immediate Family:** when the absence results from the death of a member of the immediate family of the student (For the purpose of this regulation, the immediate family of the student includes, but is not necessarily limited to parents, brothers, sisters, and grandparents).
- **Medical or Dental Appointment:** when the absence results from a medical or dental appointment for a student.
- **Court or Administrative proceedings:** when the absence results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
- **Religious Observance:** if the tenets of a religion to which a student or his/her parent adheres require or suggest observance of a religious event. The approval of such absence is within the discretion of the Board but approval should be granted unless the religious observance or the cumulative effect of religious observance is of such duration as to interfere with the education of the student.
- **Educational Opportunity:** when it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity such as travel. The Principal and/or the Board prior to the absence must grant approval for such an absence.

All other absences shall be deemed unlawful. **After three unexcused absences**, the required state procedure will be followed:

- **Written Excuses required:** students must have a written excuse from a parent/guardian for any and all absences from school. This note must be given to the teacher no later than three days after the **child returns to school following an absence**, or the absence will be reported as unlawful. This is required of all parents. (GS 115C-379)
- **Excessive absence:** students who **accumulate ten days of excused or unexcused absences will be required to bring a doctor's excuse for any further absence from school and if the doctor's excuse is not provided, the absence will be recorded as unexcused. If a student accumulates ten days of unexcused absences, a conference with the administration will be required and the student will be required to make up the time after school or on Saturdays.** The Principal and/or Board may grant exceptions.  
**Excessive Tardies: Students who have more than three unexcused tardies in any grading period will be assigned after school detention.**
- **Early Dismissal of a Student from School:** 1) Parents/guardians are discouraged from picking children up from school early, unless it is absolutely necessary 2) The parent/guardian must pick the child up in the office *before 2:00 p.m.* 3) If *someone other than the parent/guardian* is sent

to pick the child up, a dated written note stating that person's name and the time he or she will arrive for the child, is required. ***A phone call does not replace the written permission.***

Parents/guardians must provide the same written permission if the child is to go home with someone, stay after school, or leave with anyone other than the parent or legal guardian.

4) Students must be signed out on the appropriate form in the school's office.

### ***Family Trips***

Before a student may be excused from school for a family trip, written arrangements must be made and approved by the parents/guardians with the Associate Head of School **three days prior** to the trip.

Students will be excused for up to **five days per year** for family travels. All students who leave school for an extended trip will be coded in the following manner: excused the first five days and all additional absences are unexcused. The student is responsible for obtaining and completing all class work. **Absence during End of Grade testing should be avoided at all costs!**

### ***Academic Information***

Reporting Assessments – One of the primary goals at ARS is for our students to master the objectives in the N.C. Common Core and Essential Standards. ARS expects our students to strive for mastery of the required objectives. Parents will be given detailed assessments four times a year informing them of their child's level of progress towards mastering the N.C. objectives for their grade level.

- Interim Reports: Communication with parents/guardians by means other than formal report cards is encouraged. This may include PowerSchool reports, scheduled parent/teacher conferences, notes, letters, telephone calls, home visits, proficiency reports, and samples of student work. Particular emphasis should be placed on contact with parents or guardians of students who experience difficulty in the school environment.
- Student Progression: In preparing students for productive citizenship in a democratic society, we must deal with the serious issue of retention and promotion. Such a critical decision must be based on clearly outlined criteria.
- Subject Code for 2-8 Grades:
  - A – Excellent Mastery (90-100)
  - B – Very Good Mastery (80-89)
  - C – Satisfactory Mastery (70-79)
  - D – Slow Mastery (60-69)
  - F – Unsatisfactory progress (0-59)
- Educators must encourage responsible citizenship while striving for academic excellence. Effort, ability, attendance, achievement, and social, emotional, and physical development must be considered.
- The decision to promote or retain has to be made carefully because the ramifications could affect the quality of the student's life. Consideration must include input from educators, parents/guardians, and students. The final decision rests with the Principal. (G.S. 115-228)

***Homework:*** Homework may be assigned as practice or preparation for the next class; however, teachers will not record grades for homework. If a student's grade suffers as a result of not practicing or preparing as expected, the student may be required to stay after school to practice and/or prepare.

***Projects:*** Projects are an extension of learning that occurs in the classroom and represents a form of assessment of learning. Students will be assigned projects periodically that require work outside of school. These projects represent a major learning component and will be graded. Parents are encouraged to provide support to students in completing quality projects; however, the learning experience belongs to the student and the work should reflect the student's learning and work, not the parents'.

***Learning Through Real Experiences:*** All children will participate in this program, which will provide opportunities for students to participate in ongoing activities throughout the community. Because our location is in Historic Downtown Statesville, ARS learners will be within walking distance of the following: five banks, the Civic Center, the Hall of Justice, the Courthouse, Farmer's Market, three newspaper offices, the fire station, the police station, the public library, the Chamber of Commerce, the Children's Museum, Mitchell Community College, and over 100 businesses. Utilizing an integrated

curriculum approach, we will involve each learner in experiences that enhance and extend their learning opportunities in all core areas. The learning opportunities are endless as together we build a community of learners.

***Notice containing details, fees, chaperones, and transportation will be provided in advance concerning field trips other than daily experiences.***

***Planners:*** Fourth and fifth graders will note their assignments, important event dates, and project completion dates in their personal planners each day. Parents/Guardians should review student planners ***EVERY DAY*** after school for important information.

### ***Testing***

1. End of Grade (EOG) and Beginning of Grade 3 (BOG3) reading assessment, NC Final Exams, ACT Explore (8th Grade). Testing is a key factor in determining how much a child has progressed during the year. Students are required to be in attendance for testing in May.  
Dates: Testing Dates will be announced as soon as possible.
2. Other K-8 Testing Program Assessments:
  - Study Island / Istation (RTI, Screeners)
  - SchoolNet (Classroom Assessments)
  - NWEA Map Testing (Quarterly Benchmarks)
  - NC Check-Ins (State Benchmarks)

## RESPECT

Being thoughtful of or showing regard for the worth or value of someone or something:  
treating everyone and everything, especially one's self, with dignity

### *Student Uniform and Dress Code*

ARS has a Board approved student uniform policy. If a student is not wearing appropriate school attire, administrative staff will call parents and ask them to bring the appropriate clothing for their child to school as soon as possible. **Uniform clothing should not have any rips or tears.** Bandanas, hats, and other headgear are not permissible unless a special dress day is designated.

***Tennis shoes are required every day for grades K-5 for recess and P.E.***

**GIRLS:** the uniform is khaki pants, khaki shorts, khaki skirts, khaki capris or khaki skorts and approved ARS shirts. **Skirts, skorts and shorts have to be within 2" of your knee.**

**BOYS:** the uniform is khaki pants or khaki shorts and approved ARS shirts. **Shorts have to be within 2" of your knee.**

**ONLY** approved ARS jackets and sweatshirts can be worn in the building. Students are **not** allowed to wear sports jerseys (including those jerseys, t-shirts associated with the local recreation teams) except on designated special dress days. Baseball caps, stocking caps, or hoods of jackets ***may not be worn inside*** the school building. ***Uniforms and other clothing for non-school activities may be brought and stored in lockers to be changed into after school is dismissed at the elementary school.***

***BOOK BAGS: All students must have a book bag of some type. You may use either a messenger style bag or an elementary sized backpack style bag. No rolling book bags are allowed!***

**In grades 4-8, all students are required to use the school approved iPad case which cannot be removed from the iPad at any time for any reason.**

## SAFETY

Being free from threat, both physically and emotionally

### ***Health Care Guidelines***

In the case of illness, we will contact a parent/emergency contact to pick up your child, to prevent transmission to other children and provide comfort for the child.

ARS understands it is difficult for a parent to miss work. We suggest that alternative arrangements be made in advance.

We will contact you to pick up your child for the following conditions:

- *temperature of 100.5 or more*
- *temperature of 99.5-100.5 (in addition to symptoms such as rash, headache, cough, sore throat, abdominal pain)*
- *vomiting*
- *diarrhea/loose stools, inconsistent with usual bowel movements and not associated with antibiotic use*
- *suspicious rash*
- *purulent drainage from eyes/symptoms of pinkeye or other contagious eye infection*
- *colored or copious nasal discharge (if transmission cannot be controlled)*
- *symptoms requiring one-on-one care or causing severe discomfort*
- *open or oozing wounds/infections*

When returning your child to ARS or ARS-related events (including before/after school activities, clubs, sports) following an illness, please remember:

- *child must be free from symptoms such as fever, vomiting, diarrhea (without fever reducing medication) for a full 24-hour period prior to returning*
- *a child prescribed an antibiotic must take it for 24 hours before returning*
- *any contagious illness or communicable disease (such as measles or chickenpox) requires a doctor's note, specifying the child is no longer contagious, prior to returning*
- *child must be able to participate in ALL activities (including outdoor play) upon return to school. If your child is unable to go outdoors, A DOCTOR'S NOTE, including a limit to the time when the child must remain indoors, is required.*

### ***Immunization Requirements***

Before a child enters school for the first time, they are required to receive the following shots:

1. DTaP (diphtheria, tetanus, and acellular pertussis) – 5 doses on or after age 4
2. Polio – 4 doses on or after age 4
3. Hib (haemophilus influenzae type B) – 3-4 doses before age 5
4. Measles – 2 doses
5. Mumps – 2 doses
6. Rubella – 1 dose
7. Hepatitis B – 3 doses
8. Varicella (chickenpox) – 2 doses unless documentation of disease history is provided.

**Children entering 7th grade should be up to date with all of the required vaccines listed above. In addition, all children entering 7th grade who have reached 12 years of age on or after July 1, 2015 are required to have one dose of Tdap vaccine and one dose of meningococcal vaccine.**

***Policy for Administration of Non-Prescription Medications:***

- State law requires a ***Prescription Medication Form*** signed by the parent and by written order of a physician (prescription labels are permitted).
- The form must specify both the dosage and the time to be administered.
- The medication must have a current pharmacist's label, in the ***original bottle***. The label must include the child's name, dosage, date, and the name and number of the physician.

***Visitors***

Visitors are welcome in our school. Everyone, ***including parents***, should report to the school office first to sign in via the online sign in and wear a visitor's pass to help insure the safety of students. Parents are especially encouraged to volunteer and visit during lunch times.

- Conferences with the teachers or administrators should be arranged ***in advance***. Preschool age children must remain in the company of the parent.
- Volunteers, parents, business partners, and other community volunteers are vital to the successful educational program. We encourage you to consider being a tutor, a mentor, lunch buddy, speaker, project judge, or helping with clerical work. Please call the school if you wish to volunteer. Remember that other children may not accompany the volunteer to school.
- Community partnership is an important aspect of our school's daily life. Organizations wishing to utilize our facilities for meetings must first seek permission from the Head of School. In order to maintain our high standards of safety, childcare ***must*** be provided by the organization during their meeting. Children ***must have*** supervision and may not enter classrooms.

***Behavior Policy***

The ARS behavior policy will be distributed to parents and students at the start of the school year. The policy and its consequences will be discussed with students and parents and reviewed periodically with their teachers.

Parents/Guardians should review the behavior guidelines below and complete the acknowledgement statement found at the back of this handbook. This statement must be submitted to the teacher and will be kept in a classroom file. General classroom behavior guidelines (PBIS) will be discussed in each class and distributed to parents during the first week of school. All ARS staff members will review these expectations with students and parents/guardians on a regular basis.

Any ARS student who disrupts the learning environment may be referred for behavior assessment. The appropriate Head of School will keep a log that will include the student's name, core, and date of referral, as well as the behavior concern, and name of the teacher. The Head of School will notify the parent of inappropriate behavior in person, via email, or by a telephone call.

***Bomb Threat or Hoax***

No student shall communicate or publish in any manner whatsoever any report, threat, or other statement, knowing the same to be false, that presently located or to be placed on any school property is a device designed to cause damage, destruction, or injury by explosion, blasting, or combustion.

No student shall place or display on any school premises with or without the intent of perpetuating a hoax, any device that would appear to a reasonable person to be an explosive device or similar instrument capable of causing injury or damage. Any such report, threat, or statement will be deemed to be factual and to constitute a clear and present danger to individuals and property. Law enforcement authorities will be notified immediately and criminal process will be initiated against the person or persons, whether minor or adult, responsible for such conduct.

### ***Weapons and Dangerous Instruments***

No student shall knowingly possess, handle, or transmit any weapon as defined by N C General Statute 14-269.2 or other object that can reasonably be considered a weapon or dangerous instrument.

The first violation of this policy during a school year by a student may result in a suspension for the student from the school for a designated period of time up to and including long-term suspension.

The second violation of this policy during a school year by a student shall result in long-term suspension from the school system for the remainder of the school year. If the first violation of this policy involves the possession of a pistol, rifle, shotgun, pellet gun, handgun, a facsimile of any gun, any other firearm, or an explosive device, the student shall receive a long-term suspension from the school system for one year. An official complaint will be filed with the appropriate law enforcement agency.

However, the Head of School may modify the expulsion requirement on a case by case basis.

Parents are reminded that the N C G. S. 14-269.2 amended by Chapter 558 (H 1008) in 1993, makes it a Class I felony, on a misdemeanor under some circumstances, for any person to possess or carry a firearm or explosive onto educational property. That includes a hunting rifle in a vehicle. It is a misdemeanor for any person to possess or carry on school grounds any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razor and razor blades, and any sharp-pointed or edged instrument, except instructional supplies

“Educational property” includes any public school building or bus; any property owned, used, or operated by ARS.

### ***Prohibited Substances***

The possession, use, sale, exchange, or distribution of any prohibited substance on educational property will not be tolerated. “Prohibited Substance” includes, but is not limited to the following: tobacco products, alcoholic beverages, illegal drugs and controlled substances, medicines for which your child does not have a valid prescription, or sharing medications with another student, and any substance which reasonably appears to be a counterfeit or facsimile of any prohibited substance. “Possession” includes in a locker, book-bag, desk, vehicle, or on a student’s person at school or any school-related activity.

The first violation of this policy during a school year will result in notification of parent(s) or guardian(s) and the appropriate law enforcement agency; out-of-school suspension of at least five days, the student and parent will be required to obtain an alcohol and drug assessment provided by Iredell County Mental Health or similar agency and comply with a specific number of treatments or educational sessions; and the student may be prosecuted under applicable juvenile or criminal law.

The second violation of this policy during a school year will involve the same notification of parent(s) or guardian(s) and the appropriate law enforcement agency; the student will be suspended out-of-school for 10 days and a recommendation will be made that the student be suspended for the remainder of the school year to the ARS Board, the student may be prosecuted under the applicable juvenile or criminal law; and the student will be encouraged to seek substance abuse treatment services.

## AMERICAN RENAISSANCE SCHOOL BULLYING POLICY

### **Defining Bullying**

Bullying is a form of harassment

Bullying means the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted or emotional abuse or through attacks on property of another.

Bullying may include, but is not limited to, verbal taunts, name-calling and put-downs, extortion of money or possessions, implied or stated threats and exclusion from peer groups.

### **Non-retaliation**

The board prohibits reprisal or retaliation against any person who reports an act of bullying. The consequences and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the principal or designee, after consideration of the nature and circumstances of the act, in accordance with applicable federal, state, or local laws, policies, and regulations.

### **Consequences for Bullying**

After documenting a pattern of bullying behavior, the following consequences will be facilitated by the principal or designee.

**First Strike**-the student will serve an after school detention where he/she and a parent will take part in an anti-bullying education program.

**Second Strike**-the student will serve in or out of school suspension. The number of days and place of suspension shall be determined by the principal, based on the severity of the case.

**Third Strike**-the student will be suspended and asked to report to a hearing in front of the Board of Directors to determine his/her future enrollment at the school.



## INTEGRITY

Knowing and choosing right over wrong;  
Being responsible and taking ownership of our behavior as individuals

### ***Arrival and Dismissal Procedures***

School starts promptly at 7:55am. Students arriving after 7:55am are considered tardy and must be signed in at the front office. Students who are not signed in will be marked absent until a parent or guardian officially signs them in.

### **K-5 Arrival**

Elementary students may not arrive before 7:25am. Teachers and staff may be participating in planning meetings or other required responsibilities, and they are not required to supervise student activities until 7:25am. The official drop-off runs from 7:25am-7:55am. During this time, car line staff will assist your student in exiting your vehicle and ensure they make it in the door safely.

Walk-ups are not permitted in car line at any time for any reason. Parents wishing to walk their students to school should walk to the main entrance on East Broad Street. Parents and students should always utilize crosswalks and other pedestrian crossings and markings.

Students should not be dropped off at the back door unattended. If there are no school staff in the back alley, the student will need to be walked to the front door and signed in.

### **6-8 Arrival**

Middle students may not arrive before 7:25am. Teachers and staff may be participating in planning meetings or other required responsibilities, and they are not required to supervise student activities until 7:25am. The official drop-off runs from 7:25-7:55am. During this time, students may be dropped off at the back alley behind the middle school or be walked to the front door on Center Street. At 7:55am, the back door will be locked, and students are considered tardy and must be signed in by a parent or guardian at the front desk. Students may walk to school on their own with parent permission. Parents and students who are walking must utilize crosswalks and other pedestrian crossings and markings.

### **K-5 Dismissal**

Elementary dismissal begins at 2:45 for K-2 students, and at 3:00 for 3-5 students. Parents or guardians picking up students in both K-2 and 3-5 should arrive no earlier than 3:00. The elementary campus utilizes PikMyKid for afternoon dismissal. This app allows parents, teachers, and staff to safely and efficiently manage dismissal. All adults picking up students at the elementary campus must present either the paper car tag given out at the beginning of the year or a digital tag on the PikMyKid app.

Parents or guardians wishing to walk up to pick up your student must indicate in the PikMyKid app or inform the office that their student will be a walker. Changes can be permanent, one-time, or recurring, but must be entered no later than 2:00pm on the day of the change. We are unable to accommodate last-minute changes, and as a result we may ask parents or guardians to return to their vehicles and enter the car line. *No walk-ups are permitted in car line at any time for any reason.* Students who are walkers will be dismissed from the door at 132 East Broad Street.

Parents or guardians wishing to utilize our car line to pick up their students do not need to take any action in the app. Students are marked as car riders by default. If a student is usually a walker, but the parent or guardian wishes to utilize car line, they must enter that change in the PikMyKid app or inform the office no later than 2:00pm on the day of the change. We are unable to accommodate last-minute changes, and as a result they may be asked to park their vehicles and walk to the walker dismissal area. Vehicles entering our car line must turn right off Tradd Street into the line. When exiting car line onto Cooper Street, stay to the left side of the one-way street. Do not merge directly into the middle campus car line. Be aware of pedestrians at all times.

To help with car line efficiency, please be sure paper car tags are clearly visible and that the number appears in bold, black text that is easily seen from a distance. Parents or guardians may also choose to “Announce” themselves in the PikMyKid app when they arrive. Students will not be called to car line until a staff member has confirmed the announcement and the parent or guardian’s place in line.

Parents or guardians wishing to delegate pick-up to another individual must enter that change in the PikMyKid app or inform the office no later than 2:00pm on the day of the change. Changes can be permanent, one-time, or recurring. To enter a delegation in the PikMyKid app, the individual’s name, cell phone number, and email address are required. Once the delegated pick-up is in the system, give the individual the student’s car tag *or* instruct them to register for the PikMyKid app to access a digital car tag.

For help with the PikMyKid app, please contact [support@pikmykid.com](mailto:support@pikmykid.com).

### **6-8 Dismissal**

Middle dismissal starts promptly at 3:15pm and ends at 3:30pm. Parents or guardians may walk up or utilize car line. The middle campus does not utilize an app for dismissal.

Parents or guardians wishing to pick up their students at the front door should arrive during dismissal, walk into the front office, and present their car tag to the office staff. The student will be called to the front door.

Parents or guardians who wish to meet their students in the public parking lot behind the middle school must inform the front office that their student is a walker. Students will be escorted by school staff across Cooper Street from the back alley to the public parking lot to meet their parents.

Parents or guardians who want their students to walk home or to a parent or guardian’s place of business must inform the front office that their student is a walker. Students will not be released as walkers without the permission of a parent or guardian. *Students are not permitted to walk from school to any location other than their home or a parent or guardian’s place of business.*

Parents or guardians wishing to utilize car line should arrive between 3:15 and 3:30. Please be sure car tags are clearly visible and the student’s name appears in bold, black text that is easily seen from a distance. Stay on the right side of Cooper St. to allow elementary car line traffic to pass. Be aware of pedestrians at all times. After 3:30, students will need to be picked up at the front office.

### **Late Dismissal / Staying After School**

Teachers may offer after school tutoring time or sponsor extracurricular activities. Parents or guardians of students staying late should arrive promptly at the dismissal time indicated by the teacher. Students staying for tutoring must confirm that the teacher is available before planning to stay. Students not picked up on time may be sent to the afterschool program, and parents or guardians are expected to pay for this service.

Students who are not staying after for an activity and who are not picked up by 3:45 will also be sent to the afterschool program. Parents or guardians are expected to pay for this service.

### **Parking During Dismissal**

Parents or guardians may only park in the assigned ARS visitor spaces adjacent to our Elementary Campus or in city-provided public parking. The City Center Lot is NOT a public lot, and unauthorized vehicles may be towed.

## STUDENT RESPONSIBILITIES

Each student has a right to attend public school and must accept the consequences for his actions

Each student is responsible for knowing all rules, regulations, and policies, which affect him/her. Students share with school personnel the responsibility of maintaining order at school through compliance with all lawful directions of the Principal, teachers, substitute teachers, teacher assistants and other personnel authorized to give directions.

### *American Renaissance School Rules of Behavior*

#### *Our core values as defined by our students*

1. ***Respect*** yourself, your teachers, and your classmates. Treat others as you would want to be treated.
2. ***Support*** and watch out for each other.
3. Work for ***Academic Excellence*** by listening and showing responsibility.
4. Show ***Integrity*** by being fair and honest.
5. ***Safety*** rules are made to protect us. If we follow the safety rules (walking downtown, fire safety, tornado drills, etc.), we will not get hurt.

### *Possible Consequences of Inappropriate Behavior*

1. **Separation** from the group: If you are not respectful, responsible, fair, honest, or supportive during lunch, snack, ice cream time or during class time (teasing, hurting feelings, ignoring a teacher, etc.) **your teacher may assign detention either in a corner of the classroom, in another classroom, or with an administrator.**
2. **In-school suspension:** If you do not behave in a safe way or threaten another person's safety you may be placed in another classroom for at least one full day.\*
3. **Out-of-school suspension:** If you physically hurt another student on purpose you may be suspended from school.\*

\*Administrators will decide in-school and out-of-school suspensions after talking with students involved and their parents.

### ***LOCKERS***

Using a locker is a privilege. All 4th-5th grade lockers are assigned after the parents have signed a permission slip for the student to have one. All students in grades 6-8 are assigned a locker. A locker is school property and the student is responsible for taking care of it. Misuse of lockers will result in suspension of this privilege. Administration may search lockers at any time for any reason.

## **INCLEMENT WEATHER**

There are many factors considered prior to making the decision to delay or cancel school. The primary concern when inclement weather strikes is the safety of students and staff when traveling on county roads. The condition of the roads is a primary consideration.

When snow or ice conditions are predicted or present, tune your radio or television to the following list of media carriers for an announcement and check our Web address at [www.arsnc.org](http://www.arsnc.org), **WBTB**, **NBC6**, **WSOC TV** (NOTE: Before School Care **will not operate** if school is on a delay). You will also receive a SchoolMessenger email and phone message and the school's Facebook page will be updated with this information.

If **NO** announcement of delay or cancellation of school is heard, you should understand school is scheduled. In some cases, school may have to be cancelled after students arrive. Parents need to make arrangements beforehand concerning where a child is to go if school is dismissed (NOTE: After School Care will not operate during these conditions).

**ARS DOES NOT follow the Iredell/Statesville school system inclement weather policy.**

## STAFF RESPONSIBILITIES

**Goal:** ARS believes in an environment, which encourages, supports, and motivates the child. Because we acknowledge each child as a valuable individual, our interactions with children are positive and non-violent. Our goal is to foster the growth and development of each child in an environment of warmth and love, which encourages mutual respect and understanding.

Staff Members at ARS will:

- Respect children
- Plan daily programs that encourage and motivate
- Encourage appropriate behaviors
- Redirect inappropriate behaviors
- Model appropriate behaviors
- Provide opportunities for children to discuss concerns with adults
- Provide opportunities for children to talk about appropriate and inappropriate behaviors
- Be firm, consistent, and positive with their discipline.
- Share information related to our daily school activities, student assignments, and special events via our school's webpage ([www.arsnc.org](http://www.arsnc.org)), newsletter, blogs, PowerSchool, Canvas, and emails..

ARS is committed to the education of every student. The staff encourages and motivates all students to achieve their best. However, we will not allow any student to keep another student from learning. Thank you for helping us to reach our goals.

## PARENT RESPONSIBILITIES

**Goal:** To become familiar with the teachers' expectations concerning behavior and work together with ARS staff and their children to ensure the adherence of established rules and guidelines.

Parents/Guardians of ARS students will:

- Per board policy, parents are strongly encouraged to volunteer at least **10 hours** during the year. The school will publish on the website suggestions for volunteer opportunities, and parents may also suggest opportunities that are not listed. Parents will be responsible to report their volunteer hours to administration.
- Become familiar with ARS behavior guidelines and all handbook information
- Support ARS staff in the enforcement of behavior guidelines as outlined below
- Assist their child/children in understanding and adhering to ARS behavior guidelines
- Sign and date the acknowledgement page of this handbook and return it to school to be placed in your child's class record.
- Keep informed by regularly checking the webpage, phone messages, PowerSchool, Canvas, student iPads, and emails from staff regarding the school's activities, grades, and student programs.

As a parent, you have the right to know when your child routinely chooses not to follow the rules. We urge your support and cooperation if you should receive a call, note, email or behavior form. It is in your child's best interest that we work together. You are your child's first teacher. Teaching appropriate behavior is your responsibility as a parent.

## SUPPORT

to advocate learning and growth through trusting relationships,  
positive motivation, and service in a collaborative environment

### ***SCHOOL FUNCTIONS***

Our parent support organization is the Renaissance Association of Parents (RAP). For information regarding officers and special RAP sponsored events, please refer to our website – [www.arsnc.org](http://www.arsnc.org).

American Renaissance School provides a **Before/After School Care Program**. The hours of the operation of this service are 6:30 a.m. to 7:35 a.m. for **Before School** and 3:15 p.m. to 5:45 p.m for **After School**. **K-5 students** will be served in the **K-5 building** for **After School** and **6-8 students** will be served in the **6-8 building** for **After School**. The **Before School program** will operate in the **k-5 building** for **all students, k-8**. There is a fee for this service and it must be paid before the service is rendered. Please check with the school administration for more information.

**Cost:** See afterschool registration packet.

Payment must be tendered on Friday prior to the week service is expected.

**Care will not be provided without payment.**

Payments are made payable to: **ARS**

### ***SCHOOL SERVICES***

- **Lunch:** ARS contracts for school lunches with several vendors. **Lunches are ordered utilizing our on-line ordering system. Directions for setting up an account can be found on the school's website.**
- **Panic lunches will be provided by request at a cost of \$5.00 per lunch per day.** Panic lunches are a Lunchable meal.
- **Bag lunches are acceptable**
- **Pictures:** ARS will arrange for student pictures to be taken in the fall and class pictures in the spring at the Elementary School as a service to parents.
- **Use of Telephone:** Students will **NOT** make telephone calls during the school days except in case of emergency. Students will **NOT** be called from class to the phone except in case of a real emergency. Cell phones for students are not allowed.
- **Field Trips:** Parents transporting other students to their homes after field trips **MUST** make arrangements prior to the day of the field trip. A written permission letter, fax message, or email from these students' parents must be on file with the administrative assistant by 3:30 pm on the day before the field trip.
- ***Parents who choose to take siblings on field trips (if they are not in the field trip grade level) must understand that this is an unexcused absence for the sibling.***

## ACKNOWLEDGEMENT OF RECEIPT OF HANDBOOK

*I have received and read the 2017 –2018 edition of the American Renaissance School Handbook and it has been explained to me. I fully understand that I must abide by the rules, regulations, and policies that are contained therein.*

*Student's Signature*

*Parent's/Guardian's Signature*

*Date*

***NOTE: This form must be signed, dated, and returned  
to the Classroom Teacher***