



Dexter Elementary School

99 Yeager Avenue
Fort Benning, Georgia 31905

Together Toward Tomorrow

Dear Parents,

The beginning of a new school year is always exciting! All of us at Dexter School welcome you to the 2008-2009 school year. Our staff is committed to the delivery of a quality instructional program—one that promotes academic excellence while building positive self-concepts among our children.

As partners in your child's education, communication is the key to our success. Research has proven time and again that informed and involved parents positively influence children's success and happiness in school. We invite you to take advantage of opportunities to volunteer in the school, participate in programs, attend parent-teacher conferences, and get to know Dexter School.

Our community Strategic Plan drives our instructional program. We invite you to join us as we explore this new year together! Share your talents and expertise with us. We welcome your involvement and look forward to a productive year as we work *together toward tomorrow*.

Sincerely,
Your Dexter Family

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**DEXTER ELEMENTARY SCHOOL
99 YEAGER AVENUE
FORT BENNING, GEORGIA 31905**



School Colors
Red, White, and Blue

School Mascot
Herbie the Eagle

Fridays are Spirit Days!
Wear your Dexter Eagle Pride T-shirt!

School Office	545 – 3424
School Clinic	545 – 7770
Cafeteria Office	545 – 7772

School Hours

<u>Grade</u>	<u>M, W, TH, F</u>	<u>Tuesday Only</u>
Pre-K (AM Session)	8:30–11:00	8:30 – 10:15
Pre-K (PM Session)	12:45–3:15	12:15 – 2:00
Kdg.– 5th Grade	8:30–3:15	8:30 – 2:00

Dexter Elementary is one of seven schools on Fort Benning and one of eleven in the GA-AL district. The GA-AL district is a part of the Department of Defense Domestic Dependent Elementary and Secondary Schools (DDESS) operated by DoD Education Activity. There are 69 schools on 19 installations, located in seven states and in Guam and Puerto Rico.

Part I

**DoDEA
DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
COMMUNITY STRATEGIC PLAN
MATH MATTERS**

VISION

Communities investing in success for ALL students

MISSION

DoDEA

The Department of Defense Education Activity provides, in military communities worldwide, exemplary educational programs that inspire and prepare all students for success in a global environment.

Dexter

Dexter Elementary School offers a caring, stable, secure environment in which students of diverse backgrounds and experiences are encouraged to develop into capable, self-confident, independent learners--- learners who appreciate their own uniqueness and that of others. Believing that all children can learn, we will prepare each child to interact successfully in a highly technological society. *At Dexter, we work together toward tomorrow.*

GUIDING PRINCIPLES

- **Students' achievement...a shared responsibility**
- **Trust and respect for others' rights**
- **Unlimited opportunities to reach high expectations**
- **Dedication to lifelong learning**
- **Equal access to quality education based on standards**
- **New and motivating challenges to inspire excellence**
- **Total Accountability**
- **Success for all...a shared responsibility**

DEXTER'S SCHOOL IMPROVEMENT PLAN OVERVIEW

SY 2008-2009

Community Strategic Plan (CSP)

Goal 1: Highest Student Achievement

Student learning in reading, language, mathematics, science, and social studies will increase. Students will be able to apply information, solve problems, and think critically across the curriculum.

Goal 2: Performance-Driven, Efficient Management System

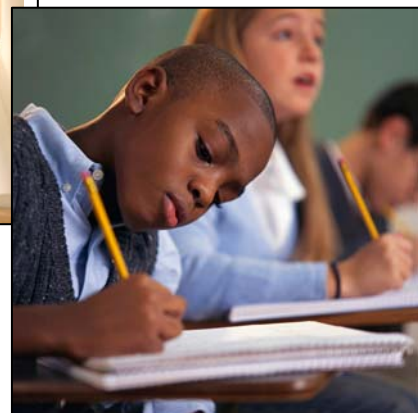
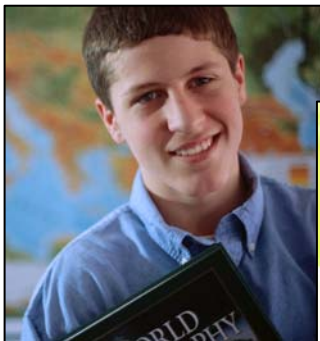
Provision of resources and support services; facilities and equipment, and safe schools conducive to highest student achievement

Goal 3: Motivated, High Performing, Diverse Workforce

Professional Development for Staff to enhance student achievement

Goal 4: Network of Partnerships to Promote Achievement

Community, Military, PTO and Parent Partnerships and a Communication Network that enhances highest student achievement



Part II

INSTRUCTIONAL PROGRAM

The school curriculum is designed to provide the children with a variety of learning experiences, which will enable them to become responsible citizens in a democratic society.

Program of Instruction

1. Language Arts: Reading, Writing, Listening, and Speaking.
2. Social Studies: History, Geography, and Citizenship.
3. Mathematics: Concepts, Computation, and Problem Solving.
4. Science and Health: Inquiry – based Physical, Life, and Earth Science.
5. Special Areas: Visual Arts, Performing Arts, and Physical Education.

Media Technology Services

The Library Media Center (LMC) provides a variety of enrichment and reinforcement materials and activities for students, cooperatively planned to support school improvement initiatives. Books, instructional support materials, filmstrips, videos, networked computer mini-lab, laser disk players and programs, and CD Rom and CD Interactive Programs are available.

The Mouse House, our PC Lab, finds technology being used as a tool for learning across the curriculum. Twenty-nine networked computer stations are available offering access to on-line resources for students and staff.



Special Services Available to Students

Guidance and Counseling

All students at Dexter participate in weekly guidance classes provided by our Guidance Counselor, Mrs. Linda Turner. Students may also receive small group or individual counseling services as deemed appropriate, as well as participate in a variety of small group programs. *The counselor also offers a unique welcome program and goodbye program as well as deployment groups to assist students with transitions.*

Pre-K

The Fort Benning Schools offer a half-day Pre–K program to children who reside on post and who will be four years old on or before September 1, 2008. Pre – K teachers utilize a student centered approach and encourage children to develop their abilities as they work in areas focused on computer skills, art activities, creative play, and academic readiness.

Gifted Education

For new students or students referred throughout the school year, a Gifted Review Committee will consider intellectual ability, achievement, and performance to determine eligibility, according to DoDEA guidelines.

Extracurricular

Extracurricular and/or support programs related to school improvement goals are offered to students. Some of the programs that may be available this year include:

- Problem of the Day and Daily Oral Language
- WeeDeliver Postal Program, Dramas, and Musicals
- Student Transition Programs through the Guidance Counselor
- Bully Prevention Program
- Safety Patrol Peacemakers
- Brain-based learning through Sign Language, CupStacking, and Juggling
- Literacy and Problem Solving, Skill Building through PE, Performing Arts, and Morning Fitness
- Feeling Good Mileage Club
- Reading, Spanish Clubs, e-Club, and Yearbook Clubs
- Instructional Support, and Read 180 Program
- Gifted Projects: Bridgebuilding, Poetry Publication, and Chess Tournaments

Special Education

Services: Fort Benning Schools offer services to children with special needs, including programs for the learning disabled, intellectually impaired, communication impaired, and physical and mental disabilities. Special education services are available in each school including educational screening, evaluation, and individualized educational programs. Some students with severe disabilities may be served in an adjoining school district, with Fort Benning Schools providing transportation, tuition, and professional support.

Students entering with special education records will be placed in programs based on their current Individualized Education Program (IEP). Special education and regular education teachers work together to assist students experiencing difficulties in school by planning and implementing strategies for success in the regular classroom.

Parents are an integral part of referral, evaluation, and placement in special education. We encourage parents to attend conferences and assist teachers in planning and implementing individualized educational goals.

Child Find: Special education services are also available to preschoolers. Preschool children, ages three and four with developmental delays, physical disabilities, significant learning problems, or speech language disorders may be eligible for special education services. If you are concerned about your preschooler, you may call the Special Education Office at 545-5520 for information regarding the preschool program. Services are also available for infants and toddlers ages 0–2 years through Early Intervention Services (Martin Army Hospital) at 545–3835.

Report Cards

Report cards are issued four times during the year. Report card grades will be issued if the child has been present in school for twenty days of the nine-week grading period. On K-3 report cards student performance is described as compared to the grade level standards. E=working above grade level standard, M=working at grade level, S=steady progress, and L=need for improvement. The 4th and 5th grade receive letter grades based on a 10 point scale. A parent teacher conference is offered with your child's teacher before the first report card is issued.

Progress Reports

Friday Reports, Weekly Reports, or other forms of communication will be used to communicate progress on a regular basis. Please stay in touch with your child's teacher regarding weekly progress.

Individual Parent Conferences will be scheduled throughout the first quarter of school, in order for the teacher and parent to discuss classroom expectations, grading policies, student progress, and policies and procedures from the handbook. Additional conferences are scheduled on an *as needs* basis during the school year. Feel free to contact your child's teacher for a conference at any time during the school year.

Honors Program

- *Dexter's Honors* program recognizes students who have met the challenge of high academic achievement. Honors will be awarded at the end of each school year.

Students who maintain their standing on the Principal's List and/or the Honor Roll the entire year will be recognized as Principal's List All Stars or Honor Roll All Stars. Students who enroll in Dexter after the start of the school year will be considered All Stars if they are on the Principal's List or the Honor Roll for the remainder of the school year.

Part III

GENERAL INFORMATION And POLICIES

Grade Placement

Classes are formed to facilitate homogenous grouping. Specific requests for particular teachers will not be considered. Student placement in grade should reflect best practices for young children. Should you be concerned about the grade level to which your child is assigned, please contact the classroom teacher and school counselors. In conjunction with DoDDS policies, student placement committees will review all placement concerns and make a recommendation to the principal.

Student Placement Committee

COMPOSITION:

A Student Placement Committee (SPC) is formed separately for each student being considered for either retention or acceleration. It should consist of those people most directly involved with the student and the situation. The counselor that has been working with the teacher, student and parents should be the head of the committee as well as the one to form the committee and set the meeting date, and finally the one to direct the committee in its deliberation. Normally, the committee should contain the classroom teacher, the counselor, the grade level leader and/or the receiving teacher, if known, the assistant principal, and the parents. If additional personnel are deemed necessary, such as the psychologist, the Language and Reading Specialist (LARS) or special subject teachers, they may also participate. The Labor Union Representative (LUR) or his/her representative should always be invited.) Prior to the convening of the SPC, observations and evaluations, work sampling, etc. should be completed/collected. Depending on the child and the placement involved, a pre-placement/assessment Committee meeting may need to take place.

Change of Classroom Assignment

On occasion, classroom size may grow beyond an expected or desirable student-teacher ratio. In such cases, an additional classroom may be formed and a new teacher hired. The new class will be formed by school personnel selecting students from existing classes to create the new class.



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VIRGINIA 22203-1635

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Education Support
Policy and Legislation

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
POLICY MEMORANDUM

Part-Time Intermittent Attendance

It is the policy of the Department of Defense Education Activity (DoDEA) that attendance for part-time enrollment shall be on a consistent and regular basis. Students shall not be enrolled part-time in DoDEA schools for attendance which is intermittent or irregular.

The purpose of part-time enrollment is to assist sponsors of space required tuition free minor dependents by providing them an opportunity to use the resources of the DoDEA schools and interact with their peers. The principal may deny part-time enrollments for which attendance is so irregular or sporadic that instruction will not lead to mastery of the curriculum or course. Part-time enrollment is intended for students who participate for part of the school day, attending an entire class (or classes) on a routine basis for the complete semester or year and will offer an opportunity to successfully master a course of instruction as demonstrated through assessment by the designated DoDEA classroom teacher.

The purpose of this policy is to assure that part-time enrollment leads to successful learning by the part-time student and is not disruptive or detrimental to the learning environment of others.


Joseph D. Tafoya
Director



Attendance

It is the responsibility of the student, parent, and the school district to see that children attend school regularly. The Fort Benning Schools' expectations for attendance are as follows:

1. *Students will be present and will be punctual.* Students arrive after 8:20 daily.
2. Students may be excused from school for illness, medical appointments, emergency leave, and religious holidays.
3. *Children who are absent from school must have a written excuse from their parents.*
4. Thank you for calling the office to let us know.
5. Parents will be notified of excessive absences and/or tardiness and reminded of its significance related to student progress.

As your child's parent and sponsor, we are counting on you to ensure that your child does not miss school unnecessarily.

Communications

You may stay in touch with Dexter through:

- Parent Newsletters sent home monthly
- Special flyers announcing upcoming events included with weekly *Friday Reports*
- Teacher and/or office communication, which will be sent home weekly in the *Eagle Pride* envelope.
- E-mail messages.

Visit our website at...

www.am.dodea.edu/Benning/dexter

e-mail us at...dexter.benning@am.dodea.edu

**DDESS and DoDEA websites can be accessed
from a link on the Dexter website.**

School Nurse

The following health related services are provided by the school nurse:

- Screening for visual, hearing, scoliosis, and other physical problems with appropriate referrals and follow-up
- Maintaining appropriate current, and cumulative health records on each child's health record
- Providing for first aid, rest, emergency care, and recuperation when minor injuries or illness occur
- Dexter has a registered nurse on site 2-3 days per week

The school nurse is not in a position to diagnosis your child's health concerns, to prescribe medication, or to offer a prognosis. Please allow your family's primary care physician to make all decisions regarding the health of your child.

Reminders from the Nurse for Parents:

- We must maintain current emergency phone numbers in order to get in touch with you should your child become ill during school.
- Georgia Law requires that before a child enters school, he/she must have all necessary shots (Georgia Department of Human Resources Certificate of Immunization form 3032). Please contact your assigned medical clinic to make an appointment to obtain the Georgia Certificate of Immunization.
- Based on DoDDS Health Service Guide, DS Manual 2942, the School Nurse does NOT administer medication (to include aspirin, Tylenol, cough drops, other over-the-counter medication). Additionally, students are not allowed to bring any medication to school including over-the-counter medicine for self-medication purposes. The only exception is specific, individually prescribed medication for chronic conditions such as asthma, heart conditions, bee sting allergy, attention deficit disorder, etc. In these cases, the following are needed:
 1. Written permission from the parent (Medication permission forms are available from the nurse)
 2. Written order from the physician
 3. Medication in a pharmacy-labeled bottle; marked with the student's name, time to be taken, amount to be taken and the name of the medication. When short-term illnesses require the use of prescription or non-prescription medications parents should make arrangements for the student to take the medication before or after school
- Children are not allowed to remain in school if their temperature is 100 degrees or more, or if they are vomiting.

Only designated school personnel will administer medication. **STUDENTS SHOULD NEVER KEEP ANY KIND OF MEDICATION**, including over-the-counter remedies, **ON THEIR PERSON OR IN THEIR CLASSROOM**. The teacher will hold unauthorized medication and it will be the responsibility of the parent to come to Dexter to retrieve it.

Up-to-Date phone numbers

This is critical and impacts student safety and the sharing of important information. It is imperative that you notify the school of any changes in home phone number, sponsor's unit phone number, spouse's work phone number, and emergency contact numbers. We must be able to reach you in case of an emergency!

Cell Phone Usage

Often parents supply their child with a cell phone. We ask that parents assist in communicating to our students our expectation that cell phones will be off for the entire instructional day. If a student needs access to a telephone, he/she will make the call with adult supervision, using one of our school extensions.

Procedures for Parent Questions and Concerns

Parents who have questions and/or concerns are requested to resolve it at the most appropriate and immediate level. For typical classroom matters, the following procedures should apply in order as needed:

Step 1. The parent discusses the matter with the teacher concerned.

Step 2. The parent and teacher meet with the principal if the matter is not resolved in step 1.

Step 3. Those matters which cannot be resolved at the school level, are referred to the Director of Student Services at the Superintendent's Office.

These procedures follow the line of authority from teacher to principal to superintendent and focus on resolution at the lowest level.

Dress Code

We ask that students dress appropriately with relationship to the weather and activity of the day. It is always advisable for students to wear shoes that will ensure that they are able to play safely on playgrounds and in the gym.

Lost/Damaged Books

Parents will be responsible for reimbursing the school for all lost/damaged schoolbooks, based on the age of the book. Payment for lost/damaged books or government property will be made by money order payable to U.S. Treasury. Replacements of lost books are appreciated. Contact the librarian for the ISBN number.

School Assemblies and Programs

Student assemblies, plays, and other student functions are open to parents. We generally seat pre-k and kindergarten students in front, followed by first grade, second grade, etc. Because our students are small, *we ask that parents sit in the section reserved for parents*. Should a non school age sibling become disruptive during the performance/presentation please be respectful of the teacher and student efforts, and remove the young child from the area.

Classroom Parties

The classroom teacher will talk to parents about the schedule for parties. We prefer that those wanting to celebrate birthdays with a small treat, provide for those in the cafeteria during the regularly scheduled lunch time.



Lunch Program

Dexter's School Lunch Program is a computerized system providing each student with an I.D. number and account to pay for meals. Beginning SY 07-08, parents/sponsors of students who eat in the lunchroom are required to pre-pay lunchroom accounts. These payments can be made to the cashier/manager at the school between the hours of 9:00am and 11:00am, or you may send it with your student. We can accept cash or checks. If cash is sent, please include the name of the student and their lunchroom code with payment.

Should students incur charges, every attempt will be made to collect it from the parent/sponsor. If we are unsuccessful, the following procedure is in place:

1. A charge slip will be sent home with the child.
2. If the charge balance reaches \$3.00, we will attempt to contact the sponsor by telephone. If the sponsor cannot be contacted after three attempts, the matter will be referred to the Child Nutrition and/or Superintendent's Office.
3. A letter will be mailed from the Superintendent requesting that the outstanding charge(s) be paid
4. If the balance is not paid within 10 days, the sponsor's commanding officer will be contacted to request assistance.
5. If the balance remains unpaid at the end of 30 days, the matter will be referred to the Garrison Commander's office.

Currently, prices are:

Reduced breakfast	\$.30	Full price student breakfast	\$.85
Reduced lunch	\$.40	Full price student lunch	\$ 2.00
Adult breakfast	\$ 1.25	Adult visitor lunch	\$ 3.50

If there are unusual circumstances that prevent pre-payment, please contact the cashier or manager in the cafeteria of the school where your child attends and every attempt will be made to work with you.

- You may restrict your child's use of this prepaid account to lunch trays only, or you may allow additional *ala carte* items (pretzels, bottled water, ice cream, etc.) to be charged in addition to the purchased tray. Please indicate your preference to the cashier at the time of prepayment, and they will program the computer accordingly. If you send a check with your child, please note on the check "meals only" or "meals and ala carte" as well as the student's I.D. number.
- All children eat at school. If you wish to eat lunch with your child on special occasions, please make reservations with the cafeteria cashier at **545-7772**. Adult meals are \$3.50.
- Birthday treats, such as cupcakes, cookies, or ice cream, may be shared during lunchtime only if every child in the classroom is included.
- If your child brings a lunch, please see that:
 - It does not require the use of the microwave or refrigerator
 - It does not contain carbonated drinks
 - No unsafe food containers are sent

Part IV

PARTNERSHIPS

The education and safety of our children is a team effort, therefore parental involvement is essential to a quality program.

Partners-in-Education Program (PIE)

- **Military Partners**
1/10 Field Artillery
1/29 Infantry
MP Schools' Officer Program, DARE



Volunteer Program

- Parent volunteers are needed and welcomed at Dexter.
- All volunteers must complete a Volunteer Registration Packet available in the school office.
- Volunteer hours are reported monthly so please remember to sign in.
- Tot Town is available for children who are non-school age. Tot Town vouchers are available in the school office.
- In order for your volunteer work to be more effective, please refrain from bringing younger children to work with you in the school.

Eagle PTO

Dexter's Parent Teacher Organization supports our school through a variety of educational initiatives related to our theme *Dexter Reads, Writes and Thinks With Eagle Eyes* and the Community Strategic Plan. Contact PTO President **Lisa Hunter** at 682-0428 to learn how you can become more involved in this very active organization.

PTO Board for SY 2008-2009:

President	Lisa Hunter
Vice President	Erin Carter
2nd Vice President	Melissa Harvel
Secretary	Kris Mahurin
Treasurer	Tanya Williams
Parliamentarian	Shelley Gittins
Historian	Kara Jacobs
Volunteer Coordinator	Kelli Houston

Part V

SAFE AND ORDERLY SCHOOL

The purpose of this section is to inform parents and students of the school's expectations regarding a safe and orderly environment. Cooperation and involvement in our Safe Schools' Program will ensure the following:

- an environment for teaching and learning which is protected from interruption and harassment
- all parties, including students, parents, and staff, understand Dexter School's and the Fort Benning School System's safety policies
- consequences for violation of policies
- a uniform approach to safety and discipline to ensure equity and fairness to all
- awareness and knowledge of required policies which promote a safe and orderly environment.

We expect students to show respect to the staff, parents, classmates and visitors, and to follow the guidelines, which constitute a safe and orderly environment. When students do not follow guidelines, their child's teacher will notify parents so that they can assist in correcting behavior that interferes with the safety and learning of others.

- No skateboards, rollerblades, roller shoes, or scooters are allowed in the school.
- For the safety of our students and your young children, please do not leave non-school age children unattended at any time.

All Dexter teachers will clearly outline these policies for students so that misunderstandings can be avoided. Please review the following pages as a family so that we can all work together to ensure a safe, orderly learning environment.

Sign – in Policy for Visitors

To ensure the safety of our children the following new procedures are being enacted post-wide:

- All visitors must show a picture ID to enter the building. This includes parents walking children to classrooms before school.
- All visitors must enter and exit through the front doors.
- All visitors will exchange their picture ID for a visitor's pass. When leaving, the ID will be returned.

Thank you for your assistance in ensuring Dexter is a safe place for all of our children.

Student Drop-Off and Pick-Up

- Students who must leave school before the regular end of the day must be checked out in the office by their parent or the emergency designee listed by parents on the registration packet.
- A parent should accompany students who are tardy to the office for a permission slip before going to the classroom. You will be asked to give a reason for tardiness.
- Parents should instruct students where to go after school and should refrain from calling the school to make these arrangements unless it is an emergency.
- A parent must come to the school and notify the school and teacher of any changes in the regular dismissal of the student. A student will NOT be permitted to get in a vehicle belonging to someone other than the parent and leave the school property unless a note is received by the school from the parent giving permission. *Phone calls are not acceptable.* Dexter School makes every effort to protect the safety of each child. It is essential that the school and home work together to provide security for our children.
- Children should not arrive before 8:20 each morning unless requested by the teacher. School supervision is not available until 8:20.
- We cannot allow students time during the instructional day to call home so they can make after school arrangements with friends. This should be done during at-home hours.

What To Do In An Emergency

- The safety of each student is of the utmost importance to us. Drills and plans on safety procedures are a continuous part of our instructional program, but support and cooperation from home is essential in making any plan successful. In the event school must close earlier than our regular time, families must establish an emergency plan and go over it with their child so that the child will clearly understand what to do and where to go.
- If there is a threat of dangerous weather, it is advisable that parents keep in touch with the announcements on radio and television. Parents should come to school immediately and get their child if school will be closing. If part of your safety plan is for someone other than the parent to take the child home, then it will be the responsibility of the parent to let the teacher know in advance what plan to follow. It is of utmost importance that we have correct phone numbers at all times for emergency purposes.

Visiting Classrooms

- You are always welcome in your child's classroom, but in order to maximize instructional time, we ask that you not interrupt the teacher during instruction.
- If you wish to visit your child's classroom for a special project or activity, or volunteer to help in the classroom, or wish to talk to the teacher, please schedule an observation time with the teacher or the principal in advance.
- On the day of your visit, sign in on the office roster, and pick up your Parent/Visitor badge.

School Age Visitors

We do not interrupt the educational process by having school age relatives or friends visiting our school during the academic day

Why do we ask you to follow the above procedures?

- It ensures the safety of our youngsters since we will then know who is in the building.
- It minimizes classroom interruptions, which take away from instructional time.
- It meets guidelines of DoD offices and work places, which require visitors to identify themselves and sign in and out.

We take safety very seriously and will not tolerate jeopardization of our security plan, so your cooperation in following safety guidelines is greatly appreciated!

Required Annual Notification of Parents, Teachers and Employees Regarding the Availability of Management Plans

The management plan for asbestos-containing building materials (ACBM) required by the Federal Asbestos Hazard Emergency Response Act (AHERA) has been performed for this facility. The management plan is on file in the school office and is available for public inspection upon reasonable notice. If desired, a copy of the plan may be obtained.

“SAFE SCHOOLS” in the GA/AL DISTRICT

School security is a national concern. Throughout the United States, youth crime and violence threaten to undermine the safety of our students' learning environment. Since the Domestic Dependents Elementary and Secondary Schools (DDESS) represents a cross-section of Americana, all partners in our community education process must understand and support the principles underlying a safe and secure learning environment as applied to creating a safe school. The underlying principles all relate to student rights to a safe and secure learning environment free from the threat or fear of physical violence; free from drugs, alcohol, weapons and other prohibited items; free from hazing, bullying or intimidation; and free from gang or criminal activity .

The Department of Defense Education Activity (DoDEA) follows guidance for the Department of Defense and also issues instructions and policies concerning our schools. DoDEA Regulation 2051.1, Disciplinary Rules and Procedures (August 16, 1996) outlines student conduct expectations and disciplinary consequences that may be invoked when the conduct of a student poses an immediate threat to his/her safety or the safety of others in the school. This regulation is supplemented with interim guidance which updates and standardizes the policy and procedures for disciplinary action for all students enrolled in schools under the Department of Defense Domestic Dependent Elementary and Secondary Schools issued June 28, 2005. These student conduct expectations apply to student conduct that is related to a school activity while on school property; while en route between school and home, to include school buses; during lunch period; during or while going to or coming from all school-sponsored events/activities that affect the missions or operations of the school or district including field trips, sporting events, stadium assemblies, and evening school-related activities.

Violence, threats of violence, prohibited items, gang or criminal behavior, and bullying or intimidation will not be tolerated. Perpetrating a bomb threat or complicity in the act is grounds for expulsion. Additionally, local military regulations and laws may authorize criminal prosecution for such actions. Therefore, it is incumbent upon all community education partners – students, parents, military leaders, administrators, faculty and staff – to understand the serious nature of actions violating the principle student freedoms and the scope of authority over infractions as outlined in DDESS Interim Guidance for Student Discipline. The administration at each school is responsible for the management of student behavior. Specific rules and regulations are outlined in the student handbook for each school. If you are interested in obtaining a copy of the **Department of Defense Domestic Dependent Elementary and Secondary Schools Interim Guidance for Student Behavior**, please contact your local school for a copy.

DISCIPLINE AND STUDENT BEHAVIOR

1. **Student Rights and Responsibilities:** Students have the right to expect an educational environment in which they may achieve their intellectual potential. As such, all students are expected to comply with school rules and regulations, and to conduct themselves in a manner that respects the rights of others. Students share the responsibility with administrators, teacher and support personnel to create an environment that is conducive to learning, and to notify school staff of any behavior that may endanger the safety or welfare of themselves or others. The disciplinary rules and procedures applicable for students are specifically set out in DoDEA Regulation 2051.1. Students who are accused of a violation of school rules will be provided due process IAW that regulation.

2. **Consequences of Conduct Violations and Penalties:** Student discipline should be administered progressively, with less severe punishment for the first infraction and with increases in punishment for each subsequent offense. However, school personnel, consistent with the powers and authority delegated to them, have the authority to take more serious administrative action if such action is warranted by the nature of the misconduct.

3. **Discipline for Minor or First Offenses:** A student may be disciplined for relatively minor offenses or first offenses not presenting an immediate threat of danger to self or others, through the use of written or oral reprimands or notice to parents, time out, teacher/student/parent conferences, suspension of school or extracurricular privileges, and by any other teacher intervention deemed by the teacher or school administrator to be appropriate. Minor offenses include any conduct that is not conducive to the good order and discipline of the school. Examples of conduct for which minor discipline may be appropriate include, but are not limited to: tardiness, chewing gum or eating food in class, running or horseplay in the halls or classrooms, use of offensive language, and disrupting the class by talking, laughing, or wandering about when the teacher determines that such conduct is inappropriate to the classroom activity. More serious disciplinary actions may be imposed when a student engages in repeated or multiple acts of misconduct and the teacher or Principal determined that the nature of the offense, in the context of all circumstances, warrants a more severe consequence. While grading school work performance or non performance is appropriate, grade (score) reduction as a disciplinary action is not an appropriate means of discipline.

4. **Grounds for Removal:** A Principal may remove a student from school for up to 10 school days, or recommend the long-term removal of a student (i.e. suspension in excess of 10 school days or expulsion). Disciplinary actions involving a removal from the school for more than 10 days require an opportunity for a hearing before a school disciplinary committee and a decision on the proposed disciplinary action by the District Superintendent. Specific grounds for short or long-term removal include:
 - a. Cause, threaten or attempt to cause physical injury to another person.

 - b. Possess, sell or otherwise furnish any firearm, knife, explosive, incendiary device or other dangerous weapon (1-year expulsion required for firearm).

 - c. Possess, use or distribute, or attempt such, of alcoholic beverages.

 - d. Possess or used tobacco or tobacco products.

- e. Possess, use or distribute any illegal/controlled substance, or attempt such offenses.
- f. Unlawfully possess, offer, arrange or negotiate to sell any drug paraphernalia.
- g. Robbery or extortion, or attempt such offenses.
- h. Damage or vandalism to school, U.S. Government, contractor or private property.
- i. Steal, wrongfully appropriate (or attempting such offenses), or knowingly receiving stolen property of the school, U.S., contractor or private individual.
- j. Commit any lewd, indecent or obscene act, or engage in profanity or vulgarity.
- k. Disrupted school activities or otherwise defy the valid authority of school personnel engaged in the performance of their duties (includes, disorderly conduct, lying, school honor code violations, making false statements, etc.).
- l. Failure to leave the school, school grounds or school bus when directed by school official.
- m. Engage in gambling in any form.
- n. Fighting or otherwise engaging in conduct endangering others.
- o. Bullying, intimidating, taunting, hazing, name calling, or harassment.
- p. Unauthorized use of a portable communications device.
- q. Arson, making a bomb threat, or falsely reporting a fire or bomb threat.
- r. Forgery, cheating or plagiarism.
- s. Possession or use of fireworks or other explosive devices.
- t. Repeated or flagrant violations of attendance regulations or policies (i.e., truancy).
- u. Violate terms and conditions of the DoDEA Student Computer and Internet Access Agreement; damage or disrupt information technology; use a computer or communications device to send threatening, harassing or indecent messages, or download obscene or pornographic materials.
- v. Violate any law, rule, regulation, or policy of the military installation or school.
- w. Fail to report or otherwise be complicit in the above-described acts.

At the school level, students are trained to use the steps of **Conflict Resolution** and engage in the ***Bully Prevention Pledge***.

The Rules We Follow in Resolving Conflicts Between Students:

- Agree to solve the problem
- Do not interrupt
- No name calling
- Tell the truth

In addition to the rules students follow in resolving conflicts, students should also:

- Notify a teacher or other school staff members when he or she sees a problem developing
- Avoid attempts to take disciplinary action into their own hands.

Bully Prevention Policy
Zero Tolerance for Bullying Pledge

**I will not be a bully.
I will not be bullied.
Dexter is a safe school!**

Part VI

HERBERT J. DEXTER ELEMENTARY SCHOOL MILESTONES AND MEMORIES



Opening in 1969, Dexter Elementary School was named in honor of Major Herbert J. Dexter, a Viet Nam war hero. Major Dexter was a member of the *Screaming Eagles* of the 101st Airborne. Losing his life in heroic action during the Battle of An Ninh, Major Dexter was posthumously awarded the Distinguished Service Cross. Our mascot, Herbie the eagle, and our school colors of red, white and blue, appropriately represent the courage and bravery of our namesake, Major Dexter.

Working together toward tomorrow is the mission of the staff, students and parents of Dexter Elementary School. Located on Yeager Avenue on Main Post, Dexter serves students in Pre-Kindergarten through grade five.

Dexter School is a small neighborhood school located at 99 Yeager Avenue on the Main Post of Fort Benning, GA. It is a single brick structure, comprised of 13 classrooms for grades Pre-K through five, a Library/Media Center, multi-purpose room, Mouse House (computer lab), resource rooms for Reading Recovery[®], school counselor and special education, as well as offices and a science lab. Construction of a new roof was completed in 1998 and renovation of the building was completed during the 2000-2001 school year. A new addition with four classrooms was added during the 2003-2004 school year.

For the past 36 years, Dexter School has served the military families of the Fort Benning community. On September 11, 2001, our community like many others was in great turmoil. More than a few emotionally charged days were spent assuring our students that our mission for education would remain the same. Many of our parents have been deployed during the most recent conflict, Operation Iraqi Freedom. Through Deployment groups, students stay in close contact with deployed parents through letters, tapes, videos, and care packages.

In recent years there have been impressive additions to our school. A dedication was held Friday, 28 March, 2003 for a memorial to our school mascot, Herbie. The Herbie Memorial incorporated a piece of stone obtained from the Pentagon after the attack of 9/11. Herbie's talons are curved over the stone as a symbol of protection of

our Country. The metal materials used for Herbie's construction came from a corn silo estimated to be over 100 years old. In the summer of 2004 a ¼ mile track was constructed with funds raised from our PTO. 2004 also saw the construction of new columns that grace the entrance to our school and addition of a new wing added that now house a science lab and resource classrooms. Through fundraising efforts with our Partners in Education (PIE) and PTO, our school received a new awning that has proven very useful since its construction.



Partnerships with parents and the community play a major role in our quest for highest student achievement. The support from our military partners-in-education is invaluable. The soldiers of the 1-10 Field Artillery and 1-29 Infantry and the MP Schools' Resource Officer share their time and talents with our school, thus enriching our instructional program through their personal involvement.

Dexter's history has been filled with awards, and topping the list is the honored title of Georgia School of Excellence in 1994. This was a collaborative effort on the part of all the staff, therefore the award and the visit from Governor Zell Miller and State School Superintendent Werner Rogers had special meaning for all of us. Vicki Rogers, was named National Distinguished Principal and Department of Defense Education Activity's (DODEA) Principal of the Year in 1997. Dexter teachers have presented at state and national conferences, have been honored at Command Retreats and the Commanding General's Two-Star Excellence Breakfasts. They have been named Teacher of the Year by the Georgia Science Teachers Association (GSTA) and the Georgia Association for the Education of Young Children (GAEYC).

Dexter's staff is committed to providing an excellent program. Among the awards interwoven throughout Dexter's thirty-six year history are the following:

- World Championship *Odyssey of the Mind Award* (1993)
- *Ranatra Fusca Award for Creativity* (1993)
- *OMER Award* for outstanding teamwork (1993)
- *School of Excellence* (1994)
- First place winner, *Worldwide YMCA Armed Services Art Competition* (1998)
- *Gateway School of the Year* (1999)
- First Place in the State, *Keep Georgia Beautiful Commission's* ecology program (1999)
- *2000 PE Internet Challenge Games* (2000)
- *National Arbor Day Foundation's Education Award* (2001)
- *Top Ten Community Gardens in USA Award, National Gardening Association, USA Today* (2001)
- Published Poets in the *Anthology of Poetry by Young Americans*
- Featured in *Christian Science Monitor* Newspaper—"Rallying Around the Littlest Troops" (2003)
- Recipient of Georgia *Partnership of the Year* Special Patriotic Award-1/10 FA (2003)
- Featured on *NBC Nightly News* National Television (2003)
- Regional winner in the "Letters to the Front" Writing Contest (2004)
- Worldwide winner in the Armed Forces YMCA Essay Contest (2004)
- World class winners in International Sport Stacking Competition (2006)
- International Reading Association 2006 Exemplary Reading Program Award
- Partners in Education Partnership of the Year Award (2006)

Evidence of the Army values of *loyalty, duty, respect, service, honesty, integrity and courage* are embedded in these service projects, as well as a host of other programs found in the school. Extracurricular programs such as the Safety Patrol *PeaceMakers, Ambassadors, ecology clubs, Early Morning Fitness, WDEX Television Production, Dexter School Newspaper, the Junior Leadership Team, Reading Clubs, Spanish Clubs*, as well as the *K-Club and the Yearbook Club* support these values.

During the 2004-2005 school year, Dexter was honored by being chosen to host educators from Iraq. As they toured Dexter Elementary, the Iraqi educators visited in classrooms, talked to students and shared time with teachers. The exchange of information concerning the difference in our education systems was beneficial to our visitors as well as the staff here at Dexter.

Dexter School is proud of its achievements, but even more proud of the sense of family and community that has evolved over these 36 years. Our school is a committed *Community of Learners* for students, teachers and parents. Every opportunity is used to infuse the Army Values into daily lessons. Evidence of our caring community can also be seen through the efforts of our eClub and K-Club to provide service to the Fort Benning community. Our school culture is about caring – caring for student achievement, caring for continuous learning, caring about each other. As you walk the halls of this school, you'll feel it too! One parent noted, "We view this school as an extension of our family. It is not only the unique programs it provides, it is also the love and nurturing that it gives."

Dexter Elementary School
Working Together Toward Tomorrow