

McBride Elementary School



Named in Honor of
CPT Morris R. McBride, INF



Posthumously Awarded the

DISTINGUISHED SERVICE CROSS FOR HEROISM



Vietnam



Captain Morris R. McBride, 075692, Infantry, United States Army, distinguished himself by extraordinary heroism in connection with military operations involving an opposing force in the Republic of Vietnam on 3 March 1964. As an advisor to a company in the Artily of the Republic of Vietnam, Captain McBride demonstrated fortitude, professional skill, and determination by rendering invaluable assistance to Vietnamese elements when they were suddenly subjected to heavy machine-gun fire and mortars by hostile forces. When the initial attack wounded the company commander and several other soldiers, Captain McBride displayed complete disregard for his own personal safety and bravely exposed himself to the intense gunfire while rallying the members of two platoons which had become widely dispersed during the onslaught. Upon assuming command of the leaderless company, and while still under flanking fire, he moved among the members of the company giving them assistance, directions, and encouragement. Then, with sound judgment, professional competence, and steadfast courage, he directed the company's withdrawal through successive positions, remained with the covering force that was the last to withdraw, and continued his dauntless efforts until he was mortally wounded as he stopped to assist the wounded Vietnamese commander. His intrepid conduct, unselfish actions, and devotion to duty inspired his Vietnamese comrades to pursue their efforts in the defense of their homeland and curtailed activities of the hostile force. Captain McBride's conspicuous gallantry and extraordinary heroic actions are in the highest traditions of the United States Army and reflect great credit upon himself and the military service.

This citation, accompanying our nation's second highest decoration, the Distinguished Service Cross describes the death of a real soldier - Morrie McBride.

PRINCIPAL'S MESSAGE

Education at McBride Elementary is designed to meet the needs of each individual student. The administration and staff at McBride Elementary believe that every child is a unique and special individual who can learn. We believe that it is our responsibility to serve as facilitators for the nurturing and developing of every child's maximum potential; academically, physically, socially, and emotionally. We are committed to providing opportunities that will assist the students in making self-directed, realistic, and responsible decisions when solving problems that may confront them in our multicultural, ever-changing world.

Ultimately, each child will gain from school according to the effort he/she applies. To increase the degree of educational success, it is important that teachers, parents, and administrator communicate openly and frequently concerning the progress of students.

We all want the best for your children, but we are not enough. You, the parent/guardian, must play a key role in the education of your children. Your words of encouragement, a hug when the day has been rough, your interest in your children's work, and your presence at school is **vital!**



Parents count! Come to school, meet us, talk to us, and volunteer your time and energy. Your involvement will show your children that you value their education. Please check us out on our Web Site at <http://www.am.dodea.edu/benning/mcbride> or e-mail us at mcbride.benning@am.dodea.edu. **Let's work together!**

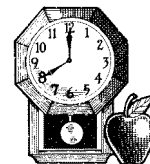
THE MCBRIDE SCHOOL MISSION STATEMENT:

We will work cooperatively with parents, students, and community members to teach students skills which will enable them to function efficiently in, and contribute to the technological society and global economy of the 21st Century. Students will be taught to communicate effectively through the mastery of problem solving, critical thinking, life management, technology, and communication skills. The faculty and staff of Morris R. McBride Elementary School accept the responsibility for preparing our students for the world of the future.



SCHOOL HOURS



<u>GRADE</u>	<u>REGULAR HOURS</u>	<u>** TUESDAY HOURS **</u>
Pre-K - AM Session	8:45 a.m. - 11:15 a.m.	8:45 a.m. - 10:30 a.m.
Pre-K - PM Session	1:00 a.m. - 3:30 p.m.	12:30 a.m. - 2:15 p.m.
Kdg. - 5th	8:45 a.m. - 3:30 p.m.	8:45 a.m. - 2:15 p.m.



**** Please note that our dismissal hours are earlier on Tuesdays. ****

Supervision for students arriving for breakfast starts at 8:15 a.m. Students arriving at school earlier than 8:15 a.m. will be sent home to return at the appropriate time.

SCHOOL CALENDAR 2009-2010

3	August	Monday	Teachers/School Level Support Personnel Report for Duty	
7	August	Friday	Students' First day of School	
27	August	Thursday	OPEN HOUSE	
24	August -			
1	September	Mon.-Tues.	FALL BOOK FAIR	
7	September	Monday	Labor Day – Holiday	
16	September	Wednesday	PICTURE DAY – FALL	
22	September	Tuesday	Boy Scout Rally (9:00 a.m.)	
24	September	Thursday	Boy Scout Roundup (6:00 p.m.)	
1	October	Thursday	Math Night	
8	October	Thursday	End of 1 st Marking Period (44 days)	
9	October	Thursday	Teacher Work Day – Student Holiday	
12	October	Monday	Columbus Day – Holiday	
22	October	Thursday	Fall Festival (4:30 p.m. – 6:30 p.m.)	
28	October	Wednesday	Picture Day Make Ups – Fall	
11	November	Wednesday	Veterans' Day – Holiday	
19	November	Thursday	INCREDIBLY TERRIFIC KID DAY	
23-27	November	Mon.-Fri.	Thanksgiving Holiday	
8	December	Tuesday	Christmas Goodies to 192d	
17	December	Thursday	Holiday Program	
18	December	Friday	Winter Holiday Begins at End of Day End of 2 nd Marking Period (42 days)	
4	January	Monday	Teacher Work Day – Student Holiday	
5	January	Tuesday	School Resumes	
7	January	Thursday	Test Prep for Parents	
18	January	Monday	Martin Luther King, Jr. Holiday	
21	January	Thursday	Astronomy Night	
15	February	Monday	Presidents' Day – Holiday	
25	February	Thursday	Reading Night	
11	March	Thursday	End of 3 rd Marking Period (46 days)	
12	March	Friday	Teacher Work Day – Student Holiday	
18	March	Thursday	PICTURE DAY – SPRING	
2	April	Friday	Spring Break Begins at the End of the Day	
12	April	Monday	School Resumes	
22	April	Thursday	FAMILY NIGHT PICNIC	
30	April	Friday	FIELD DAY / SPRING FLING	
21	May	Friday	Teacher Work Day – Student Holiday	
26	May	Wednesday	Awards Day	
27	May	Thursday	Last Day of Student Attendance End of 4 th Marking Period (48 days)	
28	May	Friday	Last Duty Day for Teachers/School Level Support Personnel	
31	May	Monday	Memorial Day Holiday	
1-7	June	Tues.-Mon.	Potential Make-Up Days in Event of Missed Instructional Days	

Please watch newsletters for additional dates of special events and happenings here at McBride!

I. “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. 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.

A. 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.

B. 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.

C. 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.

D. 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:

1. Cause, threaten or attempt to cause physical injury to another person.
2. Possess, sell or otherwise furnish any firearm, knife, explosive, incendiary device or other dangerous weapon (1-year expulsion required for firearm).
3. Possess, use or distribute, or attempt such, of alcoholic beverages.
4. Possess or used tobacco or tobacco products.
5. Possess, use or distribute any illegal/controlled substance, or attempt such offenses.
6. Unlawfully possess, offer, arrange or negotiate to sell any drug paraphernalia.
7. Robbery or extortion, or attempt such offenses.
8. Damage or vandalism to school, U.S. Government, contractor or private property.
9. Steal, wrongfully appropriate (or attempting such offenses), or knowingly receiving stolen property of the school, U.S., contractor or private individual.

10. Commit any lewd, indecent or obscene act, or engage in profanity or vulgarity.
11. 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.).
12. Failure to leave the school, school grounds or school bus when directed by school official.
13. Engage in gambling in any form.
14. Fighting or otherwise engaging in conduct endangering others.
15. Bullying, intimidating, taunting, hazing, name calling, or harassment.
16. Unauthorized use of a portable communications device.
17. Arson, making a bomb threat, or falsely reporting a fire or bomb threat.
18. Forgery, cheating or plagiarism.
19. Possession or use of fireworks or other explosive devices.
20. Repeated or flagrant violations of attendance regulations or policies (i.e., truancy).
21. 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.
22. Violate any law, rule, regulation, or policy of the military installation or school.
23. Fail to report or otherwise be complicit in the above-described acts.

BULLY PREVENTION

In the wake of school violence throughout the world, it is important to analyze the causes of violence and implement preventive measures to assure that every student and adult will feel secure in the school environment. Fort Benning Schools does implement a system wide **BULLY PREVENTION** program as a part of the Safe Schools and Character Education program.

Bullying has been defined as a means to have power over another and it takes many forms: physical, verbal, and indirect such as gossip and isolation.

Bullying leaves long-lasting scars for its victims. Bullies have a higher incidence of antisocial behavior, domestic violence and crime as adults. Society pays a heavy toll for tolerating bullying behavior and bullies.

In the Fort Benning Schools and community, bullying will not go unchallenged and will not be tolerated. All students, staff members, parents and the community play vital roles to insure our children are not bullied, do not act as bullies, and will not allow others to bully. Fort Benning Schools have a moral obligation to provide our students and the school community with the proper information, prevention strategies, and defenses to create a safe, accepting and caring environment for all.

II. General Information

All parents must report to the office and sign in before visiting any classroom.

Teachers' duty hours are 8:15 a.m. to 3:45 p.m. If you need to phone a teacher, please call in the morning before classes start (8:15 - 8:45 a.m.) or in the afternoon after classes have ended (3:30 – 3:45 p.m.).

In the interest of all students, we ask that you help protect instruction time by not interrupting the teacher during the day. Such interruptions take the teacher's attention away from your child and the rest of the class. If you need to talk with a staff member, we ask that you send a note by your child requesting an appointment, or that you call the office and leave a message for the teacher. Your child's teacher will either call or send a note to schedule a conference.

McBride School encourages parents to volunteer in the school. If you are interested in volunteering, please stop by the office to sign up!

III. Faculty

The McBride School Faculty is qualified and certified in accordance with Georgia Professional Teacher Standards Department of Education. The faculty includes a media specialist, an art teacher, a music teacher, a gifted resource teacher, and a physical education teacher. The special services offered are speech/language therapy, guidance and counseling, clinic staff, and behavior/learning disabilities classes.

IV. Instructional Program

The school curriculum is designed to provide the children with a variety of broad flexible experiences that will enable them to become democratic, socially responsible and self-directed members of society.

The following is a brief outline of the program in instruction:

- A. Language Arts, which includes reading, writing, listening, speaking, spelling and literature.
- B. Social Studies, which includes history, geography, and citizenship.
- C. Mathematics, which includes computation and problem solving.
- D. Science/Health, which includes everyday living, introduction to the scientific world and sex education.
- E. Physical Education, Art, and Music.



V. Attendance

A. Absences and Tardiness

All absentees must have a written excuse from a parent.

Excessive absences (3 consecutive days, or 4 days over a 15-day period) will be questioned by the principal, as will **excessive tardiness**.

Any student coming late to school **MUST** check in at the office and obtain a late slip before being admitted to class.

Any parent desiring to take a child out of school **MUST** sign that child out in the office. The student will then be called to the office from the classroom. If the student is returning to school after completing the appointment, the parent **MUST** sign the student in at the office before the child may return to class.

Classes begin promptly at the scheduled times and children who are chronically late miss much valuable class time. Excessive tardiness may require staying after school to make-up time missed.

Once a child arrives at school that child will not be allowed to go back home for any reason, unless a parent comes to the school to sign the child out.

B. Withdrawing From School

The OFFICE should be notified at least five (5) days in advance of a student's withdrawal from school so that his/her records may be prepared. After 2:00 p.m. on the student's last day in school, if proper notification was given, an official copy of all records will be given to the parents to hand carry to the next school.

When the sponsor of a student is under orders for permanent change of station (PCS) which necessitates withdrawal of a student before the end of the school year, **but after April 28th**, the child will be promoted if the quality of work to that time is such that the child would have been promoted had he/she completed the school year.

C. Overcrowding



On occasion, our classes may grow in student population beyond an expected or desirable student-teacher ratio. In such cases, an additional class may be formed with a new teacher. Students from the overcrowded classes may be moved to the new class to ensure the most desirable, appropriate placement for all. Should this occur, a random drawing will be held to identify students who will change teachers. The Principal will ensure a fair procedure by random means. Should special circumstances alter this procedure in any way, parents will be informed of the necessary changes.

VI. Services to Children



A. Health Clinic

- All students must comply with the Fort Benning Schools immunization regulations **within 10 school days of enrollment**
- All students entering Fort Benning Schools for the first time must have a Georgia Certificate of Immunization
- All Pre-K and Kindergarten students are required to have a Georgia Certificate of Eye, Ear, and Dental Examination
- Maintenance of appropriate, current, and cumulative health record of each child's health status
- Facilities, personnel, and other provisions for first aid, rest, emergency care and recuperation, when minor injuries or illnesses occur
- Policies for the prevention and control of communicable disease (Students must be cleared by clinic staff after having a communicable disease before re-entering school.)

Medications Taken At School – The school nurse accommodates parent requests for medication (including prescription, nonprescription, and over-the-counter) to be administered during the school day. According to DoDEA Health Service Guide, DS Manuel 2942.0, school personnel may administer medications when certain criteria are met.

In order for school personnel to administer medications during school hours, there is a form that **MUST** be provided to the school within 10 days signed by the **parent** and a **physician**. The medication will be administered for up to 10 days with a medication permission form signed by the parent only. If the school does not have a physician signed medication permission form within 10 days the medication will not be administered at school.

The medication will be in the original container, properly labeled by the pharmacy or physician. The label should indicate the name of the student and the physician, the medication, dosage, and frequency. The date of the prescription must be a current date.

All medications will remain at the school for the duration of the prescription. Any changes in the medication, dosage, or frequency will necessitate **a new form and a new, labeled container.**

Children are not allowed to remain in class if they have vomited or if their temperature is 100 degrees or more. **Please be sure your child's temperature has been normal for 24 hours before sending him/her to school.**

Please keep the clinic and the office informed of new phone numbers (**home and work**). If the person you have listed as the emergency contact on your child's health record should change, please inform the clinic/office staff immediately.

B. Requirements for Registration

To enter pre-kindergarten, a child must attain the age of four (4) years on or before September 1st of the current year. To enter kindergarten, a child must attain the age of five (5) years on or before September 1st of the current year. A child must attain the age of six (6) years on or before September 1st of the current year to enter first grade or have successfully completed either an approved public school kindergarten or a state/regionally accredited private school kindergarten program.

Birth certificates or other proof of birth will be required for all children to be enrolled in a Fort Benning School.

C. Emergency Procedures

There are well-established and understood policies and procedures for coping with emergencies at school. All students are briefed as to what to do in case of fire, storm, and bomb threat as well as other emergencies.

Fire - a fire drill is conducted once a month.

Storm - periodic tornado drills are held in the school. In the event of severe weather warnings, children will be kept at school until notification is received from the Superintendent's office. **DO NOT CALL THE SCHOOL OFFICE SINCE TELEPHONE LINES MUST BE KEPT OPEN.**

Winter Weather - If you suspect that school will be cancelled due to inclement weather, please listen to the radio or television for these announcements. **PLEASE DO NOT CALL THE SCHOOL OFFICE SINCE TELEPHONE LINES MUST BE KEPT OPEN.**

As winter approaches please establish a plan with your child so that he/she will know where to go and what to do in the event that school must be canceled during the day.

D. Student Information Services

Parent - Teacher Conferences - These conferences are scheduled during the second month of school as an orientation meeting of parents with their child's teacher. These meetings describe and interpret the kinds of learning activities and experiences parents may expect their children to have in the classroom. Report cards, progress reports, attendance, and discipline are also discussed.

Conferences are scheduled when needed to provide an opportunity for personal and direct two-way communication between the home and the school. A conference can be arranged at any time desired by a parent or teacher. When the teacher requests a conference with you, please consider the following



points:

- Answer as quickly as possible the teacher's note requesting the conference.
- Since the teacher usually has several conferences scheduled, it is important that each parent be punctual for their conference and abide by the time set. If more time is needed, arrange for another conference.
- Avoid canceling the conference. Please notify the teacher as soon as possible if the conference must be canceled. Send a note to the teacher or telephone the office.
- Come to the meeting without small children.
- Avoid discussion about other parents, students, or teachers.

Testing Procedures - Standardized tests will be given to all students at designated grade levels during the spring of each year. Testing information is provided to the parents via the school newsletter, or parents may call the school office.

Report Cards - Report cards are issued four times during the year. Teachers will use notes and conferences as supplements to the report cards each quarter. Starting with the second marking period, teachers may send home progress reports with students who are slipping drastically grade wise or appear to be in danger of failing that grading period unless adjustments are made.

E. Special Services

Speech/Language and Hearing - Children with speech/ language or hearing disabilities are served by a speech/language pathologist. Children with possible problems are identified through teacher and/or parent referral.

Learning Disabilities/Behavior Disorders - A qualified interrelated special education teacher serves McBride School. Children with learning disabilities/behavior disorders come at scheduled times for individual help with specific problems.

Gifted Education - The gifted education program is designed to serve students in grades K-5 who have been identified as academically talented.

Instructional Support - The instructional support program is designed to serve students in grades 1-5 who have been identified as needing additional help in reading and math.

F. Fort Benning Schools Special Education

Fort Benning Schools are proud of their special education programs in the areas of learning disabilities, emotional/behavior disorders, physical disabilities, intellectual disabilities, and speech/language disorders.

Occupational and physical therapy are also available as part of special educational programming.

A Case Study Committee consisting of classroom teachers, special education teachers, administrators, counselors, nurses, parents, etc., meet regularly to plan and implement educational strategies for students experiencing difficulty in any part of their school program.

Parents with concerns about their school-age child's academic, social, or emotional progress should contact their child's teacher. 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.

Special educational 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 preschoolers, you may call the Special Education Office at 545-5520 for information regarding the preschool program. Services are available for infants and toddlers ages 0-2 through Early Intervention Services (Martin Army Hospital) at 545-3835.

G. Cafeteria

A breakfast and lunch program is available or your child may bring a lunch from home. Meals may be purchased daily or through your child's account. Our cafeteria is automated and each student has the responsibility of learning his/her 4-digit code, which the child will enter at the time of each purchase. Parents whose children eat regularly in the cafeteria are encouraged to deposit larger sums (\$20) into your child's account for your convenience. Your child will be notified when his/her account is nearly depleted. Ala Carte items (ice cream, fruit, etc.) may also be purchased with lunch. Parents should indicate whether or not your child is permitted to use his/her lunch account to purchase ala carte items. Parents may apply for free or reduced priced meals for their child based on income.

Daily breakfast price	\$.85
Daily reduced breakfast price	\$.3
Daily adult breakfast price.	\$1.2
Daily lunch price	\$2.0
Daily reduced lunch price	\$.4
Daily adult lunch price.	\$3.5
Milk / Ice Cream	\$.50



PLEASE NOTE: According to policy, Burger King, McDonalds, Coke and other commercial fast foods and sodas are **NOT** allowed in the lunch room.

The Child Nutrition Program is operated on a pre-pay computerized accounting system. There should not be any student borrowing. Parents/guardians are

responsible for keeping accounts current. If the charge balance reaches \$5.00, we will attempt to contact the sponsor by telephone. If the sponsor cannot be contacted after three attempts, a letter will be mailed requesting that the outstanding charges be paid. If the balance is not paid within five (5) working days, the assistance of the superintendent and the sponsor's military commander may be sought.

You may call for an account balance at any time. Money may be sent with the students in an envelope with the student's name and teacher, or parents may come to the cafeteria to make payments. Please do NOT come to make a payment during serving hours. Menus are distributed to students once a month and are published on the website.

Parents/guardians making payments for more than one student in the family should indicate the names of the students and teachers. Please write separate check for each school, made payable to "Dependents School Lunch Fund." Personal checks submitted for payment that fail to clear, will be charged a \$25.00 returned check fee in addition to the amount of the check. **We require the following information from those who write checks: Name, Physical Address, Home/Cell and Work Phone Numbers including area code, and Unit Designation.**

Please notify the Child Nutrition Program if you have a child beginning school this year whose sibling was in the Free/Reduced Lunch Program last year. Free/Reduced Lunch Applications for those children who were in the system last year must be renewed each year within the first thirty (30) calendar days of the school year.

H. Field Trips

Field trips are a part of the regular school curriculum. All children participate unless the office has a written objection from the parents on file. Teachers generally send notices home announcing any field trips. **Appropriate bus behavior is expected.**

I. Miscellaneous Information

1. Holidays and Parties

The school observes all national holidays, which are observed by the military. Classroom parties are limited to two (2) per year, one (1) at the end of the day before Christmas break, and one (1) at the end of the school year.

2. Birthday Celebrations

To protect instructional time, no birthday parties are to be held at school. Children may bring birthday invitations to school only if there is an invitation for each child in the class. Teachers will determine an

appropriate time for distribution. Simple birthday treats may be brought in for sharing at assigned lunchtime. Cupcakes, cookies, or brownies are suggested. Ice cream cakes or cakes that need to be cut should not be brought. Please contact your child's teacher if you wish to send a birthday treat. **Please do not send or bring flowers, balloons, or gifts to school for your child.**

3. Lunch Guests

Parents are invited and encouraged to have lunch with their children in the cafeteria during their assigned lunchtime. **However, you must call the cafeteria at 544-9284 before 8:30 a.m. to order an adult tray.** If you visit the school for lunch, please remember to sign in on the Visitor's Book in the office and obtain a visitor's badge.

4. Standardized Dress Code

While our dress code is **NOT MANDATORY**, it is our hope that **ALL** will choose to participate.

TOPS: Red, White or Navy Blue Polo "type" Shirts – tucked in
BOTTOMS: Khaki or Navy Blue Short or Long Pants – **belts when loops are present**; girls may also wear Khaki, Navy Blue, or Plaid jumpers or skirts.

EVERY WEDNESDAY: Wear what you want day!

Students are encouraged to dress according to the weather conditions and in good taste. Clothing **MUST FIT** and be worn properly. Any student wearing attire that is disruptive to the learning environment will be **required by the principal** to call home for a change of clothing.
NO HEELYS SKATE SHOES!

5. Lost and Found



We keep a lost and found box in the office. Name tags should be placed on all clothing and other items that are brought to school (boots, umbrellas, lunch boxes, etc.). At the end of the school year, clothing left in the lost and found will be donated to the local clothing bank.



6. Toys, Electronic Equipment, Jewelry, & Personal Items

Students should not bring toys and electronic equipment to school unless approved by their classroom teacher. Valuable or sentimental jewelry should not be brought or worn to school. **Parents should write their children's first and last name on all personal items.** This will alleviate confusion regarding ownership and help us return

lost items to the appropriate owners. We ask that personal items be kept to a minimum.

7. After School Hours Activities

Students are **NOT** allowed to attend after school hours activities without a parent or guardian.

8. Animals

USAIC Reg 40-905: Animals will not interfere with official reviews, ceremonies, or parades. **Animals will be kept from** golf courses, **school yards, playgrounds, athletic fields,** swimming pool enclosures, food handling establishments, Post Exchange facilities, and medical treatment facilities.

Animals may be used for instructional purposes at the following grade levels: Grades kindergarten through fifth - frogs, tadpoles, fish, and gerbils.

The use of animals other than those listed above is explicitly prohibited. Teachers will notify parents when animals are to be used.

9. School Phone Numbers

Office	544-9411
Fax	544-9299
Nurse	544-9297
Cafeteria	544-9284
Student Services Office	545-5520
Superintendent's Office	545-7276

**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 our school office and is available for public inspection upon reasonable notice. If desired, a copy of the plan may be obtained.

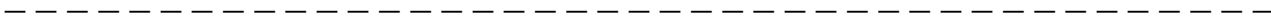
Parents:

This handbook contains important and useful information for you and your child. We think it will answer many of the questions you have about McBride Elementary School. Please keep it handy during the school year to use as a reference from time to time.

Please go over the contents of the handbook with your child. Then both of you should sign and date the form on the bottom half of this page.

Your child should return the signed form to the school office during their first week of school.

Return the bottom portion of this page to the school office.



Please return this section to the school office.

The signatures below indicate that parents and child have reviewed the contents of this handbook for McBride Elementary School for school year 2009 - 2010.

Student's Name: _____ Grade: _____
(Please Print)

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____