

Devers Elementary School

Parent-Student Handbook 2008-2009



Mascot: Dolphins

Devers Elementary School
Varsity Drive (Bldg. #9-5536)
PO Box 70089
Fort Bragg, NC 28307-0089
Phone: 910-907-0204
Fax: 910-396-7374

Miriam Breece, Principal
Kim McBroom, Assistant Principal

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Devers Elementary School

Fort Bragg Schools
P.O. Box 70089
Fort Bragg, NC 28307-0089
Phone (910) 907-0204
Fax (910) 396-7374



Miriam S. Breece
Principal

Kim McBroom
Assistant Principal

August 25, 2008

Dear Students and Parents,

Welcome to Devers School! Please carefully review your Parent-Student Handbook to learn about Devers. The handbook has been written to provide you with useful information about the school's operation. Please refer to this handbook throughout the year. Read all the information carefully. It is our students' responsibility to understand the rules, procedures, and guidelines written within the handbook. If you have questions, do not hesitate to call the school office.

We hope to have every Devers student in school each day. Regular school attendance is essential for school success. Please make attending school and arriving on time a priority. If your child must miss school, please send a note the day your child returns to school indicating the reason for the absence.

I hope you will involve yourself in many activities at Devers School. Parents are encouraged to actively participate in our school community. We hope that you will volunteer at Devers and join us for lunch often. I look forward to working with you to provide a quality educational experience for your children. Together we can provide an outstanding educational program for your child.

Sincerely,
Miriam Breece

***Devers Elementary School
2008-2009***

Administration

Principal
Miriam Breece

Assistant Principal
Kim McBroom

Secretarial Staff

School Secretary
Susan Horne

Receptionist
Kristine Donnelly

School Support Assistant
Annie Small

PTO Board

President
Vice President

Patricia Young
Amy Trimble

General Information

E-mail Address:

www.am.dodea.edu/bragg/devers

Office Hours

8:00-4:00

Faculty Hours

8:00-3:30

Students' Hours

Monday, Tuesday, Thursday, & Friday - 8:25-2:45

Wednesday - 8:25 - 1:35

Devers Elementary Mission Statement

The mission of the entire Devers community is to prepare our diverse population for success in a dynamic, global society through a nurturing and academically challenging environment.

Instructional Focus

(School Improvement Goals)

Our instructional focus at Devers is reading and math. In the area of reading our concentration will be vocabulary development, comprehension and fluency. It is our goal that each child is reading on grade level at the end of third grade and leaves Devers, after completing fourth grade, as a proficient reader - reading at or above grade level. A minimum of 120 minutes of literacy instruction are provided daily.

In the area of math our focus will be problem solving and computation skills. Our curriculum is mathematically rich, offering students opportunities to learn important mathematical concepts and procedures with understanding. Technology is an essential component of our math environment. Math is highly valued and students spend 60 minutes daily engaged in mathematics study.

School Profile

Devers Elementary School opened for Pre-Kindergarten through Fourth grade students on 19 August 1996. The school was dedicated on 10 September 1996 in honor of General Jacob Loucks Devers. Teachers, committed to integrated instruction, inclusion, and technology, are selected to join the Devers School Faculty. Support personnel committed to young children, an action oriented PTO, and supportive military sponsors join this outstanding group of professionals to support positive growth and development of Devers School.

Instruction at Devers emphasizes cooperation, hands-on learning, and good citizenship. Instruction is provided in heterogeneous classrooms. DoDEA Curriculum Standards are addressed through thematic units. Grade level team planning supports integrated instruction.

We are committed to a strong home-school partnership. Parents serve as classroom volunteers and committee members. Parents and teachers work together to help students become capable and caring individuals.



Department of Defense Education Activity



Community Strategic Plan

Goal 1: Highest Student Achievement. All students will meet or exceed challenging standards in academic content and special area programs so that they are prepared for continuous learning and productive citizenship.

Goal 2: Performance-Driven, Efficient Management Systems. DoDEA will use a performance driven management system that operates in a timely, efficient, and equitable manner; places resource allocation and decision-making at the lowest operational level; and facilitates a safe environment conducive to optimum student achievement.

Goal 3: Motivated, High Performing, Diverse Workforce. The DoDEA workforce will be motivated, diverse, and committed to continuous professional growth and development resulting in exemplary performance and optimum student achievement.

Goal 4: Network of Partnerships Promoting Achievement. Every level of DoDEA will develop, promote, and maintain a network of partnerships to enhance optimum student achievement.

Student achievement...a shared responsibility
Trust and respect for others' rights
Unlimited opportunities to reach high expectations
Dedication to lifelong learning
Equal access to a quality education based on standards
New and motivating challenges to inspire excellence
Total accountability with teamwork
Success for all...students first!

Devers Provides a Safe and Orderly Environment

A safe and orderly environment creates a quality learning environment. At Devers, we promote good citizenship and consideration of others. Classroom teachers work with our guidance counselors and parents to address any behavior concerns. If needed, behavioral issues are referred to the school principal. If this occurs, parents will be contacted to conference with the school principal. Sponsors are responsible for their children's behavior. Fighting will not be tolerated at Devers School.

Devers Dolphins Behavior Standards

School Rules

Always walk
Keep hands and feet to yourself
Use quiet voices
Respect others and their property

Playground Rules

Wear closed toe play shoes
Use equipment properly
Use good sportsmanship
Play safe

Cafeteria Rules

Take everything you need as you go through the line
Use and take care of utensils properly
Eat only the food on your tray
Eat only in the cafeteria
Keep hands and feet to yourself
Eat first, then talk quietly and pleasantly to the people
sitting next to you
Clean up your own spills and trash
Glass containers are not permitted in the cafeteria or classrooms
Lunch should be eaten before dessert or ice cream
Guests eating with students should plan to purchase
the cafeteria meal or bring a lunch from home
Guests should sit at designated guest tables with their child
One invited friend may join guests and their child
Food from "fast food" restaurants and soft drinks are not permitted in the cafeteria

Bus Rules

Obey the bus driver at all times
Always ride your assigned bus
Always get off and on the bus at your assigned bus stop
Use a quiet voice
Stay in your assigned seat
Be kind to other bus riders
Keep the bus clean and free from damage
Stay away from the emergency door,
fire extinguisher and first aid kit
Behave in a manner that is safe at all times

District Policy on Discipline

For complete information about discipline, please refer to Department of Defense Domestic Dependent Elementary Guidance for Student Discipline at www.am.dodea.edu/. After clicking on the web site, click on "Policies, Procedures, and Guidance." Then, click on "Interim Discipline Guidance." The information below is intended to summarize its most relevant points.

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.

Dress Standards

Children should be dressed appropriately for school. Please keep in mind that children are involved in various activities throughout the school day. Students will engage in hands on learning experiences that may include indoor/outdoor play, various art activities, sand and water play, etc. Children should not wear ill-fitting clothing, halter-tops, swimsuits, dresses or skirts of an inappropriate length or other immodest apparel. Large loop earrings, long necklaces, nose rings, or other jewelry that could cause injury should not be worn for safety reasons. Children should not wear headgear in the building except for medical reasons. **For safety, it is recommended that all children wear play shoes with rubber soles everyday for physical education classes as well as recess activities. Shoes with wheels will not be allowed.** Appropriate attire for your child should include coats, hats, and gloves on cold days, and comfortable, well-fitting clothing and shoes that allow for participation in Art, PE, and play activities.

Absences

Regular school attendance is essential to school success. Please make attending school and arriving on time a family priority. **Parents must send a written excuse for the teacher on the first day back after being absent.** If a note is not sent, the absence will be recorded as unexcused until the office has received an absence note. Three unexcused absences constitute truancy. The excuse, stating the specific reason for the child's absence, should be written by the parent or legal guardian. Only the following reasons constitute legal absences:

- Legitimate illness or quarantine of a student
- Serious illness or death in the family
- Emergency leave by military sponsor
- Appointment with a health professional

All other student absences are classified as unexcused.

The academic record of a student, having 18 or more absences during the year, will be reviewed to determine if that student is prepared for the next grade level. Student promotion can be affected by excessive absences.

TRANSPORTATION

You will be asked to complete an **Inclement Weather Form/Early Dismissal Form**. This form notes the means of transportation, for your child, in the event of an early school closing due to dangerous weather conditions or other emergencies. If your child must go home by another means one particular day, **you must notify the school in writing at least 2 hours prior to dismissal.** For security reasons, no changes in transportation arrangements may be made by phone.

In the event of an unexpected early release from school, children will be sent home by the means of transportation listed on the **Inclement Weather/Early Dismissal Form**. Please talk with your child about your plan for Early Dismissals. Please tune into local radio and television stations for information regarding school closings and early release.

School Buses

Bus transportation is offered to students who live more than one mile from school. This service is provided to safely transport students to and from school each day. **Any conduct or activities that threaten the health, safety or welfare of the bus driver, other students or any other riders in any manner shall be grounds to terminate indefinitely all bus riding privileges.** Therefore, it is essential that the home and school work together to make our buses safe for children. When necessary, the bus driver will counsel children who do not follow the bus rules. Bus drivers write Bus Incident Reports if children continue inappropriate behavior. Children are counseled and parents are phoned each time an incident report is written. **Students who do not obey the rules of conduct will not be allowed to ride the buses.** Automatic bus suspension will occur for children who fight while on school buses. The combined efforts of home and school will reinforce the need for students to follow the safety practices outlined above in order to have a safe year for our bus riders.

FOR SECURITY REASONS, CHILDREN WILL NOT BE RELEASED TO PARENTS IN THE BUS LOT DURING ARRIVAL OR DISMISSAL TIMES.

Car Riders

If you plan to drive your children to school, enter the front parking lot, and then proceed to the circle driveway at the front of the school. **Please drive slowly and do not pass other cars.** Staff members will be on duty in the mornings and in the afternoons to assist children getting in and out of their cars. Children who plan to have breakfast at school may arrive no earlier than 8:00 a.m. All other children may arrive at 8:10 a.m.

The following schedule will help you plan appropriately for school dismissal:

- Monday , Tuesday, Thursday, & Friday
 - 2:40 p.m. Pre-K & Kindergarten
 - 2:45 p.m. 1st, 2nd 3rd, & 4th

- Wednesday
 - 1:30 p.m. Pre-K & Kindergarten
 - 1:35 p.m. 1st, 2nd, 3rd, & 4th

Do not park in the front circle.
The front circle is for loading and unloading ONLY.
(Please pull forward to allow other cars through)

A.M. Walkers and Late Arrivals

The school day begins at 8:25 a.m. and ends at 2:45 p.m. **Children should not arrive before 8:10 a.m. unless they are participating in the breakfast program.** Prior to 8:10 a.m. there is no one available to supervise children. Children participating in the breakfast program may arrive at 8:00 a.m. Children will only be allowed to enter the school through the main corridor located in the front of the school.

If you find it necessary for your child to arrive after the school day begins, 8:25 a.m., you must accompany your child to the office to sign him/her in and pick up a Tardy Admit Slip for your child to present to the teacher for admittance to class.

P.M. Walkers

Walkers will be escorted to A wing's main exit for dismissal. Walkers will not be allowed to exit through the main corridor's exit.

Signing Students Out of School

When you need to sign a child out of school during school hours, please park **ONLY** in the designated parking lot and come to the school office where you will sign your child out. Please be prepared to show picture identification. **The front office will call your child to the office when you arrive.** Children are not permitted to leave the school grounds during school hours unless parents have signed them out in the office. If children are to be picked up from school by someone other than a parent or guardian, the school must be provided with written permission, in advance. For safety reasons, no student will be allowed to walk home early without adult supervision.

School Enrollment Procedures

Dependent children may be enrolled in Fort Bragg Schools by presenting the following information:

- a. A certified birth certificate from the Department of Vital Statistics of the state of birth. The certificate must include the parent's names and cannot be a pocket card or hospital/congratulatory certificate. A copy of the certificate will be retained.
- b. If the sponsor is not listed on the birth certificate as a biological parent, then a marriage license is required. The child's dependency and custody determination must be documented before enrollment is approved.

- c. The sponsor's current military orders. Orders dated 36 months prior to the beginning of next school year will require updated orders or a copy of the sponsor's ID card.
- d. Documentation of the sponsor's housing assignment in permanent quarters, either by a housing letter, Housing Assignment Voucher, or the completed front page of the RCI lease agreement or a 90-day letter from the appropriate Housing office. The document must list the child as a dependent with authorization to live in housing. **No child will be permitted to start school without this documentation.**
- e. Immunizations - An up-to-date immunization record must be presented within 10 days after enrollment. DoDEA requires Hepatitis A. Copies will be made and retained.
- f. If the sponsor is deployed, a general power of attorney will be needed to complete registration.

School Withdrawal Procedures

Parents should notify the school as soon as they know they will be leaving Fort Bragg, but at least 5 days prior to a student's last day at Devers. Parents should come to the office to clear the student's records and pick up a transfer form to take to your child's new school. Parents should complete the withdrawal procedures before the end of the school year if they plan to leave during the summer months.

School Cancellations/Unannounced Dismissals

The Superintendent of Schools will issue instructions for school closings, late openings, and early dismissals. School cancellations or closings due to weather conditions will be announced over almost all local radio and television stations. Parents are asked to listen to these stations for information, rather than telephoning the school or the stations themselves. In case of early dismissal, please make plans ahead of time so your child will know what he or she is to do. Prior planning helps children feel safe and less frightened when unexpected changes occur. Please be sure you have indicated your wishes for an early dismissal on the **Early Dismissal Form** that is completed by all parents at the beginning of each school year and during registration. **The Transportation Form should be updated during the school year if changes occur.**

Cafeteria

Breakfast and Lunch Programs

The Devers School cafeteria serves breakfast and lunch. Breakfast starts at 8:00 a.m. each morning. Students should not arrive before 8:00 a.m. for breakfast, as there is no supervision before that time. Students who walk to school or are dropped off for breakfast are to **enter through the main entrance** at the front of the school and go immediately to the cafeteria. **Students eating breakfast must use their best manners, follow all cafeteria rules, and obey Educational Aides on duty in the cafeteria.**

We welcome visitors in the cafeteria for breakfast and lunch. Guest tables are available for students with visitors.

Lunch is a duty-free time for teachers. Support personnel supervise students while they are in the cafeteria. **To insure an appropriate mealtime environment, it is essential that children are well behaved and mannerly. Children should eat first and then talk quietly to the children seated closest to them and follow the instructions of the cafeteria monitors.**

Cafeteria Prices

Meal	Daily	Weekly
Breakfast	1.00	5.00
Reduced Breakfast	.30	1.50
Lunch	2.00	10.00
Reduced Lunch	.40	2.00
Extra Milk	.35	1.75
Juice	.40	2.00

Milk and Juice

Students are provided an optional milk/juice break during the day. Students may bring their own nutritious drink or they may choose to buy milk or juice at school. Envelopes are sent home monthly for parents to use in returning payment to the school. **All juice and milk payments must be prepaid by the date on the envelope.** Payment may be made for the month or for longer periods. Credit is given when students are absent. We request that parents indicate a choice for white milk, chocolate milk, or orange juice on the front of the envelope.

If you plan to provide your child's drink, please send the drink to school with your child in a non-breakable container. Soft drinks are not permitted.

Lunch Guests

Parents are invited to have lunch with their children in the cafeteria during their lunchtime. We request that parents purchase lunch from the school or bring a lunch from home. **Food and drinks from restaurants are not permitted in the cafeteria.** Guests should sit at designated guest tables with their child. **One invited friend may join parents and their child for lunch at a guest table.** If you visit the school for lunch, you must first sign in on the Visitor's Log in the office and obtain a visitor's badge.

Birthday Celebrations

To protect instructional time, no birthday parties are held at school. **Children may bring birthday invitations to school only if there is an invitation for each child in the classroom.** Classroom teachers will determine an appropriate time for distribution. Simple birthday treats may be brought in for sharing at snack time. Cupcakes are requested rather than ice cream cakes or cakes that need to be cut. If you wish to send a birthday treat, please send a note or email to your child's teacher, well in advance of the celebration date. Flowers or balloons will not be delivered to students at school.

School Nurse

The school nurse is an important part of the total school program and provides a variety of services within the school setting. The nurse is a registered nurse with special training in school health issues. She is responsible for the general health of Devers' students and supervises vision and hearing screening, maintains health records, and administers any medications required for students.

Parents must bring medications and sign a permission form allowing the school to administer the medications. **Students are not allowed to bring medication to school.** All medication to be taken during school hours must be prescription-labeled. Students take all medications in the nurse's office.

If a child is ill in the morning, the child should not be sent to school with instructions to see the school nurse. The child should be kept at home and/or taken to a physician if needed. A child who is sent to school sick can spread that sickness to others. Children with fever may not come to or remain at school. The school nurse will be glad to answer any questions you may have concerning student health issues.

Head Lice

Students found to have head lice, may be excluded from school until pediculicide shampoo treatment is completed and appropriate actions taken at child's residence. The school nurse will provide a Preventive Medicine information sheet detailing treatment protocol and appropriate home actions. Students may return after producing the Head Lice protocol sheet signed by a parent or guardian.

Emergency Information

Telephone Numbers - Please maintain current and accurate home and work phone numbers on file in the school office. It is important to us, and your child, that we are able to call you, or your emergency contact person in the event of illness or other emergency. **Please notify the school of any changes in phone numbers immediately by sending a note to your child's teacher or phoning the Devers School office at 907-0204.** If unable to contact parents due to incorrect phone numbers, we will contact the sponsor's military unit for assistance.

Emergency Contact Persons - In the event of an emergency or if your child gets sick during the school day, we will attempt to notify parents **first**. If a parent cannot be reached, it is important that we have emergency contact phone numbers of friends or neighbors who can take care of your child until you can be notified. **Please keep this information current and accurate at all time.**

Fire - In case of a fire, students will evacuate the building to their class' designated area. Fire drills will be practiced every month.

Tornado - In the event of a tornado, students will evacuate to the hallway area and sit on their knees, bent over, with their heads covered up. Tornado drills will be practiced twice a year.

Lockdown - For a lockdown condition, the doors to every classroom are locked, students and adults are to sit on the floor against the walls, blinds are shut, and lights are out. Teachers will follow procedures as indicated by their crisis intervention kit located behind their classroom door. All entrances will be secured and monitored until the lockdown is over.

Shelter in place - Students will relocate to the multipurpose room. Teachers will follow procedures as indicated by their crisis intervention kit located behind their classroom door.

Sign-in Policy

Devers School welcomes visitors and volunteers. **Visitors must always enter through the front door, stop by the office for a visitor's badge, and sign in.** The visitor's badge must be worn while you are in the building. Volunteers are asked to sign in on the Volunteer Log Booklet located in the office.

Volunteers

Volunteers are needed throughout the year in many areas. In August, volunteers are recruited for a variety of classroom activities and school wide projects. At Open House, volunteers should sign up with their homeroom teachers or the PTO. Please let us know what special talents and interests you have to share. Your time and talents are greatly needed and much appreciated. Volunteers are reminded to sign in and out at the volunteer reception area. It is extremely important that we maintain accurate records so that we can locate you quickly in case of an emergency. Volunteers must wear their nametags during the time they are working in the building. **All volunteers must register with VMIS by completing DD Form 2793. The form may be obtained at the school office or by logging on www.myarmylifetoo.com.**

How to register with VMIS

Please note you must have an e-mail address to register

Log on to www.myarmylifetoo.com

- Click on Register
- Click on "I am a new user"
- Complete the registration form
 - Select Military Community, Fort Bragg (located under Southeast Region)
- Click on Continue
- Click on Register at the bottom of the page. Once your registration is complete, the system will return you to the main page.
- Scroll down the left hand column and select Become a Volunteer.
- Click on Volunteer Registration.
- Scroll down to the Volunteer Profile and complete this section.

How to log your hours on VMIS

Log on to www.myarmylifetoo.com

- Click on Log in and follow instructions.
- Scroll down the left hand column and click on Volunteer Tools. Under Volunteer Tools, click on AVC Volunteer.
- Select Service History
- Find active AVC Services
- Find Devers
- Find the position you want to log hours for.
- At the far right you will see hours Click on hours. A screen will appear that will allow you to enter one date or many.
- YOU CAN ADD ONE OR ADD

- Click on save
- Click on Opportunity Locator at the top of the page.
- Scroll down the page to find the drop down box for "Organization."
- Find and click on the organization where you would like to volunteer.
(Devers)
- Find and click on the job description.
- Scroll to the bottom and click Apply.
- Scroll to the bottom and click Submit.

MANY TO ENTER YOUR TIME.

- Enter the hours worked in the blocks for each day worked.
- When you are finished, scroll to the bottom and click save.

Please note: All Hours must be submitted by the 5th of the month and certified by the 15th. Hours cannot be entered for the previous month after the 15th.

PTO

Devers is fortunate to have a very active PTO. The primary focus of the organization is to promote the welfare of the students at school and to create a closer relationship among parents, students and school personnel. Evening meetings are held three times yearly, with involvement in many school activities throughout the year. Please join the PTO during the membership drive in August or at any time during the school year.

President
Vice President

Patricia Young
Amy Trimble

Study Trips

Numerous opportunities are provided for students to participate in educational study trips and special activities. Children participate in educational study trips planned by classroom teachers within their grade level. These trips emphasize hands-on learning and promote educational objectives. **Parents must sign a study trip permission form for every trip a child attends.** Teachers will notify parents concerning plans for classroom study trips to include dates, places, themes and need for parent chaperones. If you wish to join your child's class as a chaperone, please contact your child's teacher, before or after school. **Chaperones are not permitted to bring other children on study trips. We request that all chaperones ride the buses provided for study trips.** For safety reasons, chaperones that choose to drive private vehicles are **not** allowed to follow the buses used to transport children to the study trip's location. **Students must ride on the buses provided.** Some study trips may extend beyond the school day. After school hours, parents must drive to the back of the school and form a line of traffic along the

sidewalk at the end of C and D Wings. (See map on the back cover.) Children will enter the building from the front entrance and will go to their classrooms to get their belongings. Teachers will escort students to the back of the building to greet their parents. Please remain in a single line of traffic and wait for your child's teacher to walk your child to your vehicle.

DODEA Core Curriculum Standards

The DODEA Core Curriculum Standards are used to provide a quality, integrated instructional program in the Fort Bragg Schools. Curriculum content standards specify what students should know and be able to do. These standards reflect those developed by professional organizations for each discipline. The DoDEA standards parallel the content standards developed by the National Council of Teachers of Mathematics, the National Council of Teachers of English and the International Reading Association, the National Council of Social Studies, and the National Research Council's National Science Education Councils. The DODEA Core Curriculum Standards can be accessed through the Devers School Homepage at www.am.dodea.edu/bragg/devers.

Parent Calls and Conferences

Parent/Teacher conferences are scheduled once during the year. You are encouraged to seek a conference with your child's teacher at anytime during the school year. System-wide conference dates are posted on the school calendar.

Phone calls will not be sent to a teacher's classroom unless the teacher alerts the receptionist that she/he is expecting your call. This is to preserve instructional time and lessen disruptions. Messages will be recorded by the receptionist and placed in the teacher's box as time allows, or you may leave a voice mail message for the teacher. Emergencies will be handled on an individual basis.

Parent Concern Procedures

Parental concerns should be expressed to the teacher. Concerns that are more general in nature should be made to an administrator. An administrator will be glad to arrange conferences for parents and teachers to discuss classroom issues. An administrator will always expect the parent to discuss the concern with the **teacher first**. If unresolved, the administrator will meet with the parent and teacher as a mediator.

Home Reading

Our Home Reading Program is designed to promote the love of reading and supports our literacy instructional focus. Each grade level has specific home reading requirements. Your child's teacher will share these requirements with you. We also participate in the Book-It program sponsored by Pizza Hut. Please schedule time each day to read with your child.

Homework Guidelines

Homework is only one of several approaches to show students that learning takes place everywhere. The expected positive effects of homework include immediate and long-term academic and non-academic benefits and greater parental involvement in student learning. Homework guidelines are designed to reinforce student learning, promote positive effects of homework, discourage negative effects of homework, and to prompt principals, staff, and parents to establish healthy, acceptable standards for homework by solidifying expectations, and discouraging "busy" work. Homework is not used as student punishment or as a detriment to learning.

Homework can have beneficial effects other than knowledge acquisition. Homework can help students develop good study habits. Homework can help students recognize they can learn at home as well as at school. It can foster independent learning and responsible character traits. Homework can give parents an opportunity to see evidence of student work. Not all homework is paper and pencil tasks. For example, some homework in primary grades will be students reading to parents and parents reading to students, taking part in creative art activities, or just showing parents the topics of what they are learning in school.

Definition/Purpose:

Homework is defined as out-of-class tasks assigned to students as practice, preparation, or elaboration of classroom work toward meeting DoDEA standards. Homework must be well designed, relate directly to class work, and extends students' learning. The purpose of homework is to provide opportunities beyond the classroom that make an effective contribution to the student's learning. The assignment of academically appropriate homework supports student achievement of DoDEA Standards and Curriculum. Please see the recommended guidelines regarding time spent completing homework assignments:

PK	Family involvement projects/events will be considered homework
K	15 minutes
1 st and 2 nd grade	15-30 minutes
3 rd grade	30-60 minutes
4 th grade	30-60 minutes

Pre-kindergarten Program

Pre-kindergarten Daily Schedule

Morning Class 8:25 a. m. to 11:00 a.m.

Afternoon Class 12:00 p.m. to 2:45 p.m. Monday, Tuesday, Thursday & Friday on *Wednesday 12:00 p.m.-1:35 p.m.

*Early dismissal, on Wednesdays, will allow teachers and support staff time for professional development and instructional planning.

1. Arrival
2. Circle Time Activities
3. Outdoor Activities
4. Milk/Juice Break
5. Center Time Activities
6. Dismissal

*Morning students need to arrive prior to 8:25. They will be marked tardy/late if they arrive at 8:25 or later. Afternoon students need to arrive at 12:00. If the teachers have already brought the students into the building the parents must bring their child to the front office, sign them in and escort them to the classroom. Their child will be considered tardy/late and marked as such on the attendance roster.

Preschool Pick-up/Drop-off Procedures

Please note the loading/unloading procedures for preschool students. Thanks for your patience and cooperation during the first week of school.

A.M. Student Pick-up Procedures: The morning students must be picked-up promptly at 11:00 a.m. Parents enter the building via the pre-kindergarten door located at the rear of the building where the bus lot is located. Parents may park along the curb or at the parking lot located at the side of the building. The students will be waiting for their parent in the pre-kindergarten classrooms (room C-7 & C-8).

P.M. Student Pick-up Procedures: The afternoon students are dropped off no later than 12:00 p.m. Parents may enter the building via the pre-kindergarten door located at the rear of the building where the bus lot is located. Parents may park along the curb or at the parking lot located at the side of the building and escort their child to the classroom. The teachers will be waiting to greet your child at the doorway.

There should not be any mid-day pre-kindergarten traffic at the front traffic circle. All parents are required to sign their child in at the front office if they are late dropping-off or picking-up their child. Thanks for your help as we work together to keep the children safe!

Pre-kindergarten Volunteer Hours

The Fort Bragg Schools Early Childhood Program is a place for both the children and the parents to experience the joy of learning. Parents are their child's primary advocates and first teachers. Parents are encouraged to participate in the home-school partnership of the Early Childhood Program. Throughout the year there are various ways to participate in your child's program. Some examples of the ways you can participate in your child's learning include:

All volunteers must register with VMIS by completing DD Form 2793. The form may be obtained at the school office or by logging on www.myarmylifetoo.com.

Volunteer in the Classroom

- ...read a story
- ...chaperone a field trip
- ...monitor outdoor play
- ...assist students on computers
- ...assist with Family-Style dining
- ...Assist students during center time
- ...Provide cooking lessons

Activities Outside the Classroom

- ...preparation of teacher made materials
- ...collecting teaching resources
- ...preparation and/or participation in Family Resource Evenings
- ...Home Reading Program
- ...Family trip to points of interest
- ...Sharing family roots with your child

Miscellaneous Information

Toys: Children should not bring toys to school unless requested/approved by their classroom teacher.

Electronic Games: Children should not bring electronic games, walkmans, or CD players to school.

Cell Phones: Cell phones are to be turned off at school. If a student plays with or uses a cell phone during the day, it will be taken away.

Jewelry: Valuable or sentimental jewelry should not be worn to school. Large earrings, long necklaces, nose-rings, or other jewelry can be a safety hazard and should not be worn to school.

Hats: Children should not wear headgear in the building except for medical reasons.

Money: Children should bring money in a container labeled with their full name. Children should not bring extra money to school.

Chewing Gum: Chewing gum is not allowed at school.

Animals: Animals are not allowed on the school grounds or buses at any time.

Playgrounds: Children's use of the Devers School playgrounds after school hours is **only** permitted under the supervision of parents.

Parking: Parents and visitors should park only in designated parking areas. The circle driveway is for dropping off and picking up children at arrival and dismissal times only.

Sidewalks: For safety reasons, students should always walk on sidewalks.

2008

July	7	Monday	ESY Staff Workday
	8	Tuesday	Extended School Year @ Butner Elementary & Irwin Intermediate Schools Begins; Summer Lunch Program @ Butner & Devers Elementary Schools Begins
August	8	Friday	Extended School Year and Summer Lunch Programs End
	20-22	Wed-Fri	Administrative Day/Staff Workdays, First Day for All Staff
	21	Thursday	Open House 3:30 - 5:30 p.m. -IRWIN; Open House 4:00-6:00 p.m. - ALBRITTON
	22	Friday	Open House 4:00-6:00 p.m. (ALL Elementary Schools)
	25	Monday	First Student Day for Grades 1 to 9 & Kindergarten Orientation
September	1	Monday	Federal Holiday (Labor Day), Non-Student/Non-Teacher Day
	2	Tuesday	First Student Day for PreKindergarten Students
	19	Friday	Professional Development, Non-Student Day
October	13	Monday	Federal Holiday (Columbus Day), Non-Student/Non-Teacher Day
	29	Wednesday	End of 1st Reporting Period (45 days)
	31	Friday	3 hour Early Dismissal for Students Grades K-9; Non-Student Day for PreKindergarten Students
November	11	Tuesday	Federal Holiday (Veteran's Day), Non-Student/Non-Teacher Day
	12	Wednesday	Report Cards Sent Home
	12-14	Wed-Fri	PreKindergarten Parent-Teacher Conference Days, Non-Student Days for PreKindergarten Students only
	14	Friday	Parent-Teacher Conference Day, Non-Student Day
	26	Wednesday	Thanksgiving Break, Non-Student/Non-Teacher Day
	27	Thursday	Federal Holiday (Thanksgiving), Non-Student/Non-Teacher Day
	28	Friday	Thanksgiving Break, Non-Student/Non-Teacher Day
December	22-24	Mon-Wed	Winter Break, Non-Student/Non-Teacher Days
	25	Thursday	Federal Holiday (Christmas), Non-Student/Non-Teacher Day
	26	Friday	Winter Break, Non-Student/Non-Teacher Days
	29-31	Mon-Wed	Winter Break, Non-Student/Non-Teacher Days

2009

January	1	Thursday	Federal Holiday (New Year's Day), Non-Student/Non-Teacher Day
	2	Friday	Staff Workday, Non-Student Day
	5	Monday	Students Return to School
	16	Friday	Professional Development Day, Non-Student Day (Possible Storm Make-up Day)
	19	Monday	Federal Holiday (Martin Luther King, Jr.'s Birthday), Non-Student/Non-Teacher Day
	26	Monday	End of 2nd Reporting Period (45 Days)
	30	Friday	3-hour Early Dismissal for Students Grades K-9; Non-Student Day for PreKindergarten Students
February	10	Tuesday	Report Cards Sent Home
	16	Monday	Federal Holiday (President's Day), Non-Student/Non-Teacher Day
March	27	Friday	Professional Development Day, Non-Student Day (Possible Storm Make-up Day)
April	1	Wednesday	End of 3rd Reporting Period
	3	Friday	3 hour Early Dismissal for Students Grades K-9; Non-Student Day for PreKindergarten Students
	13-17	Mon-Fri	Spring Break, Non-Student/Non-Teacher Days
	21	Tuesday	Report Cards Sent Home
May	7-8	Thurs-Fri	PreKindergarten & Kindergarten Registration; PreKindergarten Parent-Teacher Conference Days, Non-Student Days for PreKindergarten Students ONLY
	25	Monday	Federal Holiday (Memorial Day), Non-Student/Non-Teacher Day
June	3	Wednesday	Last Day for PreKindergarten Students
	5	Friday	3 hour Early Dismissal for Students Grades K-9; Non-Student Day for PreKindergarten Students
	11	Thursday	Last Student Day for Grades K-9, Report Cards Sent Home for Elementary and Intermediate School Students End of 4th Reporting Period (45 Days)
	12	Friday	Staff Workday, (Possible Storm Make-Up Day)
	19	Friday	Report Cards Mailed Home for Grades 7-9

Notes:

- 1. ACCELERATED WITHDRAWAL DATE: 13 May 2009 is the "Accelerated Withdrawal Date" for families who are leaving the area due to PCS orders. The Principal, on a case-by-case basis, will review each request. A set of PCS orders must be presented to the Principal before the Accelerated Withdrawal can be considered.**
- 2. This calendar was endorsed by the Fort Bragg School Board at its regular meeting on 06 March 2008.**

