

Oak Grove Central Elementary

893 Oak Grove Rd.

Hernando, MS 38632

662-429-4180

Handbook

2016/2017



School Board Policy

The DeSoto County Code of Discipline has been updated. Please view the code of discipline at <http://www.desotocountyschools.org/>

If you need a hard copy of the code of discipline, please contact the school and we will be happy to print a copy for you.

All of these topics and policies can be viewed from the district website. Please contact me with any questions.

Thank you,

Lisa Steiner

Principal

- 1. Discipline**
- 2. Attendance/tardy policy**
- 3. Dress Code**
- 4. Cell phone/electronic devices**
- 5. Grading**

Oak Grove

- 1. School doors open at 7:00 (Do not drop off students before that time; we have no staff on duty to supervise). All students must enter the front doors of the school. The bell rings at 7:25 to begin class and the tardy bell rings at 7:35. Students are dismissed at 2:25. Car rider line does not enter campus until 2:00 P.M. Parents checking out students between 1:00-2:15 will need to park in the bottom parking lot not in the drive. We do not do checkouts after 2:15.**
- 2. Breakfast is served in the cafeteria from 7:00-7:20 daily. Students may purchase breakfast during this time.**
- 3. Snacks are sold in the gym. Students may purchase snacks from the machines. Prices range from \$.50 to \$1.00. Students may take these snacks to class with them to eat during snack time or bring something from home. Chicken biscuits will be sold on Friday for \$3.00 during snack time.**

4. T-shirts are being sold. Order forms will be sent home for shirts to be ordered.

5. We will have hat day the first Friday of every month. The students will pay \$1.00 to wear a hat at school.

6. There will be different events throughout the year where students will be involved or dress up. Please check the school website and your monthly calendars for these events.

7. Homework is assigned by the students' individual teachers. You will need to follow each teacher's guidelines for homework.

8. We want to encourage students to bring their own devices to school for reading and researching purposes. The students have to follow board policy concerning their devices as well as their teacher's classroom policy. Cell phones should only be used for reading and researching not talking or texting. Teachers have the option of not allowing cell phones as

part of the device program. Games should not be played on devices during school time.

Students should not use their cell phones to text or call during school hours. This can result in the student's phone being taken up by administration. If you, the parent, need to contact your child for an emergency situation, please call the office (662-429-4180).

9. Parents are welcome to come and have lunch with their children. You will need to arrive a few minutes before their lunch time and sign in at the front desk. You will need to leave campus when your child leaves the lunchroom. For safety reasons, parents are not allowed in the hallways, classrooms, or gym during the school day unless special events are taking place.

10. We do not allow deliveries to students during school hours.

11. Clubs meet 1 day per month starting in September. The dates are listed on the monthly calendars. Students must be picked up by 3:45. Sign-up sheets will be sent home to register for

clubs. Students should list a first and second choice for clubs. Students who are picked up late twice will not be allowed to attend future club meetings. These clubs are volunteer work by our staff.

- 12. 5th grade students will receive a math consumable textbook, English book, and a science textbook. 4th grade students will receive a math consumable textbook and English book. These books are to be brought back and forth to school daily.**
- 13. Students will use Accelerated Reader and My On Reading this year. Teachers will notify you of required reading in the classroom.**
- 14. Attendance is very important. Please have your child at school every day on time. Please try to schedule your vacations and trips during scheduled breaks throughout the year. Please remember that any student with 5 unexcused absences will be turned over to truancy per board policy and state law. Students must be present 63% of the instructional day to be**

considered present. The only part of the day not considered instructional is the students' lunch break. To be recognized for perfect attendance at the end of the year, students must be present every day, all day, with no early check-outs or late-arrivals. The 63% rule does not apply to perfect attendance during awards day. It does apply for perfect attendance popsicles.

15. Oak Grove's Tardy Policy- Students who have 5 unexcused tardy notes will see the counselor and a note will be sent home to parents. On the 10th and additional tardy notes, the student will be referred to the principal for further action.

16. According to board policy, students will have the number of days absent to complete make up work. If a student is absent 1 day, they have 1 day to turn in assignments. Test will only be made up before school, after school, or during the students' art and/or computer class time. We are making this change so that students do not miss any additional academic instructional time. If you choose before or after school, make

arrangements with the teacher for a time and date. If a project is due and your child is absent on the due date, it is due the day they return. Preplanned projects do not get extended time because of absences.

17. We will implement a positive behavior plan this year at Oak Grove. Students will earn Tiger Paws and can use these to purchase rewards. A copy of the plan will be sent home.

18. Parents can obtain information about happenings at Oak Grove through teacher websites, school website, phone messages, Remind from both the teacher and the principal, progress reports, report cards, Thursday folders, and by following us on twitter. Tweet DCS_OGCES. Remind numbers will be sent home in your child's Thursday folder.

If you have any concerns or suggestions, please call me at 662-429-4180. I am happy to hear from parents, and I want your experience at Oak Grove to be pleasant, memorable, and successful.

Thank you,

Lisa Steiner,

Principal