

# **STUART ELEMENTARY STUDENT & PARENT HANDBOOK 2025-2056**



**802 20th Street Northwest  
Cleveland, TN 37311  
<https://www.clevelandschools.org/o/stuart>**

For additional information about school policies view the Cleveland City Schools  
Elementary School Handbook.

**CCS HANDBOOK:**

[https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded\\_file/1335/District/4729087/Cleveland\\_City\\_Elementary\\_Handbook\\_2024-2025-.pdf](https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/1335/District/4729087/Cleveland_City_Elementary_Handbook_2024-2025-.pdf)



## **WELCOME**

Dear Families,

Welcome to a new and exciting school year at Stuart Elementary! Whether you are joining us for the first time or returning, we are so glad to have you as part of our school community. At Stuart, we believe that a strong partnership between home and school is essential to the success of every student—and we are committed to being a resource and support for your entire family.

Our mission is clear: to create a safe, positive, and inclusive learning environment that fosters academic and personal growth by empowering students to reach their full potential. Everything we do is guided by this purpose. Students are engaged in meaningful learning experiences that spark curiosity. We set out to inspire growth in our students by fostering creativity, resilience, and a love of learning. We empower students with the skills and confidence they need to thrive—both in school and beyond.

We want you to know that this school is more than a place of learning—it is a caring community. We are here for you. Whether you need academic resources, family support, or just someone to talk to, our doors are always open.

Thank you for trusting us with your child's education. We are honored to work together with you to help them grow and succeed. Here's to a year filled with learning, connection, and achievement!

With gratitude,  
Mrs. Kim Bradford

Principal, Stuart Elementary



## School Overview

### **Our Mission**

To create a safe, positive, and inclusive learning environment that fosters academic and personal growth by empowering students to reach their full potential.

### **Title 1 School**

Stuart Elementary School has been identified as a Title I school, which means our school is eligible for federal funds to develop school-wide programs to enhance the learning of our students. As a school-wide program, all of our students can take advantage of the materials, equipment, and programs funded through Title I money. A Title I Leadership Team consisting of the principal, the administrative team, parent involvement coordinator, a parent, two classroom teachers, one paraprofessional, and one specialist teacher, will review and update our goals and plans annually. The focus will be on student learning and finding ways to improve student success at Stuart School.

### **STEM Designated School**

In 2025, our school was named a STEM Designated School. Stuart Elementary is committed to providing a high-quality education that emphasizes Science, Technology, Engineering, and Mathematics in everyday learning by providing opportunities for students to engage in project based learning. This designation recognizes that our school has met rigorous standards in integrating these subjects across the curriculum and using real-world problem-solving to help students think critically, collaborate, and innovate. Being STEM designated means your child is part of a learning environment that goes beyond textbooks to help them explore the world around them and develop the tools to shape the world ahead.

### **Capturing Kid's Heart National Showcase School**

We are proud to share that Stuart Elementary has been recognized as a Capturing Kids' Hearts National Showcase School for four years in a row. This distinction was awarded to our school because we go above and beyond in building strong, meaningful relationships and creating a culture where students feel safe, connected, and valued. This honor reflects our deep commitment to not only teaching academics, but also nurturing the whole child. Through the Capturing Kids' Hearts process, our staff uses proven strategies to build trust, encourage positive behavior, and foster a sense of belonging in every classroom. It's a recognition that we put relationships first—because when we capture a child's heart, we unlock their potential to succeed.



## School Hours & Daily Attendance

### School Hours

Our school's instructional hours are 8:30 am until 3:30 pm. During abbreviated school days, our school's instructional day is from 8:30-11:30.

### School Arrival

Students who walk to school or are transported by their parents should schedule their time so they arrive at school no later than 8:25 a.m. Our school doors open at 7:45. Students who arrive between 7:45-8:15 will report to the cafeteria to await dismissal to class. Students arriving after 8:15 a.m. may proceed directly to class. All students must be in the classroom by 8:30 to not be counted tardy. Students who wish to eat breakfast, should plan to arrive between 7:45-8:15. Breakfast is served from 7:45-8:15 a.m.

### Late Arrival

School begins promptly at 8:30 a.m., and all students should be in their classrooms by that time. Any student arriving after 8:30 a.m. should report to the office with a parent to sign the "Check-In Sheet". The only acceptable reasons for tardiness are personal and immediate family illness, death in the family, doctor or dental appointments (a written excuse is required), or a late bus. If a student is counted unexcused for a tardy or a check out (5) times this action equals (1) unexcused absence.

### Early Dismissal

The instructional day ends at 3:30 p.m. and teachers are encouraged to provide instructional opportunities until dismissal. All early dismissals will be handled through the office, and count the same as a tardy. Students are to be checked out by a parent or legal guardian. Excessive early check-outs result in loss of valuable instruction and may result in a referral to Truancy Court. There will be no early dismissal after 3:15 each day.

### K-12 Student Attendance Guide

Attendance is a key factor in student achievement and is required by the State of Tennessee Compulsory School Attendance Law (TCA-49-6-3001).

Parent notes for an excused absence will be accepted for a total of three (3) days per semester or six (6) total absences per year. Any additional excused absence for personal illness must be accompanied by a doctor's note within five (5) school days of the student's return. Parent notes may be written and returned to school by the student or sent to our school through Talking Points.

Excused absences include: personal illness, death in the family, extreme weather conditions, religious observances, college visits, pregnancy, school-sponsored or endorsed activities, summons to court, and circumstances, which in the judgment of the principal, create emergencies over which the student has no control.



## Progressive Truancy Plan

### Progressive Truancy Plan

Regular attendance at school is essential for your child's success. Being present every day helps them keep up with learning and build important skills. To support this, our school district has clear policies to address truancy, which are outlined below. We appreciate your partnership in ensuring your child attends school consistently.

#### **Tier I - Prevention-Oriented Supports**

- Attendance Guide will be published to parents/students prior to the start of the school year
- Families will be notified when student absences occur
- Additional follow-up will be made by the school admin/designee if a student accumulates (5) unexcused absences

#### **Tier II - Campus Court Mediation (6+ unexcused absences per school year)**

- The conference scheduled with student, parent, school personnel, and Juvenile Court mediator
- Conference notes and the creation of an attendance agreement will be drafted by all participants
- A review date will be set for all Tier II cases

#### **Tier III - Campus Court Review/Services (Implemented if more unexcused absences occur after TIER 2)**

- Review meeting scheduled with all participants
- Referral by the mediator to services deemed necessary
- Referral by the mediator to "Behavioral Unit" if deemed necessary
- Further absences or non-compliance will result in a petition to Juvenile Court

\*If Tier II or Tier III are unsuccessful with a student and the school can document that the student's parent is unwilling to cooperate with the truancy intervention plan, then a referral may be made to Bradley County Juvenile Court without having to implement subsequent intervention tiers.

\*When total absences (excused and unexcused) exceed 10% of the school year, the principal or designee may implement the above tier system.

\*If a student is counted unexcused for a tardy or a check out (5) times this action equals (1) unexcused absence.



## Bus Transportation

### Bus Transportation

Bus transportation for students is a service provided by the Cleveland City School System, and the privilege of riding a bus is dependent upon the behavior and cooperation of each individual student. The time spent on the bus is an extension of the school day, and as such, the rules of the school remain in effect. The driver is in full charge of the bus and the students. Students should follow bus expectations to ensure safety of all involved. Violation of the bus regulations may result in the student being denied the privilege of riding the bus for any specified length of time. You may sign up for bus transportation during your enrollment process on Cleveland City Schools' website. If your child is eligible for bus transportation, you will be notified of their bus number, stop, and pick-up time a week before classes start.

### Bus Stop Expectations

- Arrive at your bus stop at least five minutes ahead of your scheduled bus arrival time.
- Please stand back from the edge of the roadway while waiting for the school bus.
- Do not litter at the bus stop.
- Do not approach the bus until it has come to a complete stop. Stay three to four feet away from the edge of the road.
- If the bus is on the opposite side of this street, wait until the bus has come to a complete stop with the sign activated. Look both ways before crossing the street.

### Bus Expectations

- Follow the bus driver's instructions.
- Remain seated.
- Do not endanger yourself or others.
- Wait until the bus comes to a complete stop before you get up from your seat.
- Help keep your bus clean and safe.

### Parent Responsibility Zone

A Parent Responsibility Zone (PRZ) is an area within 1.5 miles of the school that allows for either safe walking or parent transportation. Stuart's Parent Responsibility Zone is located at 25th Street, Peerless to Georgetown Road to 17th Street, bordered by Keith Street on the East.



## School Drop-Off and Pick Up Procedures

### Morning Drop-Off

- All traffic must enter the campus using Entrance B. Vehicles should use the right-hand lane that goes around the building. Vehicles unloading students at Door 4 will have on their hazard lights. Other vehicles may go around these vehicles in the left-hand lane.
- All general education students, regardless of grade, may be dropped off at Door 6 from 7:45-8:20. This is the only entrance for general education car riders in grades K-5. Door 1 (the front circle) is for walkers, only. Students are NOT to be dropped off in the front circle from 7:45-8:20. If students arrive after Door 6 is closed, please drive around to Entrance A (front circle) and walk your student to the main office at Door 1.
- Students are tardy at 8:30. If students are tardy, parents MUST sign them in. We advise you to drop off students no later than 8:20 to make sure they are prepared and in class ready for their day.
- Students in our Discovery Pre-K, CDC and ERC classes should communicate with their teacher for drop-off/pick-up procedures and times.
- Headstart Pre-K students will accept students at Door 11 at 8:30.
- All other doors will be locked in the morning. The practice was created to ensure a safer learning environment.

### Afternoon Pick-Up

- All general education car-rider students will be released at 3:30pm. We will release students in K-2nd Grade from Door 3 and 3rd-5th Grade from Door 6.
- Using Entrance B, parents with a K-2 student must get into the right lane when pulling around the back of the building. Parents picking up only a 3rd-5th grader, will get into the left lane. If you have students in both groups, pick up the K-2 students, first, from the right lane. Then you will stay in the right lane and pull forward to get into the 3-5 line.
- We will load several students at a time, allowing you to pull away as a line rather than changing lanes. Only use the left lane, if you MUST pull around someone.
- All vehicles should stay in the line until they have reached their designed stop. (Cars should not be cutting in and out of the line.)
- No students will be released from the "Front Circle," Door 1. This area is reserved for parents who walk to get their children from the neighborhoods around Stuart, emergencies, and parents who need to pick up children early for doctor appointments. Please note, students cannot be checked out between 3:15-3:40. As a reminder, students who check out before 3:15 are considered "early check-outs."
- Parents with students in our CDC, ERC and Discovery Pre-K programs may use the handicapped parking spots near Door 4. Please use your hazard lights to indicate you are loading the vehicle.

### Car Tags

- In an effort to expedite the pick-up of your student, please display this card hanging from your mirror at all times while in the pick-up line. Students will NOT be released to you if you do not have the car tag.

If you do not have your car tag, please drive to the front of the building and come to the front office to receive a temporary car tag.

- Walkers must have a special card to pick-up their student. Only parents with a "Walker Card" may use this service. All other parents must remain in their car and pick-up students from the designated areas for car-riders.
- We supply 2 cards per student. If you need an additional card please inform your student's teacher or email Rhonda Weeks at [rweeks@clevelandschools.org](mailto:rweeks@clevelandschools.org). Additional cards cost \$1, each.
- Thank you in advance for your cooperation as we keep your students safe.



## Family Involvement Opportunities

### Family Involvement

The only way students can be successful in his/her educational endeavors is to have his/her parent or guardian involved in the learning process. Please make every effort to help your child be the best student he/she can be. Ask questions of your child or any school personnel to keep up with what he/she is doing or what is going on at school. Parents and other school patrons are welcome to visit the school. Our first concern is the safety and well-being of the children. Therefore, **ALL VISITORS MUST REPORT TO THE OFFICE FOR APPROVAL**. To do otherwise is trespassing and breaches the security of our building. If you wish to have a conference with a teacher, please phone ahead so that an appropriate time may be determined. Teachers cannot abandon classroom duties to conference either in person or by phone outside of scheduled planning time. Your courtesy in this regard is appreciated.

### School Events for Involvement

At Stuart, we believe that when families and schools work together, students thrive. One of the best ways to stay connected and involved is by attending our school events throughout the year. From curriculum nights and parent workshops to family fun nights and school performances, these events are more than just activities—they are opportunities to build community, celebrate learning, and strengthen the home-school partnership. Your presence at these events sends a powerful message to your child: "Your education matters, and we're in this together." It also gives you a chance to meet teachers, connect with other families, and stay informed about what's happening at school. We encourage you to make time to join us whenever you can. Your involvement—no matter how big or small—makes a meaningful difference in your child's success and helps create a warm, welcoming environment for all. We look forward to seeing you at our upcoming events and working together to make this a great year!

### Supporting Students at Home

Learning doesn't stop at the school doors—it continues at home, and your involvement makes a lasting impact. One of the most powerful ways to support your child's education is by simply talking with them about their day. Asking questions like "What was something new you learned today?" or "What made you feel proud?" opens the door for meaningful conversations and helps students reflect on their learning. In addition to daily conversations, we encourage all families to participate in our home-to-school activities and events. Whether

it's a family literacy night, student showcase, or classroom celebration, these events are designed to strengthen the connection between school and home. When families and schools work together, students thrive. Your involvement—no matter how big or small—helps create a stronger, more connected community where every child feels supported, seen, and encouraged.



## School Fees

### Textbook and Library Fees

The parent and child assume the responsibility for the proper use and return of all textbooks, and library books. Reimbursement will be required for lost or damaged books.

### Materials Fee

A general instructional fee of \$25.00 is suggested from each student at the beginning of each school year. This fee covers workbooks, classroom project materials, and other consumable materials used within the school year. This is not required for enrollment or participation in any activity of the school. General school supplies will be furnished for every student, but grade level specific items may be suggested at registration.



## Medical Procedures

### School Nurse

Stuart Elementary has one full-time nurse. Our school nurse provides general first aid care, routine medication administration and is available to assist you in completing a personalized healthcare plan for your student when needed.

### Medical Permission Forms

Click on the link at <https://bit.ly/3xxKHmG> to access Cleveland City Schools's Medical Permission Forms. Please work with your child's physician or our school nurse to complete forms that address allergies, asthma, diabetes, seizures, and medication. We are unable to provide medication or physician ordered medical services without the appropriate documentation. Please contact our school nurse for more information.

### Telemedicine

Our clinics offer Telemedicine services to students and staff. This service provides the convenience of being seen by a medical professional to receive a diagnosis through video call while at school. Please inquire about these services through the school nurse.

## Notification of Screenings

Students in the appropriate grades will be routinely screened throughout their education in Cleveland City Schools. These Health Screenings will take place at each school and will not substitute for having regular check-ups with a healthcare provider. The screening includes height, weight, blood pressure, hearing, and vision. The information obtained will be used for overall data collection only and no identifying information will be released. If you do not wish for your student to participate in part or parts of the screening, please email [ladavis@clevelandschools.org](mailto:ladavis@clevelandschools.org) within the first two weeks of school.

## General School Health Guidelines

When a student presents any of the following issues, then the parents or guardians will be notified and the students must be picked up from school.

- **Fever:** Temperature of 100.0 F or higher. Students may return to school when they have been fever free without fever-reducing medications for 24 hours.
- **Vomiting:** Any amount of emesis. If vomiting occurs at school, the student will be sent home and may return to school after being free of vomiting for at least 24 hours. Please keep your child at home for 24 hours, without vomiting, if they have had any vomiting outside of school.
- **Diarrhea:** More than one loose stool a day. The student will be sent home after the 2nd episode at school. Please keep your child home until he or she is no longer having diarrhea episodes. If the student has a chronic medical condition that causes non-infectious diarrhea, please bring in documentation from a physician.
- **Rash:** Undiagnosed rash with or without fever. Heat rash or rashes caused by an allergic reaction are allowable as long as symptoms are tolerable to the child. Children may return to school once the rash has cleared or it has been determined by a physician that the rash is non-infectious (please provide documentation).
- **Eye Infection:** Thick mucus or pus draining from the eye with or without corneal redness. The student will be sent home if pink eye (conjunctivitis) is suspected. Your child may return to school after 24 hours of treatment or it is determined by a physician to be non-infectious (please provide documentation).
- **Communicable Disease:** Refer to board policy 6.403 Student Communicable Diseases and Bradley County Health Department for guidance.

Thank you for following these guidelines. These guidelines serve to help keep our students and staff in Cleveland City Schools healthy and safe. By following these guidelines, transmission of infections will decrease. As a result, fewer days of school due to illness will occur. Thank you for helping to promote a healthy learning environment to all Cleveland City Schools.



## School Nutrition

### Breakfast and Lunch

Cleveland City Schools is excited to announce that we will provide breakfast and lunch to all students at no cost during the 2025-2026 school year. Every single child (pre-k thru 12th grade) can benefit from a healthy breakfast and lunch while at school at no charge. Our cafeteria serves a nutritious breakfast and lunch that follows the required USDA meal patterns. **Foods from outside sources, such as local restaurants, may not be brought to students in the dining hall. (CCS Board Policy 3.500). These types of foods must be included in a lunch packed from home. No bottles, cans, or glass containers should be brought to school for lunch.**

### Visitors

Adult visitors are welcome to eat in the cafeteria with their student. All visitors must inform the office NO LATER THAN 9:00 a.m. on the day of the visit. Parents are requested to purchase the lunch served in the cafeteria when eating with their child. Because of labor and the high cost of food, there will be an extra charge for our Thanksgiving, Christmas and other holiday lunches.

#### Adult Meal Prices

|                         |        |
|-------------------------|--------|
| Breakfast Faculty/Staff | \$3.00 |
| Lunch Faculty/Staff     | \$4.50 |
| Breakfast Visitor       | \$3.00 |
| Lunch Visitor           | \$5.00 |
| Holiday Meal Visitor    | \$6.00 |



## School Communication

### School to Home Communication

At Stuart, we value strong communication between school and home, and we are committed to making it easy for families to stay informed and engaged. This year, we will be using TalkingPoints as our main communication platform. TalkingPoints allows teachers and school staff to send messages directly to your phone through the TalkingPoints app or as a regular text message—no downloads required if you prefer text! You can reply to any message you receive, and your response will go straight to your child's teacher or the school team. It's a simple, quick, and effective way to stay connected.

In addition to TalkingPoints, we will also use student binders that include school agendas. These binders will travel between home and school each day and serve as another tool for communication. You are welcome to write notes, questions, or comments in the agenda, and teachers will do the same when needed.

Whether through TalkingPoints or student binders, we want to ensure that communication is consistent, clear, and supportive of your child's success. If you ever need help getting started with TalkingPoints or using the binder system, please don't hesitate to reach out—we're here to help! Together, we can keep the lines of communication open and strong all year long.



## Dress Code

### Dress Code

Students should dress in a manner that will not distract or interfere with the smooth operation of school. The following guidelines have been deemed appropriate. Parents will be asked to bring appropriate clothing if a student is out of dress code.

#### Cleveland City Schools Board Policy - 6.310 – Dress Code

1. The length of walking shorts, skirts or dresses needs to be longer than the fingertips when standing.
2. No hats, bandanas, hoods or sunglasses will be worn in the building.
3. No article of clothing may be worn which implies or otherwise promotes alcohol, sex, tobacco, drugs, violence, gangs, racial or offensive language. This includes belt buckles and jewelry.

4. Pants must be fastened securely around the waist. No clothing should be worn that has holes, rips or tears above the knees.
5. Shoes must be worn at all times.
6. No spandex, bike shorts, or bodysuits may be worn.
7. No bare midriffs, halter tops, see through shirts, tank tops or muscle shirts are to be worn.
8. The top garment (shirt or blouse) must overlap the bottom garment.
9. No underwear (including sports bras) may show.



## Electronic Devices

### Personal Electronic Devices

A “personal electronic device” is a device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. Personal electronic devices shall not be visible, audible, or used during school hours without the consent of the classroom teacher. CCS Board Policy 6.312. Stuart School is not responsible for lost/stolen electronic items.

#### If You Bring a Device to School:

- Turn it Off When You Arrive
  - As soon as you get to school, turn off your phone or device.
- Keep It in Your Backpack
  - Once it's off, put it away in your backpack and leave it there for the whole school day.
- Don't Use It During the Day
  - Wireless communication devices shouldn't be used while at school.
- Ask an Adult If You Need Help
  - If you need to contact your family or there's an emergency, always tell your teacher or another trusted adult.
- Use It Only When Allowed
  - Your teacher or principal will let you know if there's a special time it's okay to use your device.

#### What Happens If You Use It Without Permission?

- A teacher or staff member will collect it.
- Your parent or guardian may need to come pick it up.
- You'll be reminded of the rules and how to make a better choice next time.

Remember, we come to school to learn, play, and grow together. Devices can wait until after school! Thank you for doing your part to help our school be a great place for everyone.

## **School Issued I-Pads**

We're excited to share that this year, every student will receive a new iPad for use during the school day. These devices are an important part of our learning environment and will help support instruction, research, creativity, and access to our digital curriculum.

Here are a few key things to know:

### **1. iPads Will Remain at School**

All iPads will stay at school and will not be sent home with students. They will be stored safely in classrooms and used each day as part of instruction.

### **2. USB-C Headphones Required**

Each student is expected to bring a pair of USB-C headphones that are compatible with the iPads. These headphones will be used for learning activities that involve audio, including testing, reading programs, and interactive lessons. Please label your child's headphones with their name.

### **3. Taking Care of the iPad**

Even though the iPads remain at school, we ask that you talk with your child about the importance of handling their device with care and responsibility. The iPads should be used only for school purposes, and students are expected to follow all technology guidelines when using them.

### **4. Technology Agreement**

All families are asked to review our Technology Agreement, which outlines proper use and expectations. You can view it on our school website under the "Parent Resources" section.

### **5. Potential Damage Charges**

Lastly, please be aware that while the iPads are provided by the school, parents/guardians may be held responsible for any damage caused by misuse or neglect. We will always work with families in a fair and transparent way, but we encourage students to treat the iPads with care to avoid any accidental damage.



## Social Media

### **Cleveland City Schools Media Statement**

Publicity is an integral part of the regular school program for Cleveland City Schools and Stuart Elementary. Therefore, if you do not want your child in any story, picture or video for publicity in the media, please notify the school annually in writing within two weeks after the first day of school or within two weeks after registration. Notification can also be made on the registration portal. CCS Board Policy 6.

### **Connect through Social Media**

Families are encouraged to connect with us through our social media channels. Staying connected helps you stay informed about school events, important updates, and ways to support your child's learning. The following outlets are available for you to connect with our school.

#### **Social Media and Online Locations**

- Facebook: George R. Stuart Elementary School
- Instagram: @stuartbulldogscs
- Twitter: @stuartbulldogs
- Website: [www.clevelandschools.org/o/stuart](http://www.clevelandschools.org/o/stuart)



## School Safety

### Weather Procedures

Our school office is in constant contact with the National Weather Service by way of emergency weather radio so that early warning can be received concerning possible severe weather. In the event of a severe weather warning, the school will go into lockdown mode. This means that all outside doors will be locked, and students will not be released until the threat is over. Parents are urged not to come to the school for children if severe weather is already in the immediate area since students would be safer at school than traveling under these conditions. If it becomes necessary to send students home, that decision will be made by the Director of Schools and not the building principal. Parents are advised to listen to local radio stations in these situations.

### Safety Drills

Disaster drills will be held regularly at the school so that children will be familiar with safety areas and procedures.

A fire drill will be held each month with an additional one held in the first 30 days of school. The drill will NOT occur on days where temperatures are lower than 40 degrees or during inclement weather. Within the first month of school an intruder drill will be conducted. Three other safety drills will be held throughout the school year. These drills may be for inclement weather, earthquake, intruder, or other emergency procedures. For detailed instructions about the procedures for such drills, go to <https://www.clevelandschools.org/o/stuart>. The information can be found under the Policies and Procedures tab.



## Student Information

### Updating Information

It is important that phone numbers and addresses are kept up-to-date. Should the student's address change at any point in the year, please contact the school office to have demographic information, current. Families can also update their student's files via PowerSchool.



## Student Rights and Responsibilities

### Student Rights

#### Each student has the right to:

1. Have the opportunity for a free education in the most appropriate learning environment;
2. Be secure in his/her person, papers and effects against unreasonable searches and seizure;
3. Expect that the school will be a safe place;
4. Have an appropriate environment conducive to learning.
5. Not be discriminated against on the basis of sex, race, color, creed, religion, national origin or disabilities
6. Be fully informed of school rules and regulations.

### Student Responsibility

#### Each student has the responsibility to:

1. Know and adhere to reasonable rules and regulations established by the Board
2. Respect the human dignity and worth of every other individual
3. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression
4. Study and maintain the best possible level of academic achievement
5. Be punctual and present in the regular school program
6. Dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty and safety
7. Maintain and/or improve the school environment, preserve school and private property, and exercise care while using school facilities
8. Refrain from behavior which would lead to physical or emotional harm or disrupts the educational process
9. Respect the authority of school administrators, teachers and other authorized personnel in maintaining discipline in the school and at school-sponsored activities
10. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other unauthorized substances or materials
11. Possess on school grounds only those materials which are acceptable under the law and accept the consequences for articles stored in one's locker or personal space.



# School Wide Behavioral Expectations

## Behavioral Expectations

At Stuart, we are committed to providing a safe, respectful, and orderly learning environment where all students can learn, study, and grow to their fullest potential. Our school-wide discipline plan is designed to promote positive behavior, reinforce expectations, and ensure that every child feels secure and supported throughout the school day. We believe that discipline is part of the learning process and that children benefit most when expectations are clear, consistent, and paired with opportunities for reflection and growth. Every student deserves a quality educational experience, to feel safe at school and no student's behavior should prevent a teacher from teaching or students from learning. Our approach focuses on teaching students appropriate behaviors, building relationships, and using restorative practices when needed.

Equally important is the partnership we share with families. We recognize that every child is unique, and when behavior challenges arise, we are committed to working collaboratively with parents and guardians to develop individualized plans that support student success—academically, socially, and emotionally.

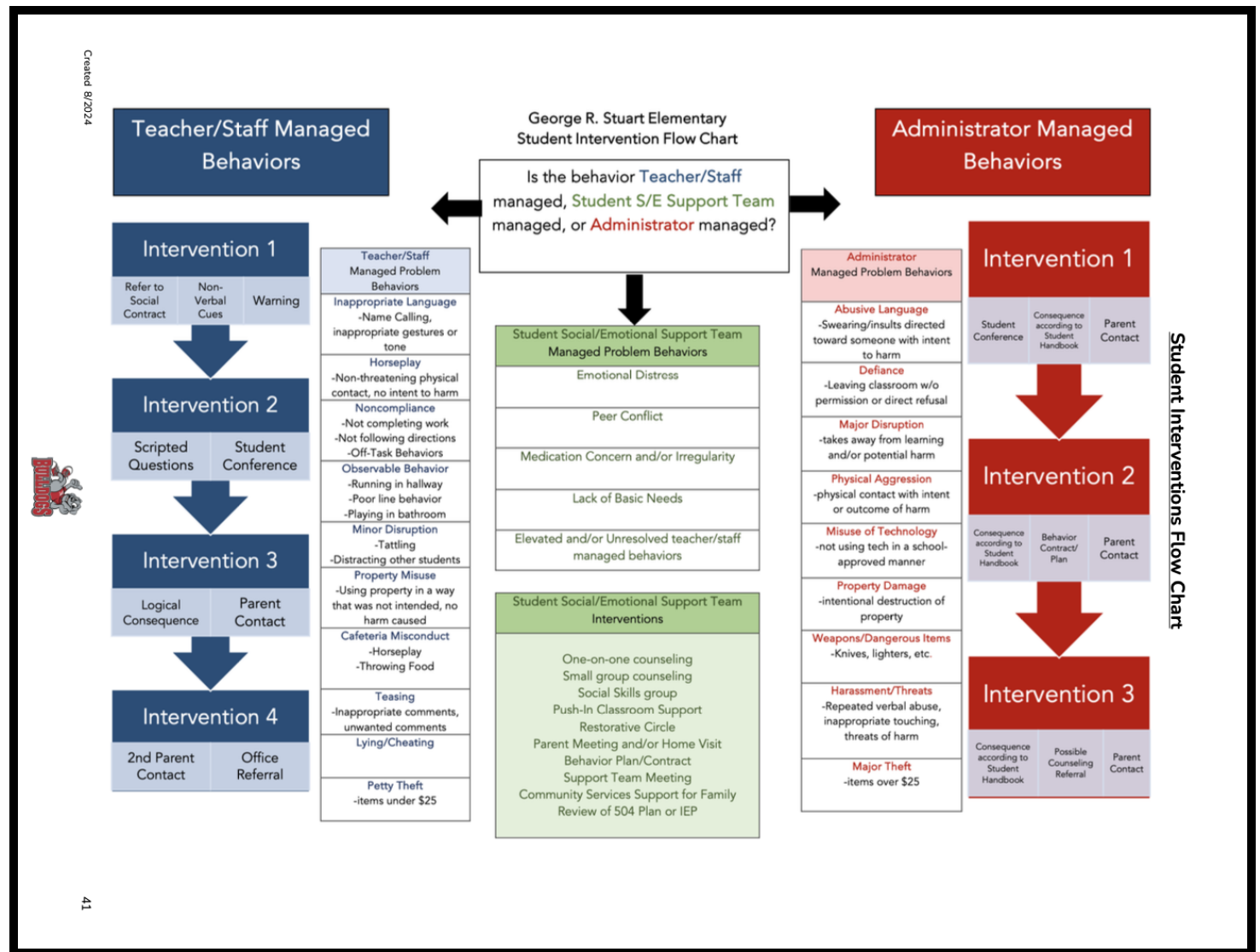
Together, we can help each child build the habits, character, and confidence they need to thrive. If you ever have concerns or suggestions related to your child's behavior or support needs, we welcome your input and look forward to working as a team.

## BARK Expectations

Our school-wide expectations are a set of behavior guidelines and expectations that are clearly defined and consistently reinforced throughout the entire school by all. At Stuart these expectations are represented by the acronym BARK which reminds students and staff to: Be Respectful, Act Responsibly, Remember Safety and show that Kindness Matters.

| STUART BULLDOGS |                                                                                                                                                                                       |                                                                                                                                                                   |                                                                                                                                                                  |                                                                                                                                                |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | B                                                                                                                                                                                     | A                                                                                                                                                                 | R                                                                                                                                                                | K                                                                                                                                              |
|                 | BE RESPECTFUL                                                                                                                                                                         | ACT RESPONSIBLY                                                                                                                                                   | REMEMBER SAFETY                                                                                                                                                  | KINDNESS MATTERS                                                                                                                               |
| CLASSROOM       | <ul style="list-style-type: none"> <li>Follow class Social Contract</li> <li>Be on when teacher and lesson</li> <li>Encourage yourself and others</li> </ul>                          | <ul style="list-style-type: none"> <li>Follow classroom procedures</li> <li>Own your best effort</li> <li>Ask for help when needed</li> </ul>                     | <ul style="list-style-type: none"> <li>Follow teacher directions</li> <li>Ask permission to leave classroom</li> <li>Use supplies properly and safely</li> </ul> | <ul style="list-style-type: none"> <li>Be loudmouthy</li> <li>Respect other's things</li> <li>Be a community</li> <li>Listen others</li> </ul> |
| HALLWAY         | <ul style="list-style-type: none"> <li>Keep hands/feet to self</li> <li>Walk facing forward on red line</li> <li>Keep your hand flat</li> <li>Only look at hallway display</li> </ul> | <ul style="list-style-type: none"> <li>Walk directly to your location</li> <li>Stay clear every safety</li> <li>Keep the hallway clean</li> </ul>                 | <ul style="list-style-type: none"> <li>Keep hands/feet to self</li> <li>Walk on the right side with your eyes up</li> </ul>                                      | <ul style="list-style-type: none"> <li>Smile and wave at others</li> <li>Keep the hallway clean</li> </ul>                                     |
| BATHROOM        | <ul style="list-style-type: none"> <li>Report when messy</li> <li>Report problems to adults</li> </ul>                                                                                | <ul style="list-style-type: none"> <li>Flush after use</li> <li>Wash hands properly</li> <li>Throw away trash</li> </ul>                                          | <ul style="list-style-type: none"> <li>Stay in men stall</li> <li>Foot on floor and hands to self</li> </ul>                                                     | <ul style="list-style-type: none"> <li>Take turns and wait patiently</li> </ul>                                                                |
| CAFETERIA       | <ul style="list-style-type: none"> <li>Keep hands/feet to self</li> <li>Use voice your voice</li> <li>Use please and thank you</li> </ul>                                             | <ul style="list-style-type: none"> <li>Clear up after yourself</li> <li>Stay in seat with feet under table</li> </ul>                                             | <ul style="list-style-type: none"> <li>Walk at all times</li> <li>Take time to show food</li> <li>Have your hand when you need help</li> </ul>                   | <ul style="list-style-type: none"> <li>Use friendly words</li> <li>Help your friends</li> </ul>                                                |
| AUDITORIUM      | <ul style="list-style-type: none"> <li>Quiet during performance or speaker</li> <li>Active listening</li> </ul>                                                                       | <ul style="list-style-type: none"> <li>Stay seated</li> <li>Follow direction</li> </ul>                                                                           | <ul style="list-style-type: none"> <li>Enter and exit quietly and safely</li> <li>Keep hands/feet away from others or equipment</li> </ul>                       | <ul style="list-style-type: none"> <li>Participate if asked</li> <li>Clap when appropriate</li> <li>Listen to speaker</li> </ul>               |
| PLAYGROUND      | <ul style="list-style-type: none"> <li>Listen to adults</li> <li>Take turns</li> <li>Show good sportsmanship</li> </ul>                                                               | <ul style="list-style-type: none"> <li>Use all equipment unless using rule</li> <li>Play fair</li> </ul>                                                          | <ul style="list-style-type: none"> <li>Stay inside the boundaries</li> <li>Use play equipment properly</li> <li>Report problems to an adult</li> </ul>           | <ul style="list-style-type: none"> <li>Share equipment</li> <li>Include everyone</li> </ul>                                                    |
| LAPTOP/DEVICES  | <ul style="list-style-type: none"> <li>Close lids or screen when asked</li> <li>Only touch your device</li> </ul>                                                                     | <ul style="list-style-type: none"> <li>Store your laptop</li> <li>Be gentle with the screen, keys, and headphones</li> <li>Plug in when battery is low</li> </ul> | <ul style="list-style-type: none"> <li>Stay in front of you with two hands</li> <li>Stay on teacher approved sites</li> </ul>                                    | <ul style="list-style-type: none"> <li>Help others</li> <li>Use nice words/affirmations when connecting</li> </ul>                             |

## School-Wide Behavior Intervention Plan



## Zero Tolerance Offenses

### Weapons & Dangerous Instruments

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon (“...any firearm, explosive, explosive weapon, bowie knife, hawk bill knife, ice pick, dagger, slingshot, switchblade knife, blackjack, knuckles...”). Violators of this section shall be subject to suspension and/or expulsion from school. CCS Policy Code 6.309

### Drugs

In accordance with state law, any student who unlawfully possesses any drug including any controlled substance or legend drug shall be expelled for a period of not less than one (1) calendar year. The director of school shall have the authority to modify this expulsion requirement on a case-by-case basis.

### Battery

In accordance with state law, any student who commits battery upon any teacher, principal administrator, any other employee of the school or school resource officer shall be expelled for a period of not less than one (1)

calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.



## Response to Intervention

### Response to Intervention at School

Our school is committed to helping every student succeed. One way we do this is through Response to Intervention (RTI), a framework designed to provide students with the academic and behavioral support they need to grow and thrive. RTI is a multi-tiered system of support that helps us identify students' needs early and provide targeted instruction or interventions. The goal is to ensure all students receive the right level of help at the right time so they can be successful in school.

#### RTI for Academics

- **Purpose:** To support students who may be struggling in reading, math, or other academic areas.
- **How It Works:** Teachers regularly check students' progress through assessments and classroom work. If a student is not meeting grade-level expectations, they may receive small-group or one-on-one instruction focused on specific skills.
- **Support Levels:** Students may move between different levels (tiers) of support based on their needs and progress. This ensures help is targeted and timely. Our students receive this support through Bulldog Block at school. Each student during Bulldog Block receives targeted support in identified areas to help them fill academic gaps.

#### RTI for Behavior

- **Purpose:** To support students in developing positive behavior, social-emotional skills, and executive functioning skills that help them succeed in school.
- **How It Works:** Staff track behavior patterns and provide positive reinforcement, social skills instruction, and other interventions for students who may need additional support. When students show gaps in executive functioning skills—such as organization, planning, managing emotions, staying focused, or following multi-step directions—teachers provide targeted strategies and support to help them build these essential skills.
- **Support Levels:** Just like academics, behavioral supports are provided in tiers, starting with schoolwide expectations and routines, and adding more individualized support as needed. These supports may include teaching coping strategies, using visual schedules, providing checklists, setting small goals, and giving regular feedback and encouragement.

RTI allows us to notice and respond to challenges early, before they become bigger obstacles to learning. Every student is unique, and RTI helps us match supports to each student's specific needs. With the right help,

students can build confidence, close learning gaps, and develop the academic and social skills they need to be successful. Our goal is to partner with families to ensure every child has the opportunity to grow, learn, and succeed. If you have questions about RTI or the support your child is receiving, please contact your child's teacher or the school office.



## Transportation Changes

### Transportation Changes

For the safety of all students, any changes to your child's regular transportation plan must be communicated to the school in writing or by phone. If your child will go home a different way than usual—whether by car, bus, walker, or after-school care—we ask that you send a written note to your child's teacher or call the school office directly at 423-476-8246. To ensure we have enough time to notify all necessary staff, all transportation changes must be received by 2:30 PM. Changes made after this time may not be guaranteed for same-day implementation. We appreciate your cooperation in helping us keep every child safe and ensure a smooth and secure dismissal each day.



## Gifts, Flowers, Balloons and Invitations

### Gifts, Flowers, Balloons and Invitations

It is the policy to discourage giving presents to fellow students. Distributing invitations to private parties is prohibited unless ALL class members are invited. Please do not send flowers and balloons to school, as they will not be accepted. The staff believes that sharing in the celebration at home rather than at school honors a child far more.

### Celebrating Student Birthdays at School

We love celebrating your child's birthday at school! However, we kindly request your cooperation in ensuring that birthday celebration snacks are kept simple and limited. Please limit celebration treats to one birthday snack such as cupcakes, doughnuts, or another special treat. Here are a few reasons we ask that you limit the treats:

- Time for Eating: Students have limited time during the school day to enjoy their treats, and large quantities or multiple items can be difficult to finish.
- Health Concerns: Multiple birthdays in a week can lead to excessive consumption of sweets, which may impact students' health.
- Instructional Time: Extensive celebrations or multiple treats can take valuable time away from learning.

To help us maintain a balance, we ask that you coordinate with your child's teacher before sending birthday treats to school. This will help us manage the celebration efficiently while ensuring that all students have a fun and healthy experience. Thank you for your understanding and support in making birthdays special yet manageable for everyone!



## Important Dates

**Dates are subject to change. Please see our school's website and monthly calendar for updated events.**

### August

4 & 5: Reconnection Days  
6: First Day with All Students  
\*Spirit Wear Fundraiser

### September

1: Labor Day, No School  
9: Grandparent's Breakfast for last names A-H  
11: Grandparent's Breakfast for last names I-P  
12: Grandparent's Breakfast for last names Q-Z  
30: Stuart's Cross Country Meet  
\*Color Run Fundraiser will Begin

### October

2: Open House & Title 1 Parent Meeting  
3: Color Run  
6-10: Fall Break, No School  
13: Staff Development Day, No Classes  
16: Fall Parent Teacher Conference Night  
17: Report Cards Issued  
31: Book & Movie Character Dress Up Day  
\*Book Fair Fundraiser

### November

7: Veteran's Day Program  
8: Service Saturday  
24-28: Thanksgiving Break, No School

### December

2: Holiday Breakfast for Parents - Last names A-H  
4: Holiday Breakfast for Parents - Last names I-P  
5: Holiday Breakfast for Parents - Last names Q-Z  
11: Winter Workshop & Christmas Concert  
18: Polar Express & Christmas Pajama Day  
19: Classroom Christmas Parties  
22-31: Winter Break, No School  
\*Family Portrait Fundraiser

### January

1-2: Winter Break, No School  
5: Staff Development, No Classes  
6: Teacher In-Service, No Classes  
9: PAWsitve Progress Assembly  
16: Report Cards Issued  
19: Martin Luther King Day, No School  
29: STEM/Science Night

### February

13: Classroom Valentine Parties  
16: President's Day, No School  
17: Staff Development, No Classes  
26: Multicultural Night  
\*Yearbooks for Sale  
\* Candy Grams for Sale/Valentine's Day

### March

2-6 Read Across America Week  
5: Spring Parent Teacher Conference Night  
9-13: Spring Break, No School  
20: Report Cards Issued  
26: Creative Discovery Museum Night  
Honor Choir  
Kindergarten Registration  
\*Yearbooks for Sale

### April

3: Easter Break, No School  
6: Staff Development, No Classes  
\*Field Day Packs for Sale  
TCAP Testing

### May

5: Staff Development, No Classes  
Kindergarten Celebration  
5th Grade Promotion Ceremony  
5th Grade Track Meet  
Progress Parade  
\*Musical Tickets on Sale  
Musical Performances  
22: Report Cards Issued  
25: Memorial Day, No School  
26-27: Teacher In-Service, No Classes

