

JOE P. EBLEN INTERMEDIATE SCHOOL
59 LEE'S CREEK RD. ASHEVILLE, NC 28806
Phone: (828) 255-5757 Fax: (828) 255-5759

Student Handbook

2023-2024



Principal: Julia Hodges
Assistant Principal: Katie Robinson
Assistant Principal: Margo Hale

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____

INFORMATION ABOUT EBLEN INTERMEDIATE SCHOOL

PTO President

TBA

Office Personnel

Erica Eddings
Cassandra Gaddy
Christy Duyck

School Resource Officer
Media Coordinator

Kara Emery

5th Grade Counselor
6th Grade Counselor
Student Support Specialist

Robin Lenner
Mitzi Person
Matthew Davis

If you need help of information about any of the following, you will find it here:

Academically Gifted
Art
Band
Battle of the Books
Breakfast and Lunch Program
Children First
Curriculum
Custodians
Chorus
Discipline

Marty Sullivan
Sean Simmons
Linda Moore
Kara Emery
Shelly Robertson
Amber Clayton
Lisa Piercy
Maria Demyan
Amber Owens
Julia Hodges
Katie Robinson
Margo Hale
Emily Breckheimer
Jackie Ferrell Bermudez
Main Office
Bonnie Meadows
Julie Silver
Anna Conn
Rosanne Rousseau-Cavendar
Erica Eddings
Holly Griffin
Pamala Hunter
Margo Hale
Kris Remington

ESL

Illness at School/Dispensing of Medication
Junior Beta Club
School Nurse
School Social Worker
Strings
School Yearbook
Title I

Transportation/Buses
Volunteers

Eblen Intermediate School Pledge



At Eblen Intermediate School,
we are **LEADERS**
who are
Ready, Respectful, and Responsible.

COMMUNICATION:

Communication Tool	Purpose	How to Access the Tool:
BCS Website	To provide updated information regarding the continuing education plan, announcements, resources and access to individual school websites and teacher webpages.	https://www.buncombeschools.org/
JPEIS Facebook	To provide updated information regarding the continuing education plan, announcements, resources.	You must have a Facebook account to access. https://www.facebook.com/EblenIntermediate/
JPEIS Instagram	To provide updated information regarding the continuing education plan, announcements, resources.	You must have an Instagram account to access. https://www.instagram.com/eblenintermediate/
Automated Phone Calls	To provide updated information regarding the continuing education plan, announcements, resources.	BCS will call the telephone number on the family contact on file in PowerSchool. Please make sure the telephone that you want to receive robocalls is on file and correct in PowerSchool.
Class Dojo	Ability to text information regarding the continuing education plan, announcements, resources.	Teachers will share information to sign up for this.
Remind	Ability to text information about buses (delayed routes, etc.)	Parents will receive a login code for the bus(es) a student rides. https://www.remind.com/
School and Teacher Webpages	To provide school and class specific announcements, access to Google Classroom and other resources.	https://jpeis.buncombeschools.org/ Teacher pages can be accessed from the school's webpage.

1. ACADEMIC AND BEHAVIOR STANDARDS

At Eblen, we are excited to create an environment where staff and students know clear rules and concise expectations. PBIS (Positive Behavior Intervention and Supports) helps us maintain a positive climate for nurturing learning, building self-esteem and developing essential social skills for future careers and occupations. Our staff takes pride in acknowledging students' behavior through reinforced feedback and a positive reward system.

At Eblen Intermediate School, we are Ready, Respectful, and Responsible.

Being ready, respectful and responsible is expected throughout the building and the school day. The expectations for all student behavior will be clear throughout our building, playground area, cafeteria, gym, classrooms, and on buses. We use pre-teaching, prompting, praise and redirecting as we teach our school-wide expectations. We believe by providing consistent consequences and positive reinforcement for all students, we have a safer school environment and more time for academic instruction. Our goal is to help students practice good behavior and provide a school community where all students have an environment where they can succeed and grow.

The link between families and positive behavior and support is a vital one. When families are meaningfully involved in their child's education, their students have the most success in school. Families play a critical part in their child's education and social development.

2. HOMEWORK

Homework may be given to students as a regular follow-up to classroom activities. Homework will focus on concepts that have been presented in class. Homework assignments should be clearly understood by the student. Students who do not understand a homework assignment should immediately ask the teacher for clarification of the assignment before leaving the classroom. Parents who have questions about assignments are encouraged to email the teacher for clarification.

3. STUDENT GRADES AND PROGRESS

Student progress can be tracked, daily, from the parent portal portion of PowerSchool. Teachers will keep grades posted on a regular basis; any questions about specific assignments should be directed towards your child's teacher.

Students will receive a report card at the end of each nine weeks throughout the year. Parents are asked to review the report card with their child, and should they desire, schedule a parent/teacher conference at a time agreeable to both parties.

Buncombe County Schools follows a 10-point grading scale for all students in grades three

through twelve (3-12). Grade point average calculations will be applied as follows:

A: 90-100 = 4.0

B: 80-89 = 3.0

C: 70-79 = 2.0

D: 60-69 = 1.0

F: <59 = 0.0

A and A/B Honor Rolls are calculated based on grades earned throughout the school year, with each individual 9 weeks standing on its own merits - grades will not be averaged. If a child has earned a "C" or below, that will automatically remove them from qualifying for these awards.

4. PARENT CONFERENCES

Parents with questions or concerns about their child's progress should contact the teacher to schedule a conference.

5. ARRIVAL AND DISMISSAL TIMES

All students should be in the classroom by 7:45 a.m. Students who arrive by car should be dropped off at the front of the building ***no earlier than 7:15 am***. **Students who arrive after 7:45 must be signed in by a parent in the main office.** The school day ends at 2:45 pm. Students should be picked up no later than 3:15. **If you arrive after 3:15 to pick up your student, you must meet the child inside the building at the main office.**

6. ATTENDANCE

Regular attendance and promptness are two important characteristics of a successful student. All students are expected to be in attendance each day unless they are ill.

Please remember that a written note explaining the absence is required each time a student is absent. Absences are excused when a child is absent from school for a legitimate reason (illness, death in the family, doctor appointments, etc.) and the school is notified in writing upon return to school. Doctor/dentist notes will be required for late arrivals/early dismissals.

According to the Buncombe County School Board Policy, students who are absent from school over 14 days are required to make up days missed (with the exception of days approved for travel). All students absent (including excused, unexcused, doctor's notes, death in the family, or illness) for more than 14 days will be required to make up days before promotion to the next grade is finalized.

7. BREAKFAST AND LUNCH PROGRAM

Breakfast and lunch are served by the school cafeteria each day. Well-balanced meals are

provided in addition to milk, fruit drinks, and other snacks. Parents may make stipulations to their child's meal plan (no extra snacks or no high sugar sports drinks) by speaking directly with Shelly Robertson, JPEIS cafeteria manager. Students may prepay for meals. Payment may be made in the cafeteria for both breakfast and lunch. Buncombe County Child Nutrition accepts meal payments online. Our online payment plan will make it more convenient to pay for your child's school meals – and a single transaction can be divided among your children. To create an account visit the [K12 Payment Center](#). Meals may not be charged except in cases of emergency. Drinks or food may not be taken from the cafeteria after lunch. Students are discouraged from bringing soft drinks or drinks with a high level of caffeine to school. Applications for Free or Reduced priced meals may be made at any time. These forms are to be filled out by the parent/guardian and returned to the school office. ***A new free and reduced meal application is required each school year.*** You may fill out the form online by clicking [HERE](#).

8. BUS TRANSPORTATION

Transportation safety and supervision are a top priority at our school. School bus transportation is a privilege that may be withdrawn for inappropriate and unacceptable behavior.

Bus safety and emergency evacuation drills will be conducted each fall and spring to ensure students understand emergency and safety procedures.

Bus stops and school buses are considered an extension of the school campus and Buncombe County School Board and JPEIS rules, policies, and procedures apply.

Students are not allowed to ride a bus other than their assigned bus without permission from the JPEIS administration to prevent bus overloading. Students must also load and unload at their designated stop. Students must be at their bus stops on time in the mornings so that the bus driver can maintain the school schedule. The driver cannot wait for the student to walk from the house to the stop as this can cause a delay in the route schedule as well as potentially create an unsafe road situation with the bus stopping traffic on the road.

Students who receive flowers or balloons at school may not take them home on the bus.

School Bus Passenger Conduct and Discipline Procedures

The school shall require school bus passengers to observe the Transportation Department School Bus Safety Rules as listed below. When a bus driver reports instances of misconduct on the bus, the JPEIS Administration will investigate and take the appropriate disciplinary action.

While riding the bus, students are expected to:

1. Sit in their assigned seat.
2. Face the front.
3. Talk quietly to their neighbor.

The JPEIS Administration may suspend a student from riding a school bus for the following reasons, but not limited to the following School Bus Safety Rules.

Examples of School Bus Violations

1. Delaying the bus schedule.
2. Fighting, smoking/vaping, using profanity, or refusing to obey instructions of school authorities or of school bus driver while waiting for, riding, or leaving a school bus.
3. Being under the influence of or having in their possession alcoholic beverages or illegal drugs.
4. Tampering with or doing damage to a school bus.
5. Refusing to meet the bus on time at designated stops.
6. Unauthorized leaving the bus when en route from home to school or vice versa.
7. Playing, throwing objects, getting out of seat, or otherwise distracting the driver's attention while the bus is in operation.
8. Failing to observe established safety rules and regulations required by law or adopted by the Buncombe County Board of Education.
9. Eating, drinking, or selling items on the bus.

Bus Referral Discipline Plan

1st offense – Administrative conference with student, written warning, and other consequences deemed appropriate to eliminate the problem such as parent phone call, lunch detention time, bus community service time, mediation with other student(s), assigned seat on the bus, or a written assignment.

2nd offense – 1 day bus suspension and parent phone or face-to-face conference with administrator

3rd offense – 3 days bus suspension and parent phone or face-to-face conference with administrator

4th offense – 5 days bus suspension and parent phone or face-to-face conference with administrator

5th offense – 10 days bus suspension and parent phone or face-to-face conference with administrator

6th offense – Long term bus suspension to be assigned by administrator and parent phone or face-to-face conference with administrator

- Severe disruptions, e.g., fighting, weapons, etc. can result in an immediate suspension from

the bus or from school.

- If a student is suspended from the bus, and there is inclement weather that causes school to be closed, then the bus suspension day will carry over to the next day that school is in session.
- The administration reserves the right to alter the Bus Discipline Plan based on extenuating circumstances or severity of the offense.

9. CAR RIDER INFORMATION

The parent drop off/pick-up area is located in the front of the school. Parents and visitors are to follow the main entrance drive to the front of the school for student drop off/pick up and remain in the right lane. The left lane is closed.

Students designated as car riders will be dismissed at 2:45pm. All parents are expected to wait in the car rider line. A staff member will call students to report to the dismissal line. The staff members on duty will signal for students to board the vehicle when all cars have come to a complete stop.

10. CHANGE IN TRANSPORTATION ROUTINE

If it is necessary to alter a child's dismissal routine in the afternoon (bus or car), a note from the parent/guardian is required on the morning of the intended change. Eblen Intermediate School encourages parents/guardians to inform their child of the intended route home on a daily basis each morning before the child arrives at school and provide said child with a written note. For the safety of your child, **a phone call will not be accepted as a change of transportation.** A written note from the parent is the correct procedure. The school is concerned because we cannot, with certainty, identify the caller as the parent or guardian of the student.

11. CARE OF BOOKS, EQUIPMENT, FURNITURE, ETC.

Students are responsible for all books, equipment, desks, and lockers issued to them during the school year. To ensure the proper maintenance of school equipment, desks, lockers, etc. may be inspected periodically. Any damage or loss must be paid for before grades are issued or transferred to another school. All money collected is receipted by the bookkeeper and credited to the proper fund for replacement purposes.

12. COMMUNICATION

The Eblen Intermediate School website is <https://jpeis.buncombeschools.org/>. We regularly post school and classroom information to the school website.

Parents can download our Mobile App [HERE](#).

Buncombe County Schools Communications Department also provides our school with

the ability to send out phone and email messages to parents via the SchoolMessenger Rapid Notification Service. Please visit the Buncombe County Schools website on school messenger at:

https://accounts.relianceco.com/cm/?u=buncombe&is_return#login

Families must update the contact numbers in the School Messenger Rapid Notification Service each year. We will communicate via email, phone, Facebook, and text.

The PowerSchool Parent Portal gives you up to date information regarding grades, attendance, custom notification options, and the ability to update your student's contact information.

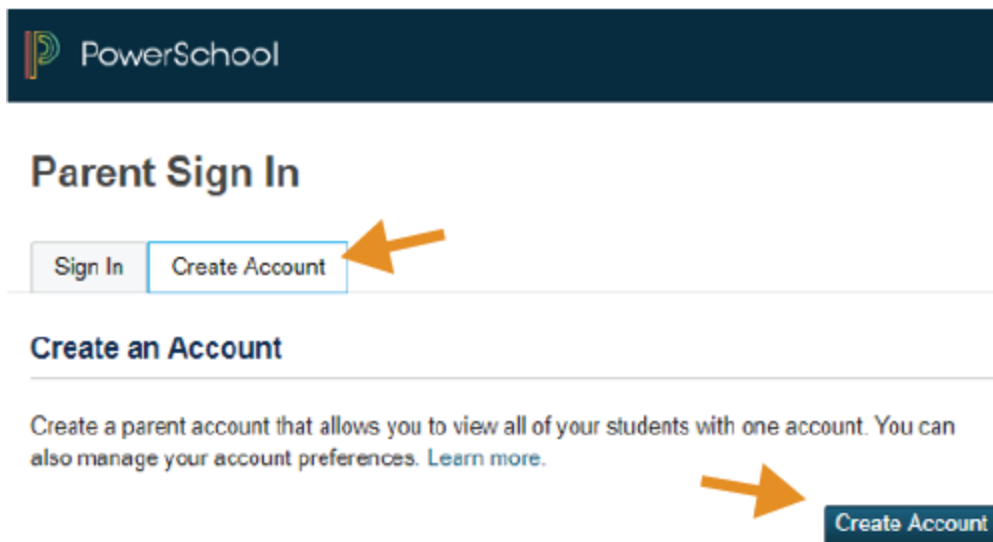
<https://buncombe.powerschool.com/public/home.html>

Create an Account

Parent Portal provides parents with the ability to have their own individual parent or guardian account, including username and password. You must obtain the Parent/Guardian's Access ID and Password letter before you attempt to create a parent portal account. A parent or guardian must request the **Parent/Guardian's Access ID and Password** letter in person from the front office at the student's school. You must create your parent portal account using the appropriate access credentials.

Forgot your password? Good news! You can [recover your password](#) using the portal. If you have requested a password change, you must sign in using a desktop browser connected to the internet (not via the mobile app).

Click the **Create Account** tab, and then the **Create Account** Button.



Enter your parent details:

First/Last Name, Email, Username, and Password, etc.

Link students to your account:

Access ID is Student Number with Z on the end

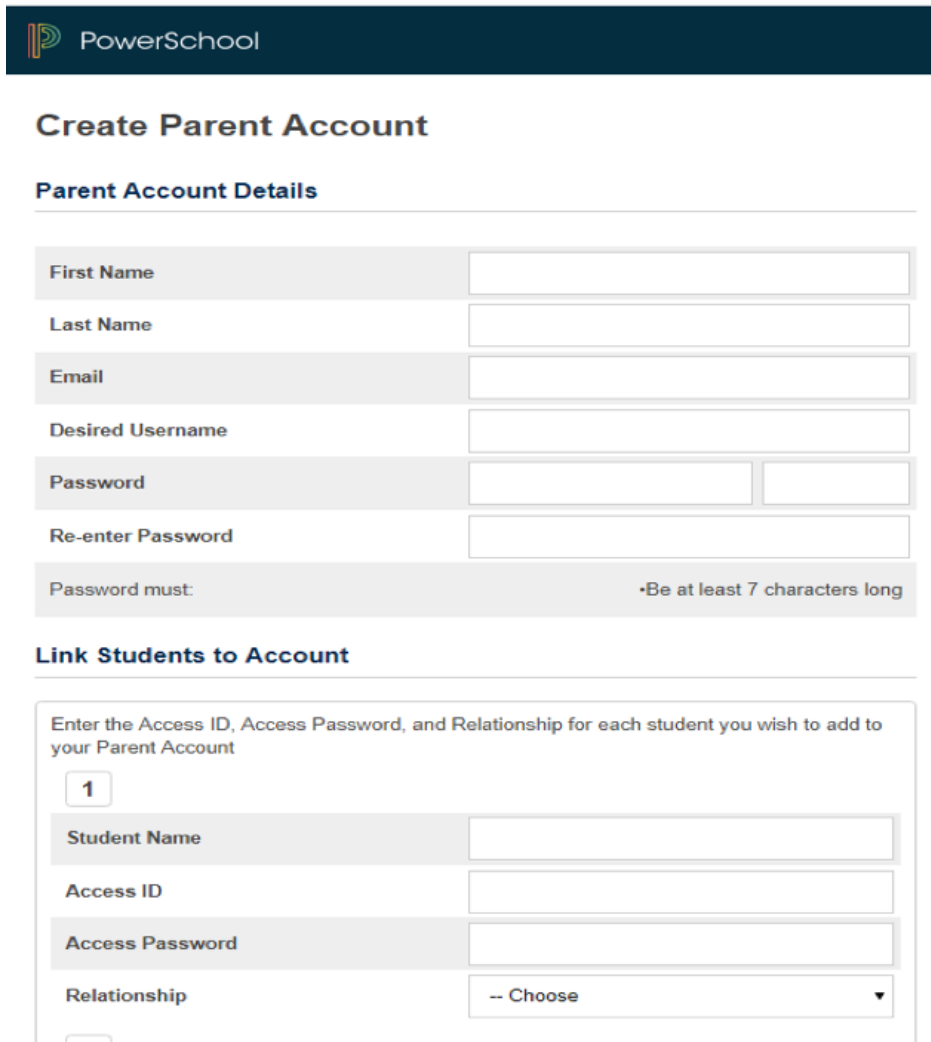
Example: 12345678Z

Access Password is Student's Date of Birth:

Example: 4232001(no leading zeros)*

*The format for this number is either M/DD/YYYY or MM/DD/YYYY depending on whether the month is a single or double digit number. No leading zeros are to be used for this number. In the example above, the birthday is April 23, 2001. If the birthday is December 23, 2001, the correct number is 12232001. Scroll to bottom and select **Enter**.

Example:



The screenshot shows the PowerSchool 'Create Parent Account' form. At the top is the PowerSchool logo. Below it is the title 'Create Parent Account'. The form is divided into two main sections: 'Parent Account Details' and 'Link Students to Account'. The 'Parent Account Details' section contains several input fields: 'First Name', 'Last Name', 'Email', 'Desired Username', 'Password' (split into two boxes), and 'Re-enter Password'. Below these fields is a note: 'Password must: •Be at least 7 characters long'. The 'Link Students to Account' section contains a heading and a sub-heading: 'Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account'. Below this is a numbered list starting with '1' in a box. The first item in the list has four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship' (a dropdown menu with '-- Choose' selected). There is a minus sign icon below the list item.

12. SCHOOL COUNSELING

Counseling services are available to all students on a short-term basis. Students can see the counselor individually through self-referral, teacher referral, or parent request. Students participate in classroom counseling lessons in their classroom and may also be part of small group counseling. Counselors are also available for parent consultation.

13. SCHOOL DISCIPLINE

The staff of Eblen Intermediate School strives to create a warm, safe and nurturing school environment by encouraging each student to follow the Warrior Code behavior expectations referenced in #1.

Students are expected to follow Buncombe County Discipline Policies.

SEARCH & SEIZURE

Buncombe County School Board Policy #4342 states that students are subject to reasonable searches of a student's person, locker, and other personal belongings within the school premise. When it is determined by a school administrator that a search should be conducted on a student, a reasonable effort shall be made to contact a parent or legal guardian.

Students are expected to follow the Warrior Code by being Ready, Respectful, and Responsible. JPEIS believes in the importance of teaching student expectations and helping students understand and learn from their mistakes, while also repairing any harm that may have been caused. Restorative practices are regularly incorporated by staff members when students do not meet expectations. Additionally, consequences are often necessary to minimize the recurrence or severity of the offense.

Minor Offenses

Minor offenses are behaviors that are typically addressed by the classroom teacher, and communication to student families comes from those individuals. These offenses are written up as minor offenses, and students are not seen by the principal or assistant principals.

Examples of Minor Offenses:

- Being in off-limit areas or being in the halls without a pass
- Dress code violations

- Having phones or other electronic devices at inappropriate times (these items may be confiscated, and a parent/guardian must pick it up from the office)
- Horseplay, pranks on fellow students, running in the halls, or not walking on the right side of the hall
- Profanity
- Tardiness (either to school or to class)
- Littering on school property, including the cafeteria, buildings, and grounds
- Throwing food in the cafeteria or any other area where food is allowed
- Showing inappropriate display of affection
- Disruptive behavior during school activities
- Arguing with other students
- Cheating

Major Offenses

Major offenses are more serious behaviors that result in major office referrals. Students are typically seen by a school administrator for such offenses, and communication with families is conducted by administrators.

Examples of Major Offenses:

Committing any of the following offenses could result in suspension out of school and possible charges filed with the Buncombe County Sheriff's Department.

- Fighting or physically assaulting another student
- Disorderly conduct/creating a disturbance
- Bullying, hazing, extortion, intimidation, harassment of fellow students, or threats which cause students to fear for their safety
- Gang activity or gang-related activity
- Possession of or distribution of drugs/alcohol or any substance represented to be drugs or alcohol
- Student disrespect towards anyone related to race, gender, or other identifying characteristics
- Sexual harassment
- Disrespect to school personnel, including obscene or abusive language, threats, gestures, or intimidation

- Use or possession of tobacco or vaping devices
- Possession, distribution, use of, or threatened use of firearms, weapons, explosives, and incendiary devices (this includes “look alike” firearms, explosives, and incendiary devices)
- Destruction or defacing of school property, including intentional damage to school buses
- False emergency calls or setting off false fire alarms
- Verbal, physical, or sexual assault or battery
- Engagement in any inappropriate sexual touching or indecent behavior
- Skipping class or leaving class without permission

POSSIBLE CONSEQUENCES FOR STUDENT REFERRALS

- ❖ Student conference with teacher, assistant principal or principal
- ❖ Call to student’s family
- ❖ Restorative practices
- ❖ Conference with student’s family
- ❖ Lunch detention
- ❖ Time-out within the school (BOUNCE)
- ❖ Loss of social interaction with peers during recess
- ❖ Silent lunch
- ❖ In School Suspension
- ❖ Restitution or school-based community service on school grounds
- ❖ Out of School Suspension
- ❖ Behavior Plan
- ❖ Safety Plan
- ❖ Mediation
- ❖ Loss of class or school behavior reward incentives

School administration reserves the right to alter consequences based on the severity of the offense.

14. ENROLLMENT PROCEDURES

Any student enrolling for the first time in Buncombe County Schools is asked to enroll [HERE](#). In addition, you should furnish the school with a certified copy of the birth certificate, immunization record, proof of residence and a withdrawal form from the last school attended. Students will only be allowed to attend school for 30 calendar days without documentation of proper immunization.

15. ILLNESS OR INJURY AT SCHOOL

If a student is injured or becomes ill at school, we will make him/her as comfortable as possible and call the parent/guardian immediately. If the parent/guardian cannot be reached, the school will attempt to contact the emergency contact. In the event of an emergency, the school must have a current telephone number for parents/guardians and/or emergency contacts on file in the office. Parents are responsible for keeping numbers updated by using the Parent Portal in PowerSchool.

16. LEAVING SCHOOL

No student may leave the school grounds without permission. Identification (driver's license) is required when picking up a student. Students leaving before 11:15 will be counted absent for the entire day.

17. MEDICATION

If under exceptional circumstances a student is required to use medication (those of an oral or topical nature or nasal spray) during school hours, and the parent cannot be at school to give the medication, the parent/guardian will need to come to the school office with the medication and complete the required medication forms. All prescription and non-prescription medication must be in the original container with the proper measuring device. The only medications that students are allowed to carry with them during school hours are inhalers and diabetic medication/supplies (medication forms must be completed). No exceptions will be made. This is for the safety of all children. All other medications will be kept in the school office. We ask that parents please keep the school informed of medical conditions of children such as allergies to bee stings, foods, etc. **If your child has diabetes, please contact the school nurse for a care plan.** If your child is unable to participate in gym class, please notify the homeroom teacher and the PE teacher in writing with details of your child's limitations. Students unable to participate in gym for three or more days will need a doctor's statement.

18. PARENT/ GUARDIAN/ COMMUNITY VOLUNTEERS

When you become a volunteer, your work takes on special significance -- though you are not part of the staff, you share the same responsibilities that paid staff are held to while engaged with students. School volunteers may be parents or community members. Volunteers can be utilized in a variety of situations in schools, ranging from one time only to monthly, weekly or daily commitments. They may provide tutorial help, monitor lunchrooms, staff libraries and supervise playgrounds.

Buncombe County Schools uses an automated volunteer management program called **Volunteer Tracker** where you will be able to select schools where you wish to serve and identify activities that you would like to participate in when volunteering. Also, using the Log My Time feature in Volunteer Tracker, you will be amazed at the number of hours that you

contribute to schools. Register today in the Buncombe County Schools Volunteer Tracker program!

Step 1) Visit the BCS website at www.buncombe.k12.nc.us/volunteer

Step 2) Read the general information on volunteering and click the link for the Volunteer Tracker Application.

Step 3) Click on the green, "New to the App-Garden? Click Here to Register" link. Enter your email address, create a password and Register. An activation email will be sent to your email address to validate your account.

Step 4) Finish your application. You will receive an email shortly once approved.

All volunteers must make prior arrangements with their child's teacher. Volunteers should bring their driver's license with them each time they volunteer so that they may sign in to our Lobbyguard system.

20. SCHOOL CURRICULUM CELEBRATIONS

School celebrations, according to the BCS Board Policy, should be limited to protect the instructional day. The teacher will work with the homeroom volunteer to coordinate classroom celebrations. **All snacks available in the classroom should meet the Healthy, Hunger-Free Kids Act of 2010 standards, referenced in BCS Policy 6140-R Student Wellness Standards. Parents may not send homemade goods for student consumption to school for birthday or other celebrations. No snacks shall be served before lunch.** This practice has been deemed inappropriate by the North Carolina Health Department for sanitation reasons. Schools are only allowed to distribute snacks and baked goods that are commercially prepared in order to safeguard the health of school age children due to food allergies and food borne illnesses.

All private party invitations must be delivered directly to the home of students by mail or email. The only exception is a celebration inviting all members of the class to an event. If the party or celebration involves a religious event, prior notification to the JPEIS administration and teacher is required.

21. SCHOOL DRESS CODE

Eblen Intermediate School encourages students to dress in comfortable clothing that does not cause unnecessary attention. We believe that our dress code policy helps to prepare students for future success. Buncombe County Schools Board Policy #4316 states that each school must develop "guidelines that balance the needs for individuality with the needs of maintaining safety, orderliness, and good taste for the school community".

- Clothing should cover all undergarments, students' backs, sides, and stomach areas.
- Students will refrain from wearing baggy pants that fall below the waist and shirts that expose the midriff.
- Tube tops, halter tops, backless tops and strapless shirts are not permitted.
- For safety reasons, students will not be allowed to wear hats, toboggans, and headphones while in the school building, unless for religious observances, as a PBIS reward, or as part of a fundraiser.

- Students are prohibited from wearing any metal chains, bullets, fish hooks, or metal spiked apparel and accessories.
- Students may not wear any garment or accessory displaying language or images (profanity, sexual suggestion/insinuations, alcohol, tobacco, drugs, bodily functions, ethnic slur, slogans or symbols) that are inappropriate for a school setting. *Any item deemed to be “gang related” will be subject to ban according to BCSB Policy #4328. Parental notice will be given.*
- Students must wear tennis shoes on days scheduled in the gym for physical education.

In the event of inappropriate student attire, parents/guardians will be contacted so that proper attire can be brought to school. It is recommended that all personal belongings such as coats, sweaters, lunch boxes, etc. be marked plainly with the student’s name. JPEIS will place all unclaimed items in a lost and found area.

22. TECHNOLOGY

All students at JPEIS will be issued a DELL laptop. These devices are property of Buncombe County Schools. Administration reserves the right to monitor student use according to Buncombe County Schools policy.

Cell phones are permitted at school if a parent wishes for his/her child to have one for home communication/ safety purposes. **However, they are to be turned off during school hours, stored in lockers or book bags during the school day, and the school is NOT responsible for any loss or damage. Cell phones and/or gaming devices may be confiscated by staff if students do not abide by these policies.**

23. TITLE IX

Buncombe County Schools does not discriminate on the basis of sex in its education programs or activities and is required by Title IX of the Education Amendments Act of 1972 and federal regulations to not discriminate in such a manner. This requirement extends to admission and employment. Inquiries about the application of Title IX and its implementing federal regulations may be referred to the Title IX Coordinator and/or the Assistant Secretary for Civil Rights in the Office for Civil Rights at the U.S. Department of Education. The Title IX Coordinator's contact information is: Shanon Martin, shanon.martin@bcsemail.org, 828-255-5918, [175 Bingham Road, Asheville, NC 28806](#).

24. WEATHER WATCH

The safety of all children is our first concern. If schools must be closed or open on a delay due to weather conditions, here are some important things to remember.

- a. The decision to have a delayed opening or school closing will be made as early as possible. If possible, the decision will be made the evening before.

- b. Tune it to area radio and TV stations for the announcement or check online on the BCS Facebook page, www.wlos.com, or www.buncombe.k12.nc.us. Please do not call the school, central office or the news media.
- c. If no announcement is made, parents may assume that schools will operate on a normal schedule. Weather conditions sometimes worsen during the day after children have arrived at school. **Working parents are advised to plan ahead and make special provisions for childcare for those days when schools must be dismissed early.**
- d. Please indicate on the Student Information Sheet the procedures the school should follow for your child in the event of early dismissal. Please advise us of any changes in this procedure. Teachers are unable to telephone each parent in the case of early dismissal.
- e. Please make sure your child is aware of his/her early dismissal plan and do not expect your child to call in the event of an early dismissal.

25. WITHDRAWAL PROCEDURES

Students who are withdrawing from school must request a withdrawal form from the school office. The child's teachers, the media specialist, and the cafeteria manager will initial the form to show that books have been returned and fees have been paid. Parents must complete and sign the withdrawal and send it to the office. Transcripts will be mailed to the child's new school upon receipt of a record request from the new school.

The Buncombe County Schools Board of Education Policies can be found online at the Buncombe County Schools website www.buncombe.k12.nc.us - Board of Education - District Policies.

The Family Educational Rights and Privacy Act (FERPA) and Annual Public Notices are available at the Eblen website: <https://jpeis.buncombeschools.org/>.

Paper copies are available upon request in the school office.

Warrior Code	Be Ready	Be Respectful	Be Responsible
Classroom	<p>Arrive on time</p> <p>Be in your seat with all materials when class begins</p>	<p>Use appropriate volume</p> <p>Follow classroom directions</p> <p>Allow for teaching and learning without interruption</p>	<p>Complete and turn in all assignments</p> <p>Give your best effort</p> <p>Keep your desk and work organized</p>
Hallways	<p>Have a hall pass</p> <p>Walk in a single file line</p>	<p>Walk at all times while keeping hands, feet, and objects to yourself</p> <p>Move quietly and calmly</p>	<p>Walk on the right side of the hallway</p> <p>Stop at Spear Cards</p>
Restroom / Water Fountain	<p>One student at a time out of class</p> <p>Promptly return to class when finished</p>	<p>Use quiet voices</p> <p>Keep hands, feet, and objects to yourself</p>	<p>Keep all backpacks, school materials and other non-essential items outside the bathroom</p>
Cafeteria	<p>Know your lunch number</p> <p>Select all items before checking out</p> <p>Raise your hand if you need something</p>	<p>Use quiet voices</p> <p>Only touch your own food</p> <p>Be courteous to peers and adults</p>	<p>Stay in your seat</p> <p>Keep and leave the area clean</p> <p>Keep hands, feet, and objects to yourself</p>
Buses	<p>Be on time to your stop</p> <p>Enter and exit in a safe and appropriate manner</p>	<p>Remain seated and face forward</p> <p>Use quiet voices</p> <p>Keep hands, feet, and objects to yourself</p>	<p>Know your bus number</p> <p>Quickly load and unload at designated stops; watch for hand signals</p>
PE/Recess	<p>Line up promptly</p> <p>Dress appropriate for all weather</p>	<p>Share all equipment</p> <p>Show good sportsmanship</p>	<p>Care for all equipment and belongings</p> <p>Return to designated areas promptly at the end of PE/Recess</p>
Before/After School	<p>Listen for announcements</p> <p>Respond calmly and appropriately to all staff directives</p>	<p>Walk at all times and with quiet voices</p> <p>Keep hands, feet, and objects to yourself</p>	<p>Go to the assigned area upon arrival/dismissal</p> <p>Go to homeroom immediately after breakfast or when dismissed</p>
Use of Technology	<p>Have device charged and ready</p> <p>Carry your device appropriately</p>	<p>Keep your hands on your own device</p>	<p>Keep food and drink away</p> <p>Keep your passwords private</p> <p>Stay on assigned tasks and websites</p>

Parents Right to Know

Title I Schools

Elementary and Secondary Education Act requires all LEAs to notify parents of all children in all Title I schools that they have the right to request and receive timely information on the professional qualifications of their children's classroom teachers. This notice must be sent at the start of each school year. The notice does not itself contain the teacher information; it simply tells parents the type of information they may request.

At a minimum, if a parent requests it, LEA/school must report:

- Whether the teacher has met state qualifying and licensing criteria for the grade levels and subject areas in which the teacher is teaching.
- Whether the teacher is teacher under emergency or other provisional status through
- Which state qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification of degree held by the teacher, including the field of discipline of the certification or degree; and
- Whether the child is provided services by a paraprofessional and, if so, their qualifications.

In addition, if a child is assigned, or taught by, a teacher who is not "highly qualified" for four or more consecutive weeks, the parents must receive timely notice.

These and other communications with parents must be in an understandable and uniform format and, to the extent practical, in a language the parents can understand. According to ED guidance, if there is no other way to provide information, it should be provided in oral translation.

Requests must be in writing to the principal.

This applies only to Title I Schools.

Family Engagement Policy

At Eblen Intermediate, we believe in a strong partnership with all stakeholders in the school community. It is the belief at Eblen that when we have strong collaboration with the parents and community, there is a direct and positive impact on the student population. Collaboration with Eblen stakeholders will be conducted through various forms of communication that aid in the increase of parental involvement. The relationship with families is critical throughout the child's academic career and parents must be given an opportunity to take an active role in the education of their child. Our goal is to build and foster a partnership that will support the social, emotional, and academic development of all students at Eblen Intermediate.

Family Engagement Plan

- "Meet the Teacher" invites parents to bring their child to school to meet the new classroom teacher and learn expectations for the year.
- Teachers communicate with parents weekly through Class Dojo about curriculum and events in the classroom.
- A translated hard copy of a monthly newsletter will be sent home to all students by the parent liaison explaining curriculum and events.
- Each nine weeks teachers send report cards home to inform families of their students' academic progress. Midterm reports are sent home in between report cards to inform families of academic concerns and strengths.
- Teachers schedule conferences twice a year. The first conference should be held close to or after the completion of the first nine weeks to give teachers time to get to know students, try interventions and gather data to share with families. Families are encouraged to request a conference as needed.
- Families are encouraged to volunteer in their child's classroom and school.
- An evening Annual Meeting/Open House is held in the fall to inform parents of Title I policies.
 - September 21, 2023

- At the end of the school year, a transition event and/or information for rising 5th, 6th, and 7th graders will be held to introduce students and parents to the new school.
- Parent Workshops will be held throughout the school year relevant to parent needs and feedback.
 - Community Outreach
 - Parent Circles
 - Curriculum Morning/Night