Rock Creek Elementary School

Parent/Student Handbook
2017-2018

1121 East Erwin Road
Erwin, TN 37650
Phone: 423-743-1648
Fax: 423-743-1664

Principal: Mr. Larry Howell
Secretary: Ms. Donna Willis

Rock Creek
Panthers

This handbook is the property of:

_____
Name

Unicoi County Schools offer educational and employment opportunities without regard to race, color, religion, national origin, gender, age, and disability.

Table of Contents

Page No.

2017-18 School Calendar……..……....2
Principal's Message……...……..…….....3
Mission Statement, Beliefs Statement, Vision Statement, School Motto…..……...……4
Length of School Day……...……...…..5
Carpool Procedures……..……...…….5
Visitors ……..……...…….5
Homework / Make-up Work……...…….5
Dress Code…….....……..……...……..5
Attendance Policy……..……6
Attendance Awards……..……...……..7
Illness ……....……7
Medicine……..……...7
Emergency Forms……..…...……7
Phone Calls……...…..……7
Parent Conferences……..…….....…7
Cafeteria Regulations…….……...……..8
Personal Property ……...…..……...8
PTO…..…….…....8
School Publicity …….....….8
Report Cards……...…….……8
Rock Creek School Conduct Code……..……...…..…9
Learning Compact: Home - School Agreement……...…….....10
Unicoi County Board of Education Policy # 6.308 - Bus Conduct **……...…..…11**
Rock Creek Elementary School Title I Parent/Family Involvement Plan……...…..……12
Student Technology Policy, School Security & Qualifications of Teachers and Paraprofessionals……....**…….....13**
Accountablity and Safe Schools…….14

Parent / Student signature page…...15

UNICOI COUNTY SCHOOLS CALENDAR
2017 - 2018

Investing in students

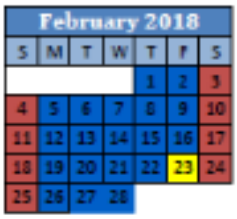
UNICOI COUNTY SCHOOLS

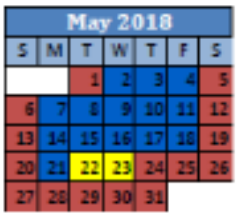
Building our future

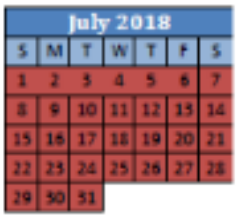
8/7 - 8/10	In-Service
8/14	First Day of School (Dismiss 11:45/12:00)
8/25	Professional Development (Dismiss 11:45/12:00)
9/4	Labor Day (No School)
9/22	Professional Development (Dismiss 11:45/12:00)
9/28	Parent/Teacher Conference (Dismiss 11:45/12:00)
10/2 - 10/6	Fall Break (No School)
11/17	Professional Development (Dismiss 11:45/12:00)
11/22 - 11/24	Thanksgiving Break (No School)
12/19	Professional Development (Dismiss 11:45/12:00)
12/20 - 1/1	Christmas Break (No School)
1/2	Professional Development (No School)
1/15	Martin Luther King Day (No School)
2/23	Professional Development (Dismiss 11:45/12:00)
3/22	Parent/Teacher Conference (Dismiss 11:45/12:00)
3/30 - 4/2	Spring Break (No School)
4/27	Professional Development (Dismiss 11:45/12:00)
5/1	Election Day (No School)
5/22	Professional Development (Dismiss 11:45/12:00)
5/23	Last Day of School (Report Cards)

COLOR CODES

- Students in School
- Students out of School
- Schools dismiss early







Principal's Message

Dear Parents and Students,

Welcome to Rock Creek Elementary School! I hope everyone is looking forward to a great year of learning together. We have prepared this handbook so that we may bring about a better understanding between the school, parents, and students. We ask for your cooperation so that we may provide your child with a rewarding and enriching educational experience.

This parent/student handbook has been designed to help you with important facts and procedures of our school. Please take a few minutes to read and become familiar with our school.

On behalf of the faculty and staff, I would like to extend an invitation to you to visit your school, attend your child's programs, and become an active member in the PTO and volunteer programs. We have an outstanding school that we are proud of. We are sure you will want to share in our pride.

The faculty and staff are committed to ALL students becoming life-long learners. The idea that ALL students will get the satisfaction from making learning "their own" is an admirable goal and worthy of our best efforts. Our aim is to invest in students, while building our future. Let's work together to make 2017 - 18 an exceptional school year.

Again welcome, and come along and be part of the fun and adventure of learning at Rock Creek Elementary School!

Sincerely,
Larry Howell
Principal

Mission Statement

The mission of Rock Creek Elementary is to create a positive environment that empowers students to achieve high academic standards and responsible citizenship.

Belief Statements

Stakeholders involved with Rock Creek Elementary want what is best for each child. Students are challenged, praised, and rewarded for their efforts. We believe:

- All students can learn.
- Instructional practices will incorporate differences in learning styles in a safe and comfortable environment.
- Challenging expectations increase individual student performance and growth.
- Involvement of stakeholders is valued in the decision making process.
- Policies are designed with the understanding that each student is a unique individual with diverse needs.

Vision Statement

Each school must have a vision if it is to know in what direction it is going. There are many things that Rock Creek Elementary values in education. We are proud of our past and want to continue making or exceeding expectations in the future. In order to do this we adhere to the following vision statement:

To **V**enture into avenues of educational best practices.

To maintain a level of **A**chievement that meets or exceeds local, state, and national standards.

To continue exemplary **L**eadership.

To exhibit an **U**nderstanding of children's needs.

To sustain a level of **E**xcellence.

School Motto

Reaching
Children for
Educational
Success

Length of School Day

Classes start at 8:00 a.m. and end at 3:00 p.m. We have a teacher on duty at 7:15 a.m. and no students are allowed in the school before this time. Students arriving before 7:55 a.m. should go to the gym where a teacher will be on duty to supervise. Free breakfast is served in the gym between 7:25 a.m. and 7:55 a.m. for those students wishing to eat. At 7:55 a.m. all students are dismissed to go to their classes. Please call the office before 2:00pm if you have a message for your child to ride or not ride the bus. It is hard to get messages to the student right before we call buses. The best policy is to make arrangements before the student leaves the house.

Car Pool Procedures

Parents bringing their children to school in the morning and picking them up in the afternoon should use extreme caution.

ALL STUDENTS SHOULD ENTER THE SCHOOL THROUGH THE FRONT DOORS IN THE MORNINGS. PLEASE DO NOT DROP STUDENTS OFF OR LET THEM OUT OF THE CAR UNTIL AFTER 7:15am. PLEASE PICK STUDENTS UP BEFORE 3:15pm. AFTER 3:15, PARENTS MAY PICK UP STUDENTS IN MAIN OFFICE.

Designated pickup points in the afternoons are as follows:

K-1: Doors on right side at back of school at covered walkway.

2nd and 5th grades: Covered steps on left side of school.

3rd and 4th grades: Door beside principal's office on right side of school.

This divides the traffic and helps alleviate some traffic congestion. If you need to park and come into the building, visitor parking is on the left side of the school. Remember to sign in at the secretary's office.

Visitors

The following procedures are for your child's protection:

1. ALL VISITORS TO THE SCHOOL MUST REPORT TO THE SECRETARY'S OFFICE.
2. Visitors must sign in with the secretary and get a visitor's pass.
3. Visitors must use the door beside the secretary's office, all other doors will be locked on the outside after school starts in the morning.
4. CHECK-INS AND CHECK-OUTS: If a student must check in late or check out early, a parent must check them in or out through the school secretary's office. **Please remain at the office and do not go through the building**.

Homework/Make-up Work

It is the responsibility of each student to be accountable for his/her work. Students will be given the opportunity to make-up missing class work and homework assignments in a timely manner. For excused absences, the student will have 3 school days to make up the work missed.

Dress Code

Clothing or other items that could cause a disturbance or be offensive will not be allowed. Shorts should be worn at finger length with arms to the side. T-shirts which depict professional wrestling, alcohol, tobacco, or profanity are prohibited. Flip-flops, crocs, or sandals should not be worn in Physical Education classes or on the playground because of safety issues. Hats and sunglasses are not to be worn inside the classroom as they tend to detract from the academic atmosphere. No rolling backpacks or wheeled shoes (heelies) are permitted in school.

Attendance Policy:

One of the most important aspects of training a child by a parent and a school is to instill dependability and responsibility within that child. This cannot be exemplified any better than through regular attendance of school and being on time.

Regular attendance is a key to good school grades, overall achievement, and a rewarding educational experience, as well as being required by Tennessee State Law. Contact to the home by letter or phone will be made for students who have excessive absences and tardies. If attendance does not improve, the attendance Supervisor will be informed. Court action could result. A Truancy Board has been established to deal with parents/guardians and students that are having absenteeism problems.

The process is as follows:

1) When absences and/or tardies exceed a number that interferes with the child's progress, a letter will be sent to parents informing them of the number in our records. If improvement is not shown, a referral form may be completed by the principal and forwarded to the Attendance Supervisor (Tommy Clouse).
2) <u>After five (5) days of unexcused absences or tardies</u>, a referral form is completed by the school and forwarded to the Attendance Supervisor (Tommy Clouse).
3) A letter will be mailed to the parent/guardian with the date and time the student and parent/guardian are expected to appear before the Truancy Board.
4) After meeting with the student and parent/guardian, the truancy board will determine the necessary action to take.
5) The Truancy Board will meet at the school during school hours.
6) At least one legal guardian/parent must be in attendance.

Regular school attendance is of vital importance. Absence from school will be excused for the following reasons only:

1. Personal illness
2. Medical appointments
3. Religious observances
4. Court subpoenas / not guilty
5. Illness of immediate family member
6. Death of immediate family member

This is State Law and Unicoi County School Board Policy.

<u>A child is marked unexcused until we have a written excuse signed by the parent or guardian that meets one of the above criteria.</u> Parents or guardians have one day (24 hrs) to provide the school with a written excuse.

This applies to tardies also. In cases of tardiness, the parent must sign their child in with the school secretary and state the reason for tardiness. If it is not one of the above reasons, then the tardy is unexcused.

Attendance Awards

Students who are present everyday during the nine-week grading period will be rewarded with special recognition. During our annual Awards Day students will be rewarded for the following:

Perfect Attendance: Present every minute of every day. **No** early checkouts or tardies.
Only 1 Absence or Tardy: Attending the entire year with only one absence, tardy, or checkout.
Present Every Day: Present for the major portion of every day or homebound.

Illness

If a student becomes ill at school, the parent or guardian will be notified by the school. It is very important that you give the school several emergency phone numbers in the event of an emergency. Please notify the school if these numbers change.

Medicine

Oral medications will not be administered to children by school personnel. If, under exceptional circumstances, a child is required to take prescribed oral medications or inhalers during school hours and the parent cannot be at school to administer the medications, the following procedure must be followed:

1. Written parent/guardian permission must be given.
2. Physician's instructions and signature with reason for giving the medication and the beginning and ending dates must be provided.
3. A list of possible side effects – this can be provided by the pharmacist.
4. Medication must be in the original pharmacy bottle.
5. Medication must be brought to the office immediately upon arrival at school.

This policy is for the protection of teachers and children in our school system. Your cooperation will enable us to meet the needs of our students. The forms may be obtained from the school office.

Emergency Forms

Updated emergency contact information is critical in case of an emergency. Please notify the school anytime there is a change with your phone number, address, work site, etc.

Phone Calls

Students must obtain permission from their teacher and from the school secretary in order to use the telephone during school hours. The telephone is to be used for emergencies only.

Parent Conferences

Communication between parents and teachers is of vital importance. The Board of Education sets aside two days a year for scheduling parent conferences. Additional conferences may be scheduled by the school. If a parent wishes to request a conference, please call in advance so arrangements can be made. Teachers are not available for conferences during school instructional time.

Cafeteria Regulations

Unicoi County School Food Service receives funding through the United States Department of Agriculture (USDA). USDA regulations monitor the consumption of competitive foods in the food service area. The food service area refers to the areas of the school where meals are either "served" or "eaten". **To comply with USDA regulations and school board regulations, no food or drink from commercial restaurants may be brought into the cafeteria to be consumed while student meals are being consumed.** Breakfast is free and lunches may be paid for by the day, week, month, or entire school year. Meals must be paid for in advance. Credit is not available through the cafeteria.

PRICES	ADULT	GRADES **K - 5**	REDUCED PRICE
Lunch	$3.25	$2.25	FREE
Breakfast	$2.00	FREE	FREE
Milk/Juice	$ .50	$ .50	$ .50 (if extra)
Water	$ .50	$ .50	$ .50
Extra meat/bread [pizza]		$1.25	$1.25

Personal Property

Students should not bring expensive toys, jewelry, etc. to school. Many times they are lost or broken. ***Fidget Spinners or cubes*** are not allowed at Rock Creek. No one is allowed to bring a knife or other dangerous objects to school. It is a good idea to put your name on coats, jackets, and other property brought to school.

Students may possess personal communication devices, such as cell phones, while on school property. However, the personal communication device must be in the off mode, must be kept in a backpack, and may not be used during school hours unless the principal or his designee grants permission. Personal electronic devices such as CD players, iPods, or MP3 players may be stored in backpacks. However, the use of the devices during school hours is strictly forbidden.

Parent Teacher Organization

PTO is an important part of our school. PTO provides an opportunity for parents and teachers to establish a good, working relationship for the betterment of our students. We encourage all of our parents to join and get involved in the Rock Creek PTO.

School Publicity

To publicize any activity using television, radio, or newspaper, permission must be obtained from the school or district office. Any organization desiring to place posters or other advertising media in the school for outside activities must have the approval of the school or district office.

Report Cards

Report Cards are issued on a regular nine-week grading period during the school year.

1st 9 weeks:	8/14/17 -10/12/17	midterm is 9/12/17
2nd 9 weeks:	10/18/17 - 12/16/17	midterm is 11/15/17
3rd 9 weeks:	1/3/18 - 3/12/18	midterm is 2/6/18
4th 9 weeks:	3/13/17 - 5/19/18	midterm is 4/17/18

****Inclement weather may change the above dates****

The grading scale is: (**A** = 93 – 100) (**B** = 85 – 92) (**C** = 75 – 84) (**D** = 70 – 74) (**F** = Below 70)

Rock Creek Elementary School Code of Conduct

While attending Rock Creek Elementary School, students shall…

Respect each other, all employees, and the building itself.

Demonstrate personal responsibility and good citizenship at all times.

Strive to reach their full potential.

The school staff strives to create a school environment favorable to the development of self-discipline and self-direction. With the exception of those offenses which, by their very nature, require immediate suspension for the welfare of the school, disciplinary action shall proceed according to the persistency and gravity of the offense.

School Rules:

1. Always obey the principal, teachers, and members of the school staff.
2. Be at School, be prepared and be on time.
3. Move through the building quietly and orderly
4. Treat everyone with courtesy, kindness, and respect.

We want to reinforce these appropriate behaviors in students:

1) Respect
2) Responsibility
3) Cooperation

Examples of appropriate behavior:

1) Being kind to fellow students
2) Respectful Language
3) Having good attendance, being on time and prepared
4) Increase in grades
5) Making good choices in tough situations
6) Appropriate behavior in hallways, bathrooms, during lunch, etc.

The teachers will explain the rules and the expectations and provide feedback and positive acknowledgement for correct behaviors by:

1) Verbal Praise
2) Positive notes sent home
3) Panther dollars (earned through good behavior)
   A. Teacher gives $1
   B. Principal gives $5 and $10
4) C. Student of the Month = $10

Consequences for <u>not</u> obeying rules:

The staff shall use their sound discretion within the guidelines of School Board Policy in determining appropriate consequences for improper behavior by students. Consequences for violations might include:

1) Warning / Restricting activities / Written punishment / Temporary removal from class
2) Note sent home
3) phone call home
4) Send to principal's office
5) Parent / principal / teacher meeting

LEARNING COMPACT: HOME - SCHOOL AGREEMENT

PARENT AGREEMENT

I want my child to achieve the high standards set forth by the State of Tennessee. Therefore, I accept my responsibility to do the following. (Please check the items you agree to follow.)

__ See that my child is on time, has needed supplies and attends school regularly.
__ Communicate frequently with my child's teacher to determine how my child is doing.
__ Support the school in its efforts to maintain proper discipline
__ Establish a time for homework, review it regularly, and monitor its completion.
__ Provide a quiet well lighted place for study.
__ Encourage my child's efforts and be available for questions.
__ Stay aware of what my child is learning.
__ Read with my child and let my child see me read.
__ Check with my child for information sent home, read it promptly and sign and return.
__ Volunteer when opportunities arise.

Parent Signature: _____

STUDENT AGREEMENT

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

- Attend school regularly.
- Come to school each day with pens, pencils, paper, and other necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct which includes displaying respect for all.

Student Signature: _____

TEACHER AGREEMENT

It is important that students achieve and that we as teachers set high expectations of ourselves, students, and other staff. Therefore, I shall strive to do the following:

- Provide homework assignments that best fit the student's specific needs.
- Provide necessary assistance to parents so that they can help with the assignments.
- Encourage students and parents by providing information about student progress
- Use special activities in the classroom to make learning enjoyable.
- Communicate with parents on an ongoing basis through a multitude of avenues that will keep them informed and involved in their child's education. Ex: (progress reports, report cards, assessment and achievement reports, Phone calls, newsletters, notes, letters, e-mail, web-site, etc.)
- Hold conferences to discuss the Learning Compact as it relates to individual student's achievement and other information that will aid the parent in building their capacity to support their child's learning.

Teacher Signature: _____

Unicoi County Board of Education Policy # 6.308
Bus Conduct

In order to maintain conditions and atmosphere suitable for learning, no person shall enter onto a school bus except students assigned to that bus or parents of students or other persons with lawful and valid business on the bus.[1]

The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Students are under the supervision and control of the bus driver while on his/her bus and all reasonable directions given by him/her shall be followed. A driver may remove a student in the event that the driver finds it necessary for the safety of the other student passengers or the driver, provided that the driver secures the safety of the ejected student for the uncompleted trip. A driver shall report to school authorities as soon as possible, but no later than the end of the route, any student refusing to obey the driver or exiting the bus without the driver's permission at a point other than the student's destination for that trip.[2] The principal of the student transported shall be informed by the bus driver of any serious discipline problem and may be called upon to assist if necessary. A student may be denied the privilege of riding the bus if the principal determines that his/her behavior is such as to cause disruption on the bus, or if he/she disobeys state or local rules and regulations pertaining to student transportation.

The suspension of a student from riding the school bus shall follow the same procedures as for any other school suspension. Any student who gets off the bus at any point between the pick-up point and school must present the bus driver with a note of authorization from the parent or the principal of the school that the student attends.

Any student wishing to ride a bus other than his/her designated bus must have written parental permission and the approval of the principal or his/her designee. Students who transfer from bus to bus while enroute to and from school shall be expected to abide by the discipline policies adopted by the Board and rules adopted by the staff of the terminal school.

USE OF VIDEO CAMERAS

Video cameras may be used to monitor student behavior on school vehicles transporting students to and from school or extracurricular activities. Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with established Board policy and regulations governing student conduct and discipline. The district shall comply with all applicable state and federal laws related to video recordings when such recordings are considered for retention as part of the student's behavioral record as determined by the district and in accordance with the law. Video surveillance shall be used only to promote the order, safety and security of students, staff and property. The director of schools is directed to develop procedures governing the use of video cameras in accordance with the provisions of the law and established Board policies.

Legal Reference: Cross References:
1. TCA 49-6-2008 Student Transportation Management 3.400
2. P.C. 261 (2007) Scheduling and Routing 3.401
Discipline Procedures 6.313
Suspension/Expulsion/Remand 6.316

Rock Creek Elementary School Title I Parent/Family Involvement Plan

Rock Creek Elementary School, in consultation with teachers, the principal, and the parents of participating children, has developed a written parent involvement plan.

Rock Creek Elementary School welcomes the participation of parents in support of student learning and recognizes that parental involvement increases the opportunities for student success. It is the policy of Rock Creek Elementary School to foster and maintain ongoing communications with parents concerning their opportunities for participation, their children's eligibility for special programs, their children's educational progress, the professional qualifications of their children's teacher, and the status of their children's schools. Rock Creek Elementary School strives to provide such information in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language that parents can understand. Communication with parents shall, at all times, respect the privacy of students and their families.

To ensure the effectiveness of the parent involvement policy and that all parents are informed of the school's participation with Title I, the requirements of Title I, and the right of the parent to be involved, Rock Creek Elementary School conducts an annual evaluation, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend.

1. Convene an annual meeting, to which all parents shall be invited to attend
2. Parents will be offered a flexible number of meetings, such as meetings in the morning or evening.
3. Parents will be notified in writing of the school's participation in the Title I program.
4. Parents will be provided timely information about Title I programs and activities.
5. Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of the school parental involvement plan
   a. Parents will receive a written copy of revisions for review.
6. Provide parents of participating children:
   a. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
   b. If requested by parents, opportunities for regular meetings to formulate suggestions to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible.
7. If the parent involvement plan is not satisfactory to the parents of participating children, the school will submit any parent comments on the plan to the school district.
   a. All parental concerns will be submitted to the LEA Title I Director within four school weeks.

Rock Creek Elementary, in order to build the capacity of schools and parents for strong parental performance, will:

1. Provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the state's academic content standards and state student academic achievement standards, state and local academic assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children.
2. Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology.
3. Educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value of parental contribution of parents, and in how to reach out to, communicate and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
4. Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents in a format and, to the extent practicable, in a language the parents can understand.
5. Provide such reasonable support for parental involvement activities as parents may request

It is the policy of Rock Creek Elementary to involve parents and to ensure that barriers are identified to greater participation by parents in activities. Attention will be given to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. Rock Creek Elementary School, with teachers, the principal, and parents, will continue to evaluate and design strategies for more effective parental involvement.

STUDENT TECHNOLOGY POLICY

Unicoi County Schools have access to computers, network, and the Internet. The Unicoi County School System takes every precaution to restrict access to objectionable materials available over the Internet. However, an industrious user may discover it. Disciplinary action will be taken against users found sending or acquiring objectionable material over the Internet or any part of the school system network. Terms and Conditions of Use:

1. Passwords if issued will not be shared among users.
2. All network communication must be polite, kind, and free from inappropriate language.
3. Electronic mail is not guaranteed to be private.
4. Personal work and electronic mail shall be deleted regularly due to space limitations.
5. No personal address, phone numbers, full names, or financial information will be included in any network communication.
6. No attempt to tamper with other people's data or gain unauthorized access to accounts or files is permitted.
7. It is the user's responsibility to seek guidance from the system administrators if questions of proper use arise.
8. The Unicoi County Schools do not condone and specifically forbid the unauthorized duplication of software.
9. Users will abide by the copyright law.
10. Students will be monitored.

STUDENTS AND PARENT/GUARDIANS WILL BE REQUIRED TO SIGN A USER'S AGREEMENT

SCHOOL SECURITY

Rock Creek Elementary School has a full-time School Resource Officer (SRO) provided by the Erwin Police Department and the Unicoi County Board of Education. Rock Creek Elementary has security cameras at strategic places throughout the building and entrances. The principal conducts fire and safety drills throughout the school year to provide students and staff with knowledge of what to do in the event of various emergencies. Each classroom has a specific evacuation plan to use in instances where leaving the building is deemed necessary. Each year the school conducts an off-site evacuation drill to Rock Creek Presbyterian Church. The school has a comprehensive written Safety plan that is updated each year and discussed at faculty and staff meetings. Rock Creek Elementary School is deemed a "Safe School" by the Tennessee Department of Education.

QUALIFICATIONS OF TEACHERS AND PARAPROFESSIONALS

The Every Student Succeeds Act (ESSA) requires all students be taught by fully certified teachers. Tennessee's state licensure requirements stil require a bachelor's degree and demonstrated content knowledge. Verification of licensure and certifications is maintained at the school system central office.

You as a legal parent/guardian, have the right to request information regarding professional qualifications of your child's teacher(s). Upon your request, the school system will provide you with the following information: whether a teacher is teaching under emergency status for which

certification has been waived, and the degree major of a teacher and any other graduate degree or certification the teacher may hold. Under ESSA, you will be promptly informed if for any reason a non-highly qualified teacher teaches your child for four or more consecutive weeks.

ESSA also requires that instructional paraprofessionals in Title I schools demonstrate highly qualified status by passing a test to demonstrate knowledge of and the ability to assist in the instruction, having completed two years of higher education, or having obtained an associate's or higher degree. All instructional paraprofessionals at Unicoi County High School have demonstrated highly qualified status. You have the right to request information about the paraprofessionals that may work with your child. Verification of highly qualified status is maintained at the school system central office.

ACCOUNTABILITY

2015-16 was the transition year for TNReady and Tennessee suspended testing in grades 3-8. Moreover, there are not accountability ratings available due to the transition. At the time of publication, test results were not available for the 2017-2018 testing cycle.

While the federal government requires states to maintain rigorous state-established top-line goals, it is also the state's responsibility to determine the interim measures that will lead to achieving its top-line goals. The state defines measurement tools, including how to measure growth in outcomes and reduce gaps in student achievement. Additionally, the state sets district goals, measures district and school level progress annually (disaggregated by historically underserved student groups), and reports district and school results publicly. Each year after we receive our system's report card from the state, we will inform you about each school's accountability status, as well as how the achievement of the students compares to those in the system and the state. You will also be provided information on the achievement level of your child on each of the state academic assessments as soon as is practicably possible after we receive the assessment results.

SAFE SCHOOLS

All Unicoi County Schools have been deemed "safe schools" under the guidelines of our state and ESSA. However, should your child become the victim of a violent crime at any Unicoi County School, you have the right to request a transfer to the nearest county school, pending their enrollment. The Tennessee State Board of Education Unsafe School Choice Policy states that the district may choose to facilitate a requested transfer to another school; however, such transfer shall not be required. Unicoi County Schools' faculty and staff are making every effort to prevent any situation in which your child may not be safe. If you have any questions regarding safety policies or procedures, please contact the central office at (423) 743-1600.

Janet Sutphin
Federal Program Director

UNICOI COUNTY SCHOOLS
Investing in Students, Building our Future

100 Nolichucky Dr.
Erwin, TN 37650
423-743-1602

Parent / Guardian / Student signature page

The RCES handbook is available also online at:
http://www.unicoischools.com/rcesonline/.
Your child's teacher has gone over the contents with him or her in the classroom. We are aware of the content of the handbook and have discussed these. We acknowledge receiving a copy of the Rock Creek Parent / Student Handbook for the 2017-18 school year. We understand that we are responsible for the guidelines and policies contained in the handbook:

PLEASE RETURN THIS PAGE TO YOUR CHILD'S TEACHER

DATE:

_____

Print Student's Name:

_____

Student Signature:

_____

Parent / Guardian Signature:

_____