

July 11, 2023

Dear Parents and Students,

Welcome! Whether you are returning or if you are entering Eastfield for the first time, I want to extend a very warm welcome! Please feel free to contact me to talk about your child's performance, interests, or concerns at any time during the school year. I look forward to working with you to ensure an excellent school experience for your child. We love our students and recognize the awesome and humbling responsibility of ensuring your child's safety and college and career readiness. Thank you for entrusting your most valued possession to our care during the school year!

Our Student Handbook is designed specifically for our students and parents. It gives you important information about our school, and makes you aware of our high expectations for success and productivity. We want to make sure there is specific communication about what you can expect from us and what we expect from our partnering families.

Our calendar is online and available at:

chrome-extension://efaidnbnmnnibpcajpcglclefindmkaj/<https://campussuite-storage.s3.amazonaws.com/prod/1559039/252d940a-b7a2-11ea-a606-121cb31c8405/2584737/df05c462-e515-11ed-91a9-0efc7a3f19f7/file/2023-2024%20Eastfield%203.13.23.pdf>

Please plan vacation and family events during our intercession breaks. Remember, all days coded GRAY are instructional days and it is critical your child is here for instruction.

Fall Learning Camp- September 18-September 28, 2023

Spring Learning Camp- March 18-March 28, 2024

Our children will be the beneficiaries of our teamwork!

School Office Number- 828.652.3730

School Webpage- <https://www.mcdowell.k12.nc.us/egms>

Class Do Jo-Please get connected. We do announcements and updates, weather events, bus changes, and happenings from the school day in real time!

Mission Statement-

Reaching each child at his/her level of readiness

Teaching each child as an individual

Encouraging each child to be an active global citizen

Inspiring each child to achieve dreams by understanding a college and career focus starts now.

Vision Statement- At Eastfield Global Magnet School, we are reaching, teaching, encouraging, and inspiring every student.

MCS Vision Statement-Inspiring Success: Student Centered, Mission Driven

Sincerely,

Michelle Baker, Principal

School Arrival



Doors open each morning at 7:30 a.m. Students will report straight to their classrooms where breakfast will be served at no cost to every family. Students should not be dropped off prior to 7:30 a.m. as staff are not required to report to work earlier than this time and there is no adult supervision. Please drop off your student at the cafeteria entrance. For the security of our students and to align to MCS procedures at all sites, adults are not permitted in the building without an appointment. You can come directly to the office if you need assistance from the principal or office staff. By 7:50 a.m., please give your child a hug and an encouraging word and be sure to drop them off at the cafeteria to avoid a tardy! 7:50 is the official start time for the day. If you need to leave children prior to 7:30, you will need to make arrangements with the YMCA before-school care program. If you are having a rough start and need a hug, be sure to let me know! I got you!

Students who are tardy after 7:50 a.m. must report to the front entrance with an adult where tardiness is recorded. Please do not send students in the building alone. MCS Policy requires students to be present 75% of the school day. Students will need to be at school by 9:20 am or remain at school until 1:30 to be counted as present for the school day. Students are considered chronically absent for missing 10 days or more regardless of excused or unexcused absences. Attendance is monitored by the truancy courts so be sure to let me know if your family is having any extreme circumstances that I may assist you with before a warrant is served.

School Departure



Bus riders will be dismissed at 2:45 and car riders will immediately follow buses. Car riders will be dismissed from the classrooms. Families whose last names are A-L can pick up students at the cafeteria entrance 2:45-3:00. At 3:00, that exit will close. Families whose last names are M-Z, or need a later pick up time, can pick students up at the gym entrance 2:55-3:10. A video of dismissal will be shared the first week of school on Class DoJo. Car riders will be called using designated car tags to be displayed on the driver's front window or rearview mirror. Please let us know if you need additional tags for those that have permission to pick up your child.

Only those adults displaying a car tag may pick up a child. For the absolute safety of students, anyone that does not have a car tag must report to the office and show identification before a student will be released to car riders. This will ensure someone does not try to pick up a child

unless they are authorized to do so. In order to expedite the car rider pick up process, all parents are asked to stay in their vehicle and stay in line.

All car riders should be picked up from car riders no later than 3:10 p.m. Office staff and classroom teachers are officially free to leave for the day at 3:10. If students must be in the building after 3:10, you will need to take advantage of our after school program, serving grades K-5, to ensure proper supervision and care beyond the school day hours. You can register for extended care with the YMCA. These are certified personnel and will ensure the safety of our students beyond the school day hours and offer programming while students are in their care.

Inclement Weather Procedures/School Closings



During the school year, if it is necessary to dismiss or cancel school due to inclement weather, the Superintendent of McDowell County Schools, Dr. Tracy Grit, will post messages on the school webpage, through WEATHERLINE (652.3869), and will send a county wide phone message. TV and radio stations listed below will also be notified of any closings:

Radio Stations- WBRM 1240 AM, WWNC 570 AM, WTOE 1470 AM, WMNC 92.1 FM, WNCW 88.7 FM, WMIT 106.9 FM, WFNQ 106.3 FM, WSSL 100.5 FM, and WKYK 940 AM

TV Stations- WLOS, WBTW, WYFF, WSPA, WSOC

Class DoJo-We will update you immediately after a call is made by Superintendent Oliver on Class DoJo, School Stories.

Visitors to the Building



Families will be specifically invited for Conferences, after school events, family engagement nights, and Awards Celebrations, and Circle of Parents on Wednesdays 8:00am. Volunteers will need to complete a background check and schedule time with the teacher to volunteer in the classroom. However, for the safety of our students and staff, entrance into the building during the regularly scheduled school day will not be permitted. The principal will meet with any families during the day by appointment; you can DoJo or call to schedule an appointment.

Breakfast at No Cost to Students

All children will be able to receive a universal breakfast each day at no cost. All foods bought individually or "extras" will be charged at the register.

Lunch-No Cost this year to Students



Our Child Nutrition Department has secured a Community Eligibility Provision Grant for the 23-24 school year. No student in McDowell County Schools will be charged for lunch! That is exciting news! However, after July 1, 2023, we do need all families to complete a lunch application. Our Federal Funds and dollars received are directly linked to our lunch application status.

<https://www.lunchapplication.com/>

Lost and Found

Please put your child's name on any items that are brought to school, such as lunch boxes and coats, so they can be returned to the owner. Lost and Found will be located in a bin in the cafeteria.

Messages for Students

Students will be permitted to use the school phone for emergency purposes only. Please send a note with your child to the teacher or message the teacher on Class DoJo if you know ahead of time of a change in departure arrangements. We understand emergencies occur occasionally; if you are experiencing an emergency please call the office by 2:00 with the change of departure information. For the safety of our students, no student will be allowed to go home an alternate way than is usual without written or phone consent from the parents or guardians prior to 2:00 pm. Students are not permitted to use the phone at the end of the day to ask permission to change their transportation (ie-call for permission to go home with a friend).

Immunizations and Proof of Birth

It is mandatory that a student has proof of birth (ie-birth certificate), K Health Assessment, and an updated immunization record on file. Students may not be able to return to school until compliance is met. Kindergarten students have 30 calendar days from the first day of school to obtain required immunizations. Please call Nurse Sharon Warren through the school phone number for questions or concerns. (828.652.3730)



Progress reports will be sent school-wide at midpoint each quarter.

- **Q1=Aug 9, 2023**
- **Q2=Nov 15, 2023**
- **Q3=Feb 7, 2024**
- **Q4=May 1, 2024**

Attendance Policy



- As EGMS is a balanced calendar school, students must physically be seated by the 10th day of school in order to enroll at Eastfield. Students wishing to enroll in EGMS after day #10 will need to wait until January when the traditional and year round calendar align. After day 11, we recommend Marion Elementary School, our sister school for the East Marion District, for the traditional enrollment start.
- Calendar for 23-24 is available online. Please schedule all vacation time accordingly with our intercession breaks to reduce absenteeism during the school year. Also, be reminded that we run our Learning Camps the first two weeks of both Fall and Spring Break.
- According to MCS Policy, all students must be in class 75% of the school day to be counted as present for the day. They must be at school by 9:20 am to be counted present and stay until 2:45 pm. They must remain at school from 7:50 am-1:30 pm if needing an early dismissal to be counted as present for the day. This is the MCS attendance policy and is being enforced district wide K-13. **(Policy 4400)**
- Notes regarding the explanation of an absence must be sent to the child's teacher within **three** days upon a student's arrival back to school. After three days, absences will be considered unexcused.
- A doctor's note is required for an extended absence due to illness.
- **A doctor's note is required for every absence that occurs after a student has been absent 6 school days during the year rather excused or unexcused.**
- If your child is running a fever, please keep your student at home that day.
- Students receive official letters after three, six, and ten absences. Truancy Courts will issue a warrant for appearance at the Main Street Courthouse for students missing 10 or more unexcused absences.
- I strongly encourage you to visit the following website to really become an educated parent about how absenteeism affects academic achievement indicated as early as Kindergarten: <http://www.attendanceworks.org/>

Home-School Connections



ClassDojo

Teachers will send newsletters, notes, and post information on DoJo. You will also receive messages and updates through our phone system. DoJo is the best place to get real time updates and information!

<https://www.mcdowell.k12.nc.us/egms>

Custody papers should be provided to the office as legal documentation of how we need to support you and your child. We are mandated to follow custody paperwork on file. However, the law does not allow us to withhold a student from a biological parent if custody paperwork does not order us to do so.

Buses



Riding the bus is a privilege. We want all students to arrive safely and comfortably to school each morning and to home each afternoon. Any student who fails to follow the policies of bus conduct may lose that privilege. Parents will receive a letter or phone call explaining 1st and 2nd warnings before the loss of this privilege occurs. Students can be suspended from riding a school bus at any time depending on the prior offenses or the current severity of an offense. Buses may ***only*** serve students living in the Eastfield attendance zone. You may be asked to provide proof of residence, such as an electric bill.

Glass containers and balloons are not permitted on school buses. For the focus and concentration needed of the driver, shouting, teasing, pushing, fighting, or standing while the bus is in motion are not allowed at any time on the bus. Students must remain in their seats at all times. Eating and drinking is not permitted on school buses.

Water Bottles in Classrooms



It is advised students do not drink directly from water fountains to avoid germs and spreading of infections like flu, cold, COVID, and strep. We have 2 Water Bottle Filling Stations and students can use the water bottles to fill their containers during the day. Hydration is the goal. Students are only permitted to have water during class time. Sports drinks, energy drinks, soda, and juice are not permitted in the classroom so if accidents occur, the clean up is less sticky and easier for teachers and classmates.

Medicine/Health Concerns



If your child needs medicine given during the school day, you must have a doctor fill out an authorization form. You may get this form from the school office or school nurse. Students who have live head lice will be sent home to get treatment and must be checked before returning to the classroom.

Textbooks and Technology



Textbooks and computers issued for student use are the property of McDowell County Schools. Students are responsible for replacing school resources that are lost or damaged beyond use. Students are expected to be responsible for use of textbooks and technology during the school day. Families could receive a bill asking for payment of damaged Chrome Books.

Cell Phones/Electronic Devices



At Eastfield Global Magnet School, we welcome the 21st Century and recognize we are raising global citizens! We want to lead the way in peering through the windows of tomorrow. We provide 1:1 Chromebooks or Tablets through MCS for all students in grades Kinder-5th. Cell Phones are **NOT** permitted out or for use during the day by any students. **Cell phones must be turned off and left in book bags during the day.** Students will have their cell phone confiscated by the teacher if out during the day and held until the end of the day. If a second infraction with cell phones occurs, the phone will be brought to the office and administration will hold the cell phone in the office until a parent or guardian can come in and speak with administration. If a third infraction with cell phones occurs for the same student, the cell phone can be held for an extended time and will be banned from campus by the student user. We are committed to ensuring all students are safe and in control at school. We are unable to effectively monitor personal devices in the restrooms, in the cafeteria, at recess, or within the cubbies of desks. Therefore, we choose to be proactive vs reactive in addressing concerns with use of cell phones by minor children. We are seeing a rise in inappropriate use of Social Media and minor students.

Tobacco, Drugs, and Alcohol Policy

The use or possession of tobacco products, drugs, vapes, and/or alcohol is prohibited on school property or any related school function (i.e.-field trip). Individuals who are using tobacco products on school grounds or at school sponsored events will be asked to stop or leave the school grounds. Possession of illegal drugs or use of alcohol will be reported.

Spanish Immersion

Our Spanish Immersion program is a choice and we are excited to offer the opportunity for students to be dual language learners literate in both English and Spanish. Students wishing to enroll in Spanish Immersion after 1st grade will need to take a placement test. Students previously enrolled in Spanish Immersion with a lapse of enrollment of their peer counterparts will need to take a placement test to return to the program. Parents wishing to opt out of Spanish Immersion may certainly do so at the end of a school year. To ensure minimum distractions, we discourage disruption of classrooms in the middle of a year.

Homework Policy



Every student is expected to read nightly for the pure pleasure of enjoying places and times books can take us in our imaginations.

Many of our classroom teachers chose to NOT send homework home so kids can be kids and families can enjoy time and life together after school.

If a teacher does send homework the following is the Eastfield guidelines:
Additional homework sent home Monday-Thursday nights should represent meaningful review practice and should be returned with specific feedback from the teacher. The amount of homework for your child should generally follow this formula:

10 min x grade of the student = total number of minutes nightly
So, a fourth grader should spend about 10 min x 4th grade = 40 min each night doing homework

Discipline Policy



Your child deserves a safe, orderly, and nurturing learning environment. To support teachers in efforts to limit distractions the following discipline plan will be followed:

- All teachers and support teachers will make two positive phone calls during the year. We will not be the school where parents say, “We only hear from them when something bad happens.” We believe in our students and we believe every student deserves to have something positive said about him/her throughout the year!
- Teachers will keep logs documenting at least three prior attempts to help a student make great choices for a successful day. Teachers may send a note home, phone home, assign silent lunch, take away a student privilege, or hold a parent-student-teacher conference before referring a student to the office.
- Office referrals will generally include consequences in this order: verbal warning, in class suspension, and after school or in school suspension. Parents will be notified either from the referral note or by a phone call from the principal if a student is referred to the office for discipline.
- Communicating a threat, possession of a weapon, fighting, bullying, or possession of drugs or tobacco can result in immediate out of school suspension and/or charges being filed with the Marion Police Department.

23-24 Student Code of Conduct for MCS



McDowell County School District

<https://www.mcdowell.k12.nc.us/parents/parent-resources/index>

Anti-Bullying/Anti-Cyber Bullying Policy



“Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.” <http://www.stopbullying.gov/what-is-bullying/definition/index.html>

Students will from time to time experience typical behaviors that are unpleasant and unacceptable, but the normal day occurrences of childhood such as teasing, saying things in anger, conflicts with friendships, or embarrassment. Our children are human and will encounter as both the receiver and giver of such experiences as part of life’s process for growing and learning and shaping character. These behaviors will be resolved and consequences issued even within the realm of “typical.” At Eastfield, it is NEVER acceptable to tease, taunt, embarrass, or be mean to others.

When these behaviors morph beyond typical childhood experiences to become behaviors that are repeated, or have the potential to be repeated, these behaviors will be considered acts of bullying. Bullying of any kind, including cyber-bullying, that occurs between or among students will be dealt with swiftly and strictly in the best interest of safety for all of our students. Bullying that meets the definition of a power imbalance that is repeated or has the potential to be repeated will be an automatic referral to the office. Students with an office referral for bullying will be referred to our MTSS Team. Parents will need to come to the school for an official conference with administration, the school resource officer, the school nurse, and the guidance counselor to discuss support and strategies for helping the student make better life choices and change behaviors.

Dress Code



Thank you for making sure your child comes to school dressed appropriately. Cut off shirts, clothing with offensive language or insinuations, halter tops, spaghetti straps, shorts or skirts that do not fall at least four inches above the knee, trench coats, or pants that are not able to be worn at the hip line are not compliant with the McDowell County Schools Dress Code Policy # 4316. Additionally, students may wear “hoodies” to school but may not have hoodies on at any point during the day. We must be able to monitor behaviors effectively. Hoodies are increasingly becoming a way students are hiding things from staff during the day across MCS. Please feel free to call me and I can give more details on this decision. Students will be sent home to change or parents will be asked to bring a change of clothes if students are not dressed in accordance with policy. **(Policy 4316)**

Birthday Celebrations



Families may send in a birthday treat for recess or lunch to celebrate your student’s big day. For the most sanitary and cautionary procedures, please send one snack/non-edible treat per student in the class, if you wish to do so, that is individually wrapped. To maintain the highest levels of instruction, classrooms will not be able to celebrate birthday parties. Please do not send balloons.

Last but not least...



Families-I love you and I appreciate you! The relationships we have formed over the last ten years of my principalship have been rewarding for me as both an educator and a person! Your support and faith in Eastfield to ensure your child is loved, protected, and excels in school and life has been steadfast!

Thank you for all you do for us as a school staff and all you do for me as the Principal of this amazing school!

Let's have another great year together!

Michelle Baker