



# FAMILY HANDBOOK 2024-2025


## VISION

The VISION of Teasley Elementary is to educate the whole child in a safe and caring environment.

## Mission Statement

Teasley's MISSION is to partner with our school community to develop and empower self-directed, innovative, and inquiring individuals who understand their value and ability to positively impact the world.





# Welcome to Teasley Elementary School!

## Welcome to the New School Year

**Elizabeth Marsili, Principal**

As the proud principal of Teasley Elementary, I am honored and excited to begin the 2024-2025 school year with each of you.

Teasley has the distinguished honor of being the only PYP (Primary Years Program) International Baccalaureate (IB) elementary school in Cobb County. We are committed to nurturing and developing all Teasley Tigers as caring, engaged participants in a lifelong journey of learning.

As your principal, I believe students are our priority. I believe in an inclusive, supportive, and kind environment where high standards are attainable for every student. My commitment to supporting your children as they build self-efficacy and grow into confident, capable learners will guide the work in leading our school.

I am exceptionally proud of our outstanding team of Teasley teachers and staff. Each one brings experiences, qualifications, and a deep passion for learning. I have full confidence in their ability to create engaging, supportive, learning rich environments where our students will thrive!

As the families who trust us with your greatest treasures, I thank you and value you! I look forward to partnering with you in your child's educational journey. My door is open, and we will all work together to ensure a successful and enriching school year for all.

Sincerely,  
Elizabeth Marsili

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## Teasley Elementary School Believes:

- **EVERYONE** matters
- We work best as a **TEAM**
- Our greatest commitment is **STUDENT GROWTH**
- Students should be engaged in **RELEVANT** and **RIGOROUS** work
- Each team member should be valued as an **INDIVIDUAL**
- Every student learns differently and deserves a variety of instructional methods



Teasley Elementary is an International Baccalaureate (IB) Primary Years Program World School.

IB World Schools share a common philosophy—a commitment to improving the teaching and learning of a diverse and inclusive community of students by delivering challenging, high-quality programs of international education that share a powerful vision. \*\*

For further information about the IB and its programs, please visit [www.ibo.org](http://www.ibo.org).

**\*\*Mission Statement from the IB**

The International Baccalaureate aims to develop inquiring, knowledgeable, and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end, the organization collaborates with schools, governments, and international organizations to develop challenging programs of international education and rigorous assessment. These programs encourage students across the world to become active, compassionate, and lifelong learners who understand that other people, with their differences, can also be right.

On the following pages, you will see the International Baccalaureate Learner Profile Traits. These traits are taught, reviewed, and recognized in our students. We believe at Teasley Elementary that if we help students to develop these traits, they will indeed be able to change the world!!

## Learner Profile Traits

The goal of the International Baccalaureate Program is to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through education that builds intercultural understanding and respect.

Teasley students have the ability to achieve this goal by exhibiting **these traits of the Learner Profile:**

### CARING

We **care** about how other people feel.  
We **help** people when they need us.  
We make a **positive difference** in the world around us.



### THINKER

We take **initiative** to think about problems critically and creatively to make reasonable, **ethical** decisions.



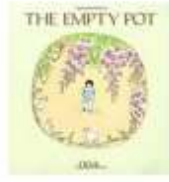
### INQUIRER

We have a natural **curiosity** and learn to acquire skills necessary to research **independently**. We actively enjoy and love learning and want to **continue** to do this throughout our lifetime.



### PRINCIPLED

We act with **integrity** and a strong sense of **fairness** and respect for the dignity of **ALL** people and groups. We take **responsibility** for our own actions and the resulting consequences.



### BALANCED

We understand the importance of physical, emotional, and intellectual **balance** to achieve personal health for ourselves and others.



### KNOWLEDGEABLE

We explore concepts, ideas, and issues that have **local and global** significance. This helps us gain **in-depth knowledge** and understanding that can be transferred across **many areas** of our life.



### OPEN-MINDED

We understand and appreciate our own culture and history, and are **open** to the perspectives, ideas, and traditions of **others**. We see and think about other points of view, and are **willing to grow** from the experience.



### RISK-TAKER

We approach unfamiliar situations with **courage** and **thoughtfulness**. We have the confidence to explore new ideas and actions. We are **brave** when defending our beliefs to others.



### COMMUNICATOR

We understand and express ideas and information **confidently and creatively** in more than one language and in a variety of ways. We are willing to work in **collaboration** with others.



### REFLECTIVE

We give thoughtful consideration to our learning and experiences. We are able to assess and understand our strengths and weaknesses in order to support our own learning and personal development.



# Teasley Elementary

## Academic Honesty Philosophy

We believe every child has the right to be educated in an environment that is fair, honest, trustworthy, transparent, and accountable. We believe that fostering principled individuals starts with exemplifying these qualities in our classrooms, school, and community. We respect our children enough to trust and teach them to be responsible for their own learning and to be reflective in their process. This means they show integrity through their work; making sure to be responsible for their own work; or citing the correct sources when necessary.

## Academic Honesty Policy:

Important Definitions to know:

- **Plagiarism**: According to IB, this is defined as the “representation, intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgment.”
- **Collusion**: When working together, students need to share ideas; not try to take others’ ideas as their own.
- **Collaboration**: Students work together on an assignment to complete it while sharing all ideas, resources, roles, and expectations.
- **Cheating**: Looking at someone else’s work, or answers, to use as your own.

To develop **Principled** students that are *knowledgeable* and *reflective* on their learning, we expect the following:

### **Students:**

- Students must be responsible for their own work that is submitted as solely theirs.

#### ***If given as individual work:***

- Student work must be completed by themselves, not by other students, parents, or even well-meaning teachers.
  - Understanding that guiding and supporting (even other peers) does not mean completing the work for them; that takes away their right to learn and could be considered collusion.

#### ***If given as group work:***

- Holding each member accountable for doing fair (not always equal) parts of the work.
- Understanding the difference between collaboration and collusion.



- Students will adhere to the **County Student Technology Use Policy** which, among other things, requires them to use appropriate sites, only passwords and accounts that are their own, and to treat technology respectfully.
  - This can be found in multiple languages through the county.
- Students will show integrity by working their hardest and abiding by the Academic Honesty expectations.

#### **Teachers:**

- Model academic honesty and integrity.
  - For example, when discussing something he or she learned, making references to the source it came from.
- Teaching grade level appropriate citation.
  - For example, if they are using a digital platform to research, teach them how to quote or paraphrase appropriately.
- Teach the difference between collusion and collaboration.
- Report to parents, administration, and any other appropriate channels when there is a breach in the integrity of the system.
- Make sure not to take away power from students to achieve and process their own learning.

#### **Parents/families:**

- Read, understand, and support the policy.
- Model academic honesty throughout everyday life and conversations.
- Allow students to complete any work that comes home. Do not take away their right to learn. Guide them rather than completing work for them.

### **When there are violations:**

- Teacher will conference with the student.
  - Depending on the student's grade level, the teacher will address the situation appropriately.
- If violation is repeated, the teacher will report to the parents/families. Depending on the severity, the teacher may report violation to administration.
- If lapses in integrity and honesty continue, there will be action taken using our Communication Form between administration, teachers, and parents.

**\*\*A copy of the policy will be given to every student who enrolls at Teasley Elementary School. It will be in the student handbook and signed by both the student and the parent.**

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## Language Philosophy

Language comes in many forms (speaking, visual, mathematic, artistic, technological, etc.). For this reason, it is the responsibility of all teachers to help children succeed through language development. We believe in developing a language program that will help students of all nations to succeed in our modern world and be global thinkers. We believe while language acquisition is important, learning about the cultures of different languages is just as integral. Teasley believes in supporting all students whether they are additional language learners or having struggles in their native language. We believe in putting steps in place to help all succeed and to meet each student at the current ability level.

## Language Policy

While English is our language of classroom instruction, students are also engaged in learning Spanish through weekly instruction. Students are taught in Spanish - using inquiry, visuals, active and engaging lessons, conversational Spanish and provided opportunities to learn more about other Spanish-speaking cultures. We have 18+ countries represented in our school; therefore, we encourage students with a different native language to teach us about their culture to honor and celebrate our diversity. In addition, we offer language support for students who struggle with a language delay or acquisition, regardless of their native language.

Examples are:

- ESOL (English as a second language) services where an ESOL certified teacher assists with lessons as needed.
  - o Potential ELs who enroll are screened and scheduled. Parents are notified.
  - o IWC Translation support – If needed, teachers/staff may request translation and/or interpretation support
    - o This is available for parent-teacher conferences, meetings, etc.
  - o Speech and Language assistance through our Speech and Language Pathologist.
    - o Classroom teachers identify concerns and provide targeted interventions for support
    - o If disability is identified through SLP evaluation, specialized teachers develop an IEP along with IEP team (parents included) to provide personalized instruction to the student to achieve specific speech/language goals.
- RTI (Response to Intervention) Tier 2 is initiated when a language concern is impacting a student's communication and/or learning progress.
  - o Teachers, support staff and/or administration collaborate to identify concerns and generate research-based strategies for intervention and support. Student progress is closely monitored and shared with student's family.
- Visual communication support through Picture Cards
  - o Students who are non-verbal can show picture cards for ways that they feel or things they need.
  - o Teachers implement to show what is coming next in their day or other details they want the student to understand.
- The District provides a Family Liaison who will support families when needed.

- The Teasley Learning Commons/Media Center has multi-lingual books available for check-out
- Bilingual staff/school employees
  - o Staff are always willing to support when a student or family has an immediate need/emotional concern.

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## Assessment Philosophy

We believe assessing student learning is vital in making informed and effective instructional decisions ultimately increasing student success. Assessments should be developmentally appropriate, varied, choice-directed (when possible), meaningful, ongoing, and provide valuable feedback to teachers, students, and families. Assessments should be diagnostic (before learning), formative (during learning), and summative (after learning). Feedback will be provided to students and families in a timely manner. Through the IB lens, assessment should also be concept driven and collaboratively reflected upon. We believe assessment can provide students opportunities to develop agency (the power to act in their own learning). Assessment is not the only goal. It is often the learning that occurs along the way that yields the greatest results. Teachers will work with students throughout assessing learning for students to reflect, set goals, and self-monitor progress.

## Assessment Policy

In alignment with Teasley’s Assessment Philosophy, the expectations we have for our teachers and students are noted in the chart below.

Ways we keep families informed on student academic progress:

- o Orientation in July to provide overview of grade level assessments
- o Teacher CTLS Digital Homeroom/classroom (vital for digital learning days during the 24-25 school year)
- o Weekly Newsletters which include current assessments in classroom
- o CTLS communication through CTLS Parent
- o Phone Calls to families
- o Emails
- o ParentVUE – Gradebook is only for grades 4/5 and should be checked on a regular basis by families
- o Fall Conferences (additional conferences on an as needed basis during year)
- o Progress reports/Academic Alerts
- o Quarterly CCSD Report Cards (4 times a year)
- o IB Learner Profile Report Card Addendum
- o Electronic Portfolio

| Assessment   | Grades | Timeframe |
|--|--------|-----------|
| <ul style="list-style-type: none"> <li>• <b>Milestones</b> EOG (Math and ELA)</li> </ul> | 3- 5   | Spring    |



| • <b>Amira Universal Reading Screener</b>  | K- 3  | 3 x a year as a Screener   |
|--|---|--|
| • <b>Beacon Reading Assessments (intermediate) Universal Screener</b>  | 4 -5  | New for CCSD this year; Will be administered as a screener for 4 <sup>th</sup> and 5 <sup>th</sup> . |
| • <b>Formative ELA Beacon Assessments</b>  | 1-5   | TBD  |
| <b>Assessment</b>  | <b>Grades</b>                                       | <b>Timeframe</b>   |
| • <b>Pre and Post Writing Assessments</b>  | K- 5  | 3 x a year   |
| <ul style="list-style-type: none"> <li>Common Formative Assessments</li> <li>Examples: checklists, role plays, presentations, rubrics, peer conferencing, teacher conferencing, technology presentations, anecdotal records, brain maps, etc.</li> </ul> | K- 5  | Daily or as needed   |
| • Reflections  | K- 5  | As needed (and end of units)   |
| • <b>Report Cards</b>  | K- 5  | 4 x a year   |
| • <b>Progress Reports/Academic Alerts</b>  | K- 5  | As needed on individual basis  |
| • <b>GKIDS</b> Readiness   | K   | 1 <sup>st</sup> 15 days of K   |
| • <b>GKIDS</b>   | K   | Only Math is required  |
| • <b>Iowa Test</b>   | 3 <sup>rd</sup>                                     | Yearly   |
| • <b>CogAT</b>   | 1 <sup>st</sup> , 3 <sup>rd</sup> , 5 <sup>th</sup> | Yearly   |
| • Portfolio  | K- 5  | As appropriate   |
| • Summative CTLS Assessments/common assessments  |   | As appropriate, usually 6 x a year   |
| • <b>Data Team</b>   | K- 5  | 6 x a year   |

**\* Testing in bold is county or state-mandated**

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### **Inclusion Philosophy:**

We believe inclusion of all students from our Special Needs Pre-K up to our 5<sup>th</sup> graders is paramount to the success not only of the IB program but also to the success of raising internationally minded and global thinkers. All students have the right to learn in the least restrictive environment and one of support alongside their peers and educators in the building. We believe that diversity within our school, whether through physical, learning, cultural, or behavioral differences is a strength in our school. We believe in creating a culture of success for ALL students.

### **Inclusive Environment Policy:**

We believe all children are designed with different needs and different levels of ability. We will design our learning spaces to meet those diverse needs, create inclusivity and build empathy and compassion with all students. Teasley supports a variety of additional exceptionalities which we are honored to serve and support in various ways. We have dedicated staff skilled in supporting identified exceptionalities as we partner with families, create least restrictive environments and support students so they may feel successful and loved at Teasley.

#### **Support for ALL Learners:**

- Differentiated Instruction is implemented in all classrooms. Teachers implement strategies to enrich, accelerate and extend learning to improve student achievement.
  - Gifted Endorsed staff
  - ESOL endorsed staff
  - Special Education certified staff
  - Dyslexia Endorsed staff
  - District Behavioral Support and professional learning for staff – Zones of Regulation training
  - EIP support for students specific in identified area(s) – Math/Reading/Writing
- Through the PYP IB program students are given opportunities for autonomy. This allows them to build agency over their learning.
- School support teams continually collaborate to make educational decisions which support all learners. Strategies are provided when necessary. Schedules are designed with intentionality to build the least restrictive, best supportive environments for all.

#### **Quality Instruction in all Classrooms**

- Tier 1 Instruction = CORE Instruction for all students
- Tier 1 instruction is considered the most important level of support as it provides the foundation for successful teaching and learning. Solid Tier 1 instruction will meet the needs of 80% of students.
- When a student is not making adequate progress with Tier 1 instruction, the teacher will meet with colleagues to collaborate and move the student to the next tier: Tier 2.
- Tier 2 includes the Tier 1 instruction yet adds an additional level of support through small group strategies. Parents will be notified if a teacher is providing Tier 2 support for a student. Teachers will provide strategies and monitor support for a minimum of 6 weeks while monitoring student

progress. Grade levels will meet monthly to discuss progress monitoring data as well as strategies of Tier 2 students.

- Around 3%-5% of students will continue to experience academic /behavioral challenges despite Tier 2 supports. These students could potentially move to the next tier – Tier 3: individual, more frequent, more intense intervention. These interventions still take place in the classroom. At this point, there will be a Tier 3 meeting with the family, necessary staff, referring teacher, and an administrator to continue to look at the data and determine best ways to support the student.

**Collaboration is KEY at Teasley!**

- Teachers will leverage their combined expertise through collaboration across subject and content areas (General Curriculum, ESOL, Special Education, Gifted Education, Fine Arts, etc) to meet our diverse student needs.
- Our staff commits to honoring the various cultures represented at Teasley. We will continue to look for ways to demonstrate cultural awareness, sensitivity, empathy, and competence. We will seek first to understand student behavior as a form of communication.

# COMMUNICATION

**Parent/Teacher Conferences** are held during October. Teachers and parents meet to discuss student progress, the instructional program, and any other concerns. **During this week, students are dismissed 2 hours early.** Please plan for childcare on these days. ASP will operate on these days from 12:30-6:00. Students must be registered for ASP to stay in ASP. Students may not remain unsupervised at school during this time.

When appropriate, students may also be included in conferences. Younger siblings may not attend conferences. Please plan for care of younger siblings.

Other conferences may be scheduled throughout the school year as needed. If you would like to request an additional conference during the year, please contact the classroom teacher and schedule a time.

**The Cobb County School District Website** hosts a wealth of information, as does the **Teasley Elementary School Website.** [www.cobbk12.org](http://www.cobbk12.org) and [www.cobbk12.org/Teasley](http://www.cobbk12.org/Teasley).

**COBB edTV** is an educational access cable channel featuring local programming and Board of Education meetings. COBB edTV is available on Comcast Channel 24 in Smyrna, or Charter cable channel 97.

**CTLS Parent** is an online system allowing you to customize how you receive notifications from CCSD and Teasley. Notifications can be received by phone, text message, or e-mail, and will be used to provide information regarding upcoming events, important information impacting families, and emergency information. Please ensure you are able to access CTLS Parent as most of our school communication will be sent in this way.

Each month Teasley's PTA distributes the **Teasley PTA Newsletter.** This newsletter will provide valuable information regarding happenings at Teasley, and ways you can be an active participant at Teasley.

## Cobb County School District

770-426-3300

### Teasley Office

Phone: 770-437-5945

Fax: 770-437-5947

### Principal

Elizabeth Marsili

Email: [Elizabeth.Marsili@cobbk12.org](mailto:Elizabeth.Marsili@cobbk12.org)

### Assistant Principals:

Tyler Bailey

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Christa Parrish

Email: [Christa.Parrish@cobbk12.org](mailto:Christa.Parrish@cobbk12.org)

### Support & Services Admin:

Amy Berry

Email: [Amy.Berry@cobbk12.org](mailto:Amy.Berry@cobbk12.org)

### CCSD Transportation

Phone: 678-594-8000



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# TEAM EXPECTATIONS

## **FOR PARENTS**

- Adhere to the code of conduct in the student handbook for appropriate attire and conduct
- Assume responsibility for participation in school meetings, events, conferences, and other school sponsored activities
- Contact school staff to schedule conferences when needed
- ALL Transportation changes must be made through GoSAFE.
- ALL Teasley families must go into GoSAFE and set dismissal defaults for their student(s)
- Promote daily attendance and punctuality
- Promote school-wide reading incentive program at home and read with your child daily
- Review/sign/return daily reports, academic alerts and report cards
- Send children to school prepared to learn physically, emotionally, and academically
- Refer to Teasley's website, teacher's digital classrooms, and CTLS Parent to stay informed

## **FOR STUDENTS**

- Demonstrate appropriate behavior and model the IB character traits
- Adhere to standard school attire, discipline policies and the code of conduct
- Come to class prepared with all necessary materials
- Read 20 minutes every afternoon/evening
- Be dedicated to being a lifelong learner
- Follow school/classroom rules
- Practice safety on buses and school grounds
- Demonstrate respect for self, peers, teachers, and other adults
- Respect school property and the property of others
- Speak courteously to everyone and demonstrate good manners
- Stay on task and put forth their best effort
- Exhibit school pride

## **FOR TEACHERS**

- Adhere to the Georgia Code of Ethics
- Communicate and support the vision & mission of Teasley
- Communicate with parents regularly
- Foster professional growth and seek information on current trends and research, maintaining and developing professional excellence
- Guide students to identify and reach their highest potential
- Provide a safe and caring learning environment, promoting feelings of trust and team building
- Implement instructional activities that are relevant and rigorous
- Provide communication and resources through the digital classroom and CTLS Parent
- Utilize strategies that promote thinking and lifelong learning
- Support school strategic plan goals, and school and community functions

## 2024-2025 School Year Calendar

### July 2024

| Su | M  | Tu | W  | Th | F  | Sa |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

July 4 - Independence Day

### August 2024

| Su | M  | Tu | W  | Th | F  | Sa |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

### September 2024

| Su | M  | Tu | W  | Th | F  | Sa |
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

Sept. 2 - Labor Day

### October 2024

| Su | M  | Tu | W  | Th | F  | Sa |
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

### November 2024

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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Nov. 5 - Election Day

Nov. 28 - Thanksgiving Day

### December 2024

| Su | M  | Tu | W  | Th | F  | Sa |
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
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| 29 | 30 | 31 |    |    |    |    |

Dec. 25 - Christmas Day

### January 2025

| Su | M  | Tu | W  | Th | F  | Sa |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

Jan. 1 - New Year's Day

Jan. 20 - MLK Day

### February 2025

| Su | M  | Tu | W  | Th | F  | Sa |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 |    |

Feb. 17 - Presidents' Day

### March 2025

| Su | M  | Tu | W  | Th | F  | Sa |
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

### April 2025

| Su | M  | Tu | W  | Th | F  | Sa |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

Apr. 7-11 - Spring Holidays

### May 2025


| Su | M  | Tu | W  | Th | F  | Sa |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

May 26 - Memorial Day

### June 2025

| Su | M  | Tu | W  | Th | F  | Sa |
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| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

### CALENDAR LEGEND

-  First and Last Days of School
-  Holiday - School Closed
-  Student Holiday/Staff Day
-  Digital Learning Day

-  Elementary/Middle School Conference Week  
Tuesday, October 15- Friday, October 18  
(Early release for elementary and middle schools only)
-  Early Release Days - All Levels  
December 19 & 20, and May 19, 20, & 21

7/1/2022  
Updated: 4/24/24



# Teasley Elementary School 2024-2025 Year at a Glance

| July  | November                                    | March   |
|---|---|---|
| 25 Staff Luncheon (8 a.m.)                                  | 5 Election Day (No School)                  | 2-8 School Social Worker Day  |
| 27 Kindergarten Playdate (9-10:30am Taylor Brawner)         | 7 Math Night                                | 3 Digital Learning Day  |
| 30 Kickoff Orientation                                      | 12 Tiger Trot                               | 4 Spring Pictures (Dress Down)                                      |
| August  | 13 Kona Ice (4:30-6:30 p.m.)                | 5 Read Across America Day, Book Character Dress Up Day              |
| 1 First Day of School                                       | 14 PTA/PAWS Meeting (8:15 AM)*              | 6 Night of the Arts   |
| 1 Tears & Cheers (7:50 a.m. Media Center)                   | 14 IB Trait Ceremony - Principled           | 7 Prospective Parent Tour (8:15 AM)                                 |
| 14 Kona Ice (4:30-6:30 p.m.)                                | 15 Prospective Parent Coffee/Tour (8:15 AM) | 14 All Pro Dads   |
| 15 PTA/PAWS Meeting (8:15 AM)*                              | 16 Rev Coffee                               | 14 Pi Day   |
| 17 REV Coffee   | 19 Thanksgiving Feast                       | 15 Rev Coffee   |
| 19 Digital Learning Day                                     | 20 Thanksgiving Feast                       | 17-18 5th Grade Trip to Rock Eagle                                  |
| 22 IB Trait Ceremony - Caring                               | 20 Education Support Professionals Day      | 17-23 Neurodiversity Week   |
| 23 Prospective Parent Tour (8:15 AM)                        | 21 Thanksgiving Feast                       | 19 Kona Ice (4:00-6:30 PM)  |
| 30 Dress Down Day \$1                                       | 21 Substitute Appreciation Day              | 20 PTA/PAWS Meeting (8:15 AM)*                                      |
| September   | 22 PTA Family-Sponsored Potluck             | 20 IB Trait Ceremony- Knowledgeable                                 |
| 2 No School - Labor Day                                     | 22 Dress Down Day \$1                       | 21 Coffee with the Principal, Prospective Parent Tour (8:15am)      |
| 6 Back to Football Friday                                   | 23 World Kindness Day                       | April   |
| 8 PAWS Bowling Tournament (Main Event)                      | 25-29 Thanksgiving Break (No School)        | 3 Paraprofessional Appreciation Day                                 |
| 11 Kona Ice (4:30-6:30 p.m.)                                | December                                    | 4 School Librarian Appreciation Day                                 |
| 13 All Pro Dads   | 2 Special Education Day                     | 4 \$1 Dress Down Day  |
| 13 Prospective Parent Tour (8:15 AM)                        | 5 PTA/PAWS Meeting (8:15 AM)*               | 7-11 Spring Break (No School)                                       |
| 17 Picture Day (Standard Attire)                            | 5 4th and 5th Grade Performance             | 7-11 Assistant Principals Week                                      |
| 19 PTA/PAWS Meeting (8:15 AM)*                              | 6 Prospective Parent Tour (8:15 AM)         | 16 Prospective Parent Tour (8:15am)                                 |
| 19 IB Trait Ceremony - Thinker                              | 11 Kona Ice (4:00-6:30 PM)                  | 16 Kona Ice (4pm - 6:30 PM)   |
| 20 \$1 Dress Down Day                                       | 10-12 Giving Market                         | 17 PTA/PAWS Meeting (8:15 AM)*                                      |
| 21 Rev Coffee   | 13 All Pro Dads                             | 17 IB Trait Ceremony- Communicator                                  |
| 23-27 No School - Fall Break                                | 19 IB Trait Ceremony- Balanced              | 17 International Night  |
| 26 National School Parent Group Day                         | 19 Early Release                            | 19 Rev Coffee   |
| October   | 20 Early Release                            | 21-25 ASP Professionals Week  |
| 2 Custodian Appreciation Day                                | 20 \$1 PJ Dress Down Day                    | 21-25 National Public School Volunteer Week                         |
| 3 2nd and 3rd Grade Performance                             | 21 Rev Coffee                               | 23 School Bus Driver Appreciation Day                               |
| 9 Kona Ice (4:30-6:30 p.m.)                                 | 23 Winter Holidays Break Begins (No School) | 23 Administrative Professionals Day / Front Office Appreciation Day |
| 11 All Pro Dads   | January                                     | 27 PAWs Top Golf Event/Client Auction                               |
| 11 Prospective Parent Tour (8:15am)                         | 6 Return to School - Welcome Back!          | May   |
| 14 Digital Learning Day                                     | 10 Prospective Parent Coffee/Tour (8:15 AM) | No PTA/PAWS meeting   |
| 15 PTA Sponsored Staff Lunch                                | 15 Kona Ice (4:30-6:30 p.m.)                | 1 School Principal Day  |
| 17 PTA/PAWS Meeting (8:15 AM)*                              | 16 PTA/PAWS Meeting (8:15 AM)*              | 2 Prospective Parent Tour 8:15 AM                                   |
| 17 IB Trait Ceremony- Inquirer                              | 17 Dress Down Day \$1                       | 2 School Lunch Hero Day   |
| 18 Career Day   | 18 REV Coffee                               | 5-9 Teacher Appreciation Week                                       |
| 15-18 Conference Week (12:30 Dismissal)                     | 20 No School - MLK Day                      | 6 Teacher Appreciation Day  |
| 18-22 National School Bus Safety Week & Driver Appreciation | 23 IB Trait Ceremony - open minded          | 7 School Nurse Day  |
| Reflections Art Contest Entries Due                         | 24 Prospective Parent Coffee/Tour (8:15 AM) | 14 Kona Ice Day (4:00-6:30 PM)                                      |
| 19 Rev Coffee   | 24 5th Grade Dance                          | 15 IB Trait Ceremony- Reflective                                    |
| 25 Dress Down Day \$1                                       | February                                    | 17 Rev Coffee   |
| 25 Trunk or Treat Event 6:15pm                              | 1 Black History Month Kickoff               | 18 Speech Pathologist Day   |
| 25 Tiger Trot Fundraiser Kickoff                            | 3-7 Counselor Appreciation Week             | 19-20 Early Release   |
| 31 Boo Grams to be Delivered                                | 6 Literacy Night                            | 21 Early Release- Last Day of School                                |
| 31 Costume Day  | 7 Prospective Parent Tour (8:15 AM)         |   |
|   | 12 Kona Ice (4:30-6:00 p.m.)                |   |
|   | 13 PTA/PAWS Meeting (8:15 AM)*              |   |
|   | 13 IB Trait Ceremony - Risk-Taker           |   |
|   | 14 \$1 Dress Down Day                       |   |
|   | 15 Rev Coffee                               |   |
|   | 17-21 No School - Winter Break              |   |
|   | 22 School Bus Driver Appreciation Day       |   |
|   | 28 Heroes Dance (Student and their Hero)    |   |

JOIN US AT REV COFFEE ON THE 3rd SATURDAY OF EACH MONTH (3-8 p.m.) FOR TEASLEY SPIRIT SATURDAYS!

\*PTA/PAWS Meetings at 8:15 a.m. will be via ZOOM

Events that are TBD  
All Pro Dads End of Year Celebration  
K-1 Field Day  
2-3 Field Day  
4-5 Field Day  
5th Grade Promotion Ceremony  
5th Grade YES day  
Senior Walk  
Spirit Nights



## Standard School Attire Requirements for 2024-2025

All students of Cobb County School District shall be required to maintain the level of personal hygiene necessary to ensure a healthy school environment and all students must maintain an acceptable standard of dress. The standard of dress for Teasley students shall be as follows:

|   |
|---|
| <b>Teasley Expectations</b>   |
| <b>Shirts:</b> <ul style="list-style-type: none"> <li>Shirts must have a collar and be long or short sleeved. Shirts must be a <b>SOLID</b> color (<b>navy, blue, light blue, black, gray, yellow, red, purple, light pink, green, or white ONLY</b>). Other colors not listed are not acceptable. There may be no patterns, markings, labels, or other designs on the shirt except an emblem that is no larger than 2"x3" in the upper left pocket area or sleeve.</li> </ul>  |
| <b>Pants:</b> <ul style="list-style-type: none"> <li>Pants must be <b>NAVY, BLACK, or KHAKI only</b>. Pants must be <b>solid</b> with no patterns, labels, or other markings.</li> <li>Additionally, there may be no holes or tears in pants. Jeans, denim material, or workout type fabrics are <u>not</u> permitted. No leggings, jeggings or other skintight fabric are permitted as pants.</li> </ul>   |
| <b>Shorts:</b> <ul style="list-style-type: none"> <li>Shorts must be <b>NAVY, BLACK, or KHAKI only</b>. Shorts must be solid with no patterns, labels, or markings.</li> <li>Additionally, there may be no holes or tears in shorts. No jean, denim, gym, or workout type fabric is permitted. <b>Shorts must not be shorter than 4" above the knee</b>. No cut-offs are allowed. All shorts must have a hem.</li> </ul>  |
| <b>Skirts/Dresses/Jumpers:</b> <ul style="list-style-type: none"> <li>Skirts must be <b>NAVY, BLACK, or KHAKI only</b>. <i>Privacy shorts should be worn underneath skirts and dresses.</i></li> <li>Dresses must have a collar and may be <b>navy, light blue, light pink, red, purple, green, or khaki</b>.</li> <li>Solid <b>NAVY, BLACK, or KHAKI</b> jumpers may be worn with a standard school attire collared shirt underneath.</li> <li>Skirts, dresses, and jumpers must be solid with no patterns, labels, or other markings. No jean, denim, or skintight material is permitted. Skirts, dresses, and jumpers must not be shorter than 4" above the knee.</li> </ul> |
| <b>Sweaters/ Sweatshirts:</b> <ul style="list-style-type: none"> <li>Sweaters/Sweatshirts: NO HOODED sweaters or sweatshirts are permitted to be worn inside during the school day with the exception of a Teasley hooded sweatshirt. All sweaters and sweatshirts must be a <b>SOLID navy, light blue, black, gray, purple, or white</b>. There may be no patterns, markings, labels, or other designs.</li> <li>Hoodies may be worn as jacket or outerwear only and must be removed once in the building. Please be sure your child has something meeting Standard School Attire guidelines to wear inside the building when cold.</li> </ul>                                 |
| <b>Shoes:</b> <ul style="list-style-type: none"> <li>Shoes and sneakers of any variety are allowed if they are closed toe with the heel covered.</li> <li>Boots are also permitted. No open toe shoes or sandals, nor any heels over 1" are allowed.</li> <li>For safety reasons, students <b>MUST</b> wear sneakers or tennis shoes on the days their class is scheduled for PE!</li> </ul>  |
| <b>Socks/Leggings/Stockings/Tights:</b> <ul style="list-style-type: none"> <li><b>Socks, leggings, and stockings/tights: All visible socks, tights, stockings/tights, or other foot covering must be blue, black, brown, gray, or white SOLID colored. Leggings may be worn under dresses. NO OTHER COLOR IS ALLOWED.</b></li> <li>Additionally, socks, leggings, and stockings/tights <b>MAY NOT BE PATTERNED</b> which would include lace, fishnets, argyle, checks, polka dots, stripes, or any other markings.</li> </ul>   |
| <b>Spirit Wear Day Expectations:</b> <ul style="list-style-type: none"> <li>Fridays, students may wear a Teasley spirit shirt or class grade-level shirt. Students must still wear standard pants, skirt, or shorts with their spirit shirt.</li> </ul> <p>*****No hoodies or jackets that are not standard attire may be worn inside the school building, so please be sure your student has an appropriate sweater or jacket. Thank you!!*****</p>  |

Optional Teasley logoed uniforms can be purchased at <http://www.landsend.com/shop/school-uniforms>

Shopping at [Landsend.com](http://www.landsend.com)? Enter Teasley's Preferred School #900150764 at checkout.

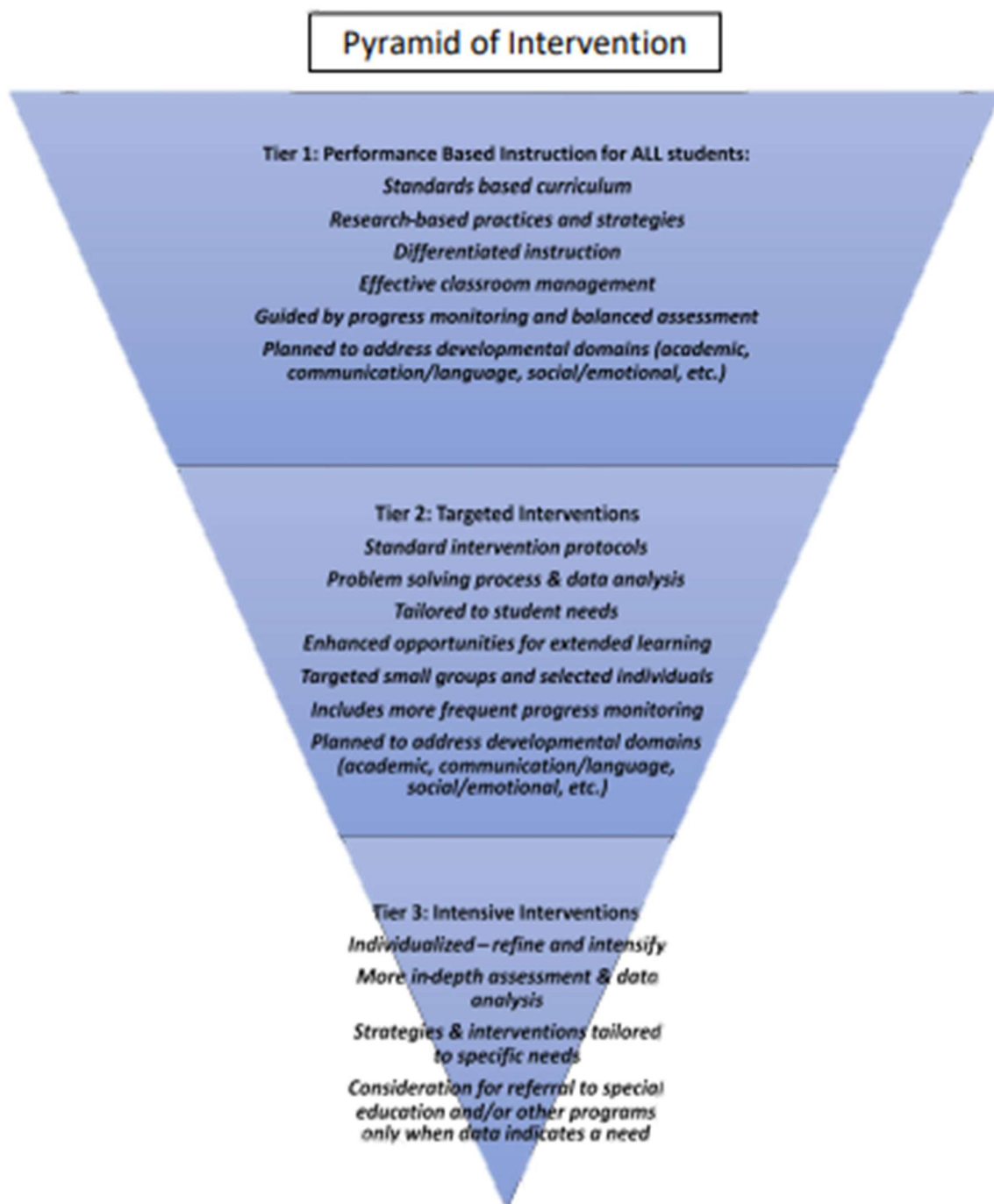


\*If your child is cold natured, please provide them a standard attire sweater to wear inside the building.

# RESPONSE TO INTERVENTION (RTI)

To accommodate the learning needs of students who experience school difficulties, Cobb County School District has implemented Response to Intervention (RTI), a flexible problem-solving model in which assistance is provided to match learners' needs.

Students with emerging difficulties in school are first given *Tier 1*, universal support. If that help is not sufficient, they will move up tiers and receive more targeted/intensive interventions.





# SCHOOL LUNCH PROGRAM & FOOD IN SCHOOL

## A LEADER IN SCHOOL NUTRITION

The vision of CCSD's Food and Nutrition Services is to be recognized as a leader in school nutrition by pioneering innovative methods of linking nutrition to lifelong learning. The mission is to nurture and nourish students in partnership with families, CCSD staff, and the community by providing nutrition education, exceptional customer service, and appealing foods of good value, while exceeding federal standards for School Nutrition Programs.

| BREAKFAST                     |        | LUNCH                         |        |
|-------------------------------|--------|-------------------------------|--------|
| Student All Levels – Full Pay | \$2.50 | Student All Levels – Full Pay | \$3.50 |
| CCSD Staff                    | \$2.75 | CCSD Staff                    | \$5.00 |
| Guests                        | \$2.75 | Guests                        | \$5.25 |

## FREE & REDUCED-PRICE MEALS

Applications are accepted throughout the school year and are available online by visiting the CCSD Food and Nutrition Services Department webpage. All applications are confidential, and notification of status will be sent home with the student. Applications must be completed annually, and only one application per family is necessary.

All children in households receiving benefits from SNAP or TANF are eligible to receive free meals regardless of family income. Children may also receive free or reduced-price meals if the family income is within the free limits on the Federal Income Eligibility Guidelines.

A typical school lunch provides at least 1/3 of a student's daily nutritional requirements and includes several entrée choices each day, a variety of milk choices, whole grains, and plenty of fruits and vegetables.

## PROCEDURES

As we begin the 24-25 SY, students will continue to enjoy the long-standing tradition of eating lunch in our school cafeteria. Due to the large number of students that attend Teasley, combined with the very limited space in our cafeteria, **we will NOT be permitting lunch visitors at this time.** We understand that many of you are looking forward to sharing in the experience and the cuisine with your student. We pledge to update our Teasley families as soon as we can increase the number of patrons in our cafeteria, and in turn lift this restriction.

Students arriving by car must arrive at school **BEFORE 7:35** to receive breakfast and will be given breakfast to eat in the classroom. If a bus is late, students will still be provided the opportunity to eat breakfast.

Due to guidelines set forth by the School Nutrition Program, **PARENTS MAY NOT BRING FAST-FOOD LUNCHES FOR STUDENTS.**

Students are encouraged to bring a **NUTRITIOUS SNACK** to school each day. **Treats brought into school for student birthdays should be pre-arranged with their classroom teacher.**

**REMINDER—NO FAST-FOOD LUNCHES SHOULD BE BROUGHT INTO SCHOOL. THANK YOU!!**

# AFTER SCHOOL PROGRAM

**After School Program (ASP) is a school-age care program, serving students in Kindergarten through Grade 5, designed to meet the needs of working families by providing high-quality care after school from 2:45 p.m. - 6:00 p.m.**

A variety of activities in a youth-friendly atmosphere is the hallmark of this daily program. Time will be provided for study, as well as physical, instructional, and social activities. At this time, Enrichment activities will NOT be offered through the After-School Program. Cobb County's After School Program is excited to announce a partnership with Eleyo. Eleyo is an easy-to-use, mobile-friendly technology for online registration, account management, and payments.

## RATES & REGISTRATION

**\$20 one-time registration fee must be paid before a student may attend ASP**

**\$10.00 Daily Rate**

***\$1.00 per minute late fee will be charged after the program closes at 6:00 p.m.***

**YOUR CHILD MAY NOT PARTICIPATE IN ASP WITHOUT A NEW REGISTRATION ON FILE FOR THE 24-25 SCHOOL YEAR.**

## ATTENDANCE

ASP attendance is marked at the beginning of ASP (2:45 pm). Any student picked up after 2:45 pm will be charged \$10.00 to their account.

## PICK UP PROCEDURES

Identification is required to be presented at the time of pick-up. Only authorized adults listed for pick-up will be allowed to pick-up students. We are not allowed to receive authorization requests via phone or email. You must add all emergency contacts to your online account via Eleyo.

## WE CLOSE AT 6:00 PM

ASP ends at 6:00pm. You will accrue a charge of \$1.00 per minute for every minute that your child is not picked up (according to the school's clock). Three late pick-ups will result in termination from the program.

## EXPECTATIONS

Students are expected to follow the same rules and expectations that are used during the school day. Discipline issues will be addressed promptly. Negative balances, late pickups, and discipline issues may result in dismissal from the program.

## HOW IT WORKS

ASP only operates on school days and does not operate on teacher workdays, school cancellations due to inclement weather, holidays, or other county or school emergencies.

## MAKING PAYMENTS

Online and automatic draft payments can be made online via Eleyo. Cash, check, or money order payments may be submitted using the gold payment envelopes provided by the school. The envelopes will be dropped in the safe, in the front lobby, or the black boxes located in various places around the school. Be sure to inform your child that the black box in the café is for cafeteria payments only. **Payments are due upon receipt of statements.**

## **BUS TRANSPORTATION**

Questions regarding bus routes, bus drivers, and pick up and drop off times should be directed to Cobb County School District's Transportation Department. Please call 678-594-8000. To view the most relevant bus route information for your address visit <http://transportation.cobbk12.org/livewqweb/webquery/>

### **PICK-UP**

Students should arrive at the bus stop no later than 5 minutes prior to the pickup time and are to wait in an orderly manner. Parents can monitor the location of their child's school bus, in real-time, by downloading the HERE COMES THE BUS app. Parents should provide supervision at the bus stop. Buses are not considered late until 5 minutes after the scheduled pick-up time has elapsed. Please keep up to date on possible bus route changes (especially at the beginning of the school year) by visiting <http://transportation.cobbk12.org/livewqweb/webquery/>

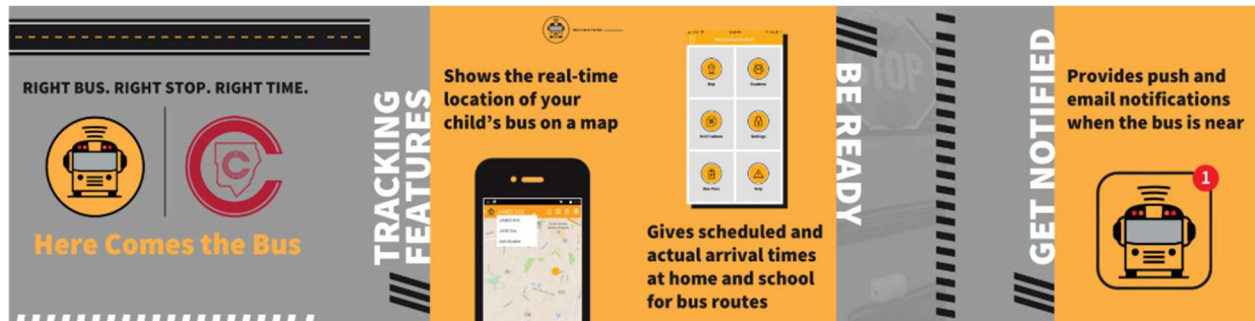
### **DROP-OFF**

Students 8 years old and younger may be brought back to their school in the afternoon if a parent, guardian, or their designee is not present at the bus stop to receive them or if they otherwise appear to have no appropriate supervision. This is in accordance with the Department of Family and Children Services Guidelines for safety and supervision of children. Families are responsible for ensuring arrangements have been made for students once they are off the bus. If students are returned, the school will make every effort to contact a parent/guardian. If no contact can be made, the student will be placed in ASP, resulting in a \$10.00 daily ASP charge, and an additional \$20.00 charge if the student has not been registered.

### **CONDUCT**

Use of CCSD transportation is a privilege for families living more than half a mile from school. A student may be suspended from CCSD transportation because of inappropriate or dangerous behavior. Students must always demonstrate proper respect to the driver and obey all driver instructions. Objectionable or dangerous objects are not permitted on the bus (including, but not limited to tobacco, drugs, alcohol, weapon imitations and weapons). Students will keep their arms, heads, and belongings in the bus always. The use of obscene gestures and language is prohibited. Willful destruction or defacing of school property is prohibited. Fighting or physical play is not allowed on the bus or school grounds.





# Here Comes the Bus

## A School Bus Tracking App for Parents

### *Tracking Features*

- Shows the real-time location of your child's bus on a map
- Gives scheduled and actual arrival times at home and school for bus routes
- Provides push and email notifications when the bus is near

### Sign Up Instructions for Parents:

1. Download Here Comes the Bus app or visit [herecomesthebus.com](http://herecomesthebus.com)
2. Click the "Sign Up" button
3. Enter school code 87881 and click "Next" followed by "Confirm"
4. Complete the "User Profile" box
5. Under "My Students" click "Add." Enter your child's last name and student ID number
6. Once you confirm your information, you're ready to begin






ALL TRANSPORTATION CHANGES MUST BE MADE THROUGH GOSAFE.

CHANGES MUST be made through *GoSAFE* by 1:45pm the day of the change.


ALL TEASLEY FAMILIES MUST GO INTO GOSAFE AND SET DISMISSAL DEFAULTS  
FOR YOUR STUDENT(S).

### Steps to set up GoSAFE for your student:

1. Log into [ParentVUE](#)
2. Click on, Student Information (left side of the screen)
3. Click on, Dismissal Changes (center of the screen)
4. Click on, View/Change After School Dismissal (Bus Icon) 
5. On the Dismissal View/Change screen set your student's Default Transportation Mode. This is how your student will go home every day unless you make a change in GoSAFE.

*Dismissal View/Change screen allows the enrolling adult to view Today's Schedule, Today's Dismissal Status, and Transportation Changes History. The enrolling adult is also able to change Temporary Dismissal, Default Transportation Mode and Emergency Transportation Mode. Once dismissal has begun for the day, Today's Dismissal Status will indicate when the student is in the Get Set and Go positions. 'N/A' or a blank field indicates the student has not yet been released for dismissal.*

### Steps to access the car rider barcode for your student:

1. Log into [ParentVUE](#)
2. Click on, Student Information (left side of the screen)
3. Click on, Dismissal Changes (center of the screen)
4. Click on, Get Carline Dismissal Barcode (Barcode Icon) 
5. Display your barcode (via phone or paper) to our staff in carline each day to start the dismissal process for your child.
  - If you are picking up multiple children, you must display each child's barcode each day.
  - If you are picking up for someone else, they will need to send you their child's barcode for car line pickup.

## CARPOOL 411-WHAT YOU NEED TO KNOW!

**MORNING ARRIVAL – 7:20-7:50**

**DISMISSAL – 2:10-2:40**

### \*\*\*MORNING\*\*\*

#### **2 CARPOOL LANES** - IN THE MORNING ONLY!

- REAR ENTRANCE (SPRING HILL ROAD) = PRE-K, KK AND 1<sup>ST</sup> GRADE w/ siblings from any grade, and students in our learning cottages.
- FRONT ENTRANCE (SPRING HILL PARKWAY) = 2<sup>ND</sup> – 5<sup>TH</sup> grade students
- Wait for staff to arrive on the curb at 7:20 to let your student out!
- Don't wait to be told to come out of your car...when your car comes to a stop, tell your child to hop on out!!
- 

#### **CAR DOORS** – STUDENTS WILL OPEN & CLOSE THEIR OWN CAR DOORS.

- DRIVERS! **STAY IN YOUR CAR!**
- DRIVERS! BE SURE YOUR STUDENT IS READY TO EXIT THE CAR ON THE CURB SIDE!!
- DRIVERS! SAFETY LOCKS OFF
- PASSENGERS! OPEN & CLOSE YOUR OWN CAR DOOR!

★ **Practice makes Perfect!** If your child is not accustomed to this, don't let their first day of school be the first time they have to get out of the car themselves. Begin working on this skill now! It will help keep carpool moving!

**DON'T PARK AND WALK!** Don't create a crowd and unsafe situation by parking and walking to the front door or through our bus port! STAY IN YOUR CAR! THAT IS WHAT CARPOOL IS FOR!

- Parents are not permitted to walk students to their classroom, but don't worry, we will make sure your little one gets to class safely! \*\*\*1 or 2 parents/guardians may walk their child to class on the FIRST DAY OF SCHOOL ONLY!!! NO EXTENDED FAMILY, PLEASE!!!\*\*\*

### \*\*\*AFTERNOON\*\*\*

**AFTERNOON CARPOOL** – ALL students (K-5) will be dismissed in the front of the building (Spring Hill Parkway entrance)

- Carpool will start at 2:10. The latest you can pick up is 2:40.
- Don't be late! Multiple late pickups will result in the loss of car rider privileges.
- You MUST have a GoSAFE Barcode – enrolling adults are able to access this through ParentVUE.

**WALKERS** – only students who do not get bus service can be dismissed as walkers!

- Students should be walked to the START OF THE SIDEWALK IN THE BUS PORT in the morning.
- They will be monitored by Teasley staff as they enter the 1<sup>ST</sup> grade hallway entrance.
- Walkers will be released to parents in the PM who are waiting at the START OF THE SIDEWALK IN THE BUS PORT. Please don't create a crowd at the doors or near our bus riders!

❖ **HELP US KEEP ARRIVAL AND DISMISSAL EFFICIENT AND SAFE BY FOLLOWING THESE PROCEDURES.**



# POLICIES AND PROCEDURES

The practices and procedures outlined are not all inclusive. They are presented in accordance with the policies and procedures set forth by CCSD, which may be found on the CCSD website [www.cobbk12.org](http://www.cobbk12.org).

*\*CCSD – Cobb County*

*School District*

*\*CCSD Website:*

[www.cobbk12.org](http://www.cobbk12.org)

## **ABSENCES/ATTENDANCE**

Teasley's instructional day begins at 7:50 a.m. Students may arrive no earlier than 7:20 a.m. The school calendar should be given priority when scheduling vacations. Written excuses must be submitted for all absences within three days of the absence, and must include the child's name, teacher, date(s) of absence, reason, and parent's signature. Absences with no documentation will be recorded as unexcused. A doctor's statement verifying illness for all absences may be required in the case of excessive absences.

## **CHECK OUT**

Students may not be checked out after 1:30 p.m. Instructional time is critical to scholastic success; parents are discouraged from checking students out early. Appointments should be scheduled outside of school hours when possible. 10 occurrences may result in a letter from an administrator, and the social worker may be consulted.

## **RESIDENCY**

To attend school in CCSD, proof of residency in the district must be provided at the time of enrollment. Families must notify the school immediately if any change in residence occurs, as well as update your address in ParentVUE. The principal has the right to request additional documentation.

## **NON-CUSTODIAL PARENTS**

Non-Custodial parents are covered by Cobb County Board of Education policy. **It is the responsibility of the parents to provide Teasley with any custody information. If a parent fails to provide such information, the school is not responsible if the child is released to the non-custodial parent.**

Cooperation is needed to make certain that effects of divorce on children are minimized by sensitivity and understanding. By law, no change of custody can take place at school. All information shared will be confidential.

## **TRANSFERS**

If you move during the school year, please contact the office. Provided administrative permission, students who have moved within Cobb County may remain at the school for the remainder of the current semester. This decision is based on attendance, discipline, and the relationship between home and school. If a transfer or

extension is granted parents/guardians must provide transportation.

## **MEDICAL CONDITIONS**

Parents must notify the school of diagnosed medical conditions. Information and requirements for the school should be put in writing by the physician. Medication is administered at school only under specific conditions and requires written permission on the "Authorization to Give Medication at School" form. The dosage and time to be given must be noted. All medication (prescription or non-prescription) brought from home must be in the original, properly labeled container. The date of the bottle must be current within the past twelve months. **Students may not transport any prescription medication containing a controlled substance.** Medications will be stored and dispensed in the clinic. The only exception is if a student needs an inhaler or epi pen. Students may have inhalers with them during the school day with special approval.

## **ACCIDENTS/ILLNESSES**

If an accident occurs during school requiring medical attention, the school will contact a parent. If contact cannot be made, the child may be taken to a local emergency room. Judgment is at the discretion of school authorities; parents assume financial responsibility.

## EMERGENCIES

In the case of family emergencies requiring early check out, go directly to the office. Students must be checked out in the office, and the office will contact the classroom to release the child.

## EMERGENCY AND EARLY DISMISSAL

An emergency plan must be submitted for every student and should be explained to your children. If no one is home, arrangements must be in place giving your child permission to go to a designated neighbor's house or enter your house alone. If school dismisses early due to inclement weather, listen to local radio and television stations for dismissal information. In an emergency situation, all students will be placed on the bus. Parents must be prepared for this situation. Individual families and neighborhoods should have a contingency plan.

## EMERGENCY NUMBERS

**It is imperative that accurate and current emergency contact information be on file** in the office, the school clinic, and with the classroom teacher. Notify the school if you move, change jobs, phone numbers, or e-mail addresses. You must be reachable in case the need arises. If you need to change individuals designated as emergency contacts, the enrolling adult may do so, through their ParentVUE account.

## DRESS CODE

Students are required to adhere to our Standard

School Attire. Students may wear a Teasley spirit shirt with standard attire, pants, skirts, or shorts on Fridays. Violations will result in a call home for a change of clothes.

## PERSONAL ITEMS

Students are not to bring any personal items (toys, technology, etc.) to school unless given permission by school staff. Items may be confiscated, and parents notified.

## STUDENT FOLDERS

Student folders are provided to all students and are used daily to provide two-way communication between home and school. Parents are responsible for checking folders daily.

## LOST AND FOUND

Please check our lost and found cabinet, located near the media center. **Label all clothing, lunchboxes, and personal items with your child's first and last names.** Unclaimed items will be donated to a charitable organization monthly.

## BOOKBAGS

Check Bookbags daily for communications. Do not bring rolling bags to school.

## HOMEWORK

Teasley is a HOMEWORK FREE SCHOOL!! Research shows that the most important thing a child can do is read to improve their academic performance. While homework will not be assigned, students should read for at least 20 minutes each day after school.

## PETS AT SCHOOL

Administrative permission is

required before bringing animals to school.

## REPORT CARDS

Grading periods are every nine weeks. Formal reports are posted in ParentVue and parents are encouraged to review these reports with students. Contact your child's teacher with questions regarding the report card.

## GRADING POLICY

While the CCSD grading system has been developed cooperatively between the Teaching & Learning Dept. and local school educators, the final evaluation of students is the responsibility of local school administrators and teachers. Central office personnel shall not have the responsibility of assigning or changing any student's grade or evaluation as determined by local school personnel (Policy IHA).

## ACADEMIC ALERTS

Teachers may send home interim reports regarding student performance, enabling students to complete work and extend effort to improve grades. Discuss these alerts with your child and make plans to focus on schoolwork.

## PROMOTION/RETENTION

If a student's performance indicates a lack of progress and mastery of state standards, classroom teachers can recommend retention at any level. Retention decisions are a collaborative process, but class placement is ultimately a school decision.

### **GIFTED PROGRAM (ADVANCED LEARNING PROGRAM)**

The gifted (ALP) program at Teasley is called Target; student participation is based on certain criteria. Goals for students include fostering creative/productive thinking, improving research and discussion skills, promoting higher levels of thinking, and extending the academic program.

### **SPECIAL EDUCATION**

Specialized programs are available for students with exceptionalities or disabilities. The school is bound by the Individuals with Disabilities Education Act (IDEA). Contact the school principal or support and services administrator with any questions.

### **CLASSROOM OBSERVATIONS**

**School visitors will be limited at this time and must be prearranged with the teacher or front office as we are still in the time of COVID-19.** Please sign-in at the school office, and you may be asked to provide a photo ID. A visitor badge or sticker should always be displayed. Classroom observations must be pre-arranged with administrator approval.

### **VOLUNTEERS**

There are many volunteer opportunities. We ask that you please make alternative care arrangements for younger children to ensure the safety of all children, as well as the integrity of the instructional program.

### **FIELD TRIPS**

Field trips are planned to enrich learning. To attend, students must have permission from the enrolling adult in PARENT VUE. Permission is requested in the parentVUE portal and all information must be completed for a student to attend. Teachers will communicate field trip information to families including dates, deadlines as well as cost. The cost is shared voluntarily by participating students. Trips may be cancelled if adequate funds are not collected. If your family cannot afford the cost of a field trip, contact your child's teacher. Families may choose to donate extra money to pay for another student. Siblings may not participate. Parent permission is required for in-house field trips as well. Students demonstrating ongoing behavior issues which could threaten safety may not be able to participate.

### **CELEBRATIONS**

Balloons and flower bouquets may not be delivered to students at school and are not allowed on the bus. Birthdays may be celebrated with a small, individually portioned snack (i.e., cookies or cupcakes) **when prearranged with their teacher.** Snacks must be brought to class before instructional time begins or may be dropped off in the office after the bell has rung. Pencils and other school supplies are encouraged as an alternative to sweets.

**Party invitations may not be distributed at school**

**unless distributed to all students in the class.**

### **TEXTBOOKS/MATERIALS**

Most instructional materials are digital. If textbooks/materials are issued and need to be taken home, students are responsible for proper care and use. When applicable, fees will be collected for lost or damaged materials. Encourage responsibility. Ensure students arrive at school with all necessary learning materials.

### **TECHNOLOGY**

Technology devices may only be brought to school for academic purposes and at the teacher's request. While cell phones are allowed at school, they must remain off and in backpacks. Cell phones in use at school will be taken to the office for parents to pick up.

### **PLAYGROUND SAFETY**

When weather and time permits teachers may take students outside. Students must have sturdy shoes and weather appropriate clothing.

### **PHYSICAL EDUCATION**

PE is vital to developing the whole child. A written excuse is required for students who cannot participate. If a student cannot participate in more than five consecutive sessions, a physician's statement is required. Students must wear soft-soled shoes on PE days.

### **COUNSELORS**

Teasley's counselors provide classroom guidance lessons, facilitate small



groups, work with individual students, and meet with parents and teachers as needed. Inform our counselors if your family or child is experiencing difficulties or needs support. Our counselors can provide referrals to outside agencies and provide parent workshops to promote your child's success.

#### **CHILD ABUSE/NEGLECT**

State laws designate educators as mandated reporters in the event of suspected child abuse or neglect. CCSD staff are protected against legal consequences. If abuse or neglect is suspected, a formal report will be made to the Department of Family and Children's Services. It is not required for parents to be informed prior to a referral being made or the student being questioned.

#### **SEXUAL HARRASSMENT**

Students shall be able to enjoy an educational environment free from all forms of discrimination including sexual harassment. Sexual harassment is unlawful under federal law and is specifically prohibited by the Board of Education and will not be tolerated.

#### **BULLYING**

Teasley does not tolerate bullying on school property, on school vehicles, at bus stops, or at school related functions or activities. This includes cyber bullying. Students should report bullying to a trusted adult immediately.

#### **DRUGS**

Teasley is a drug-free school. A student/adult shall not have on his/her person or be in possession of drugs or drug related paraphernalia.

#### **INTERROGATION AND SEARCHES**

The administrator at each CCSD school or authorized representative may, with probable cause to suspect student involvement, conduct reasonable interrogations and searches to properly investigate and address student misconduct or safety issues. Refer to Policy JCAB.

#### **RSVP (REPORT SCHOOL VIOLENCE PROMPTLY)**

A CCSD violence hotline is in place to support the safety of our students. To report any violence, threats, or security issues concerning our school, call 770-499-3911. Contact the office to ensure immediate response.

#### **PRINCIPAL'S ADVISORY COUNCIL**

The Advisory Council is comprised of teachers, parents, and community representatives who meet during the year to discuss issues, initiatives, legislation, and ways to improve student performance.

#### **COBB COUNTY SCHOOL BOARD POLICIES**

Cobb County School Board policies are mentioned throughout this handbook. The entire collection of policies can be accessed online the CCSD website.

### **IN CASE YOU MISSED IT!**

**Check your child's folder daily!**

**Provide accurate & current emergency contact information**

**Changes to transportation must be made in GoSAFE**

**Parents may not bring fast food lunches for students**

**Please do not exceed 15 miles per hour when driving on school property**

**Party invitations may not be distributed at school unless distributed to all students in the class.**

# **STUDENT ORGANIZATIONS**

## **NEWS CREW**

4<sup>th</sup> and 5<sup>th</sup> grade students may apply to participate in news crew in various roles (i.e., director, news anchor, sound and video mixer). The news will play daily on the school-wide broadcast.

## **SAFETY PATROL**

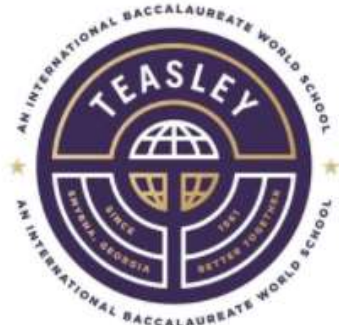
Select 4<sup>th</sup> and 5<sup>th</sup> grade students help monitor student behavior as they arrive in the morning and leave in the afternoon, promoting responsibility and citizenship.

## **STUDENT COUNCIL**

3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade students are elected to serve on this important committee. These students assume leadership roles and support programs at school.

## **TIGER SQUAD**

5<sup>th</sup> grade students will be leaders in the mornings, helping on the curb at carpool. This group is by invitation and is managed by administration.



**PTA**<sup>®</sup>  
*everychild.one voice.*<sup>®</sup>  
**#BETTERTOGETHER**

Teasley's PTA is a vital component of the success of our school. Each year Teasley's PTA provides additional support for staff, technology, and resources necessary to meet instructional goals set forth for all Teasley students. PTA promotes a family friendly environment, providing fun programs and activities throughout the year where parents can demonstrate their support for their children's academic achievements and the teachers who guide them. Membership costs \$20.00 per family or \$10.00 individually. A few of the programs/initiatives sponsored by PTA are:

- Campus Beautification
- Partners in Education
- Reflections Art Contest
- Technology Enhancements
- Spirit Nights
- Prospective Parent Coffees
- Meet & Greet & School Tours
- All Pro Dads
- Teacher & Staff Appreciation
- Fundraisers
- Yearbook
- Event Coordinators & Room Parents
- Spirit Wear
- International Night
- Family Event Nights

**Scan the QR Code below to join  
the 2024 - 2025 Teasley PTA!**



**Please visit the PTA website for volunteer opportunities and  
additional information:**

***[www.teasleypta.membershiptoolkit.com](http://www.teasleypta.membershiptoolkit.com)***

# PAWS FOUNDATION

The Teasley PAWS Foundation is a charitable non-profit volunteer organization established in 2006 to work hand in hand with the PTA to enhance educational opportunities for all students of Teasley Elementary School. The Foundation provides support beyond what the CCSD budget offers. The Foundation allows parents, businesses, foundations, and local clubs to support Teasley, with donations going directly to school-specific projects. This year PAWS and PTA are working together to fund special projects and resources for all Teasley students. In addition, funds raised help support literacy and STEM programs, capital improvements and expanding our Specialists and Field Trip grants.

The goal of the Foundation is to provide all students with programs and capital improvements to maintain excellence in the classroom and beyond.

**Please visit <https://teasleyschoolfoundation.org> for the contact information of the PAWS officers.**



## WAYS YOU CAN SUPPORT TEASLEY

- ❖ **Donate to the Tiger Fund**
- ❖ **See if your company will match your gift**
  - ❖ **Support the Tiger Trot**
- ❖ **Attend Restaurant Nights & Purple Party**
- ❖ **Participate in events throughout the year**