

Nickajack Elementary School

Family Handbook 2025-2026



Welcome

Dear Nickajack Families,

Welcome to a brand-new school year at Nickajack Elementary School where we are Saddling Up for Success! We are thrilled to welcome both returning families and those joining us for the first time. As we ride into an exciting year of learning, growth, and discovery, our focus remains on building strong academic foundations while developing the character that will guide our students for years to come.

This year's theme, Saddle Up for Success, represents our shared journey—students, families, teachers, and staff—working together as a team. We're also gearing for the trail ride as we prepare our minds and hearts for the challenges and adventures of learning. Whether it's mastering multiplication, exploring new books, solving problems, or showing kindness in the classroom, every student has the opportunity to grow and shine.

Here at Nickajack Elementary we believe in nurturing the whole child. Alongside academic excellence, we place a strong emphasis on RESPECT, RESPONSIBILITY, resilience, and compassion which builds character in our students and turns them into the ROLE MODELS we know they can be. These values are the reins that help guide us through daily learning and social experiences.

Throughout the year, you'll see opportunities for student recognition, family engagement events, and character-building activities—all designed to reinforce a positive and productive school culture. Our dedicated teachers and staff are ready to support your child every step of the way.

So grab your boots, pack your positive attitude, and get ready to ride! Together, let's Saddle Up for Success and make this school year one of our best yet!

With enthusiasm and gratitude,

Timeka L. Cline

Timeka L. Cline

Proud PrincipAL

Nickajack Elementary



Important Dates



DIGITAL LEARNING DAYS (No in-person school): **PTA Building Tours*

Instructional Days set aside for staff development/training

Work will be sent in Thursday folders for students to complete.

August 18, 2025

October 13, 2025

December 2, 2025

March 2, 2026

GRADE REPORTS:

Progress Reports

**K-3rd (CTLs)*

**4th-5th (ParentVUE)*

9/11, 11/20, 2/12, 3/30

Report Cards

10/13, 1/8, 3/19, 5/27

PERFORMING ARTS ASSEMBLIES:

**Considered Field Trips and require enrolling adult to complete permission form via ParentVUE*

**Fees are covered by your donations*

August 20, 2025 – 1st Grade

September 16, 2025 – Kindergarten

September 17, 2025 – 5th Grade

December 17, 2025 – 2nd Grade

January 27, 2026 – 3rd Grade

February 3, 2026 – 4th Grade

PARENT CONNECT:

Virtual family meetings intended to provide information on a variety of important topics that promote student success

August 27, 2025 – Navigating Parent Online Platforms

October 1, 2025 – Assessments and Conference Week

January 5, 2026 – Second Semester Standards Review

November 12, 2025 – Instructional Tools for Success

February 11, 2026 – Support Student Services

March 25, 2026 – Student Health and Safety

PTA EVENTS:

August 8, 2025 – Movie Night

September 17, 2025 – Multicultural Night

Fall Festival – October 17, 2025

PTA Auction Begins – January 20, 2026

Family Formal – January 30, 2026

Nickajack Dash – March 26, 2026

Playdate – May 16, 2026

HERoes and SHERoes – alternating 1st Fridays each month

EARLY RELEASE DAYS: (Dismiss at 12:15pm)

October 14-17, 2025 (Conference Week)

December 18-19, 2025

May 18-20, 2026

SCHOOL BREAKS: (No School)

Labor Day – September 1, 2025

Fall Break - September 22-26, 2025

Voting Day – November 4, 2025

Thanksgiving Break - November 24-28, 2025

Winter Holiday - December 22-January 5, 2026

Dr. Martin Luther King, Jr. Day – January 19, 2025

Winter Break - February 16-20, 2026

Spring Break - April 6-10, 2026

SCHOOL EVENTS:

September 18-19, 2025 – Math Field Days

September 30, 2025 – Picture Day

October 2-3, 2025 – Career Days

November 11, 2025 – Veterans Day Program

November 18-19, 2025 – Family Bingo Nights

December 10-11, 2025 – Drama Performance

December 12, 2025 – School Spelling Bee

December 17, 2025 – DLI Night

January 23, 2026 – Jr. Beta Club Induction

February 26, 2026 – Science Fair and Black

History Museum Walk (during STEAM Night)

March 10, 2026 – Picture Day

March 12, 2026 – Math Night at Kroger

April 2, 2026 – Talent Show

April 16, 2026 – Art Night

April 17, 2026 – School Math Bee

April 23, 2026 – Kinder & Chorus Concert

April 11-13, 2026 – Field Days

April 21, 2026 – Kindergarten and New Family

Orientation

FOUNDATION EVENTS:

August 25, 2025 - Back the Jack Begins

September 18-19, 2025 – STEAM Days

November 20-21, 2025 – STEAM Days

February 13, 2026 – STEAM Day

February 26, 2026 – STEAM Night

April 2-3, 2026 – STEAM Days

Communication

Nickajack Office

Phone: (678) 842-5814

Fax: (678) 842-5832

School Website - www.cobbk12.org/Nickajack

Instagram - @nesbraves



Principal

Dr. Timeka L. Cline - Timeka.Cline@cobbk12.org

School Secretary

Lisa Anderson - Lisa.Anderson@cobbk12.org

Assistant Principals:

- Katie Harmon (K and 3rd grade) - Katie.Harmon@cobbk12.org
- Deanne Spilotros (1st and 4th grades) - Deanne.Spilotros@cobbk12.org
- Dr. Roderick Langston (2nd and 5th grades) - Roderick.Langston@cobbk12.org
- Kristine Matthews (Support & Services Administrator) - Kristine.Matthews@cobbk12.org

Cobb County School District

Transportation - (678) 594-8000

County Office - (770) 426-3300

Parent/Teacher Conferences are held October 14-17. DLI Conferences will begin a week early. Teachers and Families meet to discuss student progress, areas of growth and the instructional program.

CTLS Parent - Weekly communication will be sent from your child's teacher and Dr. Cline will send the Braves Bulletin (school newsletter) each week on Sunday at 4:00pm. The Braves Bulletin will include information regarding school events, District information, parent resources and any special announcements from our PTA or Foundation that pertain to the entire school community.

CTLS Parent will also be used as the primary form of communication between school and home, so please check it regularly for any class announcements or messages specific to your child. You may also receive text messages or voice call outs from this system. Parent messages will be responded to within 24 hours and not during the instructional day when our teachers are providing instruction.

Email is a secondary form of contact for teachers. Primary contact will be through CTLS. A staff member's personal cell phone should not be used for communication regarding educational matters.

Thursday folders will be sent home each Thursday with students. Folders may include homework, graded work, monthly school calendar, special announcements from the school or sponsors, or other important information from your child's teacher.

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



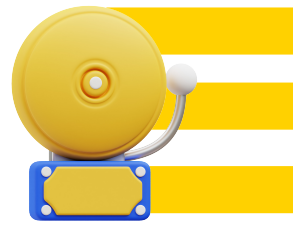
SCHOOL HOURS

The school day is from 7:50am–2:10pm each day.

Students may enter the building at 7:00am each day and the Tardy bell rings at 7:50am.

Early Checkout ends at 1:30pm daily.

Instructional time is critical to academic success. Parents are discouraged from late arrivals and checking students out early as students will miss instruction and it is a disruption to the school day. Appointments should be scheduled outside of school hours when possible. More than 10 occurrences may result in a letter from administration and the social worker may be consulted.



VISITORS

When visitors arrive, they must show their ID at the gray box located outside the front entrance and state the purpose for their visit. Once entry allowed, visitors should go directly to the front office and keep ID readily available. Please do not hold the door for additional visitors as we need to verify each guest. No ID = No Entry (no exceptions).

All visitors MUST sign in with a front office staff member and if there for a scheduled appointment, must wear the badge and wait for a school representative to escort him/her to their designated meeting location. Parents/families are not permitted to walk their child(ren) to class.

ENROLLING ADULT

The rule defines an enrolling parent as the parent with whom the student resides and who enrolled the student. The enrolling adult makes the final decision for the child at the school regarding transportation, emergency contacts and communication with the school.



It is the responsibility of the parents/guardians to provide Nickajack with any custody information. Joint cooperation is needed to make certain that effects of divorce or change in families on children are minimized by sensitivity and understanding. By law, no change of custody can take place at school to include their luggage/belongings.

NON-ENROLLING ADULT

The non-enrolling parent , shall be afforded the following: Student Records, Teacher Conferences and School Activities (as defined below):

- School Activities – attendance at public or spectator activities involving his/her child; which may include classroom activities to which all parents/guardians are invited. Activities such as lunchroom visits and classroom visits are not considered public or spectator activities.

Check-out or Pick-up: *The non-enrolling parent will not be permitted to check-out or pick-up students unless proper authorization from the enrolling parent is on file with the school.*

LUNCH

Breakfast and Lunch Fees are listed below for the 2025-2026 school year.

Student Breakfast – \$2.50 / Reduced Price – \$0.30

Student Lunch – \$3.50 / Reduced Price – \$0.40

CCSD Staff Breakfast – \$2.75 (same price for guests)

CCSD Staff Lunch – \$5.00 / Guests – \$5.25



You can add funds to your cafeteria account with a major credit card by telephone (1-866-535-1707), through the internet through the MySchoolBucks (replacing MyPaymentsPlus for Food Services only). Meals can be viewed on the MealView app. Free or Reduced-price application: <https://frapps.horizonsolana.com/COBC01>

LUNCH with your child

You may choose ONE special occasion for lunch each school year. A friend or other classmates may not join you. The adult MUST be on the school list to visit the school and eat with the child. The enrolling adult MUST ensure ParentVUE is updated with the necessary contacts and allowed guests on campus. You may bring outside food with you. All guests will eat at the blue tables outside the cafeteria regardless of weather.

DELIVERIES

The school will not accept deliveries of food or items (i.e. – Grub Hub, UberEats, balloons, flowers, gifts). These items will not be delivered to students if left outside.

Birthdays/Special occasions:

You may schedule a special treat, with the teacher, for him/her to deliver to students during lunch (i.e. – cupcakes, donuts, or small trinket). Teachers do not host birthday parties for classrooms. Classroom time is reserved for instructional purposes. Birthday party invitations may not be distributed at school.

Oops...my child left an item at home:

Enrolling adult or approved designee may drop off items your child needs (i.e. – book bag, folder, homework, lunchbox, medication, etc.). You will not be allowed to walk these items down to the classroom.

****All items will be delivered by a front-office staff member or PTA Volunteer.****

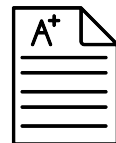
ELECTRONIC DEVICES

It is recommended that students only bring electronic/smart devices for instructional or emergency purposes. Cell phones must be stored in book bags. Cell phones may only be visible if requested by a teacher for instructional use. Violations will be managed using the CCSD Code of Conduct. Nickajack is not responsible for personal devices lost or stolen.

Smart watches may be worn during the day, but not used for testing or texting. Parents, please refrain from calling or texting your child during the instructional day as this can also cause a distraction to the learning environment.

**Smaller children with access to smart phones/devices should be taught the proper use or when it is appropriate to call 911. All calls to emergency services are taken seriously and a police officer is obligated to check on each matter.*





GRADING

Student grades are reported each nine weeks on the following schedule.

Progress Reports will be sent home or uploaded into CTLS at the 4 ½ week mark on: September 11, November 20, February 12, and March 30

Report Cards will be visible in ParentVUE each nine weeks on: Conference Week (October 13; discussed at your child's conference), January 8, March 19 and May 27.

Posting Grades

Teachers will update grades once per week. Kindergarten through 3rd grade teachers will regularly send home work in your child's Thursday folder. Homework will not be used for a grade. If you have a question about your child's grade, please reach out to the homeroom teacher first. If you have a question about your child's grade in specials/enrichment, please reach out to that teacher. Students will receive a grade for PE/Health, Art and Music. Teachers will discuss grading procedures at Meet and Greet. It is also important to check ParentVUE regularly, if your child is in 4th or 5th grade as their grades will be updated in the system weekly.

District and State Assessments will be administered according to the District Calendar and makeups only provided if the child misses their assessment day.

LOST AND FOUND



All items should be properly labeled with your child's name. Items commonly misplaced are water bottles, jackets, sweaters, lunch boxes, and glasses. The school is not responsible for any items lost or damaged that your child brings to school. At the end of each quarter, items not retrieved from Lost and Found will be donated by our PTA.



EMERGENCY NUMBERS

It is imperative that accurate and current emergency contact information be updated in ParentVUE. The classroom teacher, at a minimum, should know how to reach you should an emergency arise. Only the enrolling adult can make changes in ParentVUE; designating emergency contacts or individuals who may pick up the child. It is also important to fill out the Inclement Weather forms in their entirety.

REGISTRATION

It is important that families keep their information up-to-date.

All registered students must live within the Nickajack school zone. If you move, you must report your new address in ParentVUE.

Statement of Legal Residence (SLR) forms must be updated every year and notarized in-person with one of our staff members. The person you live with must be in attendance in order to sign and notarize the legal document. If your lease expires, you will have one week to upload an updated lease in ParentVUE or your child will be withdrawn one week from the expiration date. Updated proof of residency is required for ALL families at the end of each year.

BUSES

Parents and students should use the "Here Comes the Bus" app for up-to-date bus information. The free app can be downloaded from the Apple App Store or Google Play. The user will need the School District Code 87881 and their student ID number.



*Questions regarding bus routes, drivers and pick up/drop off times should be directed to the Transportation Department at **(678) 594-8000**. Here comes the bus issues should be reported to hctb@cobbk12.org.

PICK-UP

Students should arrive at the bus stop no later than 5 minutes prior to the pick-up time and are to wait in an orderly manner. 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://bit.ly/ccsdtransportation> or checking the Here Comes the Bus App.

DROP-OFF

Students 8 years old and younger may be brought back to the 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. All children 8 and younger will receive a yellow book bag tag, from the bus driver, for identification.

If students are returned, the school will make every effort to contact a parent/guardian. If no contact can be made before the office closes, the student will be placed in ASP, resulting in a \$10 charge, and an additional \$20 one-time charge if the student has not been registered. Once the bus leaves the stop, it is no longer considered school property, thus will not be handled by the school.

CONDUCT

Enrolling adult must complete the Safe Rider form for the child to ride the bus. The Safe Rider form is provided by the bus driver after review of bus safety drills. 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 as a result of inappropriate or dangerous behavior. Students must demonstrate proper respect to the driver and obey driver instructions at all times.

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, head, and belongings inside the bus. The use of obscene gestures or language, willful destruction or defacing of school property is prohibited. Fighting or physical play is not allowed on the bus or school grounds.

Parents should also maintain respectful interactions with bus drivers. Many bus drivers drive multiple routes and sub when bus drivers are absent. No parent or guardian should step on a school bus for any reason. If a parent violates this rule, they will be reported by Transportation to the Police Department.



TRANSPORTATION

Please make sure your child's homeroom teacher is aware of how your child will go home each day prior to 1:00pm. A consistent schedule is best as switching transportation day-to-day causes confusion and can result in errors if not handled appropriately or in advance.



All families must set their DEFAULT TRANSPORTATION in ParentVUE.

If you have an emergency and need to change transportation, the Enrolling Adult must make that change in ParentVUE by 1:00pm. DO NOT message or email the teacher with transportation changes. Please download the ParentVUE app, so changes can be made immediately. We will not take transportation changes over the phone.

Remember, only the Enrolling Adult can make transportation changes, even if an additional parent has educational rights.

Carpool

Nickajack uses the district's dismissal system for carpool. Families will use the bar code, within ParentVUE or the printed copy provided at Meet and Greet, to be scanned in the afternoon for pickup. It is the responsibility of the enrolling adult to provide the barcode to family members/friends who may be picking up the child (He/she must be listed in ParentVUE). People without a barcode will have to park and show their ID within the front office for release of the child(ren). If a child needs assistance for dismissal, please pull up your car as not to block cars needing to exit campus.

Arrival

Parents should stay in their cars, follow the carpool path and have the child ready to exit the car when you pull up to the front of the school. Delays occur when the child is not ready (i.e. – asleep, on a device, still grooming or backpack is not packed). Please be mindful of child safety locks which can also cause a delay. Students should exit the car from the right (sidewalk) near a staff member. Do not drop off students in the parking lot to cross traffic by themselves or on Mavell Road.

*Please be courteous to our Staff who volunteer their time to support our carpool line. Parents interested in volunteering with carpool should contact PTA.

Dismissal

Parents should complete their Default Transportation at the beginning of the year. We will follow what is in ParentVUE (no exceptions). Families should stay in their car until their child(ren) are dismissed. All students not picked up by 2:40pm will be placed in the After School Program (ASP) for a fee. There is a one-time registration fee of \$20.00. and a daily fee of \$10.00 per day to stay in ASP. Emergencies do happen, so it is recommended that all families have a backup and pay for ASP in case of emergency.

*All late arrivals and early check-outs must take place in our front lobby with one of our front-office staff members.

TESTING

Students will participate in a variety of local school and State-wide testing throughout the school year.



Local School Assessments:

Common Formative (K-5th) – daily or weekly checks on individual standards covered within a unit. These assessments are short; usually between 3-5 questions. Teachers may utilize these assessments to determine needs or enrichment opportunities within small groups.

Common Summative (K-5th) – An assessment given at the end of a Unit that covers all the standards within that unit. This assessment is usually weighted heavier than other assessments.

State/District-wide Assessments:

ACCESS

The ACCESS test (Assessing Comprehension and Communication in English State-to-State) is a standardized assessment used in elementary schools to measure the English language proficiency of English Language Learners (ELLs). It is designed by WIDA (World-Class Instructional Design and Assessment) and is typically administered annually.

Amira

Amira is an online assessment that marries speech recognition and artificial intelligence. It serves as a universal screener for foundational literacy skills and dyslexia screener. All K-3 students will be screened 3X a year.

Beacon

BEACON assessments measure student progress throughout the school year, allowing educators to target instruction and make informed decisions.

BEACON assessments are administered online and they are computer adaptive which means:

- After answering a set of on grade-level questions, the difficulty of questions adjusts based on student responses.
- As the student answers correctly, questions become more difficult.
- As the student answers incorrectly, the questions become easier.

BEACON data helps teachers identify student instructional needs and measure student progress throughout the year.

CogAT

Students in grades 1, 3, and 7 are assessed in the fall on the Cognitive Abilities Test (CogAT). This test measures student performance on abilities related to success in school subjects.

IOWA

Students are assessed in the fall on the Iowa Assessments (Iowa). This is a norm-referenced assessment that measures student achievement in comparison to other students nationwide. Students in grades 3, 5, and 7 are tested in Reading, Mathematics, Language Arts, Science, and Social Studies.



TESTING CONTINUED

GAA

The GAA test, or Georgia Alternate Assessment (GAA), is a standardized test designed for special education students in Georgia who have significant cognitive disabilities and cannot participate in the general state assessments, even with accommodations.

Purpose:

The GAA is used to:

Measure how well students are learning academic content aligned with the Georgia Standards of Excellence (GSE).

Help determine progress toward grade-level learning goals.

Fulfill federal and state testing requirements for accountability.

GloSS

The Global Strategy Stage Assessment (GloSS) provides information on the strategies students use when solving mathematics problems. The items in the GloSS are not scored as correct or incorrect; rather, students are placed in stages according to the strategies they use to solve problems.

GKIDS

Students in kindergarten are assessed throughout the school year on GKIDS, the Georgia Kindergarten Inventory of Developing Skills. GKIDS is an ongoing, performance based assessment, designed to assist teachers in planning instruction throughout the school year, and to serve as one measure of a student's readiness for first grade.

It provides ongoing diagnostic information about kindergarten students' developing skills in four academic areas; English Language Arts, Math, Science, and Social Studies, and in three non-Academic domains: Personal/Social Development, Approaches to Learning, and Motor Skills. Individual Student Reports will be provided at the end of the school year, and will include English Language Arts, Math, Approaches to Learning, and Personal/Social Development.

The GKIDS Readiness Check is a new component of GKIDS that takes place during the first six weeks of school. It is meant to assist kindergarten teachers in planning instruction and meeting the needs of individual students.



STUDENT INCENTIVES

Academic Awards (awarded at the end of the year with an award pin)

Honor Roll

- Students in K-3 with all 3's with no more than one "2" within an academic area
- Students in 4th and 5th with all A's and B's
 - Students on Honor Roll in 4th and 5th grades may have the opportunity for Jr. Beta Club (*behavior is a factor for membership)

Principal's List

- Students in K-3 with all 3's or 3+'s
- Students in 4th and 5th grades with all A's

B3 Awards

- Students with no minor or major referrals the entire school year



SCHOOL CLUBS

School Clubs are sponsored by the school. Students must be enrolled in ASP to participate. Some clubs come with a fee to cover expenses such as a shirt, supplies or fees associated with entry into District competitions or events.

School Clubs will be updated and listed on our website by August 1 -

www.cobbk12.org/Nickajack.

The most updated list of clubs is below with general criteria.

CLUB LIST:

ART CLUB

Grades 1-5 | Spring only (meets once a week) | Randomly selected -23 students

Art Club is for students who want to explore and create art together. Students will be able to develop their artistic skills, learn new techniques, collaborate on projects, and connect with others who share their passion for art.

Junior BETA Club

Grades 4-5 | Criteria will be shared in August | Meets once a month

The Junior Beta Club is a division of the National Beta Club that recognizes and supports students in grades 6-8 who demonstrate academic achievement, strong character, and leadership potential. It's a non-profit educational youth organization that emphasizes service to others and developing well-rounded individuals.

CHORUS

Grades 4-5 | Fall and Spring

Students who join Chorus will meet once a week and learn songs for various occasions to include school assemblies and Smyrna Community events.

GENTLEMAN'S CLUB

Grades 4 and 5 boys | Every other Wednesday

To help young boys understand the values of being a gentleman and respect for themselves and others.

To help build confidence and leadership skills.

GIRLS ON THE RUN

Grades 3-5 girls | Mondays and Wednesdays

Girls on the Run inspires individuals of all abilities to discover, build, and grow their self-confidence.

Volunteer coaches facilitate lessons that blend physical activity with life skill development, including managing emotions, fostering friendships, and expressing empathy. At the end of the season, the team completes a Community Impact Project and a 5K.

SCHOOL CLUBS (Continued)



GREEN TEAM

Grades: K-5 | Every other Wednesday

Green Team is a K-5 after-school club focused on helping the environment while learning about recycling, helping clean the school grounds, caring for the school garden, and exploring environmental science through hands-on activities. Membership is limited and students are selected through a random drawing.

MATH TEAM

Grades 4th and 5th | Thursday afternoons, all year

Math team consists of the most advanced mathematical minds that Nickajack has to offer. Students must tryout and qualify based on results on a math test. Participants will take their mathematical knowledge to a whole new level as they compete all year for a spot on the school's 4-person math team who will compete county-wide in April 2026.

READING BOWL

Grades K-3 | Thursdays in Fall (August–November) | Test for student selection

The K-3 Reading Team is a group of enthusiastic young readers who will explore award-winning picture books in preparation for the Helen Ruffin Picturebook Bowl. This team is made up of readers on varying levels who are encouraged to participate by listening to stories, partner reading, or independent reading. This team promotes a love of reading while building comprehension, confidence, and teamwork.

Grades 4-5 | Thursdays in Fall and Spring (November–February) | Test Selection

The 4th and 5th Grade Reading Team is a group of dedicated readers who will represent our school in the Helen Ruffin Reading Bowl. Team members read a selection of award-winning books and work together to prepare for a competitive, quiz-style event that tests their comprehension and teamwork. This team promotes a love of reading, critical thinking, and collaboration.

SCIENCE OLYMPIAD

Grades: 4-5 | Entry test for selection | Tuesdays and Thursdays

Science Olympiad is a fun, team-based academic program that introduces students in to science, technology, engineering, and math (STEM) through hands-on activities and collaborative problem-solving. Throughout the program, students explore topics in areas such as physics, biology, earth science, and engineering while developing critical thinking and teamwork skills. The program culminates in an exciting competition where teams showcase their knowledge and creativity by participating in a variety of STEM challenges.

SPACE TEAM (NASA)

Grades: 1st-5th Grades | Every other Wednesday (opposite Green Team)

Space Team is an exciting after-school club where students explore the wonders of space through hands-on learning and teamwork. Participants will dive into topics like the Moon, mission responsibilities, and space science while developing problem-solving and collaboration skills. Students must complete a short application to express their interest, and final members will be selected through a random drawing.

SOCCER CLUB

3rd-5th Grade | Spring only

The 2026 Soccer Team will be competing in the 2026 Jonquil Cup. The Jonquil Cup is a community event hosted at Riverline Soccer Complex. Other Elementary Schools from the Smyrna area compete for the trophy! The team of 15-18, is chosen after several rounds of competitive tryouts. Tryouts will be sometime in March/April.

ATTENDANCE

Daily and full attendance is important for the well-being and academic success of our students. Missing part or all of the academic day can result in academic gaps and places undue stress on students.

Excuse notes

It is important that parents send documentation regarding all absences. These notes help school personnel determine if the absence is excused (i.e. – doctor's notes, funeral, religious holiday, etc.) All absences without documentation are marked as unexcused.



Attendance policy

- After three (3) absences – contact by the student's teacher in CTLSParent
- After five (5) absences – a school letter is sent to families via CTLS
- After seven (7) unexcused absences – a referral will be made to the School Social Worker

Tardies

Arriving late to school can also adversely affect a student's academic performance. Reading is the first subject of the school day. Missing reading instruction, can negatively affect a student's ability to read on grade-level.

- After 10 Tardies, a social worker referral is made for a house visit
 - If confirmed the child does not live at the residence, the child will be withdrawn from school.
- After 15 Tardies, a meeting is held with administration to find ways to support
- After 20 Tardies, a DFCS referral is made

*These same procedures will be used for Early Dismissals

Early Dismissal

Checking out a student multiple times can mean a gap in learning. Early dismissal ends at 1:30pm. Missing 30 minutes of instruction a day for a week, results in 2 1/2 hours of lost instruction or over the month or 10-hours.

Early Dismissal should not be used as a means to avoid the carpool line.

You must be in the school by 1:30pm to check out your child early. Plan to be in the parking lot by 1:20pm to ensure enough time to park and get into the school.



We understand that emergencies happen. Please note:

Only an administrator can allow a dismissal after 1:30pm for emergency purposes. A clerk will call for an administrator to assist you at the front door and make a decision. You may be asked to provide documentation.

AFTER SCHOOL PROGRAM (ASP)

ASP is a pre-pay 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.

ASP only operates on school days and does not operate on teacher workdays or when school is canceled due to inclement weather or other emergencies.

A variety of activities in a youth-friendly atmosphere is the hallmark of this daily program. Time will be provided for physical, instructional and social activities. Payments may be made online using the Eleyo system. Cash/check payments may be submitted using the ASP payment envelopes provided.

Link to Eleyo Parent Guides:

<https://www.cobbk12.org/page/57475/eleyo-parent-guides>

Rates and Registration

Registration is a one-time \$20.00 fee for the year. The daily rate is \$10.00 per day. \$1.00 per minute late fee is charged past the 6:00pm end to ASP. ASP is supported by ASP fees; therefore, any student who is not picked up on time results in the need to pay ASP staff overtime (fees are charged in Eleyo after the 6:00pm dismissal).

Attendance

Students marked present for ASP OR students picked up after 2:45 will be charged the full daily rate.

Pick-up procedures

Staff are required to follow the same procedures for pick-up as during the school day. Parents must show their ID at the call box and must be listed as an adult in the system for pick-up. If an unauthorized person attempts to pick up your child, you will be contacted. If you cannot be reached, your child will be held until you or your emergency contact person arrives.

Expectations

Students are expected to maintain good behavior and demonstrate B3 expectations while attending all school functions, including ASP. Discipline issues will be addressed promptly by our ASP Directors.

Non-participation or Removal from ASP

- You may not participate in ASP with a balance of \$50 (a full-week payment) or more.
- Chronic discipline issues will result in removal from the ASP program. No more than three discipline matters may occur within the semester.
 - Depending on the severity of the behavior, school administration may issue a consequence, up to out-of-school suspension (OSS).



SAFETY

Safety is the most important factor in our school's success. Throughout the year, we will have practice drills to make sure students know what to do in various situations. Students will learn safety measures for what to do if any of these situations occur: Medical Emergency, Severe Weather, Fire and Intruders when lockdown measures are needed. Please speak with your child about safety measures, especially how important it is to follow the directions of their teacher(s) and staff.

In accordance with policy, we are expected to conduct:

- One Fire Drill each month
- One Medical Emergency Drill each semester
- One Lockdown or Code Red Drill each nine weeks
- Two Severe Weather Drills (as indicated by the State)



A Safety Plan is developed each year and provided to our Cobb County School District Police Department. This plan is not shared with parents as providing the plan to everyone is not safe and makes our school vulnerable as we do not know the intent of each individual with this information.

EXPECTATIONS FOR VISITORS

It is also important that parents adhere to the following safety expectations:

- Showing your ID upon arrival for each visit (at the gray box outside the front office)
 - State why you are visiting campus (adults are not always on campus for school purposes)
 - You should only enter once permitted. We must verify each individual. Do not hold the door for someone who is not with you.
 - Immediately report to the front desk clerk or volunteer upon arrival
 - Check in using our computer system
 - If you are dropping off an item for a student. You may sign that item in and leave on the bookshelf, then exit using one of the two doors on the left.
 - *All vetted volunteers must sign-in and sign-out.*
 - Keep your identification sticker or badge on at all times (above the waist)
 - Stay in your designated area only.
 - **Interactions should always be respectful.** Parents/family members who yell, use profanity or use physical means to handle affairs or record teachers for confrontation purposes will be issued a "No Trespass" by Cobb County Police.
 - Parents should only be on campus for the purpose of handling business regarding their child. Confronting students regarding matters with your own child are prohibited and may result in a "No Trespass" by CCSD Police.
 - All meetings with teachers must be scheduled or at the direction of an administrator.
 - Only family members on the approved list can visit in our building. No exceptions.
 - Parents/visitors should only use the front entrance for access to the building.
- These guidelines are established to keep students and staff safe and help protect instructional time.

STUDENT CODE OF CONDUCT

The school will follow District guidelines concerning the student code of conduct, which can be found on the CCSD website: www.cobbk12.org.

Please be mindful of the following:

- Students should refrain from bringing **unauthorized items** that would violate the CCSD Code of Conduct (i.e. – sharp objects such as pocket knives or toys that resemble weapons, including water guns) These items will be collected by CCSD Police and will result in disciplinary action according to Cobb Policy.
- **Pets** are not allowed on campus.
- Students should follow the District policy for **dress code**.
- Students should also be mindful of their language as **profanity** and/or **threats**, even when playing, are taken seriously. A student that expresses verbally or in writing wanting to hurt someone will be issued a consequence according to CCSD policy.
- Students should **respect each other's space and personal belongings**. Touching students on the bottom, private areas or peeking through or recording anyone through restroom stalls is not allowed as these are violations of the Code of Conduct.
- **Bullying** is not tolerated on school property, on school vehicles, bus stops or at school related functions or activities. This includes cyberbullying. Students should report bullying to a trusted adult immediately. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.
- **Pushing, shoving, hitting and rough/boisterous behavior** is not allowed. All are violations of the student code of conduct.
- **Drugs and alcohol** are not permitted on school ground or at school events.
 - Side note: Staff cannot accept alcoholic beverages as gifts. Drugs and alcohol are not permitted on school ground or at school events either by adults.

Confidential information, which is part of a child's school record will only be shared with the enrolling adult. We cannot and will not share discipline consequences given to another child or medical information. Sharing this information is a violation of privacy laws.

The school will handle matters that occur on school property. We will not address matters that happen in the neighborhood or between adults. The school will not setup meetings between families or share your information to help you set up a meeting.

The administrator at each CCSD school or authorized representative may, with probable cause to suspect student involvement, conduct reasonable investigations and/or searches to properly address student misconduct or safety issues without enrolling adult permission. Refer to Policy JCAB.



Nickajack Braves are Respectful, Responsible, Role Models!

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 for reporting abuse. 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. The school will not answer questions about any reports made or what was shared by a student.

MEDICAL MATTERS



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. If your child forgot to take their medication at home, the parent may bring the medication to school, but medication must be administered in the clinic for privacy and documentation purposes.

Our School Nurse is there to provide medical assistance for minor issues such as scrapes, minor cuts and triage concerns such as headaches, cold/flu symptoms, etc. We are not a medical facility. Please monitor your child at home for cold/flu symptoms. Students should not be at school with a fever or diarrhea and should not return to school unless fever or diarrhea free without the support of medication for 24 hours.

If an accident or medical emergency occurs during school requiring medical attention, the school will contact the parent. If contact cannot be made, the child may be taken to a local emergency room. Judgment is at the discretion of school authorities and parents/guardians assume financial responsibility. It is important that emergency information is kept up-to-date.

FIELD TRIPS (ON AND OFF CAMPUS)

Field trips are planned to enrich learning and permission is required for students to attend. Permission must be given in ParentVUE for your child to attend. The cost is shared by participating students. If your family cannot afford the cost of a field trip, contact your child's teacher.

When requested, parents attending field trips will need to go through District volunteer training with administration. Parents who desire to check out their child from a field trip location must complete a release form at the site.



Support Services

ESOL

The ESOL Program helps ensure the English language development and academic success of English Learners (ELs).

The ESOL Program aims to provide a high-quality instructional program designed to develop proficiency in English, while meeting challenging State academic content and student academic achievement standards.

EARLY INTERVENTION PROGRAM (EIP)

EIP, often confused with an IEP is a support designed to provide interventions for students who are at risk of not reaching or maintaining their academic grade level based on their performance on state or national assessments or performance measures in English Language Arts/Reading, Mathematics, or both in order to help them meet grade-level expectations within the shortest possible time. These students may also receive support through RTI.

RESPONSE TO INTERVENTION (RTI)

RTI is a flexible model to provide assistance that matches learners' needs. Strategies at each Tier support academic and/or behavioral needs.

Tier 1: Performance Based Instruction for All Students

Tier 2: Targeted Interventions provided by classroom teacher

Tier 3: Intensive Interventions provided by support staff

Tier 4: Specially Designed Instruction provided through an IEP under Special Education

SPECIAL EDUCATION SERVICES

Specialized programs are available for students with exceptionalities or disabilities who have an Individualized Education Plan (IEP). Please contact the school Support and Services Administrator (SSA) with any questions.

GIFTED PROGRAM (TARGET)

The gifted program (Target) begins in 1st Grade. 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. An informational meeting will be held in the Fall to discuss the criteria for this program.

ACCELERATED CONTENT (AC)

AC classes will be available in 4th and 5th grade. These students are grouped on the basis of academic performance/achievement in a specific content area.

Classes include gifted and highly-able students who have demonstrated exceptional ability and motivation in a particular content area as determined by criteria.



Support Services

SCHOOL COUNSELORS

The counselors at Nickajack provide classroom lessons, facilitate small groups, work with individual students and meet with parents and teachers as needed. Please 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.



To be used with The Zones of Regulation™ curriculum
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The ZONES of Regulation™

BLUE ZONE Sad Sick Tired Bored Moving Slowly	GREEN ZONE Happy Calm Feeling Okay Focused Relaxed	YELLOW ZONE Frustrated Worried Silly/Wiggly Excited Loss of Some Control	RED ZONE Mad/Angry Terrified Elated/Ecstatic Devastated Out of Control

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ZONES OF REGULATION

Zones check-in areas are helping students identify and regulate their emotions throughout the day. Our Zones of Regulation program work is helping the children learn that all feelings are okay while giving them practical ideas on how to emotionally regulate when needed.

POSITIVE BEHAVIOR INTERVENTION SUPPORT (PBIS)

Emphasizing B3 expectations helps cultivate balanced, responsible individuals. We encourage our students to be the BEST Braves they can be.



EXPECTATIONS MATRIX



	ARRIVAL/ DISMISSAL	HALLWAY	BATHROOM	CAFETERIA	PLAYGROUND	BUS
BE RESPECTFUL	 ENTER AND EXIT QUIETLY	 KEEP HANDS AND FEET TO YOURSELF	 • KEEP HANDS AND FEET TO YOURSELF • RESPECT OTHERS' PRIVACY	 • KEEP MY AREA CLEAN • STAY IN MY SEAT	 KEEP HANDS AND FEET TO YOURSELF	 KEEP HANDS AND FEET TO YOURSELF
BE RESPONSIBLE	 GO TO MY LOCATION	 FACE FORWARD ON THE 3RD TILE	 • GO • FLUSH • WASH YOUR HANDS	 • GET EVERYTHING I NEED • EAT MY OWN FOOD	 USE PLAYGROUND EQUIPMENT PROPERLY	 REMAIN IN YOUR SEAT AND LISTEN TO DIRECTIONS
BE A ROLE MODEL	 ALWAYS WALK ON THE THIRD TILE	 WALK QUIETLY	 • KEEP IT CLEAN	 • USE MY INSIDE VOICE WITH THE FRIENDS NEAR ME	 PLAY NICE, PLAY FAIR	 SPEAK AT A LOW VOLUME WITH YOUR SEATMATE

VOLUNTEERS

There are many different ways to volunteer. Please reach out to our PTA and/or School Foundation for these different opportunities. Volunteers should only be on campus for school business for PTA, School Foundation or Principal Advisory Council and should not disrupt the instructional day while on campus. Please make alternative care arrangements for younger children to ensure the safety of all children, as well as the integrity of the instructional program.

Parent volunteers are essential to our school's success. Participation as a volunteer does not provide special privileges such as a class placement, open visits to classrooms, or student exemption from disciplinary action per Cobb County Code of Conduct. The school will continue to operate in a manner that protects the integrity of our school program.

*All Volunteers must be checked out by 1:30pm, so we can focus on dismissal.

PARENT/COMMUNITY ORGANIZATIONS

Nickajack has an active PTA and School Foundation. For more information on how you can be involved at Nickajack, please review the information below.

PARENT-TEACHER ASSOCIATION (PTA)

Nickajack Elementary School's Parent Teacher Association (PTA) connects with our engaged community every day and advocates for all children. We support our teachers through classroom and grade-level supply reimbursement, produce a weekly e-newsletter, provide one free spirit wear t-shirt and a book from the Book

Vending Machine to every student each year, host several signature events and after school clubs, and foster a positive parent/guardian relationship through our SHeroes and HEroes groups. We also coordinate school-wide volunteer opportunities. Your involvement makes a meaningful impact on your child's education. Sign up at nickajackpta.com and be part of shaping a brighter future for our school!



EVERY CHILD. ONE VOICE.

NES FOUNDATION

The Nickajack Elementary Foundation is a parent and staff-led non-profit established to enhance educational opportunities at Nickajack Elementary. Each year, through our Back the Jack fundraising campaign, we raise money to support curriculum enrichment, teacher grants, technology, and student programs that go beyond the school's standard budget. In recent years, the Foundation has funded initiatives like WriteScore, Generation Genius, Typing Club, and Imagine Learning, as well as school-wide STEAM events and the installation of the NASA Trailer. Contributions also support classroom materials, professional development, technology upgrades, building enhancements, and special projects across all grade levels. All donations directly impact the educational experience for all Nickajack students!

Foundation – www.nesfoundation.com

