

Jackson Memorial Elementary School

4424 Fort Chiswell Rd. Austinville,

Virginia 24312

Phone 276-699-0160

Fax 276-699-9650

August 2016

Dear Parents and Students:

The faculty and staff at Jackson Memorial Elementary School would like to welcome you to the 2015-2016 school year! What an exciting and dynamic year this is going to be for us!

Elementary school is the foundation for creating memorable educational experiences. We are pleased to have the opportunity to work with you this year in creating a learning environment that will produce lifelong learners. Our success cannot go unaided; we need your assistance and support in making sure that our children achieve physically, emotionally, educationally, and sociably to the best of their ability. Our school exists for the total education and welfare of all children.

One of our goals is to see that parents and guardians of students – like the students themselves – feel at home at Jackson. We encourage parents to be a part of their child's educational journey through volunteering throughout our school.

Communication between home, school, and community is of the utmost importance. Positive parent / teacher relationships is an integral part of our foundation for ensuring our children's accomplishments.

Again, we are excited about you being part of our educational journey this year and for many years to come. We hope to provide the experiences that your child needs in order to succeed in the following years.

Tammy J. Watson
Principal

Jackson Memorial Elementary School

In a rural corner of Wythe County, Virginia, stands Jackson Memorial Elementary School, home to a faculty of 21 professional, dedicated teachers, approximately 240 multi-talented Preschool through grade PK - 5 students, and 12 other committed staff and support personnel.

Emphasis is placed on providing quality education to all students. To this end, there is a strong commitment to creating a child-centered environment that is conducive to teaching and learning. The school's curriculum meets the requirements of the Standards of Learning (SOL) for Public School in Virginia. The Virginia General Assembly requires schools to teach a Family Life Education program. This program of instruction in grades PK-5 is provided by classroom teachers and focuses on positive self-esteem and family community relationships.

Endeavoring to become a "Quality School," the faculty, students and staff share the belief: Jackson Elementary is to do our best provide a quality education for all students in a responsible, safe, and caring environment – promoting life- long learners.

Education is about discovering the special skills and talents of children and guiding their learning according to high standards. Jackson teachers hope to achieve success through application of the principles of choice theory and a better understanding of their students basic needs: a way in their lives to be more loving, worthy, playful, and free.

QUALITY is a vision for the students of Jackson Memorial Elementary School. Our goal as educators is to have students who choose to keep "school" in their quality worlds, who are internally motivated, who self-evaluate, and who choose to do quality schoolwork. We realize that the main motivator for hard work and the only motivator for quality is when students experience the joy of learning.

Administration

Tammy J. Watson, Principal
Phyllis Cribb,
Secretary/Bookkeeper

Address

4424 Fort Chiswell Road
Austinville, VA 24312
Phone: (276) 699-0160
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Standards of Learning (SOL)

Virginia has significantly raised academic standards in our public schools. The Standards of Learning are the skill-based expectations of our curriculum. Students are evaluated on these skills at grades 3, 4, and 5 at the elementary level.

Philosophy

The faculty and administration of Jackson Memorial Elementary School share a personal and professional commitment to, and respect for, the dignity of the individual student.

We believe that individual differences among students should be recognized and individual needs should be met if the student is to develop to his/her fullest potential.

We believe that all students have talents and abilities unique unto themselves. The school endeavors to teach the student to live within and appreciate our society. The students are encouraged to contribute to the improvement of our society according to his/her talents and aptitudes.

We believe our responsibility is to see that the student develops his/her skills and abilities so that the student will be able to make decisions and plans for the future.

We believe in the shared responsibility of the school, parent, and community in guiding the education of our students.

Staff Members

On a daily basis, staff members provide instructional services to the 240 students attending Jackson Memorial Elementary School. Among this instructional staff are teachers and paraprofessionals assigned to serve students with special learning needs. The school also employs one secretary/bookkeeper, two custodians, four cafeteria workers and four bus drivers.

Admission to School

Students entering the first year of school must have reached the age of 5 by September 30 and register as early as possible before they begin school. A state birth certificate and a state health certificate are required for attendance. The required physical examination and immunizations must be recorded on the Commonwealth of Virginia Certificate (Form MCH 213c) and certified by a physician. Parents must complete the School health Information Form CHPE-h-12/83).

All students must have emergency phone numbers on file in the school office.

All students need to have a social security number and a current home address on file in the school office.

Arrival and Dismissal

Length of School Day

1. Students are expected to be in their classroom prior to 8:15 a.m. Please try to get your child here on time as morning. Instructional time is very important to your child's success.
2. Any student who arrives after 8:15 a.m. is considered tardy and should report to the office. A tardy form will be issued at that time.
3. Dismissal time for students will begin for car riders at 3:15 and buses at 3:25 p.m.

FOR THE SAFETY OF ALL CHILDREN:

Students Riding the Bus

Public school transportation is a privilege and not required by law. Students must ride the bus to which they are assigned. If, on occasion, the student needs to ride a different bus, the parent must send permission to the teacher in writing. The principal or designee will sign such requests. This signed permission must be presented to the bus driver by the student.

Strict adherence to safe conduct rules for bus behavior is necessary. The privilege of riding a school bus will be taken away if a student misbehaves or endangers the lives of others. Students who violate these rules will be subject to the loss of the privilege of riding the bus. In such cases, parents will be responsible for transporting students to and from school.

Students Being Transported by Parents

Teachers are not responsible for students in their classrooms prior to 8:15 a.m. Please do not bring your child to school prior to 7:45 a.m.

Prior to 8:15

All students who report to school prior to 8:15 a.m. must report (or be taken) to the gymnasium. Children should unload in the parking lot and come down the sidewalk to enter the building. Parents should accompany younger children to the door. These students should enter the building through the GYM ENTRANCE.

Breakfast begins at 7:45 a.m. in the cafeteria. Students will line up in the gym at 7:45 a.m. and be escorted by a teacher from the gymnasium to the cafeteria for breakfast. Students arriving after 8:00 a.m., and are eating breakfast, are to report to the cafeteria.

ONLY SCHOOL BUSES UNLOAD AND LOAD IN THE BUS CIRCLE FROM

7:00 a.m. – 8:20 a.m.

and

from 2:50 p.m. – 3:30 p.m.

After 8:15 a.m.

After 8:15 a.m. they should report to the office for a tardy pass. These procedures must be followed for the children's safety.

Picking Students Up

Students who are car riders will not be dismissed prior to 3:15 p.m.

Those riding cars will be dismissed to the cafeteria for release. Children who ride the bus will load in the bus circle.

Emergencies

In the event that a child requires medical attention during the school day, parents will be contacted. For this reason both home and work (or emergency) phone numbers must be on file in the school office.

Medications

No school personnel will administer internal medication (including aspirin) without written medical permission. All medicine must be in the original container and delivered to the office personnel or teacher. All students who take internal medicine while at school shall have written permission stating the type, dosage, frequency and duration of treatment.

Medication packaged by a pharmacist will meet the above requirement. Other medication must be clearly identified with child's name, type of medication, how frequently and what times the medication is to be taken.

Physical Education

On inclement days physical education classes will be held indoors. For reasons of safety, parents should send children to school with footwear appropriate for indoor activity.

Any child who must be excused from physical activity on a regular basis must obtain a written statement from a doctor stating the type of activity to be avoided and the length of time the child is to be excused. These excuses must be presented to the principal. If students are to be excused from physical education activity temporarily for minor illnesses, a written excuse from the parent must be presented to the physical education teachers.

Visiting School

Visitors are welcome at Jackson Elementary. All visitors must **CHECK IN** at the school office upon arrival and will be issued a visitor's pass. No one is admitted without prior approval. Safety of our students is important to everyone.

Delayed Opening and Emergency Closing

Morning announcements concerning delayed openings and school closing will be announced on the local radio station by 6:00 a.m.

When school is closed or dismissed early due to weather conditions, the local radio station will carry the information. Channels 10 and 7 will give the information on TV.

Honeywell Instant Alert system will also notify parents of delays and closings.

Be sure your child knows where to go in the event of an emergency closing.

Communication

Open communication between home and school is encouraged. It is hoped that parents will feel free to bring concerns to the school staff when necessary. In the interest of your child, good communication between parents and teachers is essential. Parents are encouraged to confer frequently with teachers. Conferences should be scheduled after school hours. If you need to telephone your child's teacher, please do so before 8:15 a.m. and after 3:15 p.m. Teachers cannot be called from the classroom to take a call. Upon request, the teacher will return your call at the earliest opportunity. Written communication sent by the child will receive prompt attention.

The school newsletter is distributed on a regular basis, keeping you informed of school news, menus, and scheduled events. Jackson's school website is also a good source of information and is located at <http://jackson.wythe.k12.va.us/>.

Report Cards

The school year is divided into nine reporting periods. Each teacher keeps an accurate and well-documented grade book online. Grades are based upon a student's acquisition of knowledge and skill and the quality of participation in instructional activities. Grades and attendance can be accessed through Wythe County School's Parent Portal. For more information, please see the office staff at Jackson Elementary.

Homework

Homework is a means of strengthening skills and understanding gained in the classroom. Homework provides meaningful practice to improve academic skills. Homework is encouraged in grades 2 through 5. Parent-child practice and enrichment activities will be sent home throughout the school year for all grade levels.

Attendance

Your child's attendance at school is very important. Attendance patterns are formed during the first years of school. If children are kept home for the "slightest reason" they start believing that school is unimportant. Eventually a pattern of absenteeism is formed. For this reason it is important that your child be absent only when it is absolutely necessary.

Absenteeism

Wythe County Public Schools works in conjunction with Wythe County Juvenile and Domestic Relations Court to enforce the Code of VA Section 22.1-254 which states that... every parent/guardian shall during the period of each year public schools are in session, and for the same number of days and hours per day as the public schools, send such child to a public school... The code includes tardies, checkouts, and absences. If a student is absent five days (cumulative) and or is tardy or checks out five times and the principal/attendance officer does not agree that the absences are justified, he/she will discuss the matter with the parent/guardian.

It is the responsibility of the parent/guardian to contact the school daily when their child is absent.

Please phone the school before 9:00 am. to assist in this process.

Upon returning to school a pupil shall bring a signed note to the teacher from the parent or doctor giving the date(s) of and reason for the absence.

If a child is ill and must be out of school for two or more days, the parent should contact the office and make arrangements with the teacher so that work can be made up.

Tardiness

Students are considered tardy when they arrive after 8:15 a.m. Tardy students are expected to report directly to the office with a signed note explaining the tardiness. An admission pass to the classroom will then be issued to the students from the office. Excessive tardies violate the code of VA 22.1-254.

Early Check-Outs

No students will be allowed to leave the school during the day without written notice from the parent. You are asked to schedule doctor and dentist appointments outside school hours whenever possible. Children are not to leave to have their haircut or to go shopping.

Should a child need to leave school for medical reasons, it will be necessary for the parent (or an authorized adult with written permission signed by the parent) to report to the office and "sign out" the child. No child will be permitted to wait outside the building to be picked up by the parent.

Unless certified legal documentation (provided by the parent) is filed in the school office indicating that only one parent has legal custody of a child, school officials cannot refuse a child to either parent.

The end of the day is a very important time in the school day. Teachers use this time to "wrap up" the day, to review work and pass out papers that need to go home to parents. They give instructions regarding upcoming events. Children who are consistently checked out early miss this vital time. Please do not check out your child unless it is an absolute necessity! Please do not check out your child after 3:00 p.m., but rather wait to pick them up at 3:15 when they are dismissed. This is extremely important! Excessive checkouts violate Code of VA 22.1-254.

Health and Safety

Emergencies

In the event that a student requires medical attention during the school day, every effort will be made to contact the parents immediately. It is imperative that home, work, and emergency phone numbers be on file in the school office and kept updated.

Discipline

One of the most important lessons education should teach is discipline. It is the shared responsibility of the home and school to accomplish this goal. It is the training that develops self-control, character, orderliness, and efficiency. Discipline is the key to good conduct and proper consideration for other people. Good discipline is maintained by recognizing and praising good behavior and taking corrective action when necessary.

We hope that each student will learn to practice self-discipline and show respect for themselves, others, and their environment. In order to provide an appropriate learning environment, students must show respect and follow classroom and school rules.

Each family should read the Conduct and Attendance Code of Wythe County Public Schools. Additionally, students are expected to follow Jackson Elementary's guidelines for showing respect.

Students Must Show Respect....

- A. For Themselves By:
 - 1. Making their best effort in all they do
 - 2. Completing class work and homework

- B. For Others By:
 - 1. Sitting and working quietly when appropriate
 - 2. Keeping their hands and feet to themselves
 - 3. Listening and following directions
 - 4. Interacting in a positive, cooperative, and polite manner

- C. For their Environment By:
 - 1. Keeping a neat, clean desk
 - 2. Caring for and safely using all materials and equipment (school or private property)

DISRESPECT WILL BE HANDLED BETWEEN THE STUDENT AND THE CLASSROOM TEACHER WITH ASSISTANCE FROM ADMINISTRATORS WHEN DEEMED NECESSARY. PARENTS/GUARDIANS WILL BE INFORMED OF REPEATED ACTS OF DISRESPECT WITH THE GIVEN CONSEQUENCES FOR THAT ACTION.

Student Dress

Students at Jackson Elementary will follow the Wythe County student dress code and will be expected to dress and maintain an appearance that shall not be such that it causes disruption or distracts others from the educational process or creates a health or safety problem.

Textbooks

Free textbooks are available for all students. In the event of lost or badly damaged books, parents are required to replace the book at the fair market value.

Telephone

Except in the cases of emergency, telephones are for office use only. Students will be notified when the school receives telephone messages.

Money

If a young child is given money to take to school, parents are requested to place it in an envelope, write the child's name on it, and state specifically the purpose for which the money is sent. Children should not bring unnecessary money to school.

Field Trips

Field trips are provided as an extension of the educational program and the rules governing student conduct are applicable for school-sponsored trips. A parent or guardian must submit a permission slip before a student is eligible to participate in school related field trips.

Fire Drills

Fire drills are required by law and will be held during the school year in accordance with State Law 2.1- 137 which states: In every public school there shall be a fire drill at least once every week during the first month of each school session, and more often if necessary, in order that pupils may be thoroughly practiced in such drills. During the remainder of the school session, fire drills will be held at least monthly.

Practice Lockdowns

At least three lockdowns will be practiced each year to ensure the utmost safety and security of your child in the facility. A short note will be sent home with your child after a lockdown is practiced.

Personal Property

Students are discouraged from bringing articles of value to school unless requested by the teacher as a part of the classroom lesson or project. Any item brought to school should have a mark of identification in case it is lost or found, so it can readily be returned to its owner. **ALL jackets, backpacks, gloves, and caps should be marked for identification.** Show and tell items are to only be out when instructed by the teacher.

School Pictures

School pictures are taken in the school as a service to parents. Pictures will be taken in the fall and again in the spring. Profits from the sale of pictures go toward the purchase of instructional materials. No purchase is required at any time by the parent.

Birthday Celebrations

Birthdays are important events in the lives of elementary age children. The school endeavors to recognize student's birthdays in a number of ways. A "birthday notice" is placed in the cafeteria at the beginning of each month and a birthday treat is provided for each student. Additionally, parents may consult with the classroom teacher regarding a "birthday/celebration treat" to be shared with the students' classmates on their birthday or at the end of the month.

TEACHERS AND STAFF

2015 - 2016

GRADE	TEACHER	GRADE	TEACHER
PK	DR. WOLFORD	SPECIAL EDUCATION	MRS. WHEELER
K	MRS. WALLER MRS. EVANS	TITLE I	MRS. PHILLIPS MRS. GRUBB
1	MS. SUMMERS MRS. GOINES	SPEECH/LANGUAGE	MRS. HURST
2	MRS. BALL MRS. HASH	P.E.	MRS. JONES
3	MRS. TOMLINSON MRS. TUCK	MUSIC	MRS. SHELTON
4	MRS. CROCKETT MRS. GOWAN	LIBRARIAN TECHNOLOGY	MRS. WARD
5	MS. WRIGHT MS. RYAN	ITRT	MR. ODUM
CUSTODIANS	PENNY ADAMS JAMES UMBERGER	GUIDANCE	MS. STEVENS
CAFETERIA	MRS. BLANKENSHIP MRS. DALTON MRS. KERN MRS. SHEETS	NURSE	MRS. STUART
		ART	MRS. PHIPPS
		PARAPROFESSIONALS	MRS. PORTER MRS. CAUDLE
			MRS. DEAN MRS. GOINES
		BUS DRIVERS	MR. JONES MR. EVERSOLE MR. BOONE

Wythe County School Board
Dr. Jeff Perry, Superintendent
Wythe County Schools

1570 West Reservoir Street
Wytheville, VA 24382

Mr. Walter White

Mr. Steve Sage

Mr. David Martin

Mr. Chalmer Frye

Mr. Deborah Crigger

Mrs. Pat Hines

Mr. Bill Kidd

STATEMENT OF NON-DISCRIMINATION

JACKSON ELEMENTARY SCHOOL DOES NOT DISCRIMINATE AGAINST INDIVIDUALS DUE TO SEX, RACE, COLOR, RELIGION, AGE, HANDICAPPING CONDITION, OR NATIONAL ORIGIN. THIS POLICY APPLIES TO EDUCATIONAL PROGRAMS, AS WELL AS EMPLOYMENT PRACTICES.

2015-2016
Jackson PTO Monthly Schedule

October 12	February 15
November 9	March 14
December 14	April 11

Time for PTA meetings is 6:30 p.m.