

Oakdale School



Student/Parent Handbook 2016-17

225 Clifty Creek Rd
Oakdale, TN
423-369-3885
<http://goo.gl/Qk2bCh>

Dear Parents/Guardians and Students,

We are excited about the new opportunities that await us this year. We continue our goal improve our ability to meet the needs of all students by effectively communicating with parents and community stakeholders. Although we have made gains in our students' academic performance this year, we are not satisfied if any of our students do not meet high standards. Over the course of the year, you will be invited to work with us as we monitor our progress in these areas. We are looking forward to building a strong parent-teacher-student-association that will allow our team to review progress and gain parent input.

***Parent Conferences** – It is imperative that parents keep in close contact with their child's teachers concerning his/her progress. Please schedule conferences in advance through the counselor or directly with the teacher for a time that is convenient for all, i.e., before or after school, during teacher planning periods, etc. Our phone number is: 423-369-3885. The district scheduled dates for Parent Teacher Conferences are September 8th and February 9th from 3:30pm – 6:30pm.

***Vice Principal and School Counselor** – As we build relationships and partnerships, please review the listing of administrators and professional school counselor.

Misty Nelson – Vice Principal
Regina Webb – School Counselor

We will show our students how much we care for them by expecting all of them to succeed and excel. School begins at 8:15a.m., and ends at 3:15p.m for (K-5) and 8:30am-3:30pm for (6-12).

Thank you,
Heath Snow

OAKDALE SCHOOL

At Oakdale School we deliberately practice excellence, empowering students to obtain goals, utilizing resources that will enable them to become lifelong learners. The collaboration of parents, faculty, staff and community provides a caring, academically challenging, and technologically-advanced environment, balanced by discipline and fairness for the cultivation of diverse talents, skills, and interests for life. It is our vision to achieve excellence through the provision of a rigorous and challenging academic program that nurtures and expands the skills, talents, and interests of our students.

PHILOSOPHY

We believe that to achieve excellence, the Oakdale School community must prepare our students to become responsible and contributing members of a changing, challenging, and global society by deliberately practicing excellence.

OUR GOAL'S

Outstanding Achievement for All Students.

In order to establish an environment conducive to learning for each student, the Morgan County Board of Education establishes the following goals:

1. To assure all students the same educational opportunities regardless of race, color, creed, religion, ethnic origin, sex or disabilities.
2. To protect and observe the legal rights of students;
3. To enhance the self-image of each student by helping him/her feel respected and worthy through a learning environment which provides positive encouragement from frequent success;
4. To provide an environment of reality in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens;
5. To deal with students in matters of discipline in a fair and constructive manner;
6. To provide for the safety, health and welfare of students; and
7. To promote faithful attendance and good work.

MISSION

The mission of Oakdale School is to create an environment that challenges students to be responsible, accountable, and productive citizens.

To achieve this mission in the best interest of all students, we will deliberately practice the ***Habits of Excellence: Commitment, Collaboration, and Coherency***

Morgan County Schools 2016-2017 School Calendar

July 29In-service—countywide (8:30 a.m. to 3:00 p.m.)
August 1In-service—TBA (8:30 a.m. to 3:00 p.m.)
August 2In-service—TBA (8:30 a.m. to 3:00 p.m.)
August 3Administrative day (8:30 a.m. to 3:00 p.m.)
August 4First day of school—students dismiss at 11 a.m.
(8:00 a.m. to 3:30 p.m. for staff)
August 5Administrative day (8:30 a.m. to 3:00 p.m.)
August 8Second day of school
September 5Labor Day holiday
September 6Progress Reports September 8Parent-
Teacher Conference (3:30 p.m. to 6:30 p.m.)
September 9In-Service (8:30 a.m. to 3:00 p.m.)
October 10-14Fall Break
October 20Report Cards
November 11Veterans Day holiday
November 18Progress Reports
November 23-25Thanksgiving holiday
December 16End of 1st Semester—students and support staff
dismiss at 11 a.m.; teachers dismiss at 12:30 p.m.
Dec. 19-Jan. 1Christmas Break January 2
.....Administrative day (8:30 a.m. to 3:00 p.m.)
January 3Students Return
January 5Report Cards
January 16MLK holiday
February 7Progress Reports
February 9Parent-Teacher Conference (3:30 p.m. to 6:30
p.m.)
February 20Presidents' Day holiday
March 10In-Service (8:30 a.m. to 3:00 p.m.) CONT.....

March 17Report Cards
April 10-13Spring Break April 14Good Friday holiday
April 20.....Progress Reports
May 25Administrative day (8:30 a.m. to 3:00 p.m.)
May 26Last day of School—students and staff dismiss at 11 a.m.

Registration

Any student entering school for the first time must present:

1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;
2. Evidence of state-required immunization.
3. Social Security card
4. Proof of residence in our district
5. Proof of custody or guardianship
6. Photo id of parent/guardian
7. Withdrawal from previous school if applicable

Change of Address

When families move during the course of a school year, it is critical that they notify the school office of this change so the school can maintain necessary and appropriate contact with the family. If you move during the course of the year, please submit all pertinent information to the school office prior to the move. Parents/guardians may be asked for residency verification at any point during the school year.

Student Illness and Medications

If under exceptional circumstances a child is required to take, prescription or non-prescription, medication during school hour's students must have a medicine form turned into the school nurse. Please make sure the school nurse is also made aware of any allergies

Campus Visitors

Oakdale School welcomes parents/guardians to visit our school. For safety, all visitors, including parents and guardians, are required to report to the office upon arrival and departure. A “Visitor” badge will be given to each guest, which is to be worn at all times within the building.

Early Dismissal Procedures

- Parents/guardians must come to the main office and request that their child be released early.
- In order to ensure student safety, parents/guardians must provide identification for the student to be released.
- Students cannot be dismissed from school when younger siblings are dismissed unless need for specific circumstances such as appointments

Attendance

Absences may be classified as either excused or unexcused as determined by the principal/designee. Excused absences shall include:

Personal illness; Illness of immediate family member; Death in the family; Extreme weather conditions; Religious observances; College visits; Pregnancy. School sponsored or school endorsed activities. Summons, subpoena, or court order; or Circumstances which in the judgment of the principal create emergencies over which the student has no control.

The principal shall be responsible for ensuring that:

Attendance is checked and reported daily for each class. All student absences are verified. Written excuses are submitted for absences and tardiness

Three (3) days with a parent note per semester. All excuses MUST be turned in within five (5) school days; any extension must be approved by the principal/designee.

System-wide procedures for accounting and reporting are followed.

TRUANCY

Truancy is defined as an absence for an entire school day, a major portion of the school day or the major portion of any class, study hall or activity during the school day for which the student is scheduled. Students who are absent five (5) days without adequate excuse shall be reported to the director of schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's absence. The director of schools/designee shall also comply with state law regarding the reporting of truant students to the proper authorities.

Tardies

Any student entering school after start time must sign in the office before reporting to class. Students will be issued a tardy pass to class from the office.

Each grade level band will determine consequences for unexcused tardies

Student Conduct

The Board expects all school staff, students and parents to assume the responsibility for appropriate behaviors in the school.

Each student has the right to:

1. Have the opportunity for a free education in the most appropriate learning environment;
2. Be secure in his/her person, papers and effects against unreasonable searches and seizure;
3. Expect that the school will be a safe place;
4. Have an appropriate environment conducive to learning;

5. Not be discriminated against on the basis of sex, race, color, creed, religion, national origin or disabilities; and
6. Be fully informed of school rules and regulations.

Each student has the responsibility to:

1. Know and adhere to reasonable rules and regulations established by the Board;
2. Respect the human dignity and worth of every other individual;
3. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression;
4. Study and maintain the best possible level of academic achievement;
5. Be punctual and present in the regular school program;
6. Dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty and safety;
7. Maintain and/or improve the school environment, preserve school and private property, and exercise care while using school facilities;
8. Refrain from behavior which would lead to physical or emotional harm or disrupts the educational process;
9. Respect the authority of school administrators, teachers and other authorized personnel in maintaining discipline in the school and at school-sponsored activities;
10. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other unauthorized substances or materials; and
11. Possess on school grounds only those materials which are acceptable under the law and accept the consequences for articles stored in one's locker.

Cell Phones and Electronic Devices

Students' grade 6-12 may possess personal communication devices and personal electronic devices so long as such devices are turned off and stored in backpacks, purses or personal carry-alls. Such devices include, but are not limited to, wearable technology such as eye glasses, rings, or watches that have the capability to record, live stream, or interact with wireless technology; cell phones; laptops; tablets; earbuds, Bluetooth devices and mp3 players. However, a teacher may grant permission for the use of these devices to assist with instruction in his/her classroom, and teachers are encouraged to integrate the devices into their course work. The principal or his/her designee may also grant a student permission to use such a device at his/her discretion. Unauthorized use or improper storage of a device will result in confiscation until such time as it may be released to the student's parents or guardian. A student in violation of this policy is subject to disciplinary action.

School cell phone policy:

Elementary –students are not to have electronic devices

Middle School – phones are to be stored in lockers, backpacks, etc. and are not to be used

High School- phones **cannot be used from** 8:30am-10:00am, 10:05 am -11:50am, 12:25pm-1:50pm and 2:00pm- 3:30pm

Dress Code

In keeping with the educational purpose of this school, students are expected to dress and groom themselves with a sense of responsibility. Each student is expected to keep his person and clothing clean and neat. It is expected that each student, while exercising his right to dress and groom himself in an individual way, will also show through his appearance a high degree of respect for the standards of decency, cleanliness, and style generally accepted by the school and community. **The following rules will apply to student dress:**

1. All shorts, skirts, and dresses should be worn at an appropriate length for a school setting. All items must be within three (3) inches of the tip of the knee cap.
2. Tops must cover the shoulder: this includes but not limited to halter tops, muscle shirts or cutout T- shirts, spaghetti-strap dresses or blouses. All other tops must be able to be tucked into the lower apparel (pants, skirts, etc.).
3. Hats, bandannas, caps, sun-visors or sunglasses are not to be worn in the school building.
4. Any clothing article which advertises alcohol, drugs, tobacco, or clothing with offensive pictures or obscene and/or suggestive language **MAY NOT BE WORN.**
5. The exposure of undergarments is offensive and distracting in a school environment. Therefore, “sagging” will not be permitted. To prevent such occurrences, pants must be belted at the natural waistline. Clothing must not have holes, rips, tears or cuts three (3) 18 inches above the knee cap.
6. Large, oversized coats that fall below the waistline must be kept in the locker. They are not to be worn in the building.
7. Due to safety concerns and noise disturbance in classes, chains and dangling jewelry will not be permitted on school property.
8. Wearing of pierced materials on any part(s) of the body (other than ears) is prohibited. The wearing of Band-Aids to hide piercing will not be permitted.
9. The following items are not to be worn at school: Clothing that exposes the abdomen, buttocks, cleavage, naval area/or waist.
10. Sleepwear or clothing that resembles sleepwear such as lounging pants or other lounging items (included but not limited to house shoes or blankets) is not permitted.
11. If a student in grades 6-12 wears leggings, jeggings, compression shorts, yoga pants or similar items a shirt or top shall be worn so that its length shall be well below their buttocks so their behind shall be appropriately covered. School administration can deem articles of clothing as appropriate/inappropriate when necessary

Schools may develop special dress days for special occasions at the discretion of the principal.

Tobacco Free

All uses of tobacco and tobacco products, including smokeless tobacco, electronic cigarettes and associated paraphernalia are prohibited in all of the school district's buildings and in all vehicles that are owned, leased or operated by the district. Smoking shall be prohibited in any public seating areas including, but not limited to, bleachers used for sporting events or public restrooms

District employees and students enrolled in the district's schools will not be permitted to use tobacco or tobacco products, including smokeless tobacco, electronic cigarettes and associated paraphernalia while they are participants in any class or activity in which they represent the school district. Any student who possesses tobacco products shall be issued a citation by the school principal/resource officer. The director of schools, in cooperation with the juvenile court and the local (police/sheriff's department), is responsible for developing procedures for issuance of the citations which shall include the form and content of citations and methods of handling completed citations. Parents and students shall be notified of this citation requirement at the beginning of each school year.

Lockers

Lockers are provided as a service and students are responsible for all articles in lockers. The school WILL NOT be responsible for any lost or stolen articles. Students may use a lock on their locker. Students may bring a spare key to office if they put a lock on their locker. School administrators reserve the right to remove any lock at any time.

Lost and Found Items

Items that are lost or found can be turned in or looked for at the office or lost and found bin outside the gym. Students are reminded to check the lost and found for any missing items. Students should report all lost items to the office immediately.

Cafeteria

You are expected to follow cafeteria rules as established by administration and cafeteria monitor:

1. Do not sit on tables
2. Put all trays, trash and food in proper places when finished eating
3. Do not break line

High school students are to report to cafeteria or gym during lunch. Students are not allowed in high school hall or to teacher's room without note from teacher. Oakdale School has a closed campus lunch policy and students may not leave campus during lunch

Field Trips

During the school year, teachers may schedule educational or service/ministry-based field trips. Trips will be announced in writing in advance by the teacher or school office. A permission slip must be signed and returned to the school in order for the student to attend the field trip. The permission form will provide details of the trip (destination, times, transportation, and cost) and a way for the parent to sign up to chaperone.

Grading

Oakdale School will evaluate each student's academic progress each nine weeks and the end of each semester. Progress reports are also sent home during the midpoint of each nine week period

Grading policy:

93-100 A
85-93 B
75-84 C
70-74 D
Below 70 F