



CONKWRIGHT ELEMENTARY
Every Child, Every Day

**PARENT/CAREGIVER
HANDBOOK
2020-2021**



CONKWRIGHT ELEMENTARY
Every Child, Every Day

360 Mt. Sterling Rd. Winchester, Ky. 40391

Office: (859)745-8900 Fax: (859)745-3908

School Website: <https://sites.google.com/clark.kyschools.us/conkwright-elementary>

***Please check the school website regularly for current information about our school.**

You can also find us on Facebook at: www.facebook.com/conkwrightelementary

Principal

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Assistant Principal

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School Counselor

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Secretary

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Attendance Clerk

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Family Resource Coordinator:

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Cafeteria Manager:

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COLTS EXPECTATIONS

Care for Others

Offer Your Best Effort

Live Respectfully

Take Responsibility

Stay Safe

Our Vision

Every Child, Every Day

Our Mission

Conkwright Elementary School seeks to create a safe and caring learning environment where all can achieve success.

Our Beliefs

We believe...

Students' learning needs should be the primary focus of all decisions impacting the work of the school. The responsibility for educating a child is a partnership involving the family, school and community. Each child is unique and differs from other individuals in their capabilities, interests, needs and rate of physical, intellectual, emotional and social growth; therefore, diversity is accepted, appreciated, and encouraged. School should be a safe environment where all children can be successful learners, performing according to their abilities and where the needs of all children are accommodated. Our goal is to move students from consumers to creators by focusing on more social-emotional learning, more student-choice, and more project based learning.

School Colors

Royal blue, black & white

School Mascot

Colts

School Start/End Times

7:50am-2:50pm

Table of Contents

Section I.....	Morning Arrival	page 5
Section II.....	Dismissal Procedures	page 6
Section III.....	Success for All!	page 8
Section IV.....	Assessments	page 10
Section V.....	School-Wide Behavior Plan	page 11
Section VI.....	Dress Code	page 14
Section VII.....	Parent/Caregiver Involvement	page 15
Section VIII.....	Family Resource Center	page 17
Section IX.....	Cafeteria/Nutrition and Wellness	page 19
Section X.....	Technology Policy	page 19
Section XI.....	Other Important Information	page 20

**Note: Due to continuously changing COVID-19 restrictions and requirements, some information found in this handbook may be altered throughout the school year.*

***All Centers for Disease Control and the Kentucky Department of Health guidelines will be followed, including sanitizing/disinfecting, social distancing, temperature checks, and self assessment questions. At all times, the wearing of masks is required of students and staff. Students refusing to wear masks will be placed on Full-Time Distance Learning.*

Section I – Morning Arrival

7:15 AM: Car lane monitored by staff; students enter the building and go to their classrooms.

7:30 AM: Breakfast on a cart, travels to all classrooms, students eat in their classroom.

7:50 AM: Breakfast over/tardy bell rings/instructional day begins

- ❖ Each morning students may enter the building at 7:15 AM. (For student safety, students should NOT be released from vehicles before staff are on duty at the car lane in front of our building.)
- ❖ At 7:55, morning announcements will begin.

Absences and Tardies

Students can't learn if they are not at school. Getting students to school is a parent/guardian responsibility. The tardy bell rings at 7:50 AM. Students who enter school after this bell are considered tardy and an adult must come in with the student to sign them in.

If your child is absent or late, you must send a **written note** to school. If your child has a doctor or dentist appointment, the doctor must send a signed statement verifying the appointment. This will be considered an **excused** absence or tardy and does not count against you. State regulations govern student attendance and truancy is addressed as dictated by these.

Unexcused absences and tardies affect your child's opportunity to earn attendance awards. If your child has **three or more unexcused absences**, you will get a letter from the Superintendent's office saying that your child is **truant**. This goes in your child's school file.

Healthy at School

- Temperatures will be detected using the thermal imaging cameras as monitored by staff. If a student's temperature is over 100.4, the student will go to the monitored (stable) isolation room and the parent will be called.
- Cloth masks required at all times unless eating or outside AND spaced greater than 6 feet.
- All student classroom desks will face the same direction.
- Six feet distancing in hallways, classrooms, cafeteria, and gym is expected.
- Health consent forms must be on file.
- Students should stay home OR may be sent home if any of the following occur:
 - Temperature greater than 100.4
 - Cough
 - GI (vomiting/diarrhea)
 - New rash
 - Exposure to a COVID-19 case during a 48 hour period

Section II – Dismissal Procedures

Please read **ALL** information below.

- ❖ School dismisses at 2:50 PM. It does affect attendance if signed out earlier than 2:50.
- ❖ Getting your child home safely is extremely important to us.

Dismissal Tags

ALL STUDENTS must have a dismissal tag attached to the **front strap** of their backpack. Color-coded dismissal tags are extremely important for students to get home safely. Students will receive these on the first day of school.

If your child is a bus rider, not having the dismissal tag attached to the backpack may result in your child missing the bus. It will be a yellow tag with the bus number on the tag.

To help us prevent problems with the bus tags, please keep the following in mind:

- ❖ Make sure your child brings his/her backpack to school **every day** with the required tag.
- ❖ If your child is changing bus stops or not getting off at the assigned stop on his/her tag, you **must notify the school in advance in writing** so we can write a one-day bus tag.
- ❖ If your child is riding a bus to a friend's house, we must have written notification from both you and the friend's parents.

Kindergarten Parents

If **your child is a bus rider**, you must be visibly seen by the bus driver before they will let them off the bus. If an authorized person is not at the bus stop to receive your child, he/she will be brought back to the school and the parent will be required to come to school to pick them up. These guidelines are for the safety and protection of your child.

Car Riders

- ❖ **Last minute transportation changes (after 2:30) will not be honored. Phone calls are not permissible for changes in transportation as there is no way to prove who is making the call unless there's an emergency.**
- ❖ **Please note:** To better control who is in the building during this very busy time, *NO students will be dismissed to the office for pick-up 2:45-3:00.*
- ❖ Every car rider will have a car rider number. Parents are permitted to request additional car tags for other *authorized persons* to pick up your child. **Anyone picking up your child must have a car tag or they will be required to come in to the office with an ID before your child is released.**
- ❖ Car rider tag must be visible.
- ❖ In the mornings, car riders will be dropped off in the car lane in front of the building.

- ❖ At dismissal, parents will pick their child up from the car lane in front of the building.
- ❖ DO NOT pull in front of the school before 2:50 unless directed by staff members. In case of a fire or other emergency, all cars would have to be cleared from this area for the emergency vehicles.
- ❖ REMEMBER: To ensure the safety of all, **you may only make a left turn back** on to Mt. Sterling Road when pulling out of Conkwright's pickup lane.
- ❖ Students exit the building from the upstairs front doors with a staff member as numbers are called. School staff will record your child's number from your displayed car tag to alert staff to dismiss your child. **If you or whoever picks up your child, does not have your child's car tag, you/they must park and go in to the front office and show I.D. to pick up your child.**

Day Care Van Riders

- ❖ Students will be loaded onto daycare/after-school vans as they arrive.
- ❖ Please be sure your child knows the name of their daycare/after-school program.
- ❖ They will have a special tag for their backpack.

After School Care

- ❖ Clark County Children's Council is our after-school childcare program. Students that attend aftercare will be dismissed to the cafeteria or gym after school. Parents/Caregivers can sign-up for this service through the Clark County Children's Council.

Bus Riders

- ❖ The wearing of masks is required of all students and staff on school buses at all times. Hand sanitizer will be provided for all students as they enter the buses. Buses will be sanitized between routes. Please visit www.clarkschools.net for more bus route information.
- ❖ **Please note the policy for receiving Kindergarten students that ride the bus mentioned previously.**
- ❖ Parents are responsible for taking students' temperature and monitoring students' health before putting students on the bus.
- ❖ Students may have assigned seats on the bus.
- ❖ Parents are responsible for supervising their child(ren) at the bus stop in the mornings.
- ❖ Arrive at the bus stop about 10 minutes prior to the scheduled bus arrival time.
- ❖ Stress the importance of going straight home after getting off the bus after school.
- ❖ Students that fail to follow the bus rider rules face the possibility of being suspended from riding the school bus. **If this occurs, parents must arrange other means of transportation.**

The following are guidelines that will be followed in dealing with misbehavior on the bus:

1. First Offense - a warning and parent contact by the principal and/or designee.
2. Second Offense - the student may be suspended off the bus for **one day**.
3. Third Offense - the student may be suspended off the bus for **two days**.
4. Fourth Offense - the student may be suspended off the bus for **four days**.

5. Fifth Offense - the student may be suspended additional time or bus privileges revoked for the remainder of the year.

*At any time the school can revoke riding privileges due to the nature of the offense. Parents are responsible for transporting students to school when they are suspended. Otherwise, unexcused absences may accumulate resulting in truancy issues.

Section III – Success for All!

Hybrid Instructional Model Beginning Oct. 30: Parents will be notified of Hybrid Groups through email and by classroom teachers. To request a change in learning platform, visit the forms section of the CCPS website: https://www2.clarkschools.net/forms/CCPS_Blended_Learning_Group_Application.pdf

HYBRID GROUP A

- In-Person Learning on Monday and Tuesday
- Distance Learning on Wednesday, Thursday, and Friday

HYBRID GROUP B

- In-Person Learning on Thursday and Friday
- Distance Learning on Monday, Tuesday, and Wednesday

VIRTUAL/FULL-TIME DISTANCE LEARNING GROUP

- Distance Learning Monday through Friday

→ All students will receive instruction in Language Arts (Writing), Reading, Mathematics, Social Studies, Science, Art, Library/Media Literacy, Physical Education, and Music.

→ Teachers will only be available to answer emails and contact parents during their planning time when students are not present.

→ 2nd-4th grade students will bring Chromebooks to school each day they are in-person.

→ Supervised Physical Activity (SPA) and restroom breaks will be scheduled throughout the day. Cloth masks, social distancing, and seating charts will be required in all classrooms, library/media center, gym, and cafeteria.

→ Students will eat breakfast and lunch in the classrooms. Grade levels will be on a rotating schedule for an option to eat in the cafeteria.

***The infection rate for the school and community will be reviewed regularly. Should a significant increase in COVID-19 cases arise in our schools or community during the Hybrid Instructional Model, students and staff may be*

required to return to full Distance Learning on short notice. This change could be implemented district-wide or on a school-by-school basis. If a change occurs, an announcement will be made to parents/guardians when applicable.

Mid-term Reports and Nine Week Report Cards will be sent home to keep parents informed of their child's academic reports. Grades will be shared based on the following criteria:

Academic Performance Level for: Language Arts (Writing), Reading, Math, Science, and Social Studies

4 – Consistently Meets or Exceeds the Standard (A) 90-100

3 – Approaching the Standard (B) 80-89

2 – Not Yet Approaching the Standard (C-D) 60-79

I (Incomplete)--Not Enough Data Turned in to be Evaluated at this Time

X – Concept not taught yet

Academic Performance Level for: Art, Library/Media Literacy, Physical Education, and Music

S - Satisfactory Performance

U - Unsatisfactory Performance

I - Incomplete Performance: Not Enough Data Turned in to be Evaluated at this Time

*Information will be sent home to further explain and answer questions.

Conkwright Counseling Services

Visit <https://sites.google.com/clark.kyschools.us/msmcgrath-colt-counselor> for resources in regards to your child's Social/Emotional needs. You will be able to connect with Ms. McGrath, your child's School Counselor, and find links and information for additional mental health resources. As you search through the Counselor Connection Site, you will also find videos, lessons, and activities that can easily be part of your child's day and week of learning!

No School: Election Day - **November 3, 2020**; Thanksgiving Break - **November 25 - 27, 2020**; Christmas Break - **December 21, 2020 - January 1, 2021**

Section IV – Assessments

Assessments are important for our student growth. At Conkwright we use four essential questions to assess our students and drive instruction in the classroom.

- ❖ What do we expect our kids to learn?
- ❖ How will we know if they have learned it?
- ❖ How will we respond if they don't learn it?
- ❖ How will we respond if they already know it?

Listed below are various assessments that are used to assess student progress at Conkwright. Please note that the assessments are given based on grade level.

- ❖ **Classroom assessments** – teachers in every classroom assess students through unit tests, exit slips, observations, anecdotal notes, check lists, etc...
- ❖ **M.A.P.** – used to assess students in all grade levels in the areas of math/reading/language (2-4).
- ❖ **Kentucky Performance Rating for Educational Progress (KPREP)** Administered to students as follows: Reading/Math (3/4) Language Mechanics and Science (4) The testing window is two weeks prior to the last day of school
- ❖ **CogAT/IOWA- CogAT-** appraises cognitive development. **IOWA-** appraises strengths in all content areas.
- ❖ **Pre/Post Growth Assessment** - will be taken by all students, in all grade levels to measure growth and mastery of grade level academic standards. (ongoing as new content is taught)

Rtl – Response to Intervention

We have an extensive Response to Intervention process for both academic and behavioral needs.

The Clark County Intervention System is designed to connect Kentucky System of Interventions guidelines to the Federal Response to Intervention (Rtl) requirements. Rtl is the practice of:

- ❖ providing high-quality instruction/interventions matched to all students' needs and
- ❖ using learning rate over time and level of performance to
- ❖ make important educational decisions to guide instruction

All Clark County students are given brief assessments and/or universal screenings to measure their progress over time. There are three levels of Rtl- Tier I, Tier II and Tier III. This system provides interventions based on individual student needs as determined by assessments/teacher data. Tier I is at the classroom level which all students receive. Parents are notified in writing if their child is placed in Tier II and Tier III interventions. If you have questions regarding this process, please call the school. You are welcomed and encouraged to be part of any meeting in which your child's academic progress is discussed.

Section V – School-Wide Behavior Plan

The purpose of a school-wide behavior plan is to provide consistent management of students by the **teachers**, provide specific information regarding expected behavior to the **parents**, improve social skills and increase appropriate behavior of **students** in all areas of our building. Our goal at CES is to teach and model appropriate behavior using our C.O.L.T.S. Expectations as our guide. We will focus on trauma-informed/restorative practices, growth mindset, mindfulness, and empathy.

C--Care for Others

O--Offer Your Best Effort

L--Live Respectfully

T--Take Responsibility

S--Stay Safe

COMMON AREA EXPECTATIONS

Common Area Expectations Matrix for hallway, restrooms, cafeteria, playground, dismissal, and emergency procedures. Each classroom will post a common area matrix. All common areas will have posters placed in each area and the expectations will be reviewed on a daily basis with students, using direct instruction, modeling, and practicing emphasizing positive verbal feedback when students are following expectations.

****Students will be expected to wear a cloth mask at all times (except while eating or drinking) while inside the building. If a student repeatedly refuses to wear a mask appropriately, he/she will be placed in the Distance Learning option.**

	Assemblies	Cafeteria	Hallway	SPA Time	Bathroom	Arrival	Dismissal
C- Care for Others	Voice Level 0	Voice Level 2	Voice Level 0	Keep mulch on the ground Enter and Exit Building Voice Level 0	Voice Level 1	Voice Level 1	Voice Level 0
O- Offer your best effort	Follow Adult Directions Hands and Feet to Self	Follow Adult Directions Hands and Feet to Self	Follow Adult Directions Hands and feet to self	Follow Adult Directions keep hands and feet to self	Use time wisely	Car Riders- to the classroom Bus Riders-to the classroom	Car Riders-to the front when called Bus Riders-to the bus when called
L- Live Respectfully	Eyes and Ears on speaker	Use good manners	Quiet, walking feet	Be a good friend, include others	Respect Privacy	Quiet, walking feet	Quiet, walking feet

T- Take Responsibility	Participate as directed	Collect needed items when going through line Clean up your area	Stop at designated stopping points	Take turns Keep mulch outside/clear of doorway	Go Flush Wash Throw Away Paper Towel	Follow Adult Directions Keep hands and feet to self	Follow Adult Directions Keep hands and feet to self
S- Stay Safe **wear masks appropriately	Walking carefully on stairs	Ask permission before leaving seat Walk at all times	Right side of hall Facing forward Single file One stair step at a time	Use equipment appropriately	Use walking feet Report problems to an adult	Use walking feet Report problems to an adult	Use walking feet Report problems to an adult
Voice Levels → 0 - No Talking 1 - Whisper 2 - Regular Talk 3 - Presentation Voice							

Minor student offenses may include: defiance, disrespect, disruption, excessive talking, inappropriate language/gestures, lying/minor threat, not following instructions, physical contact, dress code, other

Major student offenses may include: bullying, fighting/physical aggression, intimidation/threats, major defiance, major disrespect, major disruption, profanity/vulgarity, stealing, destruction of school property

Teacher intervention strategies may include: reteaching, verbal warning, proximity, planned ignoring, nonverbal cue, redirection, parent/caregiver contact, teacher-directed consequence, quiet corner, think sheet, mediation, mindfulness, community circle time, student-directed consequence, social narrative, other

Consequences and support may include: restitution, walking laps during SPA time, loss of privileges, office referral, parent/caregiver contact, silent lunch, referral for behavior Rtl (see Section IV), other

Bullying

Bullying is not tolerated at Conkwright Elementary. According to Clark County Board of Education Policies and Procedures Manual section 09.422, bullying “refers to any intentional act by a student or groups of

students directed against another student to ridicule, humiliate, or intimidate the other student while on school grounds, or at a school sponsored activity, which acts are repeated against the same student over time.” We take all reports of bullying seriously; we will investigate incidents and determine consequences accordingly. Possible consequences might include (but are not limited to) the following: clip move/office referral, parent conference, and/or suspension. Please encourage your student to report bullying to his or her teacher, administrator or other adult.

Weapons

Students in possession of a deadly weapon will be considered for in-school discipline by the principal, in-school or out of school suspension or expulsion. Students may be subject to criminal prosecution for being in possession of deadly weapons or dangerous instruments on school property, whether openly displayed or concealed. (See KRS Chapter 527)

Each student will get a copy of the Clark County Public Schools Student Code of Conduct booklet at the beginning of the year. You should read and discuss this booklet. Please return the signed portion of the booklet to your child’s teacher.

Section VI – Dress Code

Dress Code

The wearing of any item that materially or significantly disrupts the educational process or threatens the health or safety of other students or staff members is prohibited. Schools/Councils may set dress codes that would be stricter than Board policy, but not less than those standards set by the Board. Policy 09.427 -- School attire shall be of a conventional nature. No extreme or sensational clothing may be worn in school. Attention should be given to neatness, cleanliness, and modesty. All clothing must be free of any offensive message.

❖ **Cloth masks are required for all students unless a medical waiver is provided by a physician. Students that repeatedly refuse to wear a mask will be placed in the Virtual/Full-Time Distance Learning option.**

❖ **(Girls)** Midriff blouses, half blouses, halter blouses, spaghetti straps, or shirts that do not extend completely to the lower garment are not allowed. Shear blouses & shirts must be worn with a tank or camisole top underneath. *Spaghetti straps/tanks must be worn with a top over them.*

❖ **(Boys)** Shirts must have a sleeve. Sleeveless shirts and tank tops will not be allowed.

❖ Shorts may be worn during the warm months. All shorts & skirts *must be fingertip length.*

❖ Pants or slacks extending below the waistline will not be allowed.

❖ All pants and slacks should fit comfortably with buttons & zippers flat to the body.

❖ While this is a style, clothing with extreme holes and rips are not allowed.

❖ **Flip flops are not permitted.** Students may wear sandals with straps around the back of the ankle. This is a safety issue to prevent tripping.

❖ Tennis shoes must be worn during days in which students have physical education.

In instances involving clothing not specifically included in the above regulations or involving variations of clothing covered in the regulations, the principal shall render a decision following to the best of his/her ability the intent of the above policy. Individual SBDM Councils may adopt a dress code.

Section VII – Parent/Caregiver Involvement

Parental Contact Information

- ❖ **Daily Communication:** In grades K-4, Conkwright uses *Niki Folders* for daily communication. Teacher/school notes, newsletters, homework, and graded papers will be placed in this folder. Parents may also use the folder to send notes and communicate with teachers. Conkwright also uses email and the REMIND online platform for communication.
- ❖ **Newsletters:** Most teachers/grade levels send home a parent newsletter weekly. Parents may also request to receive newsletters via email.
- ❖ **Parent Conferences** may occur twice a year and will be scheduled by classroom teachers.
- ❖ **Mid-term Reports and Nine Week Report Cards** will be sent home through each grading period to keep parents informed of their child's academic reports.

Parent Volunteers*

Clark County's volunteer policy requires a criminal background check for all school volunteers. You must complete the volunteer form if you plan on assisting a teacher with individual one-on-one instruction or want to chaperone field trips. The volunteer form is located on the CCPS website at www.ccps.net or come in and talk with our FRC Coordination, Michelle Mitchell, as she can help you with the process. Keep in mind it takes several weeks to process—so plan ahead!

PTO Involvement*

We need parents to be involved in Conkwright's PTO so it is very important for you to actively participate. You may be surprised at how many ways you can do this even though you are very busy. The PTO has monthly meetings and does a lot of fun events for the students. **PTO will meet the first Tuesday of each month at 6:00.** For more information you may contact the PTO President—Jamie Greene. Information from PTO will be sent home in your child's school folder, make sure you follow them on Facebook as well for up to date information and changes to any PTO activities.

Parent/Caregiver Involvement Policy*

PARENT NOTIFICATION

At the beginning of the school year, the parents of each student will be notified, informing them of the school-wide program status of the school. This notification will be a letter explaining the program. The parents will also be given a copy of the * Parent Involvement Policy. The process for notification will ensure the full participation of parents who lack literacy skills, are economically disadvantaged, are disabled, or whose native language is not English.

SCHOOL-WIDE TITLE I PROGRAM

DEFINITION: A school with at least 40% free or reduced lunch is eligible to plan a school-wide program. A school-wide program must upgrade the entire educational program in the school in order to raise academic achievement for all the students.

The Conkwright Elementary school-wide program:

- ❖ Is built on school-wide reform strategies, in addition to add-on services.
- ❖ Provides flexibility in spending the Title I funds as the school engages in strategies that increase the amount and quality of learning time and help provide a high quality research based curriculum for all children, according to the comprehensive plan to help children meet the state's standards.
- ❖ Focuses on academic results.
- ❖ Recognizes children are to be provided the opportunity to meet the academic expectations. The focus of the Conkwright Title I program will be instructional opportunities for ALL children.

ANNUAL MEETINGS DESCRIPTION

Following the notification of parents, the school will hold a meeting(s) at the school to which all our school families are invited. The contents of the meetings will consist of:

1. Explanation of the Title I school-wide program, give parents opportunity to offer input into the planning and reviewing of the *Parent Involvement Policy and offer activities to help parents understand what their students are learning and how to help them at home.
2. Explanation of the school-wide program in conjunction with the organization of school based curriculum alignment and assessment results.
3. Parents will be informed on ways the program will be designed, operated, and evaluated through school-wide conferences, or scheduled meetings.
4. Parents will be advised that input and suggestions concerning organization and implementation of the school-wide program will be welcome at any time.

NEEDS ASSESSMENT

As a part of consolidated planning, the school conducts a comprehensive needs assessment of all children and the school, based on their performance toward meeting the academic expectations. The needs assessment will identify priority needs in student performance in content areas (that may include reading/writing, science, mathematics, social studies, physical education/health, arts and humanities, and/or vocational studies and practical living). Decisions about how resources (personnel, supplies, etc.) are used will be based on the needs assessment and meet the requirements of a school-wide program.

FOCUS

The focus of a school-wide program is to raise the performance level of all students by improving the overall instructional program in the school through the integration of the Title I program and other state and federal programs.

SCHOOL CURRICULUM

The school-wide curriculum will be based on:

1. A comprehensive plan that is based on information on the performance of children in relation to the state content and student performance standards.

EFFECTIVE PARENT INVOLVEMENT

There is an established Family Resource Center servicing Conkwright Elementary. The center addresses many needs that the student or family has and works on solutions to these needs. Some areas of concern will be student grades, family recreation, health and related problems, child development and rearing from birth, personal mental health, referrals, and developing good parenting skills.

Parents will be given information on their child's progress including Kentucky mandated test results, teacher-made test results, formal and informal observations, and daily work progress. In addition, they will be advised as to how to use this information to help improve their child's performance.

Teachers will encourage parents to work with school personnel to make aware their ideas and contributions as equal partners in implementing a successful program. Additional training sessions in child development or related areas will be provided for parents.

The Title I Parent Involvement Policy will continue the efforts begun on the preschool (Head Start) level by encouraging and/or providing parent volunteerism, parent contact meetings, parent observations, and parent participation in the educational process.

Conkwright is committed to work on how to best communicate and work with parents as equal partners on a daily basis.

Section VIII – Family Resource Center

Conkwright Family Resource Center*

Coordinator: Michelle Mitchell
Phone: 859-745-8900, Extension 8102
Email: michelle.mitchell@clark.kyschools.us
Location: Room 102 (in the front office)
Hours of Operation: 7:30 – 3:30 school days

The Kentucky Family Resource Centers are recognized as the nation’s largest school-based family support initiative. These centers are designed to address the needs of children by developing partnerships with school, family and community in order to support that all public school students reach their proficiency.

The goal of the Conkwright Family Resource Center is to meet the needs of ***all*** children and their families who reside in the community or neighborhood served by the school in which our center is located.

Who can use the Family Resource Center?

The Conkwright Family Resource Center is open to ALL students, parents, grandparents, and families within the community. Please feel free to visit or call during school hours.

What services does a Family Resource Center provide?

- ❖ Assistance with locating after school child care for children ages four through twelve.
- ❖ Working with new and expectant parents.
- ❖ Family Literacy
- ❖ Health services or referral to health services.
- ❖ Family & Educational Support

The FRC can help families with:

- | | |
|----------------------|--------------------------------------|
| ❖ Transportation | ❖ Parent Involvement (Watch D.O.G.S) |
| ❖ Food Referrals | ❖ School Supplies |
| ❖ Clothing | ❖ Attendance Issues |
| ❖ Housing Assistance | ❖ Health/mental health services |
| ❖ Tutoring/Mentoring | ❖ Parenting skills |

Who runs the Family Resource Center?

A full-time coordinator oversees the center on a daily basis. In addition, there is an Advisory Council made up of parents, community leaders, and school personnel. The Advisory Council is required to meet five times per school year. The Advisory Council would love to have you as a member. Please contact Michelle Mitchell if you’re interested in serving on this board.

Section IX – Cafeteria/Nutrition and Wellness

Cafeteria

The CEP Program, Community Eligibility Provision, feeds Preschool thru 12th Grade Students at no cost.

Breakfast and lunch will be served to In-Person students. Our school nutrition department will continue to provide daily meal pick-up service (11:30 am – 1:00 pm) for all Distance Learning students at the side door. Except for mealtimes, the wearing of masks is required of all students and staff.

Nutrition and Wellness

Conkwright has a wellness policy that states all outside food for parties and/or birthdays must be in a sealed package with a store nutritional label. No homemade foods are acceptable due to food allergies. All treats will be served at teacher's discretion, must be one hour or after last lunch is served and typically will be shared at the end of the day. Our cafeteria has treats they will bake for birthday parties on request. Please contact our cafeteria manager for details.

Section X – Technology Policy

All students must have a signed Acceptable Use Policy Agreement Form (AUP) on file in their cumulative folder. It basically states guidelines for use of school technology in a responsible manner. If a student violates any of these guidelines, access privileges may be revoked. Students are expected to treat all technology devices respectfully and must have a signed Chromebook Agreement Form on file to be issued a device.

Section XI – Other Important Information

Conkwright Elementary School-Based Decision Making Council and Committees

Another way our parents/guardians help to make Conkwright such a wonderful school is by participating on the School Based Decision Making Council or one of its several committees. If you have questions about school-based decisions you may contact one of our council members below:

2020-2021 School Council

Principal	Travis Marcum
Parent Member	Randall Gentry
Parent Member	Bethany Hall-Reed
Teacher Member	Amanda Caudill
Teacher Member	Whitney Dotson
Teacher Member	Marty Frazer
Secretary	Tiffany Banks

Conkwright Elementary School Committees:

- ❖ Culture and Climate: The planning and implementation of programs or initiatives that attend to social/emotional cognitive and non-cognitive learning of both students and staff.
- ❖ Student Opportunity and Access: All students (100 percent) have access to Kentucky Academic Standards – based:
 - a. Visual and performing arts
 - b. Health and physical education
 - c. Science
 - d. Social Studies
 - e. Attendance
 - f. G/T
- ❖ Emergency Management Team: Emergency Action plans are developed to provide guidelines on what actions to take if an emergency should occur.
- ❖ Universal Team (RTI): The KDE has developed a guidance document, A Guide to the Kentucky System of Interventions, to provide resources in planning and decision making as districts and schools develop a system of interventions to meet the needs of all students.

If you are interested in serving on any of the above committees, we would greatly value parent input on the discussions and decisions we make regarding these areas of our building.

Inclement Weather

Conkwright will send home an Inclement Weather Plan form for your student. It is very important that you complete this form and return to school.

If the weather is unusually severe and school must be canceled for the day, notice will be broadcast on WMJR (1380 AM) in Winchester, K93 (92.9 FM), WLAP (630 AM), and WKQQ (101.5 FM) in Lexington, between 5:30 and 7:00 a.m. The announcement will also be made on TV station channels 18, 27, 36, and 56 and by School Messenger. In the event school is delayed one or two hours, all schedules including arrival of staff, opening of buildings, bus schedules and start of school will be postponed according to the announced time. However, school will be dismissed at the regularly scheduled time at the end of the day.