

# Parent and Student Handbook 2024-2025



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[www.jlnewtonschool.com](http://www.jlnewtonschool.com)  
[Find us on Facebook at J. Larry Newton School](#)

Dear Newton Families,

J. Larry Newton Elementary School is proud to provide a loving, safe environment with high academic standards. The administration and faculty are dedicated to our students and their success. In partnership with families, we look forward to meeting our students' needs in both academics and emotional welfare.

It is our goal to provide the highest quality of instruction and use current best practices. Teachers build a strong reading foundation using the science of reading, and skills are taught across the curriculum. J. Larry Newton Elementary is an Alabama Math, Science, and Technology Site (AMSTI). This approach uses hands-on, inquiry-based instruction to emphasize high-order thinking and student discourse. Students learn to problem-solve using manipulatives and real-world situations. We also utilize our STEAM lab to further engage students in the STEAM process. Technology is incorporated daily but does not take the place of the classroom teacher.

J. Larry Newton Elementary is a Title I school and serves approximately 850 students. Title status allows our school to receive federal funding for student support resources. A Title I parent meeting will be held during the first few weeks of school to explain how these funds benefit our school. The Parental Involvement Plan and important information will be shared in this meeting.

We love our school community! Our success at J. Larry Newton is largely due to close relationships with our community, families, and school staff. I urge you to openly communicate with your child's teacher and administrators. We have an active PTO who volunteers and supports school goals. Please consider joining this amazing team.

Together, we can make the upcoming year a positive and memorable experience for your child. JLN is a wonderful place for children. It's going to be an amazing school year!

Tonya B. Harrelson, Principal

## **BALDWIN PROUD!**

**Baldwin County Public Schools' Mission Statement** – The mission of *J. Larry Newton School* is to educate and motivate students to become lifelong learners and productive citizens.

**Baldwin County Public Schools' Vision Statement** – Our vision is to foster a nurturing environment with high expectations for students to achieve their potential and graduate with countless opportunities.

**Motto** – #BaldwinProud

### **J. Larry Newton Elementary School Mission Statement**

The mission of *J. Larry Newton School* is to educate and motivate students to become lifelong learners and productive citizens.

#### **Beliefs**

Everyone can learn.

Learning is a lifelong process.

Everyone is unique and has value.

Problem-solving is essential for growth.

Everyone needs to feel safe and secure at school.

Education is a shared responsibility.

#### **Expectations for Students**

- Attend school daily and be on time.
- Apply yourself to achieve your greatest learning potential.
- Have an attitude of acceptance of fellow students and school personnel.
- Obey school rules and follow instructions from all adults.
- Respect the property of others and the school.

Baldwin County Board of Education  
2024-2025 Calendar

4 Independence Day	<b>July 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
1-7 Teacher PD/Workdays 8 First Day of School	<b>August 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
2 Labor Day	<b>September 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30					
11 end of Q1 (46) 14-15 Fall Break for students 14-15 Teacher PD/Workday 16 E-Learning Day	<b>October 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
11 Veteran's Day 25-29 Thanksgiving break 28 Thanksgiving Day	<b>November 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
20 End of Semester (42) 23-31 Christmas Break 25 Christmas Day	<b>December 2024</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
1 New Year's Day 1-3 Christmas Break 6 Teacher Workday 7 Teacher PD 20 MLK Jr. Day	<b>January 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
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	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
	<b>February 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
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	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	
3-4 Mardi Gras 5-7 Teacher PD/ Workday 13 end of Q3 (41)	<b>March 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
14-18 Spring Break 21 Teacher PD	<b>April 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			
22 last day of school (44) 23 Teacher workday 26 Memorial Day	<b>May 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
19 Juneteenth	<b>June 2025</b>						
	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30					

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|---|---|
| <span style="background-color: #00FFFF; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> First and Last Day of School  | <span style="background-color: #FFFF00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Teacher Workday/Student Holiday |
| <span style="background-color: #FF0000; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Holiday for Students/Teachers | <span style="background-color: #00FF00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Teacher PD/ Student Holiday     |
| <span style="background-color: #FFC0CB; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> End of Quarter                | <span style="background-color: #FFA500; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> E-Learning                      |
|   | <span style="background-color: #FF00FF; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Teacher PD/Workdays (TBD)       |

173 Student Days

14 Teacher Workday/PD

# Parent Frequently Asked Questions

## 2024-2025

**How will my child know the assigned teacher and classroom?** Teachers will email the parents of students who are assigned to their classrooms. Meet the Teacher will be held before the first day of school.

**What time does school begin and end?** Carline begins at 7:20 a.m. Students should be in the classroom by 7:45 a.m. Our dismissal process begins at 2:50 p.m.

**What time should my student arrive at school for breakfast?** 7:20 a.m.

Students arriving by car should arrive early enough to unload near the beginning of the car line. Many parents (especially those who have work or multiple school drop-offs) line up as early as 6:45 am; however, students are not to unload until 7:20 a.m. when teachers are on duty. Students arriving on the bus will have breakfast as soon as they exit the bus. Walkers (from the neighborhoods next door) should not arrive before 7:20 a.m.

**How can I sign my student up to ride the bus?** Bus service is available for all students in the J. Larry Newton School zone. You can call the front office for more bus information and ask for assistance.

**My child is a car rider in the afternoon. How do I pick up?** We will have two assigned areas for pick-up. Kindergarten (and siblings of kinder students) will be picked up in front of the cafeteria. Students in grades 1-6 will be picked up in the horseshoe area near the service road. Students in grades 4-6 will enter the carline in lanes 3 & 4, and grades 1-3 (with their older siblings) will enter in lanes 1 & 2.

Cars must have car numbers displayed on the mirror. Once cars have stopped, students will load, and parents will turn the car tag around. This indicates the student has loaded. Students will look for their car to arrive and listen for their number to be called.

**Can my child walk home from school?** For safety purposes, only students living in adjoining neighborhoods are allowed to walk home from school. These students will have a special walking pass from the front office. Parents should meet students at the bridge if their child is a walker.

**How can I change my child's dismissal procedure?** Consistency in dismissal is very important. Emails, texts, or phone calls will not be accepted for changes in dismissal. If a change in dismissal is necessary, a written note must be sent to the front office for approval. Please do your best to plan ahead for dismissal. Consistency and routine are essential.

**How can I contact my child's teacher?** Effective communication between teachers and parents is very valuable. You can reach out to teachers by sending a note, an email, a Remind message, or by calling the school office to leave a message. Please note that teachers may only be able to check messages during their planning period and may not be able to respond immediately. Allow up to 48 hours for a response. In case of an emergency, please contact the front office directly.

**How can I check my student's grades?** Parents will be able to check student grades in PowerSchool. You will receive your child's login information. Progress reports will be sent mid-quarter, and a report card at the end of each quarter.

**How can I find out more information about school topics?** Please visit our webpage at <https://www.bcbe.org/newton> and our Facebook page at <https://www.facebook.com/JLarryNewtonSchool/>.

**Can I drop off snacks or other forgotten items?** Please plan ahead so that snacks and school items come to school with your child. To protect instructional time, please do not drop off items after 8:00 a.m.

**Can I volunteer?** Please schedule a volunteer time in advance with your child's teacher or the front office. If you want to volunteer to help with various school activities, please join PTO. You can email our PTO President, Rachel Smith, at [newtonpto@yahoo.com](mailto:newtonpto@yahoo.com).

**Can I eat lunch with my child?** At this time, we are unable to accommodate lunch visitors due to cafeteria capacity limits.

**How can I join PTO?** Everyone is a member of the PTO! We have the most amazing group of parent leaders who partner with administration and staff to make our sweet school thrive. Be on the lookout for flyers and emails sent home at the beginning of the year with more information.

**Do students have a snack or a break?** Yes! Please send a healthy snack and drink daily with your child to school. Students have a 10-15-minute break to refuel with snacks, restroom, movement, and a brain break. Those with an early lunch have an afternoon snack time. Those with late lunch have a morning snack time. Students have a special ice cream snack once a week. Educators are trained to pace their teaching and give students opportunities for engagement, movement, and brain breaks throughout the day during instruction. Physical Education allows students to engage in interactive play, release energy, and develop social interactions through team challenges. Physical education also allows students to have fifteen minutes of unstructured play (recess) on the playground daily, weather permitting.

Ice cream snacks will be offered once a week for each grade. Ice cream will be sold for \$1.00 each.

**Are birthday celebrations allowed at school?** Birthday ice cream packages will be sold again this year. Ice creams are individually wrapped and can be shared during snack on a day approved by the classroom teacher. We are unable to accept birthday treats to be brought to school. Birthday ice cream celebration packages are available for purchase on My School Bucks or through the front office.

**Are students allowed vacation days during the school year?** The only vacation days are those on the official Baldwin County Public School System Calendar. Please schedule vacation days when school is not in session. Students are allowed nine absences during the school year to be excused by a parent note. Any absences (other than doctor notes) will be unexcused after this time. Any missed work during absences will be assigned once the student returns to school. Attendance procedures through the Baldwin County court system will be followed. For attendance questions, please contact our school registrar.

## **Parent Notification that J. Larry Newton Elementary School is a Title I “Schoolwide” Program**

Title I is a federal program designed to help students in our nation’s schools. In accordance with the *Every Student Succeeds Act (ESSA)* and Title I, the goal is to help all children be successful at school. Schools in communities that meet the requirements use Title I funds to benefit the entire school. This type of program is known as a schoolwide program. Title I schoolwide programs use Title funds, along with other local, state, and federal funding to serve all students in the school. Individual students are not identified as participating in the Title I program.

Some of the benefits we may offer students are a weekly after-school math and/or reading tutorial program, tutoring during school hours, summer reading and/or math programs, a summer library program, a readiness program for incoming kindergarten students, parenting education workshops, and along with other educational resources.

Effective schools are the result of a dedicated faculty and staff working together with families and the community to share in the success of all students at school. Increased student self-esteem occurs when parents and teachers collaborate to ensure learning takes place at the school, in the home, and in the community.

### **Parent Right-to-Know**

In accordance with the Title I program and the *Every Student Succeed Act (ESSA)*, parents, through the Right-To-Know provisions, may request information regarding the professional qualifications of their child’s teacher(s) or the qualifications of paraprofessionals providing services to their child. In addition, parents will be provided information about their child’s level of achievement on any state academic assessments.

## Parents Right-To-Know • Request Teacher Qualifications

Title I, Part A, Section 1112(c)(6), *Every Student Succeeds Act*, Public Law 114-95

I am requesting the professional qualifications of \_\_\_\_\_

who teaches my child, \_\_\_\_\_ at \_\_\_\_\_  
Child's Name (Please Print) School (Please Print)

My mailing address is \_\_\_\_\_  
Street (Please Print) City Zip

My telephone number is \_\_\_\_\_.

My name is \_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature Date

### This Section to be Completed by School/Central Office

Date Form Received: \_\_\_\_\_ Received by: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_ Subject: \_\_\_\_\_

Has the teacher met state qualifications and licensing criteria for the grade levels and subject areas in which he/she teaches? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is the teacher teaching under emergency or other provisional status? \_\_\_\_\_ Yes \_\_\_\_\_ No

Undergraduate Degree \_\_\_\_\_ (University/College)  
Major Discipline \_\_\_\_\_

Graduate Degree \_\_\_\_\_ (University/College)  
Major Discipline \_\_\_\_\_

Does a paraprofessional provide instructional services to the student? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, what are the qualifications of the paraprofessional?

High School Graduate \_\_\_\_\_ (Year)

Undergraduate Degree \_\_\_\_\_ (University/College)  
Major/Discipline \_\_\_\_\_

College/University Credit \_\_\_\_\_ (Hours)  
Major/Discipline \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Completing Form Date Returned to Parent



## **General School Information, Policies, & Procedures**

### **Bell Schedule**

7:15 a.m.	Buses begin to unload
7:20 a.m.	Car rider line begins/Students enter the cafe for breakfast or report to classrooms.
7:45 a.m.	Instruction begins: students should be in class by this time.
7:50 a.m.	Students not in classrooms are late and must report to the office.
7:50 a.m.	Pre-K drop-off begins
2:50 p.m.	Dismissal

It is the responsibility of the parents or guardian to make sure students-

- \*arrive on time each day

- \*remain at school

- \*are picked up on time

Students who cannot be picked up on time will need to ride the bus home or join the after-school care program if space is available.

## Morning Arrival and Afternoon Dismissal Procedures

Please contact the school office for bus information if you are unable to drop off between 7:20 a.m. and 7:45 a.m. or unable to pick up at 2:50 p.m. After-school care is another option when space is available.

**Car Riders:** Student safety is our primary concern. All drivers are asked to follow the directions of teachers on duty and be respectful towards those assisting and directing traffic. For the safety of our students and duty teachers, please do not use cell phones or other electronic devices while driving on campus. Drivers may be asked to circle and reenter the carline if devices are in use, carline tags are not displayed, or if students do not load promptly.

- Car riders should not arrive on campus before 7:20 a.m. Supervision is not available, and doors will remain locked.
- For the morning, car riders in grades 1-6 will enter the car line from CR32 in one of the four accessible lanes. Drivers will follow the directions of teachers on duty. For afternoon cars for grades 1-3 and their older siblings will enter in lanes 1 & 2 and grades 4-6 will enter in lanes 3 & 4.
- Car riders in Kinder (and siblings) will enter the car line on the left side parking lot from CR 32 in either of the two accessible lanes. Drivers will follow the directions of teachers on duty.
- Kinder car riders and siblings enter by café. All other car riders will enter through the main lobby and report directly to either the cafeteria for breakfast or to the classroom.
- Parents should remain in cars while in the carline. If you must get out of your car, please park.
- To keep traffic flowing, parents should park cars when students need assistance and remember to sign in through the front office for a visitor's pass upon entering the building.
- PreK parents who have children in older grades must drop off upper-grade students first and then enter the PreK zone. PreK car drop-off will be on the cafeteria side in the left lane. The line will be moved ahead by staff members at 7:45 a.m.
- Afternoon car riders will dismiss on the first bell at 2:50 p.m. and be seated until their number is called. Once called, students will proceed to the loading zone entrance and wait for directions from the duty teacher as to when to load. Please do not exit your car or call your student to the car.
- Students should walk quickly to cars down the center yellow line.
- Number cards should be flipped over once loaded to signal those on duty.
- All car riders should be picked up at 2:50 p.m. Bus transportation, or our after-school care program is available if you are unable to pick up your child by this time. Registration and payment are required before attending ASCC.

**Bus Riders:** Students who live in the Newton School zone are eligible to ride a bus. Students will be assigned to a bus based on the student's home residence address. Transportation methods should be consistent, and students will not be transported to alternate locations (friends'/relative's homes, daycares, or after-school activities).

Students should follow all bus rules and procedures as reviewed by the driver. Bus transportation is a privilege and those not behaving appropriately may be suspended from the bus.

## **BEHAVIOR EXPECTATIONS AND RULES ON BUSES**

BCPS officials will impose specific rules and regulations for students to follow in riding school buses. The following rules apply as a part of, and in addition to, any bus conduct rules and regulations adopted by individual schools and the transportation department:

1. Obey and cooperate with the bus driver (the driver may assign seats for students);
2. Be seated immediately after boarding and remain seated;
3. Do not talk to the driver except in emergencies;
4. Do not scuffle with or harass other students;
5. Do not fight, quarrel, yell, or use profanity;
6. Keep feet, arms, and belongings out of the aisle and keep feet off the bus seats;
7. Keep hands, head, and objects inside the bus;
8. Do not eat, drink, or chew gum on the bus;
9. Do not smoke or strike matches/cigarette lighters on the bus;
10. Do not bring fireworks, weapons, replicas or anything that may endanger the lives of others on the bus;
11. Do not commit careless or willful acts which may cause injury to others;
12. Keep the bus clean by picking up any trash that is dropped;
13. Do not commit careless or willful acts which may cause damage to the bus (parent/legal guardian may be held financially responsible for repairs or replacement);
14. Ride to and from school on the bus assigned unless approved by the principal.

**Failure to comply with the bus rules could result in suspension from the bus.**

**1st offense - Warning**  
**2nd offense - Assigned seat**  
**3rd offense - 1-2 day bus suspension**  
**4th offense - 2-3 day bus suspension**  
**5th offense - up to 5 day bus suspension**



**Walkers/Bike Riders:** Walkers may cross the neighborhood bridge at 7:15 a.m. Walkers and bike riders dismiss on the 3<sup>rd</sup> bell beginning at 3:00 p.m. Students will exit through the end door of the gym.

**Parents meeting walkers must wait at the neighborhood bridge.** Please remember that only students who live in Millers Crossing or Greythorne should walk home.

**Late Arrival/Tardies:** Research has proven a direct correlation between school attendance and student achievement. Please make every effort to have your child at school by 7:45 a.m. The first bell sounds at 7:45 a.m., and students should be present and ready for instruction.

Tardiness disrupts the teacher and classmates and can lead to anxiety on behalf of the student entering late. Persistent problems with tardies or early dismissals may result in disciplinary action. Parental support helps establish good habits of attendance and promptness.

**Early Dismissals/Check-outs/Absences:** Please make every effort to avoid late arrivals and early dismissals. Students miss important instructional time when arriving late or checking out early. Students are engaged from bell to bell, and the end of the day is just as critical as mid-day. In addition, students often receive final instructions and transitions during this time.

When necessary, a legal guardian or designee with proper I.D. may check out a student through the front office; however, students will not be called during the last few minutes of the day or during transitional times.

**Please arrive on campus by 2:15 pm. if checkout is needed.**

Checkouts after this time should only be in case of emergency.

***Checkouts are now counted as tardy.***

- Please remember the last hour of the day is important instructional time. This is particularly true for our 4th-6<sup>th</sup> graders who switch classes.
- Appointments should be made for after school hours when possible. We realize this is not always possible. The nature of the absence will determine if the absence is excused. Please provide documentation upon return as only excused absences will permit make-up work.
- Students will only be released to those on the emergency contact list and with a valid picture I.D. Updates must be made in person in the school office. **We do not take requests or changes over the phone.**

## **Changes in Dismissal:**

A consistent method of dismissal is very important. At this age, students cannot always remember if they are car riders, bus riders, or after-school care when asked to do something different on different days. Please make every effort to make sure your child has the same departure procedure daily.



If your child has a change in his/her regular dismissal, please send a note to your child's teacher agenda. **Changes in dismissal are not taken over the telephone, text, or via email.** With approximately 850 students and limited staff, we cannot guarantee the delivery or security of requests. Email may not be checked until after dismissal, and substitutes do not have email access. Please help us by following this policy and making sure all communication is given to the student in writing to share with his/her teacher.

**Attendance and Make-up Work:** Students must arrive at school on time, ready to learn, and stay all day unless ill or in case of emergency. Please see the BCPS Student Handbook for attendance policies, procedures, make-up work, and what constitutes an excused/unexcused absence. A student is allowed nine absences with a parent note. All absences after will be unexcused unless a doctor's note is provided. The following reasons are permissible for absences.

***Permissible Reasons for Absences (Grades K-12):***

- (a) Student illness
- (b) Inclement weather, which makes it dangerous for students to attend school (as announced by the Superintendent)
- (c) Legal quarantine
- (d) Death in the immediate family
- (e) Emergency condition as determined by the principal or superintendent
- (f) Absence to observe traditional religious holidays of a local, national, or international origin when verified by the student's minister or religious leader

All instructional days are important. Students are encouraged to discuss missed work with teachers immediately upon return to school. If necessary, please contact your child's teacher via email or written note in your child's agenda for the quickest response regarding makeup work. Teachers **will not** typically send makeup work to the office unless there is an extended absence/illness. Work also will not be sent ahead of a planned absence unless unusual circumstances.

**Homeroom:** Class assignments are made based on multiple criteria, including academic levels, gender, special needs, special services, and enrichment, as well as other factors. Teacher requests are not accepted. Homeroom assignments are temporary during the first weeks of school, as adjustments are sometimes necessary. The principal or principal designee will notify parents if a change is made.

**Volunteers:** J. Larry Newton is a top school in Baldwin County partly because our parents and community are involved in volunteering time, resources, and talents. We have a place for anyone who wants to be a room parent, tutor, serve on a PTO committee, help keep our campus beautiful, be a guest speaker, or assist our teachers. Please let us know how we can get you connected and involved.

Classroom volunteers are appreciated. Volunteers may be scheduled through the classroom teacher in advance and should check in through the office upon arrival. The classroom teacher will notify the front office of when to expect a classroom visitor. We ask that volunteers exit classrooms by 2:15 p.m. for teachers to prepare for dismissal and for parents to be able to enter the car line.

**Visitors:** Student Safety is our top priority. A visitor is anyone who is not employed at J. Larry Newton Elementary School. All visitors should ring the bell at the front entrance, show identification, and state the purpose of the visit. After being buzzed in, visitors should report to the office for assistance and a sticker. Visitors are expected to dress appropriately while on school grounds. All schools prohibit drugs, alcohol, tobacco, and weapons. Use of profanity is also prohibited (verbal, written, or gestures).

**Lunch Visitors:** At this time, we are unable to accommodate lunch visitors due to cafeteria capacity limits.

**Parent/Teacher Conferences:**

Parents, teachers, and administrators are a team. We welcome and encourage conferences to discuss student progress and other concerns; therefore, a parent-teacher conference should take place during the first semester. Conferences may be scheduled before or after school or during the teacher's daily planning time. They can be in person or virtual. Please remember that instructional time is valuable, so teachers will not be able to meet without an appointment. The best method of setting up a conference is via email or by leaving a message at the front office. Please remember that teachers may not receive a phone message or email until the end of the school day.

## 2024-2025 Dress Code Policy

<b>All Attire:</b>	
a.	No pictures, emblems, or writings on clothing that:
b.	Are lewd, offensive, vulgar or obscene,
c.	Advertises or depicts tobacco products, alcoholic beverages, drugs or any other illegal substance, or
d.	Contains fighting words or incites criminal activity; or
e.	Can reasonably be expected to cause a material or substantial disruption of, or interference with, normal school operations.
<b>Tops:</b>	
a.	Tops that reveal the body in an inappropriate manner are not permitted. This includes but is not limited to mid-driffs, crop tops, bare at the sides, sundresses, “spaghetti strap” type tops, racer backs, off-the-shoulder tops, low-cut front or low-cut tops.
b.	No cut-off/crop tops. (No midriff can be shown)
c.	No sleeveless garments.
d.	No see-through garments.
e.	Designed so that the neckline does not reveal cleavage.
f.	Designed to cover all undergarments.
g.	Fit properly-no oversized or overly tight tops.
h.	No tank top/undershirt can be worn as a shirt.
<b>Shorts:</b>	
a.	Length should be at fingertip/hand or mid-thigh, whichever is longer.
b.	Fit properly-no oversized or tight shorts.
c.	No spandex, biker, or see-through shorts.
d.	Must be hemmed and not rolled up
<b>Dresses:</b>	
a.	Length should be at fingertip or mid-thigh, whichever is longer.
b.	Splits may not exceed (3) inches above the top of the knee.

## 2024-2025 Dress Code Policy Continued...

### **Pants:**

- a. Proper fit-no sagging or baggy fit: worn at the waist.
- b. No see-through or spandex legging pants.
- c. Pants that are too tight or allow for exposure of undergarments are not permitted.
- d. Leggings, yoga pants, and other tight-fitting, spandex or lycra-based pants must be worn with an acceptable top that covers the private areas of the body.
- e. Leggings/tights may be worn only under shirts and dresses of appropriate length so that the buttocks and private area are covered.
- f. No holes in jeans in inappropriate areas (length rule); Pants or Jeans may only have holes at the knee or below. Pants or jeans that have holes above the knee are not allowed unless there is material beneath the holes.
- g. Sweat pants and warm-up suits will be allowed.

### **Shoes:**

- a. Must be worn at all times, fastened properly.
- b. \*Classes may require certain shoes and/or prohibit certain shoes for safety reasons. Ex. P.E., Chemistry.
- c. No bedroom slippers.
- d. For elementary school students no open toed or open heeled shoes may be allowed for safety reasons (i.e. no Crocs).

### **Accessories:**

- a. Students may not wear hats or head coverings in school buildings or on school premises. This includes but is not limited to bandanas, athletic headbands, headscarves/hair wraps, hoodies, and other forms of headgear or hair covering.
- b. Exceptions include:
  - \*Head gear used as part of a uniform, such as the JROTC cap, band uniform hats, and athletic headgear worn with a uniform on the playing and practice fields are allowed.
  - \*Religious purposes, which have been approved prior to wearing.
  - \*During extreme cold weather, students will be allowed to wear toboggans outdoors on campus.
- c. Other than safety-related accessories for safety related purposes, accessories such as masks, hats, caps, sweatbands, or other head covering will not be worn in the building;
- d. No gang-related clothing/items will be allowed.



## C. Exemptions for Schools

All students enrolled in the Baldwin County Public Schools shall be required to dress in accordance with the adopted dress code policy. A student may be exempted from complying with the policy in the following instances:

- a. When noncompliance derives from financial hardship;
- b. When noncompliance derives from the student's particular disability or health condition that requires a departure from the dress code; or
- c. When noncompliance derives from a student's sincerely held religious belief.

If the parents or guardians desire not to have their child comply with any portion of the Baldwin County Board of Education dress code policy for the reasons stated above, or due to special extenuating circumstances related to an item listed above, the students' parents or guardians must secure an exemption from their child's school principal. Parents or guardians should supply a written explanation to the school principal as to why an exemption should be granted. If the outcome of the principal's determination is not to the parent or guardian's liking, the parent or guardian may submit a written exemption request to the Superintendent, or his or her designee. Additional grounds for an exemption may be allowed at the principal's discretion.

## Student backpacks:

For safety reasons, rolling backpacks will not be permitted on campus.

**Medication & School Medical Information:** J. Larry Newton is fortunate to have two school nurses on campus to assist with student medical needs, health education, and emergencies. Please see the BCBS website for county medical information. The school nurses will contact a parent in regard to an injured or ill child.

Please do not send any type of medication (prescription or over-the-counter) to school with your child. A parent must bring all medication to the school nurse in the original container. The nurse will work with you to complete paperwork if your child needs medicine during the school day.

**Physical Education & Excused Participation:** A physician's note must be on file in the front office if it becomes necessary for a child not to participate in P.E. class due to injury or illness. Students not participating will report to PE and follow directions from the PE teacher regarding nonparticipation.

**Snack/Break:** Please send a healthy snack and drink daily to school with your child. Weather permitting, classes may go outside during break. Candy and carbonated beverages are not allowed at school for breaks or as part of lunches. Special approved ice cream snacks will be sold one day a week.

**Cafeteria:** Breakfast and lunch will be available to each student free of charge. Students may purchase extras by using MySchoolBucks.



## Child Nutrition Program Meal Prices 2024-2025

### Student Breakfast: No cost to students

BCBE Employees and Visitors: \$3.05

### Student Lunch: No cost to students

BCBE Employees and Visitors: \$4.65

**A la carte items (availability differs school to school). A la carte items must be paid for at time of purchase.**

Item	Price
<b>FRUIT/VEGETABLE</b>	
Fruit (fresh, canned, dried)	\$0.75
Frozen fruit cup/sorbet	0.75
Vegetable (excluding potato products)	0.75
Potato Side Items (fries, tots, mashed potatoes)	1.00
Fruit Snacks/Fruit Roll-Ups	0.75
<b>DAIRY</b>	
Milk, bottle 8 oz	0.75
Yogurt, 4 oz (any flavor)	0.75
Yogurt, squeeze	0.75
Cheese Stick	0.75
Pudding Cup	0.75
<b>GRAINS</b>	
Roll or Biscuit	0.75
Muffin all flavors OR Brownie	0.75
Cereal, all flavors	1.00
Cereal Bars and Rice Krispy Treats, all varieties	1.00
Cookies, all varieties	1.00
Crackers, goldfish, animal, graham	1.00
Chips and Popcorn, all varieties	1.00
Grits/Cheese Grits	1.00
Powdered Donut Holes	\$2.00
<b>BEVERAGES</b>	
Juice Box or Carton, 4 or 6 oz	0.75
Sparkling Juice	1.50
Water Plain	1.25
Water, Sparkling (High School Only)	1.50
<b>ENTREES</b>	
Extra Breakfast Entrée (Grain and Meat or 2 Grains)	1.25
Breakfast Sausage Links (2 each), Sausage Patty (1 each)	1.00
Crispito, 1 each	1.00
Extra Lunch Entrée	1.75
Second Breakfast (full meal)	3.05
Second Lunch (full meal)	4.65
Fruit and Yogurt Smoothie and Yogurt Parfait	\$2.25

## Identification of Property and Lost/Found:

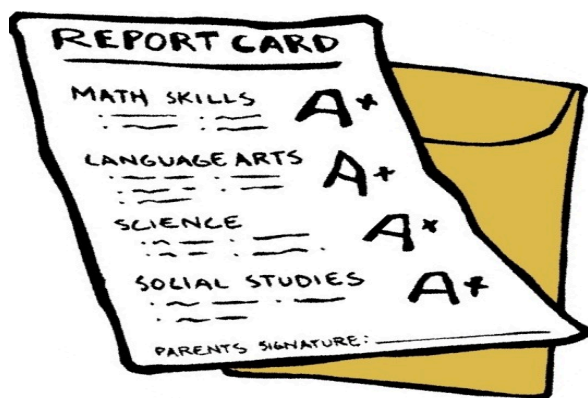
**Please label all of your child's property**, including books, book bags, jackets, sweaters, lunch boxes, etc. Lost and found items can be located at the school. Articles not claimed will be donated to charity.

**Forgotten Items:** Please make sure that students have all necessary items in hand before arriving at school. Delivery of supplies, materials, paperwork, snacks, lunches, and other items results in interruption of instructional time. Homework will not be delivered. Office staff will only accept essential items before 8:00 am. Students will be offered a meal from the cafeteria if lunch is forgotten.

**Telephone Usage and Electronic Devices:** No electronic devices are allowed on campus or on the bus by students at J. Larry Newton Elementary. This includes cell phones, smart watches, games, iPads, ear pods, or any other device that has texting, calling, photo, music, or recording capabilities.

Students will only be allowed to use the phone in an emergency and with approval. Students may not use the phone to call home for the delivery of forgotten items.

**Homework:** Homework is assigned to reinforce what has already been taught at school or to initiate thinking about what's ahead. As a guideline, completion time for homework should typically take about 10 minutes in first grade, with an additional 10 minutes added each year thereafter. (1<sup>st</sup>=10 min. /2<sup>nd</sup>=20 min./ 3<sup>rd</sup>=30 min./ 4<sup>th</sup>=40 min. /5<sup>th</sup>=50 min./ 6<sup>th</sup>=60 min.) Upper grade students may serve lunch detention if homework is not completed by the due date. Lunch detention gives the student an opportunity to complete homework which allows the student to earn a grade instead of receiving a zero for the assignment.



## Grades

Newton's grading system follows that of Baldwin County Public Schools.

A=90-100

B=80-89

C=70-79

D=60-69

F=59-0

*Kindergarten will receive a skills checklist.*

In elementary school, the weights are as follows:

Summative Assessments 40%

Formative Assessments 60%

Please check your child's grades regularly and communicate with your child's teacher as needed. Grades can be checked electronically through PowerSchool with your username and password.

**Promotion/Retention:** Promotion or retention of a student is based on the student's academic performance. Students may be retained when criteria for academics or attendance are not met. The decision to promote or retain is a professional one and, ultimately, the responsibility of the school educators, with parental input taken into consideration.

I'm moving!



### **Change of Address-Phone Numbers-Emergency Contacts:**

It is important that you inform the office **immediately** if your home address, phone numbers, or emergency contact numbers change. We must be able to reach guardians when needed.

Only students living in the Newton School District are eligible to attend Newton School unless the building principal has approved a variance. Approvals will only be valid for one school year and are based on several factors, including class size.

**Students and the Media – Public Notice:** J. Larry Newton has a very active Facebook page, and we love showcasing our students. Representatives of the Baldwin County Public Schools and news media sometimes seek access to the school. These visits may involve filming, taping, and interviewing students. If you object to your child being filmed, photographed, taped, or interviewed, you must notify the principal in writing. Be advised that while every effort will be made to honor your written request, parents should also make sure their children understand these wishes.



**Birthdays:** The school provides parents an opportunity to purchase a Special Birthday Ice Cream Package for the entire class. The birthday package will include birthday cake ice cream, and a birthday pencil which will be delivered during snack time or at a time set by the teacher. Outside birthday foods and other items cannot be brought or delivered to the school. This includes flowers, balloons, gifts, etc. Birthday party invitations may be distributed at school only if everyone in the class receives an invitation or if all boys/all girls receive an invitation.

*Please see the special birthday order form on the following page, or purchase online at [myschoolbucks.com](http://myschoolbucks.com)*



2024-2025



If you would like to purchase the Birthday Package, please complete the order form and send it to the office at least one week (preferably two) before your child's birthday so inventory can be checked. If the birth date falls on the weekend or during a conflict, treats will be delivered on another day that week. Orders should be turned in to the front office or purchased online at **[myschoolbucks.com](https://myschoolbucks.com)**.

## \$25 package



My child's birthday is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Day of Week Month Day

**Discipline:** An orderly school environment and student discipline are extremely important to the local school program. Please see the BCPS Student Handbook for additional discipline policies and procedures.

[BCPS Student HandbookParent Information / 2024-2025 Student Handbook](#)

Please note that alternatives to out-of-school suspension will be assigned whenever possible. Please notify your child's teacher or school counselor if there are discipline concerns.

Riding the bus is a privilege. Students are expected to follow all safety rules during transport and while loading and departing. Students not following procedures may be suspended from the bus.



## **EMERGENCY PROCEDURES**

**Fire, Severe Weather, Lockdown:** In case of fire, severe weather, or lockdown, an alarm or announcement will sound, alerting appropriate procedures. An evacuation plan is posted in each classroom. Students will remain in position until an "all clear" is given. Teachers will instruct children regarding specific procedures. Practice drills will take place throughout the year. Parents will not be allowed to enter the campus or check out students until after clearance has been given.

**Field Trips and Activities:** Field trips are considered an extension of classroom learning. Advance notification of trips will be given with the date, cost, and deadline for payment. A completed permission slip, signed by the parent/guardian, is required for all field trips. Field trip permission forms must be filled out completely, including insurance information, physician name and number, etc. Once reservations and bus arrangements have been made, refunds will not be given.

Some field trips will allow for or require chaperones. Chaperones are typically limited in number and may include parents/guardians or grandparents of students. However, school chaperones are expected to assist the teacher with the supervision of students including during transportation, and may be assigned to assist with student groups. Siblings are not allowed to attend field trips. Field trips are designed and planned for school-age students in a particular class or group. Students must ride the bus to the trip location and back to school. Students who receive disciplinary referrals may not be allowed to participate, or a parent may be required to attend with the student. This will be subject to the principal's discretion. When returning from a field trip, students should remain at school unless administration approval has been communicated.



## **Parent Teacher Organization (PTO):**

J. Larry Newton is fortunate to have an outstanding, supportive PTO. The PTO board works with administration and families to provide resources to teachers and students. To make this possible, several fundraisers and events occur during the year. This year our PTO will be sharing with you some of the many activities they have planned for our school, as there is always an opportunity to serve or to volunteer. All parents and legal guardians are members of Newton's PTO. Let's work together to make Newton Elementary what we already know it to be...the best school in Baldwin County!

## **Jamari Terrell Williams Student Bullying Policy**

### **Section 1: Bullying, Intimidation, Violence, and Threats of Violence Prohibited**

The Baldwin County Public School System is committed to providing a safe and supportive learning environment in which all members of the school community are treated with respect. Bullying, violence, and threats of violence, and intimidation are prohibited and constitute unacceptable behavior that will not be tolerated.

No student shall engage in nor should any be subjected to bullying, violence, threats of violence, or intimidation by any other student that is based on any of the specific characteristics set forth in this policy. Students who violate this policy will be subject to appropriate disciplinary sanctions as specified in the Student Code of Conduct, subject to the investigating school administrator's authority and decision.

### **Section 2: Definitions**

In this policy, these terms shall have the following meanings:

- a. *Bullying* means a continuous pattern of intentional behavior on or off of school property, on a school bus, or at a school-sponsored function including, but not limited to, cyberbullying or written, electronic, verbal, or physical actions that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories of personal characteristics contained in this policy. To constitute bullying, a pattern of behavior may do any of the following:
  - Place a student in reasonable fear of harm to his or her person or damage to his or her property.
  - Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
  - Have the effect of substantially disrupting or interfering with the orderly operation of the school.
  - Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.
  - Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student.
- b. *Hostile environment* means the perception by an affected student that the conduct of another student constitutes a threat of violence or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person, under the circumstances, would agree that the conduct constitutes bullying, threat of assault, or assault.
- c. *Violence* means the unjustified infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.



- d. *Threat* means a statement of an intention to inflict pain, injury, damage, or other hostile action to cause fear of harm. The intention may be communicated through an electronic, written, verbal, or physical act to cause fear, mental distress, or interference in the school environment. The intention may be expressly stated or implied and the person communicating the threat has the ability to carry out the threat.
- e. *Threat of violence* means an unjustified expression of intention to inflict injury or damage that is made by a student and directed to another student.
- f. *Intimidation* means an unjustified threat or other action that is intended to cause fear or apprehension in a student.
- g. *Student* as used in this policy means a person who is enrolled in the Baldwin County Public School System.

### **Section 3: Description of Behavior Expected of Students**

- a. Students are expected to treat other students with courtesy, respect, and dignity, and to comply with the Student Code of Conduct. Students are expected and required (1) to comply with the requirements of law, policy, regulation, and rules prohibiting bullying, violence, or intimidation; (2) to refrain from inflicting or threatening to inflict violence, injury, or damage to the person or property of another student, and (3) to refrain from placing another student in fear of being subjected to violence, injury, or damage when such actions or threats are reasonably perceived as being motivated by any personal characteristic of the student that is identified in this policy.
- b. Bullying, intimidation, violence, or threats of violence are prohibited and will be subject to appropriate disciplinary consequences and/or sanctions if the perpetrator of such action is found to have based the prohibited action on one or more of the following personal characteristics of the student:
  - The student's race;
  - The student's sex;
  - The student's religion;
  - The student's national origin;
  - The student's disability;
  - The student's marital status;
  - The student's sexual orientation; or
  - The student's gender identity.

### **Section 4: Consequences for Violations**

A series of graduated consequences for any violation of this policy will be those outlined in the Student Code of Conduct or any rule or standard adopted under authority of this policy.



## **Section 5: Reporting, Investigating, and Complaint Resolution Procedures**

- a. Complaints alleging violations of this policy may be made on a Board-approved complaint form available in the handbook, on the website, or at the school's office. The complaint must be delivered to the principal or the principal's designee either by mail or personal delivery. Incidental or minor violations of the policy may be presented and resolved informally.

The complaint form developed to report violations of this policy will include a provision for reporting a threat of suicide by a student. If a threat of suicide is reported, the principal or the principal's designee is authorized to inform the student's parent or guardian of the report unless at the discretion of the school principal or the principal's designee the apparent cause of the threat of suicide is child abuse or other significant harm from a parent or guardian.

- b. Upon receipt of the complaint, the principal or the principal's designee will determine if the complaint alleges a serious violation of this policy. If the policy or the principal's designee determines that the complaint alleges a serious violation, the principal or the principal's designee will undertake a reasonably prompt investigation of the complaint. The investigation will entail the gathering of relevant facts and evidence taking into account the circumstances of the complaint. If the investigation establishes a violation, appropriate disciplinary sanctions may be imposed on the offending student(s). Other measures that are reasonably calculated to prevent a recurrence of the violation(s) may also be imposed by the principal or the school system.
- c. Acts of reprisal or retaliation against any student who has reported a violation of this policy or sought relief provided by this policy are prohibited, and are themselves a violation of this policy. Any confirmed acts of reprisal or retaliation may be subject to disciplinary sanctions that may include any sanction, penalty, or consequence that is available to school officials under the Student Code of Conduct. A student who deliberately, recklessly, and falsely accuses another student of a violation of this policy may be subject to disciplinary sanctions as outlined in the Student Code of Conduct.

## **Section 6: Promulgation of Policy and Related Procedures, Rules, and Forms**

This policy and any procedures, rules, and forms developed and approved to implement the policy will be published on the website of each local board of education and school, shall be available at each school office, and shall be included in the student handbook that is distributed to each student at the beginning of each school year.



## **JLN PTO EXECUTIVE BOARD 2024-2025**

<b>PRESIDENT</b>	<b>RACHEL SMITH</b>
<b>SECRETARY</b>	<b>ELIZABETH JOHNSON</b>
<b>TREASURER</b>	<b>BREANA DUNCAN</b>
<b>FUNDRAISING CHAIR</b>	<b>LESLIE MERCER</b>
<b>MEMBERSHIP CHAIR</b>	<b>PAIGE NORDAN</b>
<b>SPRING INTO ART CHAIR</b>	<b>MICHELLE CHAMBLESS</b>
<b>TEACHER APPRECIATION CO-CHAIR</b>	<b>SHREE SPEER</b>
<b>TEACHER APPRECIATION CO-CHAIR</b>	<b>KRISTEN SULLIVAN</b>
<b>TEACHER GRANTS CHAIR</b>	<b>LACEE MINNEY</b>
<b>PIRATE DASH CO-CHAIR</b>	<b>TRICIA GUNNELLS</b>
<b>PIRATE DASH CO-CHAIR</b>	<b>MANDY BRUNS</b>