



# Student Handbook

2023-2024

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# About Jonesborough Elementary

**Mission Statement**

Our mission at Jonesborough Elementary is to provide a safe and positive learning environment that is anchored in high quality instruction that creates and inspires lifelong learners.

**Belief Statement**

We believe that all students can be successful through caring relationships, a growth mindset, high expectations, and quality academic instruction.

School Address and Phone Numbers	
August-December 2023	306 & 308 Forest Dr. Jonesborough, TN 37659
Beginning in January 2024	720 N. Cherokee St. Jonesborough, TN 37659
K-4 Phone Number	423-753-1180
5-8 Phone Number	423-753-1190

**School Colors**

Orange, Black, and White

**Mascot**

Tiger

**Text Alerts**

Washington County Department of Education uses text alerts to inform families of important information such as school closings and delays. You can sign up for alerts by visiting [wcde.org](http://wcde.org) or using the link below.

[bit.ly/3okOa8x](http://bit.ly/3okOa8x)

**Lunch Payments**

Washington County Department of Education offers parents the opportunity to add money to their child’s lunch account via My Payments Plus. You can create your account and access it by visiting

<https://www.mypaymentsplus.com/welcome>

**Parent Portal**

The Washington County Department of Education offers parents the opportunity to view and track their child’s grades and class performance using PowerSchool Parent Portal. This is available for grades 1 through 8. In order to create an account and access this feature parents must first email Mrs. Christi Ogle at

[oglec@wcde.org](mailto:oglec@wcde.org). Once you have an account created you can access it through <https://ps.wcde.org/public/home.html>.

**Other Important District/School Information**

Other important information regarding JES and the Washington County Department of Education can be found at [www.wcde.org](http://www.wcde.org) and [www.wcde.org/jes](http://www.wcde.org/jes).

# About Jonesborough Elementary

Administration	
Matt Combs Principal	combsm@wcde.org
Brandi Crass Assistant Principal	crassb@wcde.org
Jeff Gray Assistant Principal	grayj2@wcde.org
Office Staff	
Christi Ogle K-4 Data Clerk	oglec@wcde.org
Julie Pearce 5-8 Data Clerk	pearcej@wcde.org
Allison Underwood K-4 Office Assistant	underwoodr@wcde.org
Misty Gregg 5-8 Office Assistant	greggm@wcde.org
Kristen Hincer Bookkeeper	hincerk@wcde.org
Counselors	
Vickie Woodward	woodwardv@wcde.org
Clarinda Whitson	whitsonc@wcde.org

# 2023-2024 School Calendar



**WASHINGTON**  
COUNTY SCHOOLS  
INSPIRE ★ STRIVE ★ THRIVE

July 2023						
S	M	T	W	T	F	S
						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					
August 2023						
S	M	T	W	T	F	S
		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		
						22
September 2023						
S	M	T	W	T	F	S
						1
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
						42
October 2023						
S	M	T	W	T	F	S
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				
						57
November 2023						
S	M	T	W	T	F	S
			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		
						75
December 2023						
S	M	T	W	T	F	S
						1
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						
						88

## Teacher Work Days

Data Clerks & Bookkeepers Return	Jul. 21
Newly-Hired Teacher Induction	Jul. 24, 25, 26
All Teachers Return	Jul. 27
Inservice Days	Jul. 27-28, Jul. 31, Aug 1
Parent Teacher Conf.	Oct. 19 (11:00 - 6:00)
Inservice Day/Regional PD	Oct. 16
Inservice Day	Jan. 2
Inservice Day & Par./Teach. Conf.	Feb. 12
Inservice Day/ACT Day	Mar. 5

## Student Begin/End Dates

First Student Day	Aug. 2
End of First Semester	Dec. 15
Beginning of Second Semester	Jan. 3
End of Second Semester	May 24
Last Student Day	May 24

## School Vacation Days

Labor Day	Sept. 4
Fall Break	Oct. 2 - 6
Parent-Teacher Conf. Day	Oct. 19
Election Day	Nov. 7
Thanksgiving Break	Nov. 22 - 24
Winter Break	Dec. 18 - 29, Jan. 1
MLK Day	Jan. 15
Presidents' Day	Feb. 19
Spring Break	Mar. 25 - 28
Good Friday	Mar. 29

## 9 Weeks Ends

10/11/2023	12/15/2023	3/8/2024	5/24/2024
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## Report Card Distribution

10/18/2023	1/5/2024	3/15/2024	5/24/2024
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**NOTE: Adjustments in calendar might be necessary due to possible TDOE changes.**

**\*School Board Approved February 3, 2022**

	TCAP Window Opens	TBA
	TCAP Window Closes	TBA

January 2024						
S	M	T	W	T	F	S
	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			
						106
February 2024						
S	M	T	W	T	F	S
				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		
						125
March 2024						
S	M	T	W	T	F	S
					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						
						140
April 2024						
S	M	T	W	T	F	S
	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				
						162
May 2024						
S	M	T	W	T	F	S
			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	
						180
June 2024						
S	M	T	W	T	F	S
						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						

	1st Student Day		Abbreviated Day
	Admin. Only (No Students)		Parent Teacher Conference (No Students)
	Inservice (No Students)		Last Student Day
	Vacation Day (No Students/No Staff)		

# Tiger Pledge

Tigers are  
**T**eachable,  
lead with **I**ntegrity,  
have a **G**rowth  
mindset, are  
**E**nthusiastic,  
**R**esponsible, and  
**S**afe

# School Expectations

## Teachable

- **Be** actively engaged and risk productive struggle
- **Be** your best
- **Be** ready to learn

## Integrity

- **Be** honest
- **Be** kind
- **Be** EPIC
  - Encourage each other
  - Protect your right to learn
  - Invest in your future
  - Connect with your peers

## Growth Mindset

- **Be** open to challenges
- **Be** diligent
- **Be** positive

## Enthusiastic

- **Be** invested in my education
- **Be** on time

## Responsible

- **Be** accountable for YOUR words and actions
- **Be** prepared to learn

## Safe

- **Be** a rule follower
- **Be** cautious
- **Be** respectful of yourself, your peers, and your school



# Attendance

## Absences

- According to Tennessee law, students must attend school daily.
- Washington County Schools will allow five (5) parent/guardian notes to excuse absences each year.
  - A parent note only excuses **ONE** day. Five parent notes = five excused days.
- Medical documentation (a doctor's excuse) may also be provided to excuse an absence.
- **NOTE: ALL notes must be turned in within five (5) days of the student return date. If notes are not turned in within this five (5) day window the absence will be unexcused. No exceptions can be made to this policy.**

Unexcused Absences	Tier	Action
3		<ul style="list-style-type: none"><li>• Courtesy reminder letter sent home</li></ul>
5+	Tier 2	<ul style="list-style-type: none"><li>• Students with 5 unexcused absences are considered truant by the state of Tennessee.</li><li>• Student and family will be asked to attend an attendance meeting and sign a Tier II Attendance Improvement Contract.</li><li>• Necessary supports will be put in place and attendance will be monitored daily.</li></ul>
Additional Unexcused Absences After Signing a Tier II Attendance Improvement Contract	Tier 3	<ul style="list-style-type: none"><li>• Student and family will be asked to attend a Truancy Board Meeting at the school.</li><li>• Supports will be put in place and a Tier III Attendance Improvement Contract will be signed.</li><li>• Students who continue to miss unexcused days after signing a Tier III Attendance Improvement Contract will be petitioned to Truancy Court.</li></ul>

## Tardy Policy

- Students will receive an after school detention for every 5 unexcused tardies they accumulate throughout the school year.
- Tardies may be excused by doctor's note only.

## Early Dismissal Policy

- Any time a student is picked up before 3:00 it is considered an early dismissal.
- Students will receive an after school detention for every 5 unexcused early dismissals they accumulate throughout the school year.
- Early dismissals may be excused by doctor's note only.



# Medication Procedures/School Clinic

## **Prescription Medication**

If a student is required to take prescription medication during school hours, and the parent or guardian cannot be at school to administer the medication, the student must have a written order from the physician which includes the student's name, dosage, etc. on file with the school nurse. Medication must be brought to school by a parent/guardian in the original container appropriately labeled by the pharmacy (current information must be accurate). The clinic/school nurse will keep a record of medication administration. Unused medication may be picked up by the parent/guardian.

## **Non-prescription Medication**

Administration of non-prescription medication also requires completion of a medication form with a parent signature. Medication must be brought to the school in the original manufacturer's labeled container with the ingredients listed and the child's name affixed to the container.

***\*\*Teachers or other school employees are not authorized to give out medication, prescription or non-prescription (this includes cough drops).***

***\*\*No school employee is authorized to apply sunscreen to any student.***

## **School Clinic**

- The school health clinic is staffed by two full time school nurses from the Office of Coordinated School Health. The school nurses are available on a daily basis from 7:45-3:15. All medication and health forms are kept in the clinic

## **School Nurses**

Carrie Rogers - rogersc@wcde.org

Chelsea White - whitec1@wcde.org

# Car Rider Line

## Car Rider Drop Off and Pick Up Times

- Morning Car line: 7:00 am - 8:00 am
- Afternoon Carline: 2:50 pm - 3:15 pm

## Car Rider Tags

Two (2) car rider tags will be provided to each family at the beginning of the school year. Families in need of additional tags can contact the school office and be provided with additional tags as needed.

Car rider tags MUST be displayed clearly in the window during afternoon car rider pick up.

## Car Rider Procedures

### **K-4**

- Cars should enter the car line via Forest Drive at the entrance closest to the football field behind the middle school. (this entrance is labeled with a sign indicating Elementary School Car Line Entrance)
- Follow the two lanes that are marked, cross the four way intersection (please stop and look for traffic). Continue into the K-4 parking lot following the two lanes marked for car line along the fence bordering the parking lot. At the end of the two lanes carefully merge into one lane and continue around to the car rider stations (stations 1-5).
- In the mornings, staff members will be located along the sidewalk to greet students as they arrive. Please remain in your vehicle and pull as far forward as possible before stopping. Once stopped encourage your child to open the door and exit the car on their own.
  - Families are not allowed to park their vehicles and walk their students in the building in the car rider area. If family members need to visit the office, please do so by parking at the front of the building and entering through the main entrance.
- In the afternoons students MUST be picked up via the car rider line. Students are not allowed to be picked up in the office at dismissal time. The office is reserved for dismissing students riding the school bus.
- Afternoon car rider traffic is to follow the same traffic flow that is followed in the mornings. Please enter the car line via Forest Drive at the entrance closest to the football field behind the middle school. Remain in your vehicle for the entirety of the pick up process. At the merge point a staff member will be there to call students names and assign a station for them to be picked up. Family members MUST have their car rider sign displayed in the window for the staff member to easily see. After your child's name is called, you will proceed through the line and stop at the pick up stations. Please pull forward as far as possible to allow all cars space to stop and load their children.
- **Parents must remain in their vehicle throughout the pick up process.** If your child needs assistance buckling their seat belt please pull beyond the loading station before exiting your vehicle to assist your child.

# Car Rider Line

## Car Rider Procedures Continued

### 5-8

- 5-8 families should enter the middle school car line by turning into the parking lot from 11 E beside the middle school.
- Follow the flow of traffic along the side of the building then turn right behind the middle school. As you arrive at the back of the building please pull all the way forward and stop. In the mornings once you are signaled that all traffic has stopped your child may exit the vehicle.
- All 5-8 families also dropping off K-4 students should follow the 5-8 traffic flow, drop their 5-8 student(s) off first, then exit left onto Forest Drive and enter the K-4 car line and follow the K-4 traffic pattern.
- In the afternoons, you will follow the same traffic pattern. A staff member will be behind the middle school and will call your student outside. Please have your car rider tag displayed clearly in the window.

## General Car Rider Reminders

- Please make sure your child is ready to exit the vehicle quickly in the mornings. Once your vehicle has stopped at the appropriate location and it is safe for them to exit, please have them exit the vehicle as quickly as possible.
- In the afternoons once your child is in the vehicle and traffic is flowing again please move out of the car rider pick up area safely and quickly.
- At JES we have a large number of car riders. Please make sure you are following the above procedures as closely as possible. This will help us ensure that our car lines run as smoothly and quickly as possible.
- Please see the car rider traffic pattern graphic on the next page.

\*\* The car rider line process for the new school building will be communicated with families before we move into the new building in January.

# Car Rider Line



# Field Trips

- Field trips will be offered at various times throughout the school year as extensions to learning taking place in the classroom and as rewards for positive behavior.

## **Field Trip Expectations and Guidelines**

- Students must have a signed permission slip on file with the homeroom teacher in order to participate in any off campus field trips.
- Remember that while on an off campus field trip students are representing Jonesborough Elementary, and will be expected to show their best conduct throughout the entirety of the trip.
- While on a field trip, students are under the supervision of the classroom teacher and/or other chaperones.
- Students are expected to follow all school rules and expectations in addition to all rules set forth by the location of the trip for the duration of the field trip.
- Students must be recorded present at school the morning of a trip in order to be eligible to go.
- Parents may not “meet” the class anywhere off campus to drop their child off.

## **Parent/Guardian Participation in Field Trips**

- Parents/guardians are allowed to attend **SOME** field trips. If parents are able to attend a trip, the classroom teacher will notify all families.
- Parents/guardians may under no circumstances ride a school bus while on a field trip.
- Parents/guardians attending a field trip, may meet at the school and follow the school bus, or in some instances meet the class and join their child’s group at the location of the trip.
- Teachers will communicate parent/guardian expectations with all families for each trip.
- Parent/guardian involvement on trips will only be allowed on a trip by trip basis.
- Parents/guardians who chose to do so, may sign their child out with the homeroom teacher and take their child with them at the end of the trip.
  - Once a parent/guardian signs a student out with their homeroom teacher, the student is then under the supervision and responsibility of their parent/guardian.
  - Students who sign out early on a field trip will accumulate one (1) early dismissal.

## **Eligibility for Positive Behavior Reward Field Trips**

- In order to be eligible for all positive behavior reward trips a student must have 80% or better positive dojos at the time of the trip.

***\*\*The school administration and teachers reserve the right to withhold field trip participation from any student due to behavioral and/or safety concerns.***

# Sports

Jonesborough Elementary School offers opportunities for students in sixth (6th) through eighth (8th) grade to participate in the following sports.

- Girls Volleyball
- Boys Soccer
- Girls Soccer
- Cross Country
- Football
- Cheerleading
- Girls Basketball
- Boys Basketball
- Track
- Baseball
- Softball
- Tiger Squad

\*All athletics at Jonesborough Elementary School are governed by the TMSAA (Tennessee Middle School Athletic Association)

## **Student Eligibility**

- Students must be in the 6th, 7th, or 8th grade.
- Students must have a recent physical on file with the school office. All students must provide an updated physical each calendar year.
- Students must maintain a C average or better in all classes
- Students must follow all guidelines described in the middle school athletic contract. (see next page).

## **Tryouts**

- All coaches will advertise tryout dates, times, and expectations through ClassDojo and flyers.
- Coaches will share all expectations and cost requirements with students for each sport at the time of tryouts.

## **Playing Time**

- Playing time is at the discretion of the coach.

\*\* Student participation in the JES sports program is a privilege. Students participating must follow all expectations set forth by the coach, school, district, and TMSAA in order to be eligible for participation.

\*\* The coaches and school administration reserve the right to deny participation to any student who does not meet conduct and/or academic expectations.

# Sports



WASHINGTON  
COUNTY SCHOOLS

Mr. Jerry S. Boyd  
Superintendent

405 W. College St.  
Jonesborough, TN 37659  
Phone (423) 753-1100

## Washington County Schools Athletic Contract

Being a Washington County Athlete is a great privilege. All student athletes are expected to be positive role models. In order to ensure that high standards are met, the following guidelines must be adhered to for the duration of each sport's season. This will begin with tryouts and end with the last game of the season. This contract is for all student athletes.

School: \_\_\_\_\_ Sport: \_\_\_\_\_ Coach: \_\_\_\_\_

### **A. TSSAA/TMSAA**

Student athletes will meet all TSSAA and TMSAA eligibility rules. Refer to website: [www.tssaa.org](http://www.tssaa.org) and [www.tmsaa.tssaa.org](http://www.tmsaa.tssaa.org)

### **B. Board Policy**

All Washington County Board of Education Policies will be enforced. Refer to website: [www.wcde.org](http://www.wcde.org)

### **C. Washington County Athletic Rules**

1. Athletes must be present at their home school for 3 hours and 16 minutes of the school day to participate in any athletic activity held during that day.
2. Every day out of class, due to an in-school or out-of-school suspension and/or being remanded to the Alternative School for disciplinary reasons, will result in an unexcused absence from a practice or game. When an athlete reaches 6 unexcused absences due to disciplinary reasons, the athlete will be dismissed from the athletics program for the calendar school year.
3. If an athlete is convicted in court of unlawful or unethical offenses on or off school campus, the athlete will be dismissed from all athletics.
4. Athletes are to ride with coaches, parents or guardians to events unless written permission states otherwise.
5. Conflicts before, during or after events could result in disciplinary action being taken.
6. Parents/athletes requesting a meeting with a coach should schedule a meeting through the Athletic Director. All meetings will be held during school hours.
7. Practice and game times are set in advance. If an athlete arrives late and/or is picked up late 3 times, it will result in disciplinary action being taken.
8. A coach may bench or limit a player's participation from practice/games if the athlete fails to meet a coach's expectations.
9. Middle School Student-Athletes must maintain satisfactory grades which are defined by a combined average of 70 or higher in the following academic subjects: Reading/Language Arts, Math, Science, and Social Studies. Any grade below 50 will be averaged as a 50 for athletic participation. Violation of this standard will result in removal from the team until a mid-term or end of 9 weeks grade card is issued.

**If actions must be taken on any of the above listed items, the due process procedure for student discipline will be followed.**

I have read the stated regulations and responsibilities and agree to abide by these rules.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_

Board of Directors

Annette Buchanan  
Mary Beth Dellinger  
Keith Ervin

Chad Fleenor  
David Hammond  
Gregg Huddleston

Mike Masters  
Whitney Riddle  
Vince Walters



# Chromebook Protocol

## About our 1:1 Chromebook Initiative

The one-to-one initiative will give students the opportunity to be involved in the learning process in new and engaging ways. As a tool with such a prominent role in the daily educational process, it is imperative to establish procedures and guidelines for the appropriate use of this device. Each student will be issued a Chromebook, which is the property of the Washington County Department of Education.

The student will receive a Chromebook and a charger. At all times, the legal title of the Chromebook is in the possession of the Washington County Department of Education. The student's right of possession and use is limited to and conditioned upon their full and complete compliance with this Agreement and the District's Acceptable Use of Computer Networks and Resources Policy and Regulation. The student has no right of confidentiality when using the Chromebook. Contents of email, information regarding internet usage, and network communications may be reviewed at the sole discretion of the District.

In order for a student to receive a personal Chromebook, the principal or designee must first receive a 1:1 Chromebook Agreement Form signed by both the student and his or her parent(s)/guardian(s)

## Chromebook Expectations

As a recipient of a district issued Chromebook, the student receiving the device and his or her parent(s)/guardian(s) signing this form agree to the following:

- **Device Use:** The student should use the assigned device for educational purposes only. The student is expected to bring his or her assigned device to all classes each day with a full battery charge. The student shall comply at all times with the **Jonesborough Elementary School** Student Handbook and Code of Conduct, including the Acceptable Use of Computer Networks and Resources Policy and Regulation. The use of each device assigned to the student is subject to the acceptable use guidelines described in BOE policies and regulations. Failure to comply may result in the immediate termination of the student's rights of possession and the District may repossess the Chromebook.
- **Student's Right to Use and Possess the Chromebook:** The student's rights terminate upon withdrawal/graduation from **Jonesborough Elementary School**, unless otherwise terminated earlier. A student's failure to return the property in a timely manner will be considered unlawful appropriation of Washington County Department of Education property.

# Chromebook Protocol

## Expectations Continued

- **Chromebook Required Each Day of Class:** The student is required to bring his or her fully charged Chromebook to class every day. The student is expected to take his or her Chromebook home every night for assignments and recharging. All rules and regulations that are in effect during the school day extend to home use of the Chromebook. If the student leaves his or her Chromebook at home, the student is responsible for getting the coursework completed as if he or she had his or her Chromebook present. If the student repeatedly leaves his or her Chromebook at home, the student may be subject to disciplinary consequences.
- **Inappropriate Content:** Inappropriate content will not be allowed on Chromebook devices. The presence of inappropriate material, including but not limited to pornographic material; inappropriate language; weapon-related content; alcohol, drug, and/or gang-related symbols or pictures, will result in disciplinary action and possible loss of Chromebook privileges.
- **Loaning or Borrowing Chromebooks:** The student shall NOT loan his or her Chromebook to other students or borrow a Chromebook from another student.
- **Required Accessories:** There are no specific required accessories at this time for the Chromebook. Any additional items such as a case can be purchased by the individual student.
- **Manufacturing Defects and Technical Problems:** Any manufacturing defects of the assigned device should be brought to the immediate attention of the Technology Department.
- **Modification of the Chromebook:** The student shall not modify the Chromebook in a way that will permanently alter it, either physically and/or electronically, other than as instructed by an administrator or other school personnel. The student is not permitted to apply marks, stickers, or other decorations to his or her assigned Chromebook. Any alteration or destruction of a Chromebook or charger will result in the student having to pay for its replacement. The student Chromebook will be labeled by The Washington County Department of Education to identify and track each device. Each Chromebook will be identified by a serial number and a CER label. The student is prohibited from altering these identifying marks

# Chromebook Protocol

## Expectations Continued

- **Damage Fee:** Refer to the Chromebook Annual Usage Fee Form as to what is covered and excluded. Similar to textbooks, the student is responsible for maintaining his or her Chromebook in proper working condition. The student is NOT to place stickers or any adhesive decoration to his or her Chromebook. All devices, regardless of condition, will be returned to the Technology Department at the end of each school year for routine summer maintenance.
- **Lost Device Fee:** The student is responsible for the security of his or her Chromebook. The device should be kept with the student at all times, or secured in the student's hallway locker. The student's responsibility and obligation for the Chromebook is the same as any district-issued textbook.
- **Software and Applications:** The Technology Department reserves the right to audit and remove any software in the student assigned device at any time. The Technology Department may require the installation of software that will have access to personal information stored in the student assigned device.
- **Electronic Recording Capabilities:** Any electronic recordings obtained with the device must be for instructional/educational purposes only. The student must obtain prior approval from a staff member in order to use the audio, image, or video recording capabilities of the device. The student should ask all individuals being recorded for their permission before starting to record. No recording should start without the permission of all individuals being recorded. In addition, electronic recordings obtained with the device may not be shared, published or re-broadcasted for any reason by the student without obtaining the permission of the district and all individuals present in the recording.
- **Privacy:** The Washington County Department of Education reserves the right to examine, restrict, or remove electronic data from devices assigned to students. The student and his or her parent(s)/guardian(s) understand the assigned device may record or collect information on the student's activity or the student's use of the device. The student and parent(s)/guardian(s) further understand that all communication sent or received while connected to The Washington County Department of Education network infrastructure and services can potentially be recorded and archived. The District reserves the right to share any of such archived records with law enforcement authorities if deemed appropriate by the District. In addition, the District reserves the right to use the geolocation features of the device to track its location in case it is lost or stolen. The District shall not use any of the recording or geo-location capabilities of the device in a manner that would violate the privacy rights of the student.

# Chromebook Protocol

## Expectations Continued

- **Access to Internet Material:** In accordance with the “Children’s Internet Protection Act” (CIPA), The Washington County Department of Education will use appropriate filtering measures to limit the exposure of the student to indecent or objectionable material on the internet while the device is connected to the school network. Furthermore, District staff will monitor student use of the device while on campus and provide guidance in the appropriate use of the device and the access to the global Internet. Parents/guardians understand that district Internet filters are not in place for the Chromebook when used at home, agree to monitor the student use of the device while off campus, and are encouraged to establish rules of usage with the student.
- **Data Security/Intellectual Property/Academic Integrity:** Students are responsible for the security of the data stored on his or her district assigned device. No passwords or login information should be shared with any classmate. The student recognizes that all content created on a district device and using a district Google account is not subject to intellectual property claims. The student further recognizes that all activity should follow the expectations for Academic Integrity.
- Students are to not mark on their chromebook with a marker or writing utensil of any kind.
- Students are not allowed to place stickers of any kind on their chromebook.
- When using their chromebook students are not to have food, drink, gum, or candy around the device.
- When transporting the chromebook students are to carry it responsibly with two hands and not run.

## Responsibility for Damaged Chromebooks

- In the event the Chromebook is damaged, it will be at the administration’s discretion to determine if the damage was intentional or accidental. The district reserves the right to assess a fine not to exceed the full cost of the repair or replacement cost for any damages due to negligence or intentional misuse.

# Extracurricular Programs

In recognition of the honor and responsibility that comes with representing his or her school, all students are expected to be model students both on and off campus when participating in any extracurricular programs and/or activities. Principals may remove students from participating in extracurricular activities if/when the student's conduct creates a substantial disruption to the school climate or the student uses any type of social media to bully, harass, intimidate and/or threaten other students and/or school personnel whether this occurs off campus or outside of the calendar season. Representing a school in an extracurricular activity is a privilege that must be maintained through acceptable behavior.

Some examples of extracurricular activities that may be offered are:

Girls on the Run	Builder's Club
Beta Club	Robotics
Girls Who Code	FCA
Lego Club	Drama Club
Chorus	Art Club

\*\* This is not an exhaustive list.

# Discipline and Behavior

JES Families,

The goal of student discipline at Jonesborough Elementary is to support students to behave in ways that contribute to academic achievement, school success, and to support a school environment where students and staff feel safe physically, socially, emotionally, academically, and professionally. In all instances, school discipline should be reasonable, timely, fair, age and developmentally appropriate, logically connected to the particular behavior, relationally-based, and should match the severity of the student's misbehavior. School discipline should be guided by the following principles:

- Effective and engaging instruction and classroom management are the foundation of effective discipline. When students are engaged in learning the opportunity to be distracting and make poor choices does not present itself to them.
- School discipline is best accomplished by preventing misbehavior before it occurs and using positive, safe, and respectful interventions after it occurs.
- Effective school discipline should hold students accountable without compromising school safety, respect, and dignity.
- Disciplinary actions should foster awareness of behavioral patterns and triggers and restore relationships with peers and adults in the school community.
- School safety is strengthened when all school staff build positive relationships with students and refer students to appropriate mental health supports when needed.
- Exposure to adversity and trauma may interfere with a student's ability to regulate his/her emotions and behaviors, putting him/her at greater risk for disciplinary issues.
- School staff should understand the potential effects of adversity and trauma on student behavior and consider the reasons behind negative behaviors when determining disciplinary action.
- School staff should avoid re-traumatizing students by eliminating the use of potentially traumatic, violent, or shaming disciplinary practices.
- School discipline that offers students an opportunity to learn from their mistakes is more likely to result in getting the student re-engaged in learning.

Sincerely,

Mr. Combs, principal

Dr. Gray and Mrs. Crass, assistant principals



# Class Dojo

## What is Class Dojo?

Class Dojo is a classroom tool that helps teachers monitor behavior in their classrooms quickly and easily. It also captures and generates data on behavior that teachers can share with parents. Class Dojo makes it easy to engage parents in their child's classroom performance, by allowing teachers to provide them with data from the classroom - with just one click!



## How does it work?

Class Dojo is a fully confidential online behavior system. Each student is assigned an avatar to represent him/her. When students demonstrate positive behaviors, the teacher simply clicks on their avatar, chooses the appropriate behavior from the list, and awards the students with positive points. When a student demonstrates a negative behavior, the teacher can subtract points from the student's overall point total.

## How do I know how my child is doing?

The great part about Class Dojo is the fact that it provides parents with current and specific information regarding their child's behavior at school. Parents receive a login code which allows them to access their child's Dojo account anytime and view a report outlining exactly why their child is receiving positive and negative points. These reports can be viewed on a daily basis, weekly basis, or monthly basis. After parents have registered for a Dojo account, Class Dojo will send them an email every Friday, detailing their child's weekly behavior.

## How will Class Dojo be used in my child's classroom?

Prior to the first day of use, each student will be assigned a Dojo avatar. Parents will receive a login code, which will allow them to register their own Dojo accounts. **Parents must register for an account in order to receive weekly email behavior reports.** If you do not have access to a computer and would like for your child's teacher to send home weekly behavior reports, please send a request through email.

Throughout the school day, students will receive positive and negative Dojo points. Positive behavior will be rewarded based on a points scale. Students will be allowed to choose from a variety of rewards once they have reached specific points increments. Points will be reset at the end of each 9 week grading period. This allows students to have time to earn as many points as possible.



# Class Dojo

Student conduct grades are determined using the following criteria:

Positive Dojo Point Percentage	Conduct Grade
90 - 100%	E
80 - 89%	S
79% and below	N



# Cell Phone/Smart Device Policy

## **WCDE Board of Education Policy 6.312**

Recognizing that cellular phones have proven to be helpful in emergency situations, the following will be in place for students:

1. Cellular phones will not be used by students during the instructional day. Cellular phones will be turned off during the school day so that incoming signals will not disrupt instruction except as authorized by the director of schools.
2. Only in the event of an emergency situation or with the permission of the principal or a school authority may a student use a cellular phone during any part of the instructional day except as authorized by the director of schools.
3. Use of a cellular phone will be guided by the same provisions regulating use of other phones in the building for students.
4. Cellular phones will not be allowed to present a distraction or create a disruption to the instructional process by students.

# Cell Phone/Smart Device Policy

## JES Expectations

1. Any student caught texting or placing calls during the school day (examples: hallways, restroom, classroom, cafeteria, bus hall) will be automatically referred to the office for an in-school suspension. Their cell phone/smart device will be confiscated and returned to their parent or guardian only.
2. Any student caught recording at any time throughout the school day, will automatically be referred for an out of school suspension, and the cell phone/smart device will be confiscated and kept in the possession of the administration until the end of the school day and released to a parent/guardian. Students will lose the privilege of bringing their cell phone to school. Parent/guardian and student will sign a contract acknowledging the loss of this privilege.
3. During class time students who choose to bring their phones/smart devices to school must keep their device(s) powered off and in their backpack or turn them into the teacher for safekeeping during class time.
4. Earbuds/headphones are not to be worn at school. The only exception for the use of earbuds/headphones is during the use of school issued Chromebooks. Earbuds/headphones are not to be used for streaming music, videos, phone calls or other uses with smart devices.

# Cell Phone/Smart Device Policy

Students found to be in violation of the expectations 3 or 4 on the previous page will experience the following consequences:

	Consequence	Cell Phone Possession
1st offense	<ul style="list-style-type: none"><li>Teacher confiscates phone/smart device.</li><li>Teacher give student a warning</li></ul>	Teacher returns phone/smart device to student at end of class
2nd offense	<ul style="list-style-type: none"><li>Teacher confiscates phone/smart device.</li><li>Teacher takes phone to office.</li><li>Office Referral resulting in administrator conference</li></ul>	Administrator returns phone/smart device to student following conference with student.
3rd offense	<ul style="list-style-type: none"><li>Teacher confiscates phone/smart device.</li><li>Teacher takes phone to office.</li><li>Office referral resulting in after school detention</li></ul>	Office returns phone/smart device to student at end of day
4th offense	<ul style="list-style-type: none"><li>Teacher confiscates phone/smart device.</li><li>Teacher takes phone to office.</li><li>Office referral resulting in in-school suspension (1 day)</li></ul>	<ul style="list-style-type: none"><li>Parent or guardian must pick up phone/smart device from office.</li><li>Student loses privilege of bringing phone to school.</li><li>Parent/guardian and student will sign a contract not to bring the phone to school.</li></ul>

# Tiger Dress Code

The administration has full discretion to determine what is inappropriate, on a case by case basis. Teachers and administrators are to enforce the dress standards per the parameters below.

Clothes must not violate the following guidelines, even if the clothes are part of the prevailing fashion.

## **Shirts/Blouses:**

- No skin showing armpit to armpit and at least to the top of the pants (no skin may be showing at the midriff).
- Any willful display of inappropriate parts of the body or undergarments.

## **Sweaters/Sweatshirts:**

- Sweaters, sweatshirts, and hoodies are permitted if they meet the shirt/blouse dress code or are worn over a shirt or blouse that does not meet the dress code.
- The hood may not be worn on the head.

## **Shorts/Pants:**

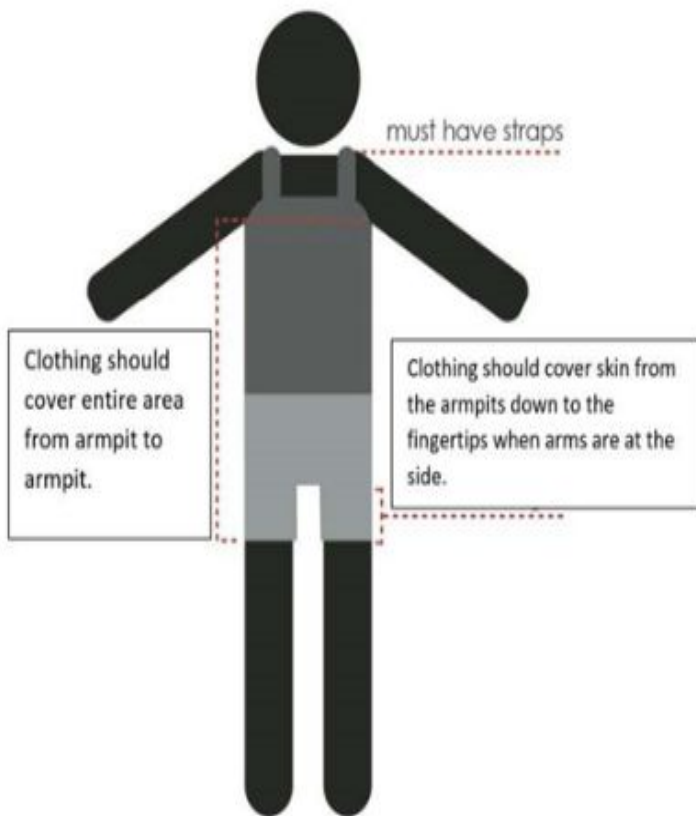
- Must be worn at the waist and be size appropriate. No sagging is allowed.
- Must have NO HOLES where skin above the shorts requirement and/or underwear is exposed.
- Shorts must be worn at a modest length. All shorts, including athletic shorts, must meet these criteria.

## **Skirts/Dresses:**

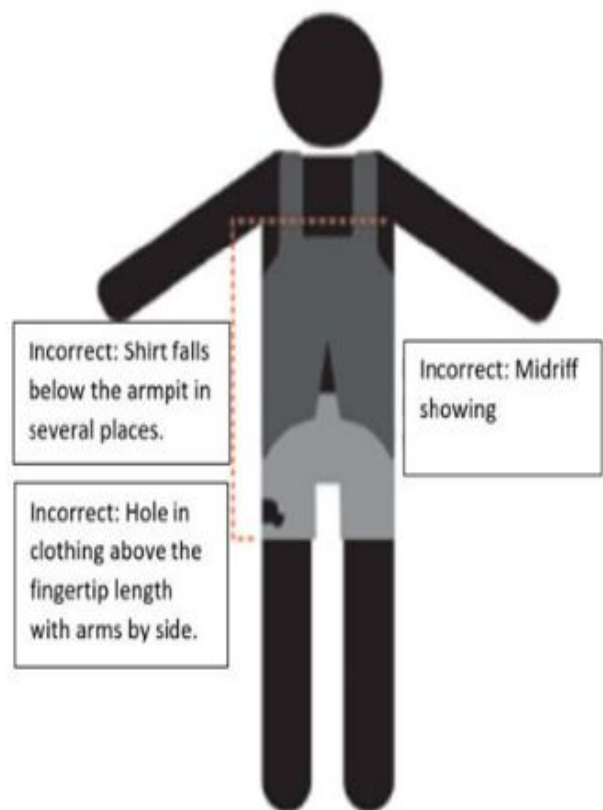
- Skirts, dresses, and jumpers must be worn at a modest length. Dresses or skirts meeting this requirement will not be allowed if they have slits. The top of the dress must meet the shirt/blouse requirements of the dress code. *(It is suggested that shorts/leggings be worn under skirts/dresses.)*

# Tiger Dress Code

**Wear This**



**Not This**



# Tiger Dress Code

## **Headwear/Hats:**

- No head coverings are permitted. This includes, but is not limited to, hats, hoodies, scarves, sweatbands, stockings, do-rags, bandanas, toboggans, etc. These items must be removed upon entering the building.

**\*\*Exemptions for religious headwear will be made.**

## **Other General Rules**

- All shirt straps must be two finger widths wide. NO spaghetti straps.
- Clothing must cover areas from one armpit to the other armpit and down to the fingertips when arms are by the side. Tops MUST have shoulder straps and be long enough to cover the waistline and NOT expose the midriff.
- Industrial chains, wallet chains, accessories with spikes, pet chains, collars around the neck or wrists are prohibited.
- Costumes and costume accessories are prohibited, unless authorized by a teacher or administration.
- Clothing that displays the names of/or advertisements of drug, alcohol, tobacco, and/or innuendoes are prohibited.
- Accessories must be free of offensive or suggestive words or graphics, contain references to alcohol, tobacco and/or e-cigarette products, illegal/immoral substances, or activities.
- Shirts and shoes must be worn at all times.
- Students are not allowed to wear, carry, and/or display bandanas, or items associated with gangs. Student attire cannot be modified (for example - rolling up pant leg) to display gang affiliation.
- Sunglasses may not be worn covering the eyes in the school building.
- Athletic/spirit group uniforms worn to school must meet all dress code requirements.
- Blankets are prohibited.
- Gloves are not allowed to be worn during class except where instructed by a teacher. (i.e. CTE Lab)
- No pajamas (including pajama pants) may be worn outside of reward or spirit days.
- Any clothing that causes a distraction to the school day will not be permitted.



# Tobacco Use/Vaping

## **WCDE Board of Education Policy 6.3071**

Students shall not use or have in their possession tobacco or vapor products in any form on school premises, on sponsored trips, or on school buses during school hours. Students shall not use or have in their possession tobacco or vapor products in any form at any school-sponsored event or activity.

To “use” shall mean any holding of a lighted cigarette, cigar, pipe, or vapor product; any inhaling of the smoke of tobacco or vapor product and/or any chewing or dipping of any tobacco product.

“School hours” shall include the period of time beginning with the first bus pickup (or arrival of car riders) in the morning and ending with the last bus drop in the afternoon.

**Violations of this policy shall subject the student to penalties as indicated hereunder:**

- **First offense:** Suspension from school for five (5) days;
- **Second offense:** Suspension from school for ten (10) days;
- **Third offense:** Suspension from school with a hearing before the Hearing Committee for possible recommendation for long-term suspension from school.

In addition, any student who possesses tobacco or vapor products shall be issued a citation by the school principal/resource officer. The citation shall require the student and his parents to appear in Juvenile Court.

The director of schools, in cooperation with the juvenile court and 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 handling completed citations.

Parents and students shall be notified of this citation requirement at the beginning of each school year.

# Cafeteria Expectations

- Use hand sanitizer before entering the cafeteria
- No racing to choose seats
- No excluding people and/or saving seats/claiming tables
- Once you pick a seat, stay in that seat
- Voice level must stay at a conversational level
- No throwing food
- Clean up your messes
- To get a napkin, utensil, or go to the restroom you must raise your hand and request permission
- Always address staff in a respectful manner

## Consequences

First Offense	Verbal warning
Second Offense	Assigned seat in cafeteria for 5 days
Third Offense	Lunch Detention
Fourth Offense	Referral to the Office

# JES Discipline Protocol

**If a student is referred to the office :**

1st offense	Conference
2nd offense	2 lunch detentions
3rd offense	Afternoon detention
4th offense	In-school suspension
5th offense	Out of school suspension

\*If the behavior is severe, steps may be omitted and consequence will be left to the administration's discretion.

\*This plan will be modified for special education students based upon their IEP.

# Immediate Office Referrals

**Students will receive an immediate office referral for the following infractions:**

- fighting
- physical Aggression toward an adult
- contraband (drugs, alcohol, weapons, etc)
- off campus without permission
- not in assigned area in the building
- vandalism
- skipping class
- tobacco, drug, or alcohol use
- serious threats to others
- major theft
- inappropriate sexual behavior
- sexual harassment
- inappropriate representation of school (i.e. athletics, field trips, etc)
- Vaping

Administration will use the protocols set forth in the Washington County discipline matrix to determine the appropriate action for these behaviors.

# Discipline Matrix

**NOTE:** The discipline matrix that follows in this document sets forth the guidelines for assessing consequences for violations of school board policies. The school principal has the discretion to deviate from these guidelines by assessing an appropriate consequence other than stated in the matrix if he or she determines in his or her sole discretion that there are mitigating or aggravating circumstances. However, the Chief Students Supports Officer must be consulted when this deviation occurs - prior to finalizing the parental notice.

**Parent Notification:** Required for each offense

**Principal discretion or alternate plans may be implemented for specific students.**

**Any behavior deemed inappropriate for a school environment will be dealt with at the principal's discretion.**

**There is a 15-day maximum for ISS; after that the student may be placed on a behavior contract for "continual and willful violation of school rules" violation of behavior contract will result in long term suspension and SDHA appointment.**

**\* Excludes Harassment that is defined under Title IX Federal Law**

	VQ: Verbal Warning
	C: Conference
	LP: Loss of Privilege
Code Legend	D: Detention
	ISS: In-School Suspension
	OSS: Out of School Suspension
	RSW: Referral to Social Worker
	RFH: Referral to Frontier Health
	PC: Parent Conference

# Discipline Matrix

Staff Student Relations	1st Offense	2nd Offense	3rd Offense	4th Offense
Refusal to comply with reasonable request	C, LP, D, 1-2 ISS	C, LP, D, 2-3 ISS	C, 2 OSS, Behavior Contract	OSS more than 10-day SDHA, Alternative School Placement
Profanity/Disrespect/ Obscene gestures directed to staff	C, LP, D, 1-2 ISS	C, LP, D, 2-3 OSS	C, 5 OSS Behavior Contract	OSS more than 10-day SDHA, Alternative School Placement
Verbal threats to staff (Low level, noncriminal/no harm or physical injury)	C, D, 1-day ISS, RSW	C, D, 2-5-day ISS, RSW	C, 2 days OSS, Behavior Contract	OSS more than 10-day SDHA, Alternative School Placement
Assault on staff	See Zero Tolerance Board Policy	See Zero Tolerance Board Policy	See Zero Tolerance Board Policy	See Zero Tolerance Board Policy
Verbal threats to staff (High Level) Physical Threat	OSS 6-10 Days, Parent Conference upon Return	OSS more than 10 days SDHA Alternative School Semester	OSS more than 10 days SDHA Alternative School Entire School Year	

# Discipline Matrix

Student Relations	1st Offense	2nd Offense	3rd Offense	4th Offense
Bullying/CyberBullying	C, 2-5 days ISS, SW, Loss of electronic devices Severity could result in OSS more than 10 days with SDHA	C, SW, 2-3 days OSS, Loss of electronic devices Behavior Contract Severity could result in OSS more than 10 days with SDHA	OSS more than 10 days SDHA Alternative School Semester	OSS more than 10 days SDHA Alternative School Placement
Harassment*	C, LP, ISS 2-3 Days, 1-2 Days OSS, Admin parent conference, Loss of electronic devices	C, RSW, LP, ISS 3-5 Days, 3-5 OSS, Loss of electronic devices, Suspension more than 10 days SDHA	C, RSW, LP, 6-10 OSS, Behavior Contract, Loss of electronic devices, Suspension more than 10 days SDHA	Suspension more than 10 days SDHA, Alternative School Placement
Recording inappropriate video/images	C, ISS 1-2 Days, Loss of Privileges, Loss of electronic devices	C, ISS 2-4 Days,	OSS 1-2 Days, Behavior Contract	Suspension more than 10 days SDHA, Alternative School Placement
Distribution of inappropriate video/images	C, ISS 2-4 Days, Loss of electronic devices	2 Days OSS	4 Days OSS, Behavior Contract	Suspension more than 10 days SDHA, Alternative School Placement
Hazing	C, LP, ISS 2-3 Days, 1-2 Days OSS, Admin parent conference, Loss of electronic devices	C, SW, LP, ISS 3-5 Days, 3-5 OSS, Loss of electronic devices, Suspension more than 10 days SDHA	C, RSW, LP, 6-10 OSS, Behavior Contract, Loss of electronic devices, Suspension more than 10 days SDHA	Suspension more than 10 days SDHA, Alternative School Placement
Profanity/ Obscene gestures	VW, LP	C, LP, 1-2 ISS	C, LP, 3-5 ISS,	Behavior Contract



# Discipline Matrix

Fighting-Major/ Premeditated	3-5 Days OSS Behavior Contract Severity could result in OSS more than 10 days with SDHA	OSS more than 10 days SDHA Alternative School Semester	OSS more than 10 days SDHA Alternative School Placement	OSS more than 10 days SDHA Alternative School Placement
Fighting-Minor	3-5 Days ISS	3-5 Days OSS Behavior Contract Severity could result in OSS more than 10 days with SDHA	OSS more than 10 days SDHA Alternative School Semester	OSS more than 10 days SDHA Alternative School Placement
<b>Attendance</b>	<b>1st Offense</b>	<b>2nd Offense</b>	<b>3rd Offense</b>	<b>4th Offense</b>
Being in undesignated/ unsupervised area/skipping class	C, LP, D,	C, LP, D, 1-2 Days ISS	C, LP, D, 3 Days ISS Behavior Contract Referral to Truancy Board	OSS more than 10 days SDHA Alternative School Placement
Leaving class without permission	C, LP, D, 1-2 ISS	C, LP, D, 2-3 ISS	C, 2 OSS, Behavior Contract	OSS more than 10 Alternative School Placement SDHA
Leaving Campus w/o permission	2 Days ISS Behavior Contract Severity could result in OSS more than 10 days with SDHA	OSS more than 10 days SDHA Alternative School Semester	OSS more than 10 days SDHA Alternative School Entire School Year	OSS more than 10 days SDHA Alternative School Entire School Year
Tardiness, Habitual	D, LP	D, LP, RSW	LD, LP, RSW Referral to Truancy Board	See Board Policy
Truancy/ Absentee	See Board Policy			

# Discipline Matrix

Other Criminal Incidents	1st Offense	2nd Offense	3rd Offense	4th Offense
Weapons	Zero Tolerance Offense (See Board Policy)	Zero Tolerance Offense (See Board Policy)	Zero Tolerance Offense (See Board Policy)	Zero Tolerance Offense (See Board Policy)
Other Serious Delinquent Act	OSS more than 10 days SDHA, Alternative School Placement	OSS more than 10 days SDHA, Alternative School Entire School Placement	OSS more than 10 days SDHA, Alternative School Placement	OSS more than 10 days SDHA, Alternative School Placement
Disruptive Incidents	1st Offense	2nd Offense	3rd Offense	4th Offense
Horseplay	VW, D	1 Day ISS	2 Days ISS	PD
Willful Disruption	1-2 Days ISS,	3-4 Days ISS	3-4 Days OSS, Behavior Contract	OSS more than 10 days SDHA, Alternative School Placement
Falsification documents	1 Day ISS, PC	2 Days ISS, PC	C 4 Days ISS, PC	Principal's Discretion
Indecent Exposure	2 Days ISS	FHR, 2 Days OSS	5 days OSS, Behavior Contract	OSS more than 10 days SDHA, Alternative School Placement
Inciting a disturbance	2 Days ISS	4 Days ISS	3 days OSS, Behavior Contract	OSS more than 10 days SDHA, Alternative School Placement
False Bomb/Shooter Threat	Threat Assessment Process, 5 Days OSS	Threat Assessment Process, 7 Days OSS, Behavior Contract	OSS more than 10 days SDHA, Alternative School Semester	

# Discipline Matrix

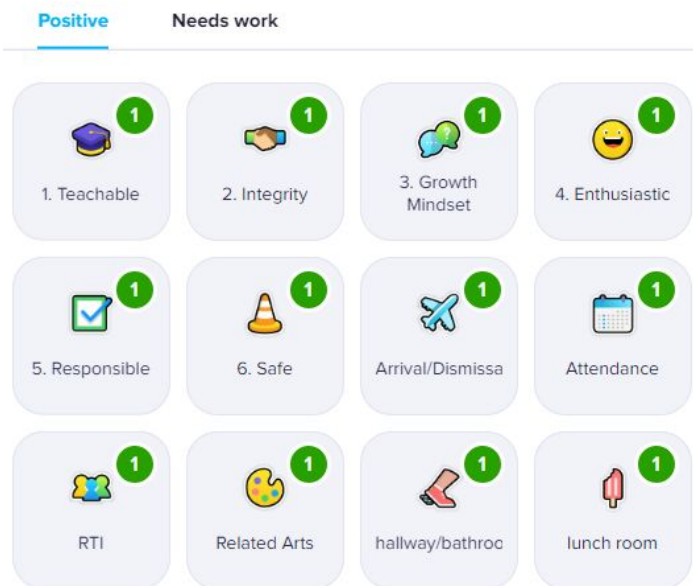
Property Incidents	1st Offense	2nd Offense	3rd Offense	4th Offense
Destruction of school property	Restitution, 1 days ISS	Restitution, Principals Discretion	Restitution, Principals Discretion	Restitution, Principals Discretion
Theft- Minor less than \$100	1 Day ISS, Restitution,	Restitution, 2-3 ISS	3 Days OSS, Behavior Contract	OSS more than 10 days SDHA, Alternative School Semester
Theft-Major over \$100	Principal's Discretion	Principal's Discretion	Principal's Discretion	Principal's Discretion

# Kindergarten Behavior Plan

## Positive Behavior

If a child “makes good choices”: In behaving appropriately, they:

1. Receive lots of smiles and praises from the teachers and their peers.
2. Receive Class Dojo points for daily attendance and going above and beyond expectations.
3. Special privileges and extra playtime are also awarded from time to time.



## Positive Behavior Rewards to be rewarded at each midterm:

Students will get to “spend” their points each midterm.

- 5 - sticker **or** bookmark
- 10 - pencil
- 20 - treasure box **or** candy jar
- 30 - wear a hat
- 40+ - go to Mr. Combs’ treasure box and spend points
- 40 - chew gum at school
- 50 - sidewalk chalk and bubble playtime

## Negative Behavior

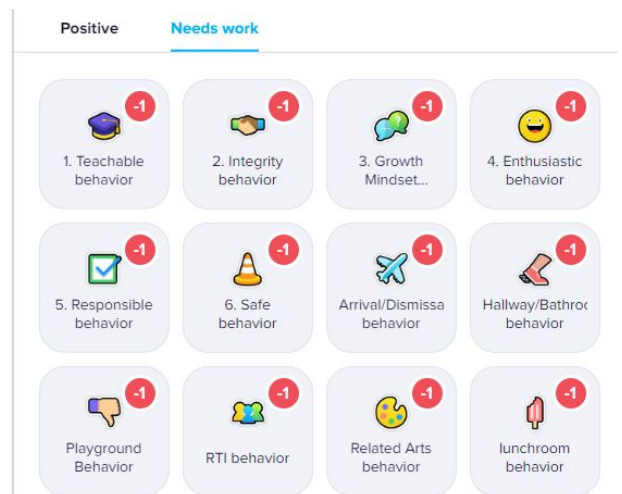
If a child “makes wrong choices” by behaving inappropriately, this is the discipline plan that will be followed.

1st - 3rd offense: Verbal Warning and Redirection.

4th offense: Child loses dojo points and 5 minutes of playtime.

5th offense: Child loses additional dojo points, misses part of free choice centers/and or outdoor play, and discussion with the teacher.

\*\*\*Severity Clause: Severe disruptions will be handled on an individual basis. Referral to administration for immediate discipline and a parent conference will be considered.\*\*\*



## Consequences for loss of Dojo points (weekly):

- 1-2 negative point: warning
- 3-4 negative points: parent contact
- 5 negative points: refer student for lunch detention
- 6 or more negative points: office referral

Parents, teachers, and children working together will ensure a **fun and successful** year in Kindergarten. Thank you for your support! We are looking forward to a wonderful year!

# Grade 1 Behavior Plan

The first grade teachers are excited to have your child in our classrooms this year! We believe that an orderly, respectful atmosphere is a requirement for effective and engaging learning. You and your child are receiving a list of rules and consequences that make up our behavior plan as a grade level.

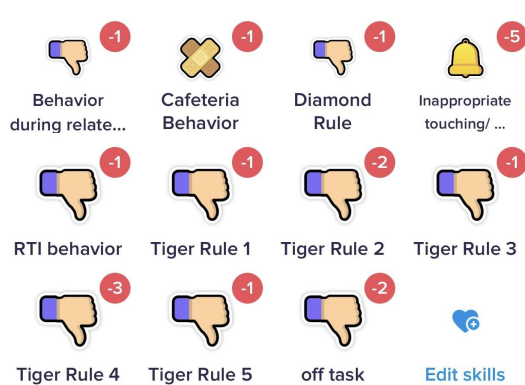
## 1st Grade Expectations

- **Rule #1 Follow Directions Quickly**
- **Rule #2 Raise Your Hand For Permission To Speak**
- **Rule #3 Raise Your Hand For Permission To Leave Your Seat**
- **Rule #4 Make Smart Choices, Show Glorious Kindness, Leadership, Courage, Invincible Grit, and Creativity**
- **Rule #5 Keep Your Dear Learning Community Happy**
- **Diamond Rule Keep Your Eyes on TARGET**

### Positive Behavior



### Negative Behavior



## Positive Behavior Rewards May Include

- 20 Dojos- Candy/Sticker
- 30 Dojos- Bring a Stuffed Animal
- 40 Dojos- Wear a Hat
- 50 Dojos- Trip to the Treasure Box
- 60 Dojos- Extra Recess
- 70 Dojos- Show and Tell
- 80 Dojos- No Classwork Pass
- 90 Dojos- Sit with a friend
- 100 Dojos- Soda/Snack
- 150 Dojos- VIP
- 200 Dojos- Class Dance Party
- 250 Dojos- Class Games
- 300 Dojos- Class Movie

## Consequences for Loss Dojo

- 1 Dojo- Warning
- 2 Dojos- 5 minutes of free time loss
- 3 Dojos- Loss of all free time for the day
- 4 Dojos- Parent will be called
- 5 Dojos- Either office behavior referral, after school detention, or both

\* Different consequences may occur based on the situation per school faculty and staff discretion.

# Grade 2 Behavior Plan

The second grade teachers are excited to have your child in our classrooms this year! We believe that an orderly, respectful atmosphere is a requirement for effective and engaging learning. You and your child are receiving a list of rules and consequences that make up our behavior plan as a grade level.

## 2nd Grade Expectations

- **Rule #1 Follow Directions Quickly**
- **Rule #2 Raise Your Hand For Permission To Speak**
- **Rule #3 Raise Your Hand For Permission To Leave Your Seat**
- **Rule #4 Make Smart Choices, Show Glorious Kindness, Leadership, Courage, Invincible Grit, and Creativity**
- **Rule #5 Keep Your Dear Learning Community Happy**
- **Diamond Rule Keep Your Eyes on TARGET**

### Positive Behavior



### Negative Behavior



In addition to the grade level expectation rules, each individual teacher may have different positive and negative dojo's.

### Positive Behavior Rewards May Include

- 20 Dojos- Candy/Sticker
- 30 Dojos- Bring a Stuffed Animal
- 40 Dojos- Wear a Hat
- 50 Dojos- Trip to the Treasure Box
- 60 Dojos- Extra Recess
- 70 Dojos- Show and Tell
- 80 Dojos- No Classwork Pass
- 90 Dojos- Sit with a friend
- 100 Dojos- Soda/Snack
- 150 Dojos- VIP
- 200 Dojos- Class Dance Party
- 250 Dojos- Class Games
- 300 Dojos- Class Movie

### Consequences for Loss Dojo

- 1 Dojo- Warning
- 2 Dojos- 5 minutes of free time loss
- 3 Dojos- Loss of all free time for the day
- 4 Dojos- Parent will be called
- 5 Dojos- Either office behavior referral, after school detention, or both

\* Different consequences may occur based on the situation per school faculty and staff discretion.

# Grade 3 Behavior Plan

The third grade teachers are excited to have your child in our classrooms this year! We believe that an orderly, respectful atmosphere is a requirement for effective and engaging learning. You and your child are receiving a list of rules and consequences that make up our behavior plan as a grade level.

## 3rd Grade Expectations

- **Rule #1 Follow Directions Quickly**
- **Rule #2 Raise Your Hand For Permission To Speak**
- **Rule #3 Raise Your Hand For Permission To Leave Your Seat**
- **Rule #4 Make Smart Choices, Show Glorious Kindness, Leadership, Courage, Invincible Grit, and Creativity**
- **Rule #5 Keep Your Dear Learning Community Happy**
- **Diamond Rule Keep Your Eyes on TARGET**

### Positive Behavior



### Negative Behavior



In addition to the grade level expectation rules, each individual teacher may have different positive and negative dojo's.

## Positive Behavior Rewards May Include

- 20 Dojos- Candy/Sticker
- 30 Dojos- Bring a Stuffed Animal
- 40 Dojos- Wear a Hat
- 50 Dojos- Trip to the Treasure Box
- 60 Dojos- Extra Recess
- 70 Dojos- Show and Tell
- 80 Dojos- No Classwork Pass
- 90 Dojos- Sit with a friend
- 100 Dojos- Soda/Snack
- 150 Dojos- VIP
- 200 Dojos- Class Dance Party
- 250 Dojos- Class Games
- 300 Dojos- Class Movie

## Consequences for Loss Dojo

- 1 Dojo- Warning
- 2 Dojos- 5 minutes of free time loss
- 3 Dojos- Loss of all free time for the day
- 4 Dojos- Parent will be called
- 5 Dojos- Either office behavior referral, after school detention, or both

\* Different consequences may occur based on the situation per school faculty and staff discretion.

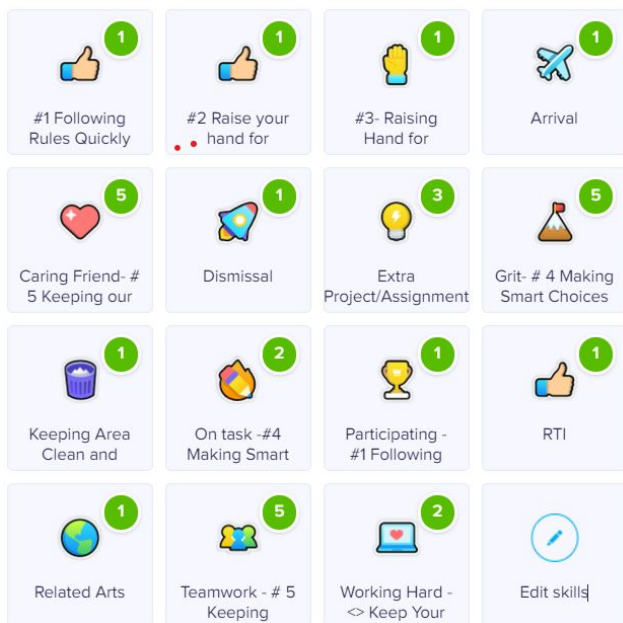
# Grade 4 Behavior Plan

## 4th Grade Behavior Expectations

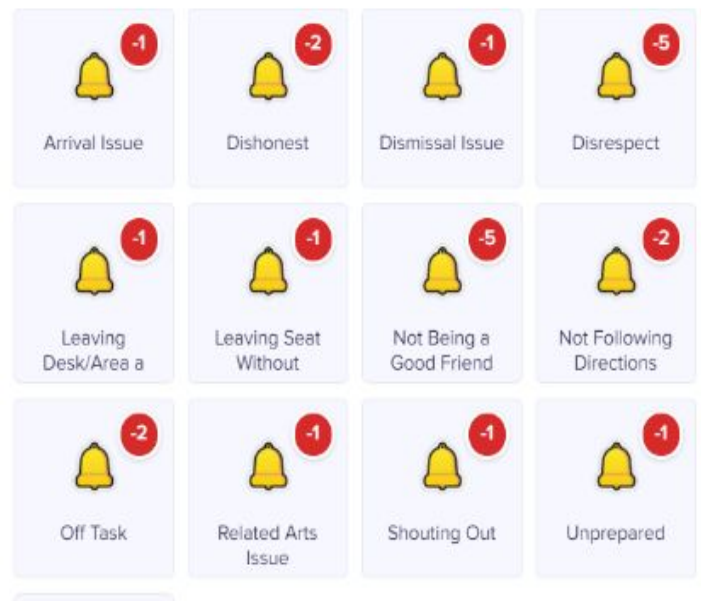
1. Follow directions quickly.
2. Raise your hand for permission to speak.
3. Raise your hand for permission to leave your seat.
4. Make smart choices.
5. Keep your learning community happy.

Dojos will be given and taken based on the above classroom expectations. Please see the chart below for further information.

### Positive Behavior



### Negative Behavior



### Positive Behavior

#### Rewards (examples):

- 5- Candy
- 10- Pencil
- 20-Show and Tell
- 30- Class DJ
- 40- Gum
- 50- Bring a toy
- 60- Hat for the day or Assignment Skip
- 70- No shoes or wear slippers / Special Seat
- 80- Dance Party
- 90- Popsicles for the class
- 100- Lunch with the teacher
- 125- Class PJ Day/Talent Show
- 150- 1 Hour in the Library
- 175- Soda
- 200-Teacher Assistant for the Day
- 250- Class Movie- Teacher brings popcorn
- 300- Mr. Combs' Assistant for 1/2 a day

#### Consequences of Dojo loss:

**1 Negative Point:** Warning

**2 Negative Points:** Parent Contact

**5 Negative Points:** Refer student to the office for lunch or after school detention

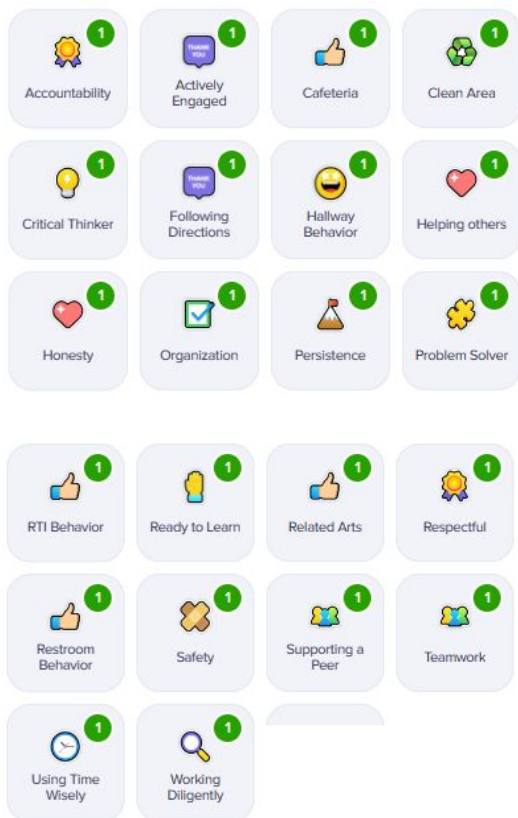


# Grade 5 Behavior Plan

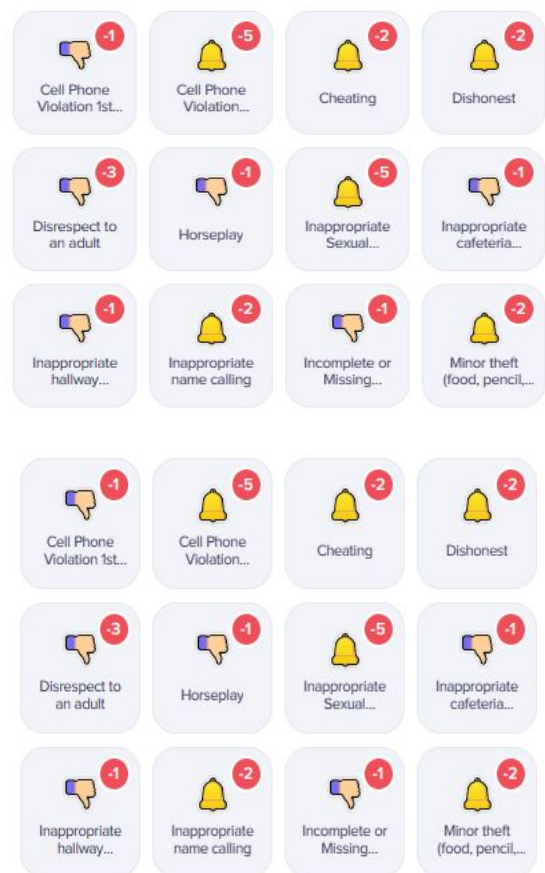
## 5th Grade Behavior Expectations

1. Keep hands, feet, and objects to yourself.
2. Follow directions.
3. Come to class prepared.
4. Take care of all materials appropriately at the end of class.
5. Be invested in your learning.
6. Be open to challenges and willing to work hard.
7. Be respectful of yourself, your peers, and your school.

### Positive Behavior



### Negative Behavior



**\*\*\*Severity Clause: Severe disruptions will be handled on an individual basis.**

### Positive Behavior Reward Examples:

- 10 - candy
  - 20- 2 vinyl stickers
  - 30- Treasure Box (assorted fidgets)
  - 40- Bring a friend to lunch with the teacher
- Rewards will change throughout the year to help hold student interest.
- Classes may also combine points for class rewards. These will be determined by the students.

### Consequences of Dojo Loss (Weekly):

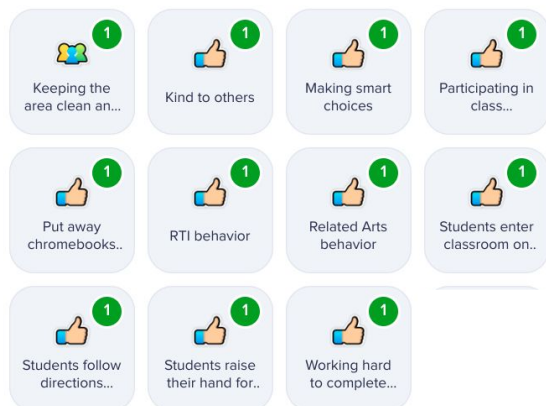
- 1 Negative point: Warning
- 2 Negative points: Warning and Conference with Student
- 3 Negative points: Student completes a Think Sheet.  
-Requires guardian signature.
- 4 Negative points: Phone conference with parent.
- 5 Negative points: Refer student to the office for lunch or after school detention

# Grade 6 Behavior Plan

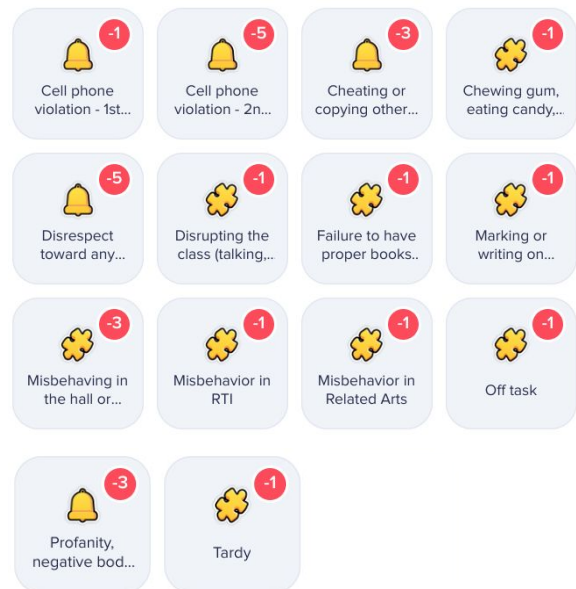
## 6th Grade Behavioral Expectations:

1. Enter the classroom on time, quietly, and prepared.
2. Follow directions quickly.
3. Raise your hand for permission to leave seat, speak, etc.
4. Make smart choices.
5. Keep area clean and clutter free.
6. Participate in class discussions.
7. Work hard to complete assignments.
8. Be kind to others.
9. Put away chromebooks and charge them.

## Positive Behavior



## Negative Behavior



## Positive Behavior Reward

### Examples:

- 5 - candy
- 10- 1 eraser
- 20 - 2 stickers
- 30- treasure box
- 40-bring a friend to lunch with the teacher

Rewards will change throughout the year to help hold student interest.

## Consequences of Dojo

### Loss per week:

- 1 Negative point: Warning
- 2 Negative points: parent contacted
- 5 Negative points: refer student to the office for lunch or after school detention

# Grade 7 Behavior Plan

## 7th grade Discipline Plan for JES 2023-2024

Our goal as your 7th grade teaching team is to establish a positive, engaging learning environment. In order to accomplish this, our expectations for students are to be prompt, be prepared, be polite, be patient, and be productive.

At all times and in all locations, students are expected to adhere to the guidelines in the Code of Conduct according to Washington County and Jonesborough Elementary School. Please sign the attached sheet acknowledging that you have read and understand both the rules and expectations as well as the positive and negative consequences.

We will be using Class Dojo to communicate with parents/guardians throughout the school day. You may use the App and/or the website to see both the positive and negative Dojos awarded/taken to/from your child. School-wide and grade level announcements as well as individual messages will be sent through this platform. Please check it regularly in order to stay informed about the progress of your child and stay updated with the information needed throughout the school year.

At the end of each nine weeks, students will earn their Conduct grade by their Dojo points.

Positive Point Percentage:	Conduct Grade
90 - 100%	E
80 - 89%	S
79% and below	N

At the end of each week, our goal is for students to have earned more positive dojos than negative. However, if the students have more negative than positive, there will be consequences.

### Consequences for Dojo lost:

-5 = loss of educational break on Friday

-10 = contact parent

-20 or more = refer student to office for lunch or after school detention

# Grade 7 Behavior Plan

Positive reward for earning Dojos are:

- +30 - candy
- +80 - wear a hat to school
- +120 - sit in teacher's chair
- +150 - soda
- +200 - sit with a friend or teacher during lunch
- +250 - 30 minutes playing game/listening to music
- +300 - 1 hour outside

\*Teachers and Administrators reserve the right to have alternative consequences on a case-by-case basis.

At the end of each nine weeks we will have a celebration. This is for those students who show excellent behavior throughout the nine weeks. Students must have 90% total positive Dojos to be able to attend this celebration.

There will be a 7th grade end-of-year field trip. The students whose percentage is 85% or higher with positive dojo points throughout the entire school year will be able to attend this trip. Students that have made their deposit and payments for this trip will NOT receive a refund if the student loses the trip. They will forfeit this money and the right to attend this trip.

Please see the chart below for the behaviors and choices that earn positive and negative Dojo points.

Positives (+ points)		Needs Work (- points)	
Helping Others	+1 point	Not following directions	-1 points
On task	+1 point	Tardy	-1 points
Participating in class	+1 point	Off task	-1 points
Persistence (productive struggle)	+1 point	Poor behavior in hallway/lunch	-1 points
Working well with your team	+1 point	Inappropriate language	-1 points
Working hard to reach a goal	+1 point	Not prepared for class	-1 points
Helped clean up classroom	+1 point	Inappropriate clothing	-1 points
Asks for help when needed	+1 point	Cheating	-2 points
Sincerely compliments others	+1 point	Out of assigned area	-2 points
Complete assignment redo	+1 points	Class disruption/Disrespect to students	-2 points
Submits all assignments for the week	+2 points	Sleeping in class	-2 points
Participates in school-wide event	+2 points	Inappropriate use of chromebook	-2 points
Has perfect attendance for the month	+3 points	Disrespect to adults	-3 points

# Grade 8 Behavior Plan

8th grade Discipline Plan for JES 2023-2024:

Our goal as your 8th grade teaching team is to establish a positive, engaging environment that facilitates learning. In order to accomplish this, the actions and choices of the students should remain conducive to promote attentiveness and eliminate distractions.

At all times and in all locations, students are expected to adhere to the guidelines in the Code of Conduct according to Washington County and Jonesborough Elementary School. Please sign the attached sheet acknowledging that you have read and understand both the rules and expectations as well as the positive and negative consequences.

We will be using Class Dojo to communicate with parents/guardians throughout the school day. You may use the App and/or the website to see both the positive and negative Dojos awarded/taken to/from your child. School-wide and grade level announcements as well as individual messages will be sent through this platform. Please check it regularly in order to stay informed about the progress of your child and stay updated with information needed throughout the school year.

At the end of each nine weeks, students will earn their Conduct grade by their Dojo points.

Positive Point Percentage:

90 - 100%

80 - 89%

79% and below

Conduct Grade:

E

S

N

At the end of each week, our goal is for students to have earned more positive dojos than negative. However, if the students have more negative than positive, there will be consequences.

up to 5 - warning

6-10 - loss of outside time on Friday

10-14 - contact parent/guardian

15 or more - refer to office for lunch or after school detention

Teachers and Administrators reserve the right to have alternative consequences on a case-by-case basis.

# Grade 8 Behavior Plan

Positive rewards for earning dojos are:

- 30 positive points = candy
- 80 positive points = wear hat to school
- 120 positive points = wear pj pants to school
- 150 positive points = sit in teacher's chair
- 220 positive points = 15 minutes extra outside time
- 300 positive points = 30 minutes extra outside time

At the end of each nine weeks, there will be a celebration. This is for those students who show excellent behavior throughout the nine weeks. Students must have 90% total positive Dojos to be able to attend this celebration.

There will be an 8th grade end-of-year field trip. The students whose percentage is 85% or higher with positive dojo points throughout the entire school year, will be able to attend this trip. Students that have made their deposit and payments for this trip will NOT receive a refund if the student loses the trip. They will forfeit this money and the right to attend this trip.

Please see the attached sheet for the behaviors and choices that earn positive points and negative points.

You will not be eligible for celebrations and trips if the attached form is not signed and returned to your homeroom teacher.

## Ways to earn positive Dojo points

## Ways to earn negative Dojo points

Positive		Needs work	
 1	 1	 1	 1
Asks for help when needed	Helped clean up the classroom	Helping others	On task
 1	 1	 3	 1
Participates in school-wide ...	Participating in class	Perfect Attendance for...	Persistence (productive ...
 1	 2	 1	 1
Sincerely compliments ...	Submits all assignments for...	Working hard to meet a goal	Working well with your team

Positive		Needs work	
 -3	 -2	 -2	 -1
Disrespect to adult	Disrespect to student	Disruption	Inappropriate clothing
 -1	 -2	 -1	 -1
Inappropriate language	Inappropriate use of chromebook	Not following ...	Not prepared ...
 -1	 -2	 -2	 -1
Off task	Out of assigned ...	Sleeping in class	Tardy

# Family Agreement

Jonesborough Elementary School Families,

We believe that working together with you is the best way to support you and your student. The JES faculty and staff plan to do this by developing a standard set of clear expectations and consistent consequences related to infractions of those expectations.

By signing below, you and your student are acknowledging that you have received a copy of this handbook and you agree to abide by the expectations included here. Your signature indicates that you understand the positive and negative consequences and you will work to support a cooperative school culture.

-----  
Parent signature

-----  
Date

-----  
Student signature

-----  
Date

Thank you for your support and we look forward to a great year here at Jonesborough Elementary School!

Go Tigers!