

Crabapple Lane
Elementary
Student/Parent
Handbook



2015-2016
Home of the Cardinals

**Crabapple Lane Elementary
Faculty and Staff
2015-2016**

Principal

Assistant Principal

Secretary/Bookkeeper

Secretary I

Clerk

Doe Evans

Margaret Davis

Kim Reynolds

Amy Marland

Monica Marks

Pre-Kindergarten

Ashley Fannin

Kindergarten

Stacy Daniel

Tracy Furr

Shannon Knowles

Eileen McGann

Meredith Tally

Third Grade

Jessica Faulkner

Laura Gambrel

Michelle Redahan

Natalie Schmitt

LuAnne Weise

First Grade

Rebecca Bartlett

Dana Fairrel

Ronda Hall

Mindi Hooton

Kim Wisener

Fourth Grade

Karrie Palmer

Glynis Saulsbury

Sharon Snyder

Andrea Watt

Second Grade

Suzi Britton

Jennifer Cattlet

Bambi Emmet

Brittain Kruse

Kari Nguyen

Fifth Grade

Pat Costa

Michael Fairbanks

Cynthia Herndon

Brandi Lowery

Paraprofessionals

Denise Alexander
Amy Bassett
Lucy Cochran
Stacy Farrill
Amber Garrett
Jacqueline Jackson

Joy Jones
Nicole Mariner
Anita Morrow
Meredith Redding
Jessica Sims
Emorie Vasquez

Support Personnel

Counselor
Media Specialist
Media Parapro
Art
Music
PE
Technology
EIP

Stacey Patterson
Monica Boyd
Susan Gonzales
Dana Siewert
Kelly Jackson
Nick Bellantoni and Chris Greenwood
Jennifer Stroud
Ann Reefe
Cathy Scheumann
Julie Jasnica

Enrichment

Sally Meyer
Jill Whiten

Special Education

Marcie Dickerson (LEA)
Joan Reives
Virginia Lauden

Speech

Ansley Burdeshaw

School Nurse

Risa Curtin

After School Program

Patty Rose

Cafeteria

Wendy Hall (manager)

Custodian

Ferris Williams (head custodian)

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AFTER SCHOOL PROGRAM

Fayette County offers the After School Program (ASP) at each elementary school. The Crabapple Lane Elementary ASP is a voluntary extension of the regular school day. For a reasonable fee, Crabapple Lane students are able to remain at school for quality after school care from dismissal until 6:30. The program provides activities in a structured and safe environment which emphasize responsible behavior, respect for others, positive attitudes, and educational enrichment for all participants. Study time, physical activity, and enrichment programs are included in the schedule. For additional information, handbooks and registration forms are available in the school office.

ATTENDANCE

***See Student Code of Conduct for specific state policy regarding attendance and tardies.**

A written excuse for each absence is necessary and should be brought to the teacher within three days. Teachers will provide make-up work for students who will be absent for more than two days. **Requests for homework should be made by 8:15 A.M. through the front office.** **Request for homework may also be made via email to the teacher at the following address: lastname.firstname@mail.fcboe.org.**

School Hours

School hours are from 7:40A.M. to 2:25 P.M. **Please do not drop off students before 7:15 A.M., as there is no organized supervision of students before this time. Students who are tardy must be signed in by parents at the office and be given a pass to class.** If you pick up your child during the school day, you must report to the main office to sign your child out on the designated "Sign Out Sheet." You may be asked to show identification when picking up your child from school. If your child returns to school the same day, he/she must be signed in noting the time of return. A child must be in school for a minimum of three and one half-hours of instruction to be counted present for the day.

CLINIC AND MEDICATIONS

The Fayette County School System provides a clinic worker at each elementary school. The school clinic worker will assist students who become sick or injured while at school and will dispense medications prescribed by physicians. It is imperative that you provide us with home and business telephone numbers and notify us of any changes in these numbers. It is important that we have at **least one emergency number of a person in our geographical area to contact in case you cannot be reached.**

Injuries: Minor cuts, scrapes, or bruises will be treated in the clinic. Other more serious injuries will be reported to the parents.

Emergencies: In the event of a situation requiring immediate medical attention, paramedics will be called. If deemed necessary, the child will be transported to a local medical facility at the parents' expense.

Special Problems: If your child has any special problems of which the school needs to be aware, (allergies, seizures, asthma, etc...) please notify the school in writing.

Medications Policy: Please refer to the Student Code of Conduct.

DRESS

Please refer to the Student Code of Conduct.

ELECTRONIC EQUIPMENT

Please refer to the Student Code of Conduct.

EMERGENCY PREPAREDNESS AND INCLEMENT WEATHER PLAN

Our School Safety Plan and Emergency Preparedness Plan are created and maintained to safeguard your child in the event of an emergency. **It is extremely important that all emergency information in your child's permanent record, on the locator card, and on all emergency forms be accurate and up to date. Please notify the school immediately with any changes in information.**

In the past, inclement weather has caused mid-day school closings. Please listen to WSB radio 750 AM or WSB TV for school closings. You are responsible for knowing if schools are closed. Unless otherwise notified by you, all means of transportation home will remain the same during the early dismissal. After School Program students must be picked up as soon as possible.

FIELD TRIPS

Classes occasionally take field trips to support, extend, and enhance curriculum and instruction. Since these are school functions, students attending the field trip must ride the bus to and from the destination. To ensure safety, some parents will be asked to chaperone the students on the field trip. **Parents who are chaperoning are not allowed to bring siblings on the field trip**, because a chaperone cannot attend to the assigned students while also attending to a young child. Because a field trip is not a family outing but an extension of school, it is requested that families (parents and preschool children) not meet the students at the destination and participate in the activities. Supervision of students on field trips is much more difficult when extra family members who are not chaperones are present. We have many other activities at school which promote family involvement. Often a donation request will be made to offset the expense of the trip. Payment of a donation is voluntary but is greatly appreciated as we try to enhance the education of our students.

GRADING PROCEDURES

Fayette County Schools operate on the semester system with each semester being divided into two grading periods. Kindergarten through fifth grade students receive a report card every grading period and a formal progress report at the midpoint of each grading period. The report cards are correlated with the Common Core Georgia Performance Standards. Second through fifth grade students receive letter grades.

Kindergarten and First Grades

- 4 Working above grade level standards
- 3 Working at grade level standards independently
- 2 Working at grade level standards with accommodations
- 1 Working below grade level standards with accommodations
- * Not formally assessed
- S Satisfactory
- NI Needs Improvement

Second, Third, Fourth, and Fifth Grades

A+ 98-100	A 93-97	A- 90-92
B+ 88-89	B 83-87	B- 80-82
C+ 78-79	C 73-77	C- 71-72
D 70	F Below 70	

- 4 Working above grade level standards
- 3 Working at grade level standards independently
- 2 Working at grade level standards with accommodations
- 1 Working below grade level standards with accommodations
- * Not formally assessed
- S Satisfactory
- NI Needs Improvement

HOMEWORK

Homework provides important reinforcement and review of previously taught concepts. It also encourages practice in personal responsibility and organization skills. In addition, it is an integral component of the county

adopted curricula. An appropriate amount of homework is assigned in all grades based on individual students and grade level needs. It is never used as a punitive measure, and care is taken to insure that students can be successful with assignments.

LOST AND FOUND

We encourage pupils to assume responsibility for personal belongings, textbooks, and other school property. We do, however, provide a wooden bin for lost and found items. **Personal belongings can be returned more easily when they have the student's name on them.** Periodically during the year, unclaimed items will be donated to a local charity.

MOMENT FOR QUIET REFLECTION

During the 1994 session of Georgia's General Assembly, Senate Bill 396 was passed which provides for a mandated "moment of quiet reflection" to be observed daily in every public school classroom. In compliance with the law, teachers and students will observe a moment of silence to reflect on the day's activities each morning during the morning announcements.

MEDIA CENTER

The media center operates on a flexible schedule, and media services and resources are accessible as needed throughout the day. The media specialist and teachers plan together for instructional classes held in the media center. Regularly scheduled time for book checkout is provided for each class on a weekly basis. In addition to these weekly times, students may be sent for additional study, browsing, or book checkout as needed. Students are encouraged to check out books as often as they desire as long as books previously checked out have been returned. The media staff is available to assist students and teachers in the media center. Parents are encouraged to become volunteers in the media center. We also have many items in the Parent Resource Center available for parent check-out.

NONDISCRIMINATION POLICY

Please refer to the Student Code of Conduct for this policy.

PARENT-TEACHER CONFERENCES

A good way to establish a working relationship and open, honest communication between the school and home is through parent-teacher conferences. Teachers will request formal conferences at least twice during the year, and parents should request a conference any time there are questions or concerns about your child's education. Please feel free to contact the teacher during school hours to schedule a conference. **We respectfully request that you avoid calling your child's teacher at home.**

PARENT VISITATION

In recognition of the importance of parent involvement in the educational process, parents are welcome to visit their children's classrooms. For the protection of our children and the integrity of the instructional program, all parents and visitors must check in at the school office for classroom visitation or to volunteer. The following procedures are delineated to assure fair and equitable access to our schools:

- All observations must be arranged through the school principal or designee.
- Observations are limited to two adult observers at a time.
- Younger siblings are not allowed during the observation.
- Scheduling an observation shall take place one or two days prior to the visit and must be done with the consent of both the principal/designee and the teacher.
- Outside observers should respect the confidentiality of the students within the classroom setting; therefore, no personally identifiable information should be shared.
- A staff member may be assigned to accompany the observer during the observation.
- Observations should be limited to thirty minutes and should occur no more than one time during any school week.

Observations for any purpose other than to address instructional needs of enrolled students are scheduled at the discretion of the school administration.

PARENT VOLUNTEERS

There are many opportunities for parents to volunteer at school through the PTO and the classroom teachers. It is respectfully requested that younger siblings not accompany parents to their volunteer duties in the classroom. Not only do young children distract their parents who are volunteering, but also they can be distracting to students during instructional time. We want our students to receive quality instruction at all times - even when there are parent volunteers in the room. If you cannot make arrangements for younger siblings, there are a number of ways to volunteer your time and talents without being in a classroom.

PARENT NOTES AND PHONE CALLS

Parents are requested to limit phone calls to school business and emergency situations. Information is provided to parents on the weekly menu, occasional notes, and newsletters. A note to the teacher can address specific questions. **Arrangements for after school pickup should be made with your child before coming to school and/or with a note to the teacher rather than through a phone message to the office.** Teachers may be reached at school after 2:30 PM. Unless it is an emergency, teachers will not be called out of class to receive telephone calls. Parents are encouraged to contact teachers via email **except for transportation changes**. Teachers' email addresses are lastname.firstname@mail.fcboe.org. **Please do not make transportation changes by email or fax machine.**

PARTIES

School Parties: There will be three class parties during the year. Room parents help the classroom teacher coordinate and plan these parties. Other parents may be requested to help and/or contribute refreshments for these special occasions. Additionally, there will be other school-wide

events and celebrations planned during the year. All parents are welcomed and encouraged to attend our school-wide events. **School parties are not considered family events but celebrations for the students in the class; therefore, younger siblings are not invited to these events.** We will have many other school activities which promote family involvement.

Individual Birthday Parties: BIRTHDAYS

Birthdays are a special day and an important time to celebrate with classmates. However, due to new nutrition regulations and with the growing number of students with severe food allergies, all Fayette County elementary schools will highly discourage treats such as cakes, cookies, cupcakes, or other food items. Alternative suggestions to celebrate your child's birthday:

- School Ice Cream Pass for the class during lunch. The school ice cream has been approved to comply with the Smart Snack regulations from the Federal government.
- Donate a book to the classroom library in honor of your child's birthday
- Donate a board game or puzzle in honor of your child's birthday

SCHOOL PARTIES and ACTIVITIES

In an effort to provide a safe and healthy environment for all of our elementary students, school parties and activities should emphasize activities (such as crafts or games) and limit refreshments and/or treats. Room parents are expected consult with the classroom teacher to determine if any students have food allergies or diet restrictions.

Deliveries: We ask that you do not send items through delivery services (flowers, balloons, cookies, etc.) to your child at school on a birthday or other special occasion. Classes will not be disrupted for delivery of such items. The items (especially the ones with balloons or glass containers) cannot be taken home on the bus. We will call parents to pick up delivered items.

SEXUAL HARASSMENT

Please refer to the Student Code of Conduct.

STUDENT ASSESSMENT

The primary purposes of assessment and evaluation are to determine what each child has learned, improve instruction, assess curricular goals, and examine the student learning process. Assessment is an ongoing, natural part of everyday instruction. Teachers assess their students using observation, formal skill tests, anecdotal records, work samples, and standardized tests. Portfolio assessment is a way to organize the documents to create an informative and accurate picture of a student's personal development and academic growth. Portfolio documentation may include the assessment tools mentioned above as well as writing samples, response logs, audiotapes, checklists, questionnaires, and records of conferences. Evaluation is used to indicate student's strengths and weaknesses and can be used to offer suggestions for helping students.

Standardized Tests

Each year the Fayette County School System administers standardized tests. Test results are used to identify a child's potential strengths and weaknesses, to examine and compare system level scores and individual school's scores, and to determine and prioritize staff development needs. The following standardized tests are administered during the school year:

- *Georgia Kindergarten Inventory of Developing Skills Revised (GKIDS-R)* - This test is a developmentally appropriate measure of skills obtained in kindergarten. Students are assessed during the year on structured test items and observations. The test is one measure used to determine a student's readiness for first grade.
- *Georgia Milestones*- This state-mandated test is designed to measure students' knowledge of the state's Performance Standards. (Given in 3rd through 5th grades in April)

STUDENT EXPENDITURES

Insurance: Accident insurance is available through the school. Students will receive more information at the beginning of school.

Field Trips: Throughout the year, field trips will be provided for our students. A donation request will be made to offset the expense of the trip. Payment of a donation is voluntary but is greatly appreciated as we try to enhance the education of our students.

Lunch: School lunches are provided for students daily at the rate of \$2.55 per day or \$12.75 per week. Adult lunches are \$3.50 per day, and extra milk/juice is .50 cents. The cafeteria uses the WinSnap program which is a computerized point-of-sale system. Students have a debit account designated for lunch or a-la-carte items. Money is deposited into the account and the student enters his/her four-digit PIN number to access the account. The purchases are deducted. Parents are notified when the account balance is low. Deposit envelopes are available for parent use and are to be returned directly to the cafeteria staff. Students may, of course, pay cash on a daily basis, but the student must enter the PIN number for accounting purposes. Students are encouraged to memorize their PIN number. Students whose accounts are empty or do not have money must "charge" lunch. The charge must be repaid the next day.

Parents may now view their child's lunch account balance in Infinite Campus! Simply log in as usual and click on the "Cafeteria" link.

Pay online! Payments for school meals can be sent by cash, check or money order to the student's school cafeteria. Parents can also pay for student's school meals online at mylunch.money.com (payments made online are assessed a \$1.95 convenience fee).

Milk substitutions: Acceptable substitutions include: *lactose free and lactose reduced milk, * for a child who has a disability, such as a life threatening allergy to milk and has a doctor's note to that disability. Lactose intolerance is **not classified** as a disability. Juice and water are **not acceptable** substitutions for milk.

School Store: A school store will be open before school and will stock items such as pencils, erasers, and other items.

Note: It is helpful to send all money to school in a sealed envelope. Please designate the purpose of the money and who is to receive it. If paying by check, please put your child's teacher's name on the check.

STUDENT DIRECTORY INFORMATION

The Student Code of Conduct addresses this procedure.

STUDENT SUPPORT SERVICES

Counselor: Crabapple Lane Elementary has a full-time counselor who works with individual students, small groups, and classes. The counselor is available for parent consultation and can provide information about crisis situations, emotional issues, and self esteem. As a part of the county curriculum, all students will participate in a classroom guidance program on personal safety (child abuse prevention/awareness). The counselor facilitates these programs. The school counselor is the chairperson of the CARE Team (part of SST) that seeks to assist in the total well being of the students. The team has access to community agencies that can provide assistance to families in a variety of ways.

Other services available through the guidance/counseling program include the following.

- Rainbows - a grief/loss support group for students who have experienced a significant loss such as death or divorce.

- Mentoring Programs - adult mentors and high school mentors who work with students.

Drug Alcohol Resistance Education (DARE): The DARE program, presented by a trained law-enforcement officer to all fifth graders, is designed to give young people the facts about drugs and alcohol. Its purpose is to "inoculate" students against negative peer pressure by teaching them self-management and resistance skills. Fifth grade students receive approximately 17 hours of DARE training.

Second Step: Second Step is a school-wide violence prevention program that teaches skills in empathy, impulse control, anger management, and problem solving. The lessons relate to real problems that students may face. The students enjoy role-playing and class discussions, and they learn easy problem solving steps to follow. A "family component" is included in the yearlong program. **Steps to Respect** is used in the upper grades.

Response to Intervention

If we truly believe that "all students can learn," then we need to be sure that we are doing "Whatever It Takes" to help all students be successful whether they struggle or they can go beyond the regular curriculum.

Response to Intervention (RtI) provides a framework for us to ask the following questions:

- Are our kids learning?
- How do we know what they are learning? And most importantly,
- What are we prepared to do when they do not learn or they already know what is to be learned?

With RtI, we have a four-tiered process to systematically develop and deliver instructional and behavioral interventions to struggling learners as well as extremely high-level learners. It provides us with a common focus and a common language regarding instructional practices and interventions. It can serve as a way to explore all avenues to assist students in their learning process.

The essential components of RtI include the following:

- to prevent academic failure
- providing scientific, research based instruction and interventions in the general education classroom;
- monitoring a student's progress in response to these changes in instruction and interventions;
- using this information to shape instruction and make educational decisions
- and increase parent involvement at all three tiers.

Tier 1 is Standards-Based Classroom Teaching and Learning. It consists of high quality instructional and behavioral support that is provided for all students in general education. This includes implementing the Common Core Georgia Performance Standards (CCGPS) using research-based instructional practices, adjusting instruction to meet student needs, and monitoring student progress on a regular basis. Parents are notified of concerns related to their child's academic or behavioral struggles. If students still struggle or they need a more enriched curriculum, Tier 2 instruction is recommended.

Tier 2 is Needs Based Teaching and Learning. Students receive more specialized interventions, remediation, acceleration, and enhancement within the general education setting. The "Success Team" work collaboratively to formalize interventions in addition to Tier 1 instruction. If indicators suggest a need for greater academic challenge, students will be assessed for gifted services. Otherwise, the teacher, connection teachers, or others generally provide Tier 2 instruction in small groups. Monitoring of the student's progress is increased. As always, communication with parents is vital, and the school's intervention plan must be communicated to parents. Should the student continue to show lack of progress or failure to thrive academically and/or socially and need more specialized instruction, Tier 3 level instruction is considered.

Tier 3 is Student Support Team (SST) Driven Teaching and Learning. At this point the SST reviews the student's progress and generally plans for more intensive and systematic instruction. Individualized assessments and evaluations are used to tailor interventions to the specific needs of a child. The interventions are provided one-on-one, in small groups, or in classes (based on gifted assessment) developed to accelerate learning and provide greater challenge. This instruction is more frequent and for longer periods

of time. Progress monitoring is implemented more frequently to determine continued instructional interventions.

If, with all the interventions and intensive instruction provided, the data indicates a student still shows lack of appropriate academic or behavioral progress, Tier 4 interventions are considered.

Tier 4 is Individually Designed Teaching and Learning. At this point, the student is referred for specialized programs through special education. Grade or subject-area acceleration may be considered for learners demonstrating the need and readiness. Other students may require adapted content and instructional delivery while still having access to the general curriculum.

STUDENT RESPONSIBILITIES AND EXPECTATIONS

Discipline Philosophy

Discipline with respect begins with love and empowers children by establishing lifelong guidelines for behavior that dignifies the rights of all. Discipline teaches children to make responsible decisions and experience logical and realistic consequences. Our goal is to foster a safe place to learn in which all students maintain their dignity and develop skills to achieve their personal best. Love and Logic items are available in the Media Center for checkout that can give parents helpful information with raising children.

Code of Conduct

The Lifelong Guidelines and Lifeskills form the basis of Crabapple Lane's Code of Conduct. It reflects five basic expectations/responsibilities of our students.

I will be a problem solver who is...

Respectful

Responsible

Safe

Ready to learn

Lifelong Guidelines

Our discipline approach and Code of Conduct are based on Lifelong Guidelines that are the social/behavioral outcomes we set for our students:

- Trustworthiness
- Truthfulness
- Active Listening
- Respect (No Put-Downs)
- Personal Best

Lifeskills

The lifeskills are traits that students are taught to develop their personal best and take responsibility for their own growth in character and citizenship.

- Caring: To feel concern for another person and show it by listening and trying to understand
- Citizenship: To behave as a supportive, contributing member of a country or community
- Common Sense: To make wise choices about everyday decisions
- Cooperation: To work together to get a job done
- Courage: To be strong and not afraid to stand up for what you believe is right
- Curiosity: To have an eager desire to learn
- Effort: To try your hardest
- Flexibility: To be able to change plans when necessary
- Friendship: To make and keep a friend by caring, sharing, and helping
- Giving: To put others first by doing something or giving something to help or show your appreciation for them
- Initiative: To take the first action in doing something
- Integrity: To act in an honorable way with a sense of what is right and wrong

- Organization: To have a plan for using your time and keeping your things in place
- Patience: To wait calmly for someone or something
- Perseverance: To keep on trying even when something is hard to do
- Pride: To act in a way that makes you feel good about what you have done
- Problem Solving: To find an answer when you do not know what to do
- Responsibility: To do what you are supposed to do with a good attitude and without being reminded
- Self Discipline: To control your own behavior and use all the lifeskills without being reminded
- Sense of Humor: To laugh and be playful without hurting others

School-Wide Procedures

Hall

1. Walk on the right side of the hall.
2. Face the front in a straight, single file line.
3. Keep your hands to yourself.
4. Walk silently.

Restroom

1. Walk into the restroom quietly.
2. Use the toilet and sink appropriately. (Flush the toilet.)
3. Wash your hands.
4. Use the hand dryer appropriately.
5. Walk quietly out of the restroom.

Assembly

1. Follow hall procedures to assembly area.
2. Enter silently.
3. Sit in your assigned row - on your bottom, facing the front.
4. Respond appropriately to the program - no booing.
5. Remain seated until directed to leave.
6. Follow exiting directions - leave silently.
7. Exit using hall procedures.

Playground

1. Follow hall procedures to playground area.
2. Always stay where you can see a teacher, and a teacher can see you.
3. Use the equipment appropriately.
 - Slide with feet first only
 - Walk far from moving swings
 - Stop the swing to get out - no jumping
 - Form a line to get on the equipment if it is crowded
 - Leave wood chips and rocks on the ground
4. Line up immediately when called.
5. Gather belongings and equipment before lining up. (Students will not be allowed to return to the playground area for personal belongings.)
6. Follow hall procedures back to class.

Teachers and students in the individual classrooms will develop classroom procedures. The Code of Conduct, Lifeskills, Lifelong Guidelines, and School-wide and Classroom Procedures will be posted, explained, and discussed regularly with students. Parents are encouraged to discuss these expectations and responsibilities with their children on a regular basis.

Lunchroom Responsibilities

1. Always walk.
2. Use a quiet voice in the lunchroom and no talking while music is playing
3. Sit and remain in seat - face the table
4. Eat your own food - no sharing or playing with food
5. Clean up your own space including things dropped on the floor
6. Follow the directions of any adult monitoring the lunchroom

Specific lunchroom procedures addressing entering and exiting the cafeteria, moving through the serving line, sitting at the table, and purchasing ice cream will be taught and will be posted in the cafeteria.

Weapons: Please refer to the Student Code of Conduct for disciplinary actions for this offense.

CLUBS and ORGANIZATIONS for Students:

The following is a list of clubs/extracurricular activities and sponsors:

Running Club -Bellantoni/Greenwood	Cardinal Chorale - Kelly Jackson
Cupstacking Team - Bellantoni/Greenwood	Tech Team - Kelly Jackson
Jump Rope Team - Bellantoni/Greenwood	Percussion Ensemble -Jackson
Student Council - Sally Meyer	Good News Club - Mindi Hooton
Writing Club- Sally Meyer	Broadcast - Monica Boyd
Voracious Readers - Sally Meyer	School Store - Susan Gonzales
Art Club- Siewert/ Fannin	Robotics -Costa/Schmitt
Science Olympiad - Costa/Schmitt	Chess Club- Cynthia Herndon

TRANSPORTATION

To avoid yearlong traffic problems, we encourage you to allow your child to ride the bus. All students will attend a Bus Safety Orientation Program soon after school begins.

If it is impossible for your child to ride the bus, we ask that you follow these important guidelines for bringing and or picking up your child:

1. Supervision is provided at the main entrance; therefore, all students should be picked up and dropped off at this entrance. If you would like to walk in with your child, please park your car in a parking space and walk with your child into the building. Never drop off students in the bus loop area. While the buses are arriving, it is very dangerous. After the last bus unloads, there is no adult supervision in that area.
2. For the safety of our arriving students, you are requested to wait in a single line until you drop off your child at the front entrance.
3. Do not double-park in the pick-up line or park anywhere that requires your child to cross in front of other lanes of traffic. Students will not be allowed to cross traffic lanes to get to their cars.
4. When picking up your child, please place the "tagboard" name card in the front window of your car. This will be given to you and is to provide proper identification to help insure our students' safety. If you do not have your card, you may be asked to provide a picture ID and come to the office to complete another card to pick up your child.

5. All bus riders will be unloading from the busses in the morning in the bus loop area. Busses may begin unloading at 7:20 a.m. each day. Each afternoon bus riders are dismissed to the bus loop for bus loading.
6. Golf cart riders and bike riders will arrive at and be dismissed to the bus loop area and will be supervised as the students walk to and from the golf cart/bike areas. Golf carts should only cross the bus loop area where the designated curb pass is located. Please place the tagboard golf cart sign with student's name on the windshield of the golf cart.

The school is unable to accept changes in a child's afternoon transportation or supervision without written consent from a parent or legal guardian. Only in extreme emergencies will changes in transportation/supervision be accepted by telephone. **No faxes regarding transportation changes will be accepted. Also, please do not email your child's teacher with a transportation change.**

Teacher Qualifications

In compliance with the requirements of the No Child Left Behind statute, the Fayette County School District informs parents that they may request information about the professional qualifications of their child's teacher(s). Parents wishing to request the information should contact one of the school administrators.

The following information may be requested:

1. certification information;
2. college major/graduate certification or degree held by the teacher;
3. whether or not the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
4. qualifications of the paraprofessional, if paraprofessional services are provided.

Crabapple Lane Elementary PTO

EXECUTIVE BOARD 2015-2016

President: Melissa Lohr

President- Elect: Julie Smith

Vice President: Nicole Moses

Treasurer: Tiffany Clark

Secretary: Chris Lee