



4844 Jim Hood Road
Gainesville, Georgia 30506

Jennifer Westbrook
Principal

Tel 770-983-1759
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Bethany Nix
Counselor

Rebecca Fisher
Assistant Principal

Kristi Crumpton
Media Specialist

Message from the Principal

Welcome to MVES!

On behalf of our faculty and staff, welcome to Mount Vernon Exploratory School where we are Motivating, Valuing, and Empowering students for Success! Whether you are new to our school or a familiar face, I hope you and your child will experience our mission of “Character, Competency and Rigor for All” in the Hall County School District where we are striving to be “The Most Caring Place on Earth” on a daily basis.

At Mt. Vernon, students thrive in a project-based learning environment where they develop 21st Century skills through the integration of technology. We are focused on developing our students’ character, collaboration, communication, creativity and critical thinking.

MVES has an active Magnet School Council, Parent Teacher Organization and is supported by the North Hall Community Education Foundation. Parents are encouraged to volunteer and participate in school and cluster events. We also have an active Partners in Education program with wonderful community support.

We invite you to partner with us on this school journey where we have a shared goal for your child’s success. I encourage you to follow us on Twitter to keep up with all that is happening at MVES. You can also find our Twitter feed and links to important resources including teacher pages on our school website. Parents will receive a weekly school newsletter via e-mail/messenger. Important messages will also be shared via Remind/text. Please check with the front office if you are not receiving these e-mails/messages. I hope to see you at Mt. Vernon and welcome you to our school family soon!

Go Trojans!



Jennifer Westbrook
Principal

jennifer.westbrook@hallco.org
Twitter: @MVESGainesville
Website: mves.hallco.org

**MT. VERNON EXPLORATORY SCHOOL
FACULTY & STAFF 2019-20**

Principal - Jennifer Westbrook

Assistant Principal - Rebecca Fisher

KINDERGARTEN

Kathi Chastain
Nichele Gaddy
Abby Hawkins
Amy Pardue
Linda Scoville

FIRST GRADE

Franchette DeLana
Deena Holden
Nikki Law
Angela Poole
Kaitlin Smith

SECOND GRADE

Kathy Brechter
Tina Burrell
Jennifer Eades
Shasta Gundlach
Debbie Rizk

THIRD GRADE

Rebecca Bowman
Ann Harper
Jessica Lovell
Ronnice Stephens

FOURTH GRADE

Jill Borg
Tammy Campbell
Sheryl Chester
Dana Crocker
Brooke Russell

FIFTH GRADE

Lisa Collins
Peter Doig
Jennifer Schuetze
Kevin Thomas

CONNECTIONS

ART – Nyssa Green
MUSIC – Emily Nix
PE – Rodney House
STEM – Katie Redmon

SPECIAL PROGRAMS

ESOL – Christy Smith
SEARCH – Monya Lathem & Heather Riley
SPECIAL EDUCATION – Tiffany Beasley,
Cindy Carpenter, Lora Cooley & Jennifer Patten
SPEECH – Cindy Frets
OT – Lisa Ralston

COUNSELOR, MEDIA

Counselor – Bethany Nix
Media Specialist – Kristi Crumpton

SUPPORT STAFF

Office – Judy Barrett & Amanda Truelove
Media – Lisa Mattel
Nurse – Leslie McIntyre
Kindergarten – Kathy Bennett, Marisa Chester,
Candace Parrish, Tiffany Wehunt, Lisa Young
Special Education – Marcia Duttweiler, Melanie
Ellis, Tina Martin & Christy Smith
School Nutrition Manager – Angela Sosebee
School Nutrition Staff - Andrea Branch, Angie Dills,
Shirley Gearin, Sandy Towe
Monitors - Pam Helton & Ann Wehunt

MVES PTO BOARD MEMBERS 2019-20

PRESIDENT

Meredith West

VICE-PRESIDENT

Pyper Macloskie

SECRETARY

Kimberly Robinson

TREASURER

Kelly Sistrunk

PAST PRESIDENT

Holly Owens

MVES MAGNET SCHOOL COUNCIL MEMBERS 2019-20

Rebecca Bowman

Don Grimsley

Katherine Hall

Ann Harper

Leann VanLandingham

Carl Volle

Jennifer Westbrook

HALL COUNTY BOARD OF EDUCATION

Members

Nath Morris, **Chairman**

Craig Herrington, **Vice Chairman**

Sam Chapman

Mark Pettitt

Bill Thompson

Mr. Will Schofield, **Superintendent**

Information about Hall County School District resources and Board of Education meetings can be found on the district website www.hallco.org.

Hall County School District

711 Green Street

Gainesville, GA 30501

770-534-1080

HALL COUNTY YMCA - 770-297-9622

IMPORTANT SCHOOL INFORMATION & PROCEDURES

Hall County Board of Education policies take precedence over school procedures. Board policies are available on the school district website, www.hallco.org (eBoard).

Instructional Hours:

7:50-2:20

Breakfast and Car Riders begin at 7:10 a.m.

Students must be picked up by 2:45 p.m.

*Car riders should enter the back entrance off Odum Smallwood. The front parking lot will be closed to visitors prior to 7:50 a.m. For the safety of our students, please do not move the cones blocking the entrance or enter through the exit. Parents who have morning meetings or would like to walk their child/ren into school should park in the lower parking lot and escort their child/ren into school by the front gym entrance between 7:10 and 7:50. Students should be dropped off at their grade level pod/hallway. To protect instructional time and insure school safety, all classroom visits must be prearranged through the teacher and/or principal. The upper parking lot and front doors are opened at 7:50 a.m.

*To be counted present, students must check in before 11:00 a.m. Any student checking out before 11:00 a.m. will be counted absent.

*Please see the “Arrival” and “Dismissal” procedures that follow for more information.

MEAL PRICES

	Breakfast	Lunch
Elementary Full Pay	\$1.05	\$1.85
Reduced Price	\$0.30	\$0.40
System Employees	\$2.05	\$3.10
Visitor	\$2.55	\$3.60

HOW TO HELP YOUR CHILD SUCCEED IN SCHOOL

- Set aside a special time and place for your child to do homework and/or practice reading and math each day.
- Please ensure that your child is at school and on time each day. When a student is habitually absent or tardy, it affects school performance and achievement. In addition, early check-outs are discouraged as instruction takes place daily until dismissal.
- Stay informed, and communicate with your child’s teacher. Please provide the school with current parent/emergency contacts.
- Keep up with the latest school news on Twitter @MVESGainesville and mves.hallco.org.
- Remind your child to have a book with him/her during arrival/gym time and dismissal/car rider time. Students will be asked to put away technology devices during arrival/dismissal and read or talk quietly with a neighbor.

IMPORTANT REMINDERS

- Please make sure you are signed up to receive our parent messenger notices. Contact the front office for more information.
- Review your child’s Tuesday folder each week.
- Please be sure to communicate any and all transportation changes in writing to the office before 1:45 p.m. each day.
- To reach the front office, call 770-983-1759. Office staff:
 judyo.barrett@hallco.org
 amanda.truelove@hallco.org
- Check-outs are not allowed after 1:45 p.m. each day.
- Please give any staff member 24 business hours to answer e-mails and phone messages.
- Students may bring their own lunch/breakfast from home or purchase a lunch/breakfast from school. Our school follows guidelines for any food/drinks sold at school including fundraisers.
- Parents are asked to bring nutritionally sound food choices for any classroom snacks or classroom celebrations.
- Parents should notify the office of any visitors who will be eating lunch with students or who will be attending school events that are not on the student’s approved contact list.

MVE SCHOOL PROCEDURES

Attendance, Absences and Tardies

- A. A written excuse, (or e-mail) signed by the parents, is required for each absence from school. The nature of the absence determines whether it is excusable. Work missed due to an excused absence may be made up according to Board of Education policy.
- B. Excused absences include the following:
 1. Illnesses
 2. Family emergencies
 3. Doctor and dentist appointments
 4. Authorized school activities
 5. Special and religious holidays observed by the student's faith
 6. Conditions rendering school attendance impossible or hazardous to child's health
 7. Attendance at a military function involving a parent
- C. Attendance at school is strongly encouraged. Student attendance is monitored regularly by the school counselor and school social worker. After 5 unexcused absences, Infinite Campus (student information system) will generate a letter to parents. After 10 total absences (excused and/or unexcused), another letter will be sent.
- D. To be counted present, students must be in their classroom by 7:50 a.m. Morning announcements begin with the Pledge of Allegiance at 7:45 a.m. Children who are tardy should check in with the office before reporting to the classroom, so their names will be removed from the absentee list. Frequent check-outs and/or tardies will be monitored by the school administration, counselor and social worker. In addition, nonresident (magnet, tuition) student attendance will be monitored.
- E. Students who have excellent attendance each quarter will be recognized as members of the MVES NBA (Never Been Absent) Club.

Accidents

- A. First aid will be administered and an accident report documented.
- B. In the event parents cannot be located and the accident constitutes an emergency, the child will be taken to Northeast Georgia Medical Center by ambulance.

After-School Care – YMCA

An after-school program is available for our students, coordinated by Hall County YMCA, not the school. Program cost will be determined by the YMCA. The time is 2:20 - 6:00 p.m. The after-school program runs concurrent with the students' school calendar. Previous registration is required. Please contact the YMCA with any questions at 770-297-9622.

Arrival

- A. The school day begins at 7:50 a.m. Students should be in the classroom by 7:50 a.m. in order to not be counted tardy. Instructional activities begin in the classroom at 7:25 a.m. Morning Announcements begin with the Pledge of Allegiance at 7:45 a.m.
- B. The upper parking lot and bus lane are closed to non-employees from 7:00 a.m. to 7:50 a.m. Parents should use the lower parking lot and back car rider line prior to 7:50 a.m.
- C. Due to heavy car rider traffic in the mornings, it is suggested that parents try to arrive prior to 7:30 a.m. to avoid long waits and the possibility of students being tardy.
- D. The gym and cafeteria doors will open to the school building at 7:10 a.m. No one is on duty before this time. Breakfast is served beginning at 7:10 a.m.
- E. In order to be counted present, students must check in to school before 11:00 a.m.
- F. Parents should escort students who arrive after 7:50 a.m. into the front office to receive a tardy slip. You may park in the upper parking lot any time after 7:50 a.m.

Character Education

Mt. Vernon will continue to utilize Chick-fil-A's character education program, Core Essentials. Every month, there will be a new "Big Idea" that the students will be learning about during their classroom Trojan Time and on morning announcements that center around "The Trojan Way: Be Responsible. Be Respectful. Be a Learner." Once a month on the morning announcements, we will announce every classroom's "Student of the Month" to showcase students who are showing the month's Big Idea in their classrooms. Students of the Month will be featured on Twitter, the school newsletter and the school website. Family resources will be sent home in the school's monthly newsletter so you can discuss the Big Idea with your child at home. You can find the monthly words at the bottom of each month in this student handbook.

Counseling program

Mt. Vernon students have multiple opportunities to benefit from the elementary counseling program. Mrs. Nix meets with each child's class once a month to teach important skills and address a wide range of topics such as friendship skills, study skills, child abuse and bullying. Lunch groups are also conducted for children who need extra support. Topics for lunch groups include (but are not limited to) changing families and social skills. Mrs. Nix is also available to meet with teachers and parents to help students maximize their potential while at Mt. Vernon. If you have a need that you would like to address, please contact the school to make an appointment or email Mrs. Nix at bethany.nix@hallco.org.

Discipline

- A. The Hall County Code of Conduct will apply to all students in the Hall County School District.
- B. Mt. Vernon students are expected to show The Trojan Way:
 - 1. Re Responsible.
 - 2. Be Respectful.
 - 3. Be a Learner.
- C. Our school uses the Raise Responsibility approach for positive behavior. Students are expected to show and take ownership of level C (cooperative) and level D (dependable) behavior.

Dismissal

- A. School will not be dismissed early except in cases of emergency or inclement weather.
- B. Any student checking out before 11:00 a.m. will be counted absent.
- C. All check-outs will be made through the school office.
- D. Please be sure to communicate any and all transportation changes in writing to the office before 1:45 p.m. each day.
To reach the front office, call 770-983-1759. Office staff:
judyo.barrett@hallco.org
amanda.truelove@hallco.org
- E. School dismissal due to inclement weather or other emergencies will be announced as soon as possible on all local radio stations and the school district website www.hallco.org. School messenger alerts will also be utilized for parents who have provided their contact information.
- F. Daily dismissal time is 2:20 p.m.
- G. Due to supervision and safety, walk-ups for afternoon dismissal are not allowed.
- H. Students checking out must do so **prior to 1:45 p.m.** or wait until car riders are released at 2:20 p.m. If parents arrive after 1:45 p.m. to check out a student, they will be directed to the car rider line.
- I. Home Alone: Georgia's Guidelines for leaving a child without supervision
 - 1. Children 8 years and under should never be left alone, even for short periods of time.
 - 2. Children between the ages of 9 and 12, based on level of maturity, can be left home alone for brief periods of time.
 - 3. Children 13 and older can generally be left as babysitters, with the exception of children in foster care. It is not recommended, however, that 13 year olds babysit infants, small children and children that require special attention due to medical conditions.

Dress Code

- A. Students are encouraged to dress appropriately for the weather conditions.
- B. The following guidelines have been established concerning student dress:
 - 1. Shoes must be worn at all times. Tennis shoes must be worn for P.E.
 - 2. Halter-tops, midriff tops or spaghetti straps are not to be worn.
 - 3. Hats may not be worn in the building except on special "hat days."
 - 4. No "Heelies" (shoes with wheels) will be allowed.
 - 5. Clothing with inappropriate sayings or images will not be allowed at school.
- C. Students inappropriately dressed for school may be sent home to change clothes, or the school may ask parents to bring a change of clothes to the school.
- D. Shorts and skirts should be appropriate length. Hemline should be below fingertips with arms hanging by sides.
- E. Undergarments should never be exposed.
- F. Administration reserves the right to use discretion for appropriate dress and appearance.

Grading Policy/Standards-Based Report Cards

MVES uses a standards-based report card for grades K-2. These report cards will have the standards each student is expected to master in each grade level and a rating of how the student is progressing at each progress reporting period. The ratings are numbers 1-4 for each standard. Corresponding explanations for each rating appear at the top of the report card. The ratings represent progress attainment for the student during the current reporting period, stating that the student has made little progress, inconsistent progress, grade-level progress, or exceeded progress. The kindergarten report card will reflect the same measures as the Georgia Kindergarten Inventory of Developing Skills (GKIDS). These ratings should not be considered grades. They are indications of how students are performing at a particular point in time. With a standards-based curriculum, standards should be met by the end of the school year, not at the end of a reporting period. Additionally, all standards may not be assessed every reporting period; therefore, when parents receive the report cards at the end of each reporting period, there may be some standards that were not assessed.

Homework

- A. Your child may have homework assignments. This does not mean assignments will be made in every subject every night. When your child does not have a specific assignment, he/she would benefit from reading any type of appropriate materials or working on basic math skills. Students can also access resources via Launchpoint.
- B. Homework will serve to reinforce materials already explained in class. Homework will also serve to teach a child responsibility. He/she is responsible to do the homework, bring it to school, and turn it in to the teacher.
- C. If your child is having extreme difficulty with homework, or if it is taking more than the following guidelines (K – 15 minutes, 1st – 15-20 minutes, 2nd – 30 minutes, 3rd – 30 minutes, 4th – 30-35 minutes, 5th – 45 minutes-1 hour) to complete homework, please contact the teacher.
- D. Homework assignments are not made over the weekend except special projects or when a child needs to complete assignments not completed during the week.

Health/Immunization/Communicable Diseases

- A. Students new to the Hall County School District must present a birth certificate, a social security card, properly completed immunization certificate, and a proof of residency before they will be allowed to enroll in school.
- B. Any currently enrolled student who does not have an adequately documented immunization certificate on file may be asked to withdraw from school until such a certificate is obtained.
- C. Parents are responsible for maintaining adequate immunization records.
- D. Parents should immediately report the health status of their child to the school nurse if a physician diagnoses a communicable disease.
- E. **Students who are/have been sick should not return to school unless fever free (vomiting and diarrhea free) for 24 hours without fever-reducing medications.**

Instructional Interruptions

- A. Deliveries of flowers, candy, or balloons to students are not permitted. Such interruptions may disrupt learning and are against Hall County policies.
- B. To protect instructional time and insure school safety, all classroom visits must be prearranged through the teacher and/or principal.
- C. Please remember, frequent check-outs interrupt classroom instruction.

Lost and Found

- A. Label articles belonging to students (coats, purses, lunch boxes, etc.).
- B. Unclaimed articles found at school are taken to the Lost and Found hallway by the cafeteria pending claim by the proper owner. Those items not claimed are donated to charity twice a year.
- C. The PTO has provided teacher signs to the playground area that should help students keep up with their items at recess.

Lunches

- A. Students may either purchase a hot lunch from the lunchroom or bring a lunch from home and purchase milk from the lunchroom. Soft drinks are not allowed.
- B. Breakfast is served from 7:10 a.m. - 7:40 a.m. daily. "Grab and Go" will be available after 7:30.
- C. Students are encouraged to take advantage of the lunch program that provides a wide variety of choice.
- D. Students are encouraged to pay for lunches on a monthly basis. This can be done by cash, check, or online (mypaymentsplus.com).
- E. Students forgetting their lunch money may charge their lunches until the next day. Hall County has a district charge procedure of up to \$10.00. Payments can be made online at no charge.
- F. Any request for a special diet from the lunchroom will be available only with a notice from the child's doctor stating the health problem. If you wish for your child to have limitations on certain food choices, please contact the school nutrition director or school nurse.
- G. Meals from home - Home prepared or commercial breakfast foods should be eaten prior to arrival at school. Soft drinks should not be in the cafeteria during the breakfast and lunch periods. Students allergic to milk may be served water or juice provided they have a written excuse from their doctor. Glass containers should be avoided.

Medications

- A. ALL medication must be taken directly to the school nurse. Please do not send medication with your child on the bus.
- B. Non-prescription medications (over-the-counter medications, e.g., Tylenol) must be brought to the school by parent or guardian in the original container along with a written parental request that includes parent contact phone number and directions for administering that states the frequency, dose and length of administration.
- C. Prescription medications must be brought to the school by parents or guardian in the original prescription container labeled with the student's name, date prescribed, instruction for administering, name of drug, name of issuing physician, and expiration date.
- D. Schools will dispense medication only as directed on the original prescription labeled container. If changes in the medication, dosage, and/or time of administration are requested, a new original container must be provided.
- E. For all medications to be administered, the parent/guardian must provide specific instructions, including related equipment needed if necessary, on the "Medication Permission Form."
- F. A "Medication Administration Record" shall be kept relative to each medication administered. This record will include student's name, date, medication administered, time, and signature of school personnel who supervised said medication administration.

Student Technology Devices

Due to the nature of the Internet, it is neither practical nor possible for the Board of Education to enforce compliance with user rules at all times. Accordingly, parents and students must recognize that students will be required to make independent decisions and use good judgment in their use of the Internet. Therefore, parents must participate in the decision about whether to allow their children access to the Internet and must communicate their own expectations to their children regarding its use.

As a parent/guardian of this student, I accept the following conditions:

I understand that Internet access is designed for educational purposes and that the school will attempt to discourage access to objectionable material and communications that are intended to exploit, harass or abuse students. However, I recognize it is impossible for the school to restrict access to all objectionable material, and I will not hold the school responsible for materials acquired or contacts made on the network.

I understand that a variety of inappropriate and offensive materials are available over the Internet and that it may be possible for my child to access these materials if he/she chooses to behave irresponsibly. I also understand that it is possible for undesirable or ill intended individuals to communicate with my child over the Internet, that there is no practical means for the school to prevent this from happening, and that my child must take responsibility to avoid such communications if they are initiated. While I authorize the staff to monitor any communications to or from my child on the Internet, I recognize that it is not possible for the school to monitor all such communications. I have determined that the benefits of my child having access to the Internet outweigh potential risks.

I understand that any conduct that is in conflict with these responsibilities is inappropriate, and such behavior may result in the termination of access and possible disciplinary action.

I have reviewed these responsibilities with my child, and I hereby grant permission to the school to provide Internet network access. I agree to compensate the school for any expenses or costs it incurs as a result of my child's violation of the Internet policy or administrative procedure.

Parent Conferences

- A. Your child's teacher will schedule at least one parent-teacher conference during the school year. Additional conferences may be scheduled by request.
- B. Parents are always welcome to discuss any problems with the principal, teacher or counselor. Please follow the chain of command and make an appointment: teacher, counselor (if appropriate), then administrator.
- C. Parent conferences are by appointment only. Please call or email the teacher for an appointment or another designated time agreed upon by the teacher. These conferences should take place during teacher planning time or after school.

Parent Parking

Please be advised that there should be no parking in the bus lanes at any time during the day. We have buses that bring students throughout the day; **please do not park anywhere along the front drive/bus lanes/curbsides**. Additional parking is available in the lower lot and through the gate in the field adjacent to the lower lot.

Parties

- A. Two parties per year are permitted for each grade level. No individual birthday parties are permitted. However, if parents wish to bring snacks for their child's class, please notify your child's teacher for an appropriate time and arrangements.
- B. Personal invitations are **not** allowed to be distributed at school.
- C. Parents are asked to bring nutritionally sound food choices for any classroom snacks or classroom celebrations.

Plagiarism

MVES strives to create an environment of academic integrity, and plagiarism will not be tolerated. Plagiarism is presenting the work of another person without crediting the original source. Plagiarized sources may include words, pictures, photographs, music, Internet sites, and works of art. Plagiarism is against the MVES code of conduct, and any violations will result in corrective disciplinary action.

Progress Reports/Report Cards

Report cards will be sent home quarterly to parents of students in K-5th grade. Progress Reports will be sent home mid-quarter to parents of students 3rd - 5th grade. Dates can be found in this calendar/handbook.

Safety

- A. Exterior doors will remain locked during the school day. From 7:10 a.m. – 7:50 p.m., only the gym doors and cafeteria/car rider entrances will be open/unlocked. After 7:50 a.m., the front doors will be unlocked.
- B. If parents choose to walk students to/from classrooms during morning arrival, they must park in the lower lot. Students must be escorted from this area.
- D. Any before-hours or after-hours parent conferences will require making arrangements with the teacher for access to the building.

School Hours

- A. The school day begins at 7:50 a.m. and ends at 2:20 p.m. Students are not permitted in the building prior to 7:10 a.m. All students should be picked up no later than 2:45 p.m.
- B. Students who are not picked up in a timely fashion will be referred to the school social worker.

Supplies

- A. The school supply list is available in the front office and on the school website mves.hallco.org.
- B. Rolling book bags are not permitted due to accidents and injuries that they have caused. We will ask the students to carry the book bags instead of rolling them down the hallways or on the sidewalks.
- C. Water bottles (with water) will be allowed in classrooms under teacher direction. No glass bottles/containers will be allowed.

ASBESTOS MANAGEMENT PLAN NOTIFICATION

The Hall County School System AHERA Management Plan is available for public inspection upon request at the School System Board of Education Facilities Department. This notification is provided to fulfill the requirement of section 763.93(4) of the Asbestos Hazard Emergency Response Act, 40 CFR Part 763, October 30, 1987. All interested parents, teachers, employees or other persons are invited to review the plan, which includes the following items:

- 1. Location, amounts and types of asbestos containing materials.
- 2. Response actions to the asbestos containing materials.
- 3. Plans for re-inspection, and periodic surveillance.
- 4. Public notification procedures.

Anyone interested in reviewing the plan please call the Facilities Department at (770) 534-1291. You can ask for Pam Cravero.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Parents have the right to inspect his or her child's educational records, the right to seek to amend the records, the right to consent to disclosure of personally identifiable information from the records (except in certain circumstances), and the right to file a complaint regarding an alleged failure by a school to comply with FERPA. School officials (employed or contracted by the district or state) have a legitimate educational interest to review records in order to fulfill their professional responsibility.

Mt. Vernon Exploratory School

School-wide Procedures

Mt. Vernon students are expected to show The Trojan Way:

1. Re Responsible.
2. Be Respectful.
3. Be a Learner.

Our school uses the Raise Responsibility approach for positive behavior. Students are expected to show and take ownership of level C (cooperative) and level D (dependable) behavior.



School-wide Quiet Signal

1. An adult holds up a peace sign.
2. Students stop talking, look at the adult, and respond with a peace sign.
3. Students maintain peace sign until adult drops his/hers.

MVES Bathroom Expectations

1. We use good manners.
2. We respect other's privacy.
3. We keep the restroom clean.
4. We use quiet voices.
5. We "Think 2" – *2 minutes, 2 squirts of soap, 2 paper towels*

Cafeteria

Cafeteria Vision

Students and guests in the Mt. Vernon Exploratory Cafeteria will enjoy meals in a calm and respectful atmosphere.

Cafeteria Expectations

1. Respect self, others, and the cafeteria.
2. Use an inside voice.
3. Use good table manners.
4. Keep your area clean.

MVES Hallway Expectations

1. Walk quietly.
2. Walk on the right side on green line.
3. Walk in straight line facing forward.
4. Keep hands and feet to self.



Hall County Schools Acceptable Use of Electronic Media for Students

The Hall County Board of Education (HCBOE) recognizes that electronic media, including the Internet, provides access to a wide variety of instructional resources. Use of electronic resources must be in support of, and consistent with the vision, mission and goals established by the HCBOE and for the purpose of instructional support. All users of the district wide area network and/or other electronic informational services must maintain strict compliance with all applicable ethical and legal rules and regulations regarding access. The purpose of these guidelines is to ensure that all Hall County Schools (HCS) technology users share the HCS technology resources in an effective, efficient, ethical and lawful manner. HCS technology should be used for legitimate educational reasons only, and not for personal use. All users of HCS technology resources and facilities must agree to and sign the terms of this acceptable use agreement.

Strict compliance with all applicable ethical and legal rules and regulations must be maintained by all users of the wide area network and/or other electronic informational services including electronic mail (e-mail). Users must respect intellectual property rights and understand that school system data accessible over the network, regardless of the computer or device being used, constitutes property. All electronic, telephonic, and communications transmitted by, received from or stored in these systems are property of the Hall County Schools. Users of such systems should have no expectation of privacy when using HCS computers, network, equipment, or privately owned equipment connected to a HCS network.

It is important to note that with a global network, it is impossible to control or predict all materials a user may accidentally or purposefully discover on an electronic resource. HCS personnel will make every effort to educate and guide all users in the proper use of electronic media, including the Internet. Because access to the Internet provides connections to other computer systems located all over the world, users (and parents of users) must understand that neither the HCS nor any district staff member controls the content of the information available on these other systems. Some of the information available is controversial and sometimes may be offensive. HCS does not condone the use of such materials. Therefore, it is imperative that the user be held accountable for the appropriate utilization of this technology. All HCS computers and networks are filtered in compliance with the Children's Internet Protection Act.

Login information, usernames and passwords are confidential. The student is responsible for keeping logins secure. At no time should anyone log in with your user name or password, nor should you use someone else's information. Students should never log into a teacher or staff member's computer; this must be done by the teacher or staff member.

Access to technology resources is a privilege, not a right. Inappropriate use will result in a cancellation of these privileges as well as possible assignment of disciplinary action consistent with the policies and procedures of HCS. Individual schools may establish additional regulatory guidelines for use of electronic resources that include, but are not limited to, guidelines established by this system-wide procedure. Building administrators shall establish a process for informing students and staff about the district and local school Acceptable Use Procedures.

The definition of HCS information and data resources includes, but is not limited to, any computer (including handheld devices), server or network, or access provided or supported by HCS, including the Internet. Use of the computer facilities includes the use of data/programs stored on HCS computing systems, data/programs stored on magnetic tape, floppy disk, jump drives, USB devices, CD-ROMs, DVD-ROMs, computer peripherals or other storage media, that is owned and maintained by HCS. The user of the system is the student using HCS technology. HCS, and privately owned, technology and electronic resources must not be used to:

- Harm other people (including cyber bullying and harassment).
- Interfere with other people's work.
- Steal property.
- Gain unauthorized access to other people's files or programs.

- Gain unauthorized access to online resources by using another individual’s password.
- Make changes to the hardware or software configuration of any machine, including installing or deleting any software.
- Improperly use the network, including introducing software viruses and/or bypassing local school or office security policies.
- Steal or damage data and/or computers and network equipment.
- Download copyrighted software, music, or images, or violate any copyright laws.
- Video record instruction or instructional activities without explicit permission of the teacher or the principal
- Access, upload, download, or distribute pornographic, hate-oriented, profane, obscene, sexually explicit material, or any material or sites not approved by your teacher or principal.

Under no circumstances are students to upload/install any materials, program, files, or applications onto HCS computers, network equipment, or any computer systems without obtaining prior written consent of a HCS technology coordinator.

Students are responsible for ensuring that any computers or electronic devices, diskettes, CDs, memory sticks, USB flash drives, and/or other forms of storage media that they bring in from outside the school are virus free and do not contain any unauthorized or inappropriate files. When approved by the site principal or designee, students may be permitted to use their own computer or computing devices, including handheld devices, to connect wirelessly to the HCS network. No privately owned computers, printers or other devices may be attached to the district’s network, or plugged in to any data network port. Students are not permitted to access the internet via personal Wi-Fi accounts, 3G/4G cards, anonymous proxy sites, or by any other manner while on HCBOE property or functions. HCS retains the right to determine where and when privately owned equipment may be connected wirelessly to its networks.

Parents that allow their child to bring privately owned computers/other technology devices to school are personally responsible for the equipment. Responsibility for the maintenance and repair of the equipment rests solely with the student/parent. Any damage or theft to the equipment is the responsibility of the student/parent. Personal computers/devices should be used for legitimate educational purposes. Software residing on privately owned computers must be privately owned and properly licensed. All devices must include up-to-date anti-virus software.

District technicians and/or school-based personnel will not service or repair hardware or software owned by the student/ staff member. No internal components belonging to the district shall be placed in any personal equipment, whether as enhancements, upgrades or replacement.

Teacher/instructor moderated collaboration groups that utilize web-based sites (i.e. wikis, blogs, Twitter, HallConnect, etc.) are authorized upon local site principal or designee approval. All applicable protocols are to be followed. Any failure to follow such a protocol is subject to local school disciplinary action, up to and including a disciplinary tribunal hearing, or district level disciplinary action as determined by the local principal or designee, in accordance with the student code of conduct.

Failure to follow these guidelines may violate Georgia Laws related to computer crimes as set forth in the Official Code of Georgia, O.C.G.A. 16-9-90, 16-9-91, 16-9-93, and 16-9-93.1, as well as Title XVII of United States Public Law 106-554, known as the Children’s Internet Protection Act and 20 USC 1232g, known as the Family Educational Rights and Privacy Act. Such actions can also lead to disciplinary actions, up to and including loss of access to HCS technology resources and further disciplinary actions as defined by existing HCS policies or student code of conduct.

HCS does not guarantee the privacy or security of any item stored on or transmitted by any privately owned computers. All technology use, whether HCS owned or privately owned, is subject to auditing, as well as live and archived monitoring where appropriate. The district may revoke the user’s access and suspend the right to use the privately owned computer at district facilities if at any time it is determined that the user is engaged in unauthorized activity or is violating the Acceptable Use Policy

Please tear out and return to homeroom teacher by August 14, 2019

Student Signature

Date

Parent/Legal Guardian Signature

Date

Hall County School System

Mount Vernon Exploratory School

Please tear out and return to homeroom teacher by August 14, 2019.

Student's Name (please print) _____
Last First Middle

Homeroom Teacher _____ Grade _____

Health Care Release

In order to provide the best possible care for my child, I understand that special health care needs or chronic conditions will be shared with appropriate personnel.

In the event of a life-threatening situation or critical injury, I understand that the school has my permission to take appropriate emergency medical action. Additionally, I understand that the school will make every effort to notify me immediately. Also, I understand that I am financially responsible for medical care and transportation.

Parent/Guardian Signature _____ Date _____

Photo/Videotape Release

It is the practice of the Hall County School District to recognize student achievement and accomplishments. I give permission for my child to be photographed, interviewed, have their name published and/or videotaped for stories/articles promoting our school or the school system. Those stories may appear in newspapers and/or television. I consent for the release of the photograph/videotapes to the media in school-related coverage.

Parent/Guardian Signature _____ Date _____

Web Page

It is the practice of Hall County Schools to recognize student achievement and accomplishments. I give my permission for photographs and exemplary classroom projects to be posted on the school system's web page, school web page or twitter account which can be accessed on the INTERNET at www.hallco.org. In posting a photograph or exemplary classroom projects of a student, the school system is careful not to associate a student's full name in such a way that it can be identified with the photograph of the student.

Parent/Guardian Signature _____ Date _____

Code of Conduct

I have received the Hall County Code of Conduct, and I understand that it is my responsibility to read and explain all the guidelines to my child and that he/she must adhere to this discipline code and all school policies. Questions or concerns should be forwarded to the school administration.

Parent/Guardian Signature _____ Date _____

Student Calendar/Handbook

I have read the Mount Vernon Exploratory School Calendar and Student Handbook. I understand the policies and procedures and will go over these with my child.

Parent/Guardian Signature _____ Student Signature _____

AUGUST

2019

Sun

Mon

Tue

Wed

Thu

Fri

Sat



				1	2	3
				TEACHER WORKDAYS		
4	5 Open House 3-6pm TEACHER WORKDAYS	6	7 1st Day of School PTO Meet & Greet	8	9	10
11	12	13	14	15	16	17
18	19 4th & 5th Explore Time	20	21	22	23	24
25	26 4th & 5th Explore Time	27	28	29	30	31

RESPONSIBLE RESPECTFUL LEARNER

All dates are subject to change. See school and classroom newsletters for updates.

SEPTEMBER

2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day Holiday	3	4	5 Watch DOGS Kickoff Pizza Night	6 Families	7
8	9 4th & 5th Explore Time	10 3rd - 5th Grade Progress Reports	11	12	13 Movie Night	14
15	16 4th & 5th Explore Time	17	18	19	20 Childhood Cancer Awareness	21
22	23 4th & 5th Explore Time Book Fair 9/23 - 9/27	24 Fall Pictures	25	26	27 NHHS Homecoming Parade	28
29	30 4th & 5th Explore Time					

TRUST



All dates are subject to change. See school and classroom newsletters for updates.

OCTOBER

2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 1st-18th: Yearbook sale & 5th Grade yearbook ad sale	2	3	4 School Tech Fair entries due (2nd-5th grade)	5
6	7	8 Holiday Students & Staff	9	10	11 Families Fall Festival	12
13	14 4th & 5th Explore Time	15	16 Report Cards	17	18	19
20	21 4th & 5th Explore Time	22	23	24	25	26
27	28 2nd & 3rd Explore Time Red Ribbon Week 10/28 - 11/1	29	30	31		

COURAGE

TRICK OR TREAT



All dates are subject to change. See school and classroom newsletters for updates.

NOVEMBER

2019

Sun

Mon

Tue

Wed

Thu

Fri

Sat

HAPPY THANKSGIVING!

					1 MVES Tech Fair	2
3	4 2nd & 3rd Explore Time	5	6	7	8 Families	9
10	11 Veterans Day Lunch	12 Picture Retakes 3rd-5th Grade Progress Reports	13 Boosterthon Pep Rally	14	15	16
17	18 2nd & 3rd Explore Time	19	20 Boosterthon Fun Run	21	22	23
24	25	26	27	28 Thanksgiving	29	30
THANKSGIVING HOLIDAYS						

HONOR



All dates are subject to change. See school and classroom newsletters for updates.

DECEMBER

2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 2nd & 3rd Explore Time	3	4	5 Museum Nights 2nd Grade @ 5:30 4th Grade @ 7:00	6	7
8	9 2nd & 3rd Explore Time	10	11	12 Chorus Concert/ Art Show	13	14
15	16 2nd & 3rd Explore Time	17 Class Parties K-2nd	18 Class Parties 3rd-5th	19 PJ Day	20 Teacher Workday	21
22	23	24 Christmas Eve	25 Christmas Day WINTER BREAK	26	27	28
29	30 WINTER BREAK	31				

JOY

All dates are subject to change. See school and classroom newsletters for updates.

JANUARY

2020

Sun

Mon

Tue

Wed

Thu

Fri

Sat

**HAPPY
NEW YEAR!**

			1 New Year's Day	2 WINTER BREAK	3 Teacher Workday	4
5	6	7	8 Report Cards	9	10	11
12	13 2nd & 3rd Explore Time	14	15	16	17	18
19	20 MLK Holiday	21	22	23	24 Families	25
26	27 2nd & 3rd Explore Time	28	29	30 Museum Nights Kindergarten @ 5:30 3rd Grade @ 7:00	31	



KNOWLEDGE

All dates are subject to change. See school and classroom newsletters for updates.

FEBRUARY

2020

Sun

Mon

Tue

Wed

Thu

Fri

Sat



						1
2	3 K & 1st Explore Time	4	5	6	7	8
9	10 K & 1st Explore Time	11 3rd - 5th Grade Progress Reports	12	13 Museum Nights 1st Grade @ 5:30 5th Grade @ 7:00	14 Valentine's Day	15
16	Teacher Workday	18	19	20 Milestones Parent Night for 3rd-5th Grade	21 Families	22
23	24 K & 1st Explore Time	25	26	27	28	29 Math Mania

CREATIVITY

Happy
VALENTINE'S

»»» — DAY —>

All dates are subject to change. See school and classroom newsletters for updates.

MARCH

2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Read Across America 3/2 - 3/6 Kindergarten Book Character Parade	3	4	5 Spring Pictures Harlem Wizards@NHHS	6	7
8	9 K & 1st Explore Time	10	11	12	13 MVES Musical 3/13 - 3/15	14
15	16 K & 1st Explore Time	17	18 Report Cards	19	20	21
22	23 K & 1st Explore Time	24 Kindergarten Registration 3/24 - 3/26	25	26	27 Teacher Workday	28
29	30 K & 1st Explore Time	31				

FORGIVENESS

All dates are subject to change. See school and classroom newsletters for updates.



APRIL

2019

Sun

Mon

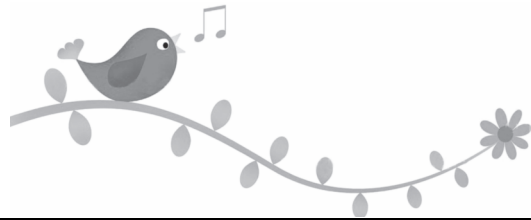
Tue

Wed

Thu

Fri

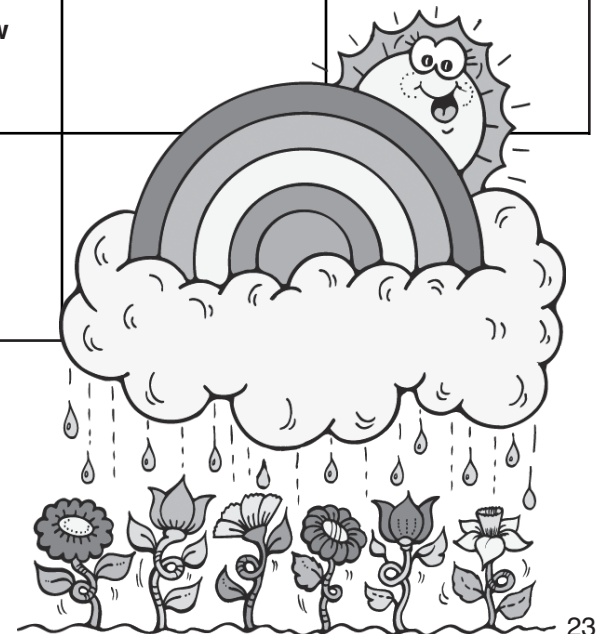
Sat



			1	2	3 Families	4
5	6	7	8 SPRING BREAK	9	10	11
12	13	14 3rd - 5th Grade Progress Reports	15	16	17	18
19	20 K & 1st Explore Time	21	22	23 Talent Show	24	25
26	27 Tentative Milestones Testing for 3rd - 5th Grade 4/27 - 5/8	28	29	30		

HUMILITY

All dates are subject to change. See school and classroom newsletters for updates.



MAY

2019

Sun

Mon

Tue

Wed

Thu

Fri

Sat



DETERMINATION

1 Tentative Milestones Testing for 3rd - 5th Grade 4/27 - 5/8	2
3	4
5	6
7	8
9	10
11 Book Fair 5/11 - 5/15	12 Field Day K-2nd
13 Field Day 3rd-5th	14
15 Families	16
17	18
19 Awards Day/ Class Parties K & 2nd Grade	20 Awards Day/ Class Parties 1st & 4th Grade
21 Awards Day/ Class Parties 3rd & 5th Grade	22 Last Day For Students Report Cards
23	24
25 Holiday Students and Staff	26 Teacher Workdays
27	28
29	30

31



All dates are subject to change. See school and classroom newsletters for updates.