

STUDENT / PARENT HANDBOOK 2019 — 2020



EST.

2004

CHIEFS

ELEMENTARY

GRAND



## Charles Brant Chesney Elementary School

3878 Old Norcross Road, Duluth, Georgia 30096

Phone: (678) 542-2300



J. ALVIN WILBANKS  
CEO/SUPERINTENDENT

LOUISE RADLOFF  
DISTRICT V

*“Learning and Leading Like Champions”*

DR. RICARDO QUINN  
Principal

LESLIE LIPMAN  
Assistant Principal

TONY PATINO  
Assistant Principal

DR. VALERIE LEMON  
Assistant Principal

Dear Parents of Champions,

Welcome to Chesney Elementary, where we “learn and lead like champions!” I am so excited to return as your proud principal for the 2019-2020 school year. This will indeed be the best year ever for our Chesney Champions!

We will continue our success in the 2019-2020 school year by providing each child with new challenges that result in rewarding school experiences. As we provide the best learning opportunities for your child this year, we ask for your support in reviewing the following information:

- Students should be dropped off in the car rider lane no earlier than 8:20 a.m. There is no adult supervision for students before this time. **For the safety of all students, we kindly ask that all cell phone use be discontinued upon entering the car rider lane.**
- Car riders may only be dropped off and picked up at the designated location which is the side entrance to the school. Students arriving after 8:50 a.m. **must be walked into the building by an adult.**
- There will be no student check-outs after 2:50 p.m. in order to provide a safe and timely dismissal for all students.
- Changes in afternoon transportation should be made in advance. Telephone or email requests for changes in student transportation arrangements will not be honored. Please send a written note with a phone number from the parent or guardian. The note should be brought to the front office by the child to be signed and verified by a school official. If no note is received, the teacher will follow regular transportation procedures for the child. If a change must occur during the day, you will need to fax the school a written note indicating the change and include a picture copy of your driver’s license on the fax. After you have faxed the note, please call the school to ensure that the fax was received.
- School dismissal is at 3:20 p.m. Car riders must be picked up before 3:50 p.m. After this time, car riders will be taken to the front office for parent contact. **For the safety of all students, we kindly ask that all cell phone use be discontinued upon entering the car rider lane.**
- The Gwinnett County Public Schools Transportation Department works with local schools to ensure bus safety for all students. To help your child have a successful experience, please review the following information:
  - 1) Make sure your child knows his/her bus stop location and time of pick-up.
  - 2) Allow extra time during the first few weeks of school for your child to be dropped off at his/her bus stop. Bus drivers will carefully verify the names of all student bus riders and review bus safety rules.
  - 3) Gwinnett County Public Schools Transportation Procedure: For student safety, students can only have 1 transportation dismissal tag (bus rider, car rider or day care rider.) If a student has another form of transportation and does not ride the bus EVERYDAY, a written parent note must be provided for each day the student will ride the bus. The student will then receive a bus pass.

We are truly looking forward to a wonderful school year. To maximize instructional time with your child, teachers check their emails after student dismissal at 3:50 p.m. Our teachers and administrators are available for scheduled conferences as well as communication via email. On behalf of the Chesney Elementary School faculty and staff, I thank you for trusting us to provide your child with the best education possible. Let’s have a CHAMPIONSHIP year TOGETHER!

Your proud principal and teammate,

Dr. Ricardo R. Quinn  
Principal

Chesney Elementary will become a world-class school Committed to Excellence for all Students.

**Gwinnett County Public Schools  
2019-20 SCHOOL YEAR CALENDAR**

**4 Independence Day (Systemwide Holiday)**  
**16-17 New Teacher Orientation**  
**18-19 New Teachers Report\***  
**22-23 New Teachers Report\***  
**24 Administrative Staff Meeting**  
**29-31 Required Pre-planning/ Staff Development [#1-3]**  
*\*(Schools determine which 2 of the 4 days new teachers report)*

JULY 2019						
S	M	T	W	Th	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			

JANUARY 2020						
S	M	T	W	Th	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**1-2 Winter Break (School Holidays)**  
**3 Teacher Planning/Staff Development [#7] (Student Holiday)**  
**6 Begin 2nd Semester [Day 92]**  
**20 MLK Jr. Day (Systemwide Holiday)**

**1-2 Required Pre-planning/ Staff Development [#4-5]**  
**5 First Day of School**

AUGUST 2019						
S	M	T	W	Th	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

FEBRUARY 2020						
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						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

**14 Inclement Weather Make-up Day or Student/Teacher Holiday**  
**17 Teacher Planning/ Staff Development [#8] (Student Holiday)**  
**19-20 Early Release Elementary and Middle School**

**2 Labor Day (Systemwide Holiday)**

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2020						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**13 Inclement Weather Make-up Day or Student/Teacher Holiday**  
**30-31 Spring Break (School Holidays)**

**10-11 Fall Break**  
**14 Teacher Planning/ Staff Development [#6] (Student Holiday)**  
**23-24 Early Release Elementary and Middle School**

OCTOBER 2019						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2020						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**1-3 Spring Break (School Holidays)**

**25-29 Thanksgiving Break (School Holidays)**

NOVEMBER 2019						
S	M	T	W	Th	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

MAY 2020						
S	M	T	W	Th	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						

**18-20 Early Release for High School Exams**  
**20 Last Day of School [Day 180]**  
**21-22 Teacher Post-planning/ Staff Development [#9-10]**  
**25 Memorial Day (Systemwide Holiday)**

Note: GCPS will make up any inclement weather days by using scheduled make-up days, Digital Learning Days, and/or extending the school day or year. Unused inclement weather make-up days will be student holidays.

**18-20 Early Release for High School Exams**  
**20 End 1st Semester [Day 91]**  
**23-31 Winter Break (School Holidays)**

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2020						
S	M	T	W	Th	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**12-Month Employee Holidays 2019-20**  
**July 4 Independence Day**  
**Sept. 2 Labor Day**  
**Nov. 28-29 Thanksgiving**  
**Dec. 23-31 Winter Break**  
**Jan. 1-2 Winter Break**  
**Jan. 20 MLK Jr. Day**  
**April 3 Spring Holiday**  
**May 25 Memorial Day**

Adopted 11/17, Current 4/18

- First and Last Day of School
- Student/Teacher Holiday
- Teacher Planning/Staff Development/Student Holiday
- Inclement Weather Make-up Day or Student/Teacher Holiday

## CHESNEY ELEMENTARY SCHOOL

**Motto: “Learning and Leading Like Champions”**

### **Vision**

Chesney Elementary will become a world class school **Committed to Excellence for all Students.**

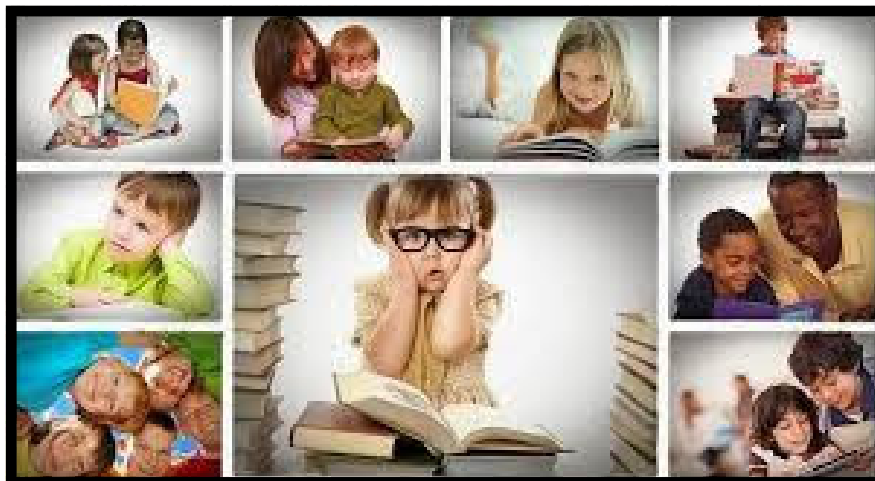
### **Mission**

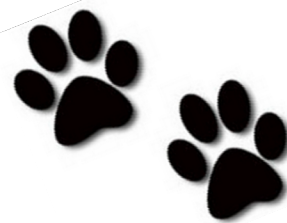
The mission of Chesney Elementary is to develop successful life-long learners and productive citizens by maintaining high expectations for personal responsibility and academic excellence in an environment that fosters the joy of teaching and learning.

### **Beliefs**

We believe that

- every child can learn.
- every child has a special gift or talent and it’s the educator’s and parent’s responsibility to help them discover it.
- learning should be fun and engaging.
- it is our job to empower creative thinking.
- every educator, parent, and child should have high expectations.
- being positive has significant benefits and is quite contagious.
- a safe environment is essential to maximize student learning.
- collaboration and communication are key to supporting our children’s education.
- every child belongs to the Chesney Elementary family.





# 2019 — 2020

## CHESNEY ELEMENTARY

3878 Old Norcross Road — Duluth, Georgia 30096

Main phone: 678-542-2300

Fax: 678-542-2304

Parents: To help keep you informed of Chesney Events, please sign up with these two valuable communication tools.

For Chesney News and Information, please make sure we do not end up in your “spam” folder. Check often for updates and event information you will need.

You may sign up with your cell phone or by visiting our website:

[www.chesneyelementary.org](http://www.chesneyelementary.org)

Cell Phone: Dr. Quinn’s “Remind”

Dr. Quinn’s QR Code for “Remind”

Dr. Quinn would like you to join parents!  remind



To receive messages via text, text @4ecc2 to 81010. You can opt-out of messages at anytime by replying, 'unsubscribe @4ecc2'.

Trouble using 81010? Try texting @4ecc2 to (754) 227-2764 instead.



\*Standard text message rates apply.

Or to receive messages via email, send an email to [4ecc2@mail.remind.com](mailto:4ecc2@mail.remind.com). To unsubscribe, reply with 'unsubscribe' in the subject line.

**WHAT IS REMIND AND WHY IS IT SAFE?**

Remind is a free, safe, and simple messaging tool that helps teachers share important updates and reminders with students & parents. Subscribe by text, email or using the Remind app. All personal information is kept private. Teachers will never see your phone number, nor will you see theirs.

Visit [remind.com](http://remind.com) to learn more.

Chesney News and Information:  
Chief Notes / Constant Contact



Valid email address required

**SCHOOL HOURS:**

Students: 8:50 a.m. – 3:20 p.m.

**ARRIVAL:**

Students may enter the building at 8:20 a.m. A bell will ring signaling building entry. Car riders may be dropped off at the East side of the building when the 8:20 bell rings. Wait until the 8:20 bell before letting your children out of the car. There will be teachers on duty to supervise this arrival. **For your child's protection, students may not arrive at school before 8:20 a.m. There is no adult supervision before this time. Students are not to be dropped off in front of the school OR in the bus lane. All students arriving via car must use the car rider lane.**

**ATTENDANCE / TARDINESS:**

Regular school attendance is essential to student achievement. Parents are responsible for notifying the school when their child is absent. A written note must be provided. Students arriving after 8:50 a.m. are tardy. All absences and tardies are recorded and annotated in student attendance. Students arriving after 8:50 a.m. must be accompanied by parents to the reception area and signed in for the day.

Students who arrive after 12:10 p.m. are counted as absent for the day. Parents of students who have excessive tardies and absences will be contacted by a counselor to develop a plan designed to improve student attendance. Excessive tardiness and absences will result in a referral to the counselors, school social worker, and school administrators. If you move during the school year, please contact the Registrar.

**MAKE UP WORK:**

Assignments missed during a short or long term absence must be made up upon return. Students have three (3) school days to make up all work. If parents feel that the student is able to work at home, a message requesting make up work must be received before 9:00 a.m. Make up work requested before the aforementioned time can be picked up after 2:30 p.m. Requests for make up work received later in the day (after 9:00 a.m.) will be honored the following day.

**EARLY CHECK-OUT OF STUDENTS:**

If you need to check your child out early, please park and come directly to the front office. Your child will be called to the office to meet you as you sign him / her out. **For security reasons, please do not go to your child's classroom. The office will need to see proof of identification.** If you do not have picture Identification students will not be released to you. **In order to maximize classroom instruction, there will be no checkout after 2:45 p.m.**

**Chesney Calendar:**

Stay current via the Chesney Elementary School Calendar. The calendar can be found by visiting our website: <http://www.chesneyelementary.org> After accessing the website, locate the school calendar by clicking on the tab labeled "General. Once you have clicked on the tab, scroll down to the "Calendar" tab. Click on it and the Chesney Elementary School Calendar will appear. Please visit the calendar on a weekly basis. Dates and times are subject to change. The calendar will be updated to reflect any weekly changes.

**DISMISSAL:**

**Cars are not permitted in the bus lanes**

**between 8:10 – 8:50 a.m. and 3:00 – 3:50 p.m.**

Walkers are dismissed at 3:15 p.m. Car riders are dismissed beginning at 3:20 p.m. In the afternoon, drive into the car rider lane at the east side of the school and wait in you car. Parents should not wait for the dismissal of children by classroom doors, but are asked to remain in their cars outside the building to alleviate congestion in the hallways. As the students are dismissed, they are to wait inside the building. The adults on duty will supervise the loading of each vehicle. If you do not have a car rider number assigned to you, please pick up your card from the front office.

Buses and day care vans are dismissed beginning at 3:20 p.m. The call for the second load of buses will occur as the buses arrive. Buses will be loaded from the front of the building. Day care vans will load on the north side of the building.

**Please Note:** It is very confusing to young children to alternate between day care, parent pick-up and buses. Your child is more confident with a dependable routine. Should you need to change directions, write a note with a phone number indicating the change in your child's transportation home on the morning of the change. The child should bring this note to the front office by 9:00 a.m. to be signed and verified by phone by a school official. In the event of an emergency, a parent or guardian may FAX [(678) 542-2304] a note to the office prior to 2:45 p.m. **No changes can be made by phone after 2:45 p.m. and / or on a day-to-day basis.**

**Students are expected to ride the bus to which they have been assigned and to get off at their assigned bus stop. ONLY in the event of an emergency, as determined by the principal or their representative, will a student be allowed to ride a different bus. Notification of this emergency must be sent to the school in a written note signed by the parent / guardian. The school administrator may provide a bus pass granting permission.**

**TRANSPORTATION:**

County Transportation Phone Number is: (770) 338-4800 All students are encouraged to ride the bus. Riding the school bus is a privilege and improper conduct on the bus, especially fighting, will result in that privilege being denied.

**CELEBRATIONS:**

We have 2 celebrations per year:

- 1 in the Winter
- 1 in the Spring

**Birthdays will not be celebrated at school.**

**Please do not bring treats, balloons or goody bags to share with classes. Parents may purchase ice cream on Fridays to be eaten in the cafeteria only.**

**SCHOOL VISITATION:**

**ALL** visitors are required to go to the reception area to sign in and receive a visitor's badge. **Anyone** not wearing a visitor's badge will be asked to go to the reception desk. As a courtesy to the teacher, please notify your child's teacher 24 hours in advance when you would like to make a classroom visit. **Requests for classroom observations must be approved by the principal and if approved will be limited to not more than 45 minutes under the supervision of an administrator.** It is important that teachers maximize use of instructional time with students. Parents are not permitted to conference with teachers when students are in the classrooms.

**MESSAGES TO TEACHERS:**

Calls will be received by the school between 8:00 a.m. and 4:00 p.m. Instructional times cannot be interrupted for incoming calls. A message will be given to a teacher upon your request. In an emergency, the office staff will take information during regular office hours.

**PARENT – TEACHER CONFERENCES:**

Our school system provides for student / parent conferences twice annually. In addition to these two planned conference times, parents, teachers, students and administrators may initiate additional conferences.

**EARLY RELEASE DAYS:**

- October 23 & 24, 2019
- February 19 & 20, 2020

The students will be dismissed at 12:50 p.m. both days.

**MESSAGES TO STUDENTS:**

Office staff will accept messages for students only in the event of an emergency. Students are not permitted to use telephones. If an emergency exists, a school official will call the student’s home.

**SCHOOL CLINIC:**

The clinic is provided for school-related illnesses or injuries. It is not meant to take the place of your personal physician. If your child becomes sick or injured while at school, the school clinic worker will contact the parent.

Please note that **accurate and current information is critical in case of emergencies.** Please ensure that the office and your child’s teacher always has accurate, current work, home and emergency telephone numbers.

No child is to carry medication on his/her person. All medication must be housed in the clinic. Parents need to obtain a medication form for any medicine dispensed over an extended period of time. Please do not send your child to school sick or with a note requesting that the teacher send the child to the clinic to be checked. It is the responsibility of the parents to see that children receive medical care.

**SPIRIT DAY:**

Spirit Days are held on Fridays. On these days, students and staff members may wear Chesney spirit wear.

**TEXTBOOKS:**

The school district provides textbooks for all students. Every student is responsible for his / her textbooks. Textbooks and other school materials must be paid for if lost, stolen or damaged. Students may also access their textbooks on-line via “My eClass.”

**ICE CREAM PURCHASES**

Ice Cream is purchased from the school for \$1.00 on Fridays and not to be included with meal payments. This is a separate function from the cafeteria and monies are collected by school personnel.

**STUDENT DRESS CODE:**

All students are expected to dress appropriately for school. Students are **not** permitted to wear:

- Halter tops, tank tops or spaghetti straps
- Short shorts or short skirts (just above the mid-thigh)
- Flip-flop or open toe-style shoes
- Hats / Hoodies in the school building
- Shirts with alcohol, tobacco, drug logos
- Clothes with inappropriate language or that are sexual in content
- Spandex pants, biker’s pants / exercise clothing
- Bandanas

**Clothing appearance:**

- All clothing should fit properly so that inappropriate exposure does not occur
- Shirt must cover abdomen and cleavage
- Shoes are to be laced, tied and strapped at all times

When inappropriate clothing is worn, parents will be called to provide appropriate dress.

**CAFETERIA PROCEDURES:**

Breakfast is served in our cafeteria from 8:20 a.m. to 8:50 a.m. Student breakfast cost \$1.50 and adult breakfasts cost \$1.75. Absolutely no charges are allowed for breakfast meals. To encourage good nutrition, a well-balanced lunch is offered daily at a cost of \$2.25 and adult lunches for \$3.00. You may send cash or a check (with phone number on it) to cover the cost of meals. You may pay online at:

***mypaymentsplus.com***

with a check, debit, or credit card.

When a student forgets or loses money, he/she may charge lunch for that day. Payment is expected the next day. Charge letters are sent home and emailed several times weekly.

Eligible students receive meals free or at a reduced price. Applications should be completed each year and are available in the front office or in the cafeteria.

- **No “fast food” or carbonated drinks are to be brought into our school.**
- **Students are not allowed to use microwaves.**
- **Staff cannot heat items for students.**

No parent lunch visitation during the month of August, during weeks of testing, and as designated by the school.

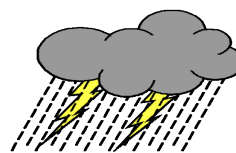
**CLOSING OF SCHOOL DUE TO WEATHER:**

If inclement weather causes the delay or closing of school, it will be announced on the radio on station WSB 750 AM, the district’s website:

***www.gwinnett.k12.ga.us***

as well as local television stations.

**Chesney is closed if it is announced that “Gwinnett County Schools” are closed. Please do not call the school.** These stations will have the most up-to-date information by 6:00 a.m..



**WITHDRAWAL PROCEDURE:**

It is especially helpful to have at least a 24 hour notice when a student withdraws. This gives the teacher time to average grades and determine if all textbooks and library books have been turned in and fees have been paid. If such notice is not provided, we may be unable to give the parent the withdrawal information necessary for entrance into another school.

**FRIDAY FOLDERS:**

Each Friday, every student at Chesney brings home a "Friday Folder." This folder will be of great value to you as a parent. Located inside will be: graded papers completed by your child, school letters and announcements of upcoming events and your child's conduct report for the week, and for Grades K — 5: Agenda Books. Please go over the papers with your child. Sign the folder and return it to school each Monday.

**COUNSELING:**

We have professional school counselors. These counselors work with all children at every grade level. Counselors support the academic environment by providing classroom lessons in areas such as problem solving, study skills, decision-making, and drug awareness. Our school counselors also work with students in small groups as well as individually at the request of the student, the teacher, or the parent. Counselors are available for consultation to all Chesney parents on topics such as family changes and crisis, academic achievement, and social issues. Please ask your child which counselor works with his / her class and call the front office to speak to the correct counselor.

**GIFTED EDUCATION:**

The Gwinnett County Public Schools gifted education program serves students in grades K – 12 by providing academic challenges for those who are intellectually advanced. The gifted program is called FOCUS at the elementary level.

Any responsible person who has knowledge of a student's intellectual abilities may refer a student to the local school's gifted referral committee. Chesney Elementary School provides gifted and enrichment services via the gifted clustered and enrichment classroom model.

The classes offer accelerated learning and enriched academic curriculum experiences that focus on and extend Gwinnett County Public Schools' Academic Knowledge and Skills.

Students are identified and placed in gifted education based on criteria established by the Georgia General Assembly and the Georgia State Board of Education. Students who transfer from gifted education programs within the state of Georgia have reciprocity into the Gwinnett program providing the original placement was correctly completed. Students who transfer from out-of-state must meet Georgia requirements. Parents should notify the school when registering their child that he/she was identified as a gifted education student in their previous school.

**GRADING PROCEDURES:**

Curriculum Night is scheduled during the first full month of school. At this time, the teachers will explain specific grading policies and procedures. Progress reports are sent out at the end of the four grading periods (every 9 weeks). The Gwinnett County curriculum is called the Academic Knowledge and Skills (AKS). The AKS can be found on the GCPS website. Each student is expected to master the AKS for his/her grade level before being promoted to the next grade level.

SST and Special Education services will include speech, interrelated resource services, and self-contained classes.

**STUDENT ASSESSMENT:**

Gwinnett County provides assessment throughout your child's elementary experience.

- Kindergarten
  - GKIDS
  - ACCESS for ELLs
  - District Assessment
  - GCPS Kindergarten Literacy Test
  
- First grade
  - CogAT
  - District Assessment
  - GCPS Student Performance Goals
  - ACCESS for ELLs
  
- Second grade
  - GCPS Student Performance Goals
  - CogAT
  - ITBS
  - ACCESS for ELLs
  
- Third grade
  - Georgia Milestones
  - GCPS Student Performance Goals
  - District Assessment
  - GAA for Adaptive Curriculum Students
  - ACCESS for ELLs
  
- Fourth grade
  - Georgia Milestones
  - District Assessment
  - GAA for Adaptive Curriculum Students
  - ACCESS for ELLs
  - District CEPT
  
- Fifth grade
  - CogAT
  - ITBS
  - Georgia Milestones
  - District Assessment
  - GAA for Adaptive Curriculum Students
  - ACCESS for ELLs

Please make sure that your child is on time and present on testing days.

**STUDENT REPORT CARDS & AKS:**

Parents will receive formal progress reports on student progress each semester. These report cards will reflect the student's proficiency on their grade level Academic Knowledge and Skills (AKS).

Students who are experiencing difficulty on their grade levels' AKS could be considered for retention in the spring and will be placed on an Academic Contract signed by the parent or guardian. A child can be placed on a contract at any time throughout the school year.

**OUR CURRENT GRADING SCALE FOR GRADES 2 – 5 IS AS FOLLOWS:**

Unsatisfactory Progress = U	Below 70
Progress Needs to Improve = D	70 – 73
Satisfactory Progress = C	74 – 79
Above Average Progress = B	80 – 89
Excellent Progress = A	90 or above

Kindergarten and First grade students' progress is reported as:

- E – Excellent
- S – Satisfactory
- N – Needs to improve
- U – Unsatisfactory

Students are promoted to a higher grade or retained based on academic achievement (grades), mastery of their grade level Academic Knowledge and Skills (AKS), grades and based on State assessment results. The school's Student Support Team (SST), with teacher input, will determine if the student possesses the Academic Knowledge and Skills necessary to be reasonably successful at the next grade level. The decision of the SST Committee will be final.

**GRADES:**

Each grade level will have the following:

- At least 2 grades per week in math
- At least 1 grade per week in reading
- At least 1 grade per week in writing
- At least 1 grade per week in spelling
- At least 1 grade per week in science
- At least 1 grade per week in social studies
- At least 5 — 9 grades per quarter in health
- Classroom assignments: 50%
- Summative Assessments\*: 50%

\*5% of Interim Assessments included in Summative Assessments.

**STUDENT RECOGNITION PROGRAMS:**

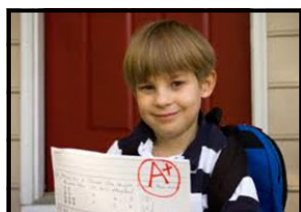
**PERFECT ATTENDANCE:**

Students with no absences or tardies during the school year will be recognized by their classroom teacher at the end of each semester and at the end of the school year. Any tardies or absences, excused or unexcused will eliminate the student from earning a perfect attendance award.

**SEMESTER STUDENT RECOGNITION PROGRAM:**

Our goal is to recognize every Chesney student sometime during the school year. Students received recognition awards for:

- |                          |                         |
|--------------------------|-------------------------|
| • Principal's Honor Roll | • Good Citizenship      |
| • Honor Roll             | • Perfect Attendance    |
|                          | • Most Improved Student |



**MEDIA CENTER:**

Students will be allowed to check out books for a period of two weeks. Kindergarten students may have two books at a time and all other students may have four books at a time. Students will not be permitted to check out a new book until all overdue books have been returned. In the event a book is lost or damaged, students will be asked to pay for the book to be replaced.

**HOMEWORK:**

Home study is a necessary part of each pupil's educational program. Each student will be expected to spend some time in addition to scheduled class instruction to achieve satisfactory work. Some assignments are long range in nature and require planned study time for their completion. A general rule for determining the amount of time your child should spend doing homework is 10 minutes multiplied by his / her grade level. Remember this is only a guide. Homework times may vary based on planned study time for projects. Your child's teacher can tell you if your child's homework study time needs to be adjusted.

**EFFECTIVE STUDY HABITS:**

Parent Support and Tips:

- Have student relax/ snack/ play after arriving home from school.
- Have a consistent time for the student to complete his or her homework.
- Have a consistent place that can be monitored by an adult where the student can complete his or her homework.
- Allow the student to work on his or her homework on their own (support once the student has worked on his or her own and has demonstrated effort).
- Work with the student once he or she feel like they have completed their work (Please note that the teacher uses the student work to determine support and instruction).
- Encourage your child to read at least 20 minutes daily.
- Let your child know that he or she has done a great job!

**Extra-Curricular Activities:**

Chesney students in grades 3, 4 and 5 are offered enrichment and remediation opportunities through a variety of before and after school offerings taught by our teachers. Some of those opportunities may include:

- |              |           |               |
|--------------|-----------|---------------|
| Cheerleading | Art Club  | Music Club    |
| Intramurals  | Math Club | Readers Rally |

Your child will be invited to participate in grade level appropriate activities.



**CHESNEY BEHAVIOR MANAGEMENT PROGRAM**

Our faculty believes that self-discipline is the goal of every student. We know that every child can learn if a positive classroom climate is established that includes maintaining firm, fair and consistent management practices. The Chesney family also believes that positive discipline results from personal relationships and building community rather than any one particular technique or system.

**Our school-wide SPARKY Rules are:**

- Be respectful.
- Keep your hands and feet to yourself
- Come to school ready to learn
- Follow directions when they are given to you.
- Use an inside voice while in the building.

Consequences are given based upon minor and major offenses.



**Chesney School Council**

**Meetings\*:**

- September 10, 2019
- November 1, 2019
- January 10, 2020
- March 6, 2020

\* all meetings at 8:00 a.m. unless otherwise notified.

**Chesney is a Distinguished Title I School.**

Information about Title I is available in our Title I Parent Handbook and can be viewed on our website at: [www.chesneyelementary.org](http://www.chesneyelementary.org)



**2019 – 2020 School Calendar**

- August 5 First day of school
- September 2 Labor Day Holiday / SCHOOL HOLIDAY
- October 10 – 11 Fall Break
- October 14 Student Holiday / Teacher Planning
- October 23 & 24 Early Release / Parent Conferences
- November 25 – 29 Thanksgiving Break (School Holidays)
- December 20 End of First Semester
- December 23 – January 2 Winter Break
- January 3 Student Holiday
- January 6 Begin 2nd Semester / Students return
- January 20 Martin Luther King, Jr. Day: School Holiday  
Student / Staff Holiday  
OR Inclement Weather make-up day  
Priority 1
- February 14 Priority 1
- February 17 President's Day  
Student Holiday / Staff Work Day
- February 19 & 20 Early Release / Parent Conferences  
Student / Staff Holiday  
OR Inclement Weather make-up day  
Priority 1
- March 13 Priority 1
- March 30 – April 3 Spring Break (School Holidays)
- May 20 Last day of school (day 180)
- May 21 — 22 Post-Planning / Staff Development
- May 25 Memorial Day

**PTA Dates**

**General Meetings:**

- August 22, 2019  
◊ Curriculum Night
- September 26, 2019  
◊ Literacy Night
- October 18, 2019  
◊ Brant Chesney Night
- February 6, 2020  
◊ STEM Night
- March 12, 2020  
◊ Heritage Night

**Executive Board Meetings (6:00 p.m.):**

- August 15, 2019
- September 19, 2019
- October 17, 2019
- November 21, 2019
- December 12, 2019
- January 9, 2020
- February 4, 2020
- March 10, 2020
- April 9, 2020
- May 7, 2020



### HOMELESS CHILDREN AND YOUTH

The Stewart B. McKinney / Vento Education for Homeless Children and Youth Act ensures the educational rights and protections for children and youth experiencing homelessness. It provides legal protections for children and youth in homeless situations to enroll in, attend, and succeed in school and preschool programs. In accordance with this law, Gwinnett County Public Schools affords homeless children and youth equal access to the same free, appropriate public education. Homeless children and youth will have access to education and other services that he/she needs to have an opportunity to meet the same challenging state student academic achievement standards to which all students are held. Please contact the school for further information.



### STUDENT COMPLAINTS AND GRIEVANCES

Chesney Elementary School is committed to providing an environment free of sexual harassment and all forms of harassment and discrimination on the basis of race, color, religion, gender, age, national origin, or disability. If a student believes he or she is being mistreated on account of race, color, religion, gender, national origin, or disability, the student should report concerns to the principal, teacher, and more importantly Chesney Elementary School Title IX Coordinator, Leslie Lipman.



### ELEMENTARY MODIFIED VERSION OF STUDENT CONDUCT BEHAVIOR CODE

The following rules apply when a student is:

- on school grounds
- off the school grounds at a school activity, function, or event
- en route to and from school; or
- off the school grounds while the student is in attendance of any school function, or is otherwise subject to the jurisdiction of school authorities.

**In addition, each student will not:**

- interrupt teaching and learning.
- damage or attempt to damage or take or attempt to take the property of the school.
- damage or attempt to damage or take or attempt to take the personal property of others.
- hit, kick, bite, bump, push, pull hair, pinch, hurt or use disrespectful language with other students or any other person not employed by the school.
- make oral or written communication or make symbolic gestures or contact of a threatening or provoking nature to or about staff.
- make oral or written communication or make symbolic gestures or contact of a threatening or provoking nature to or about a student.
- possess or use weapons, whether assembled or disassembled guns (including toy guns), knives, firecrackers, etc. whether toy, operational or not operational if a person could reasonably perceive the object to be a weapon or if the object is a destructive device.
- possess, use, or distribute alcohol or drugs or any substances they represent to be alcohol or drugs.
- disobey directions or commands of teachers, principals, bus drivers, etc.
- touch himself / herself or others inappropriately including private areas of the body.
- miss school or class without an excused absence.
- exhibit unsafe and / or inappropriate conduct at any time.

Severe or repeated violations of school rules may result in a parental conference and / or discipline review committee meeting.

Please access the GCPS Student Handbook via Chesney Elementary School website and / or the school district's website.



## USE OF THE INTERNET

It is important to note that a global network is impossible to control or to predict all materials a user may accidentally or purposely discover on an electronic resource.

"Read the ACCEPTABLE USE POLICY OF CHESNEY ELEMENTARY SCHOOL below."

*"The Internet is intended for educational purposes only. It is against school policy to submit, publish, or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material. Students may not access e-mail or chat sessions or computer hacking web sites of any kind. Students may not upload or download any software, etc., or make changes to any part of this computer. This includes but is not limited to the hard drive."*

*"By logging into this computer YOU ARE ACCEPTING RESPONSIBILITY of what Internet sites are viewed and any other inappropriate activities that may occur."*

*"Like the keys to your house or car, responsibility is taken. Make sure you log off this computer while not using it. Violations of the Policy will be YOUR responsibility."*

*"To ensure you are not held liable for another student's activities, log off the network. To terminate your session:*

1) go to the **Start** button:



2) choose:



3) **'Sign-out'**

All violations will result in a disciplinary referral to the administration of Chesney.

An acceptable use policy that must be signed by you and your child before he / she will be allowed access to the Internet. The form can be found in the rear of this handbook.



### **KNOW WHAT IS EXPECTED OF YOU**

- copy the assignment carefully
- read the directions before you begin
- ask the teacher for help if you are confused
- set aside 1 hour a day for study and homework
- don't get sidetracked by games, the phone or your younger brothers or sisters



### **KNOW WHEN YOUR ASSIGNMENTS ARE DUE**

- tests, projects, book reports, homework, etc.
- don't wait until the last minute to study for an exam or complete a project

### **ORGANIZE YOURSELF**

- use your student assignment notebook every day—be prepared with textbook, notes, paper, pencils, etc.
- have a quiet place to work with desk or table for writing—keep your notebook, desk, and home study area neat
- keep a notebook or part of a loose-leaf binder for each subject

### **WRITE NEATLY**

- you will spend less time recopying your work if you do it neatly and carefully the first time
- always write your name, the date, your teacher's name, and the subject at the top of your paper

### **SHARE YOUR SCHOOL WORK WITH YOUR PARENTS**

- discuss what you have learned in school with your parents
- not only will this reinforce the things you have learned, but it might give you different ideas about the topic
- show your parents your homework and ask if they have any suggestions for improvement

## **NO PARENT VISITATION DURING LUNCH**

During any testing or assessment period or as determined by our Chesney Administrative Team, parent lunch visitation will be suspended for all grade levels.

Below are the dates:

**CogAT  
(Grades 1, 2 & 5):**  
Monday September 9, 2019  
Tuesday September 10, 2019  
Wednesday September 11, 2019  
Thursday September 12, 2019  
Friday September 13, 2019

**ITBS  
(Grades 2 & 5):**  
Monday September 23, 2019  
Tuesday September 24, 2019  
Wednesday September 25, 2019  
Thursday September 26, 2019  
Friday September 27, 2019  
Monday September 30, 2019  
Tuesday October 1, 2019

**Georgia Milestones  
(GMAS)  
(Grades 3, 4 & 5):** State Window for testing: April 6 — May 15, 2020 GCPS GMAS will be publicized at a later date. Please check school calendar for updates.

**End-of-School:**  
Monday May 11, 2020  
Tuesday May 12, 2020  
Wednesday May 13, 2020  
Thursday May 14, 2020  
Friday May 15, 2020

Monday May 18, 2020  
Tuesday May 19, 2020  
Wednesday May 20, 2020

## PARENT NOTES

PARENTS: These are 2 communication tools that you will need to sign up for. One is Dr. Quinn’s “Remind” text message system. This provides parents with timely information via text message. The second is our “Constant Contact” email system which sends you newsletters and other Chesney news that you will need. You may also sign up for these two tools through the website:

[www.chesneyelementary.org](http://www.chesneyelementary.org)

*Champ Notes Constant Contact*  
*Would you like updates on the happenings at CES?*  
*Click **HERE** to sign up!*

Would you like to receive Dr. Quinn’s text message reminders?  
Click **HERE!!!!!!**

OR—You may sign-up using your cell phone!

Dr. Quinn’s “Remind” Text Messaging:

To receive messages via text, text @4ecc2 to 81010. You can opt-out of messages at anytime by replying, 'unsubscribe @4ecc2'.

Trouble using 81010? Try texting @4ecc2 to (754) 227-2764 instead.

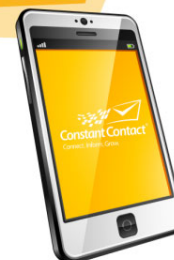


Sign up for Constant Contact emails:

**It's easy to join our mailing list!**

Just send your email address by text message:

Text **CHAMPNOTES** to **22828** to get started.



(Standard messaging rates may apply to both.)