

Parent Handbook 2010-2011



Fort Lewis Elementary School
3115 West Main Street
Salem, Virginia 24153
Phone: (540) 387-6594 Fax: (540) 387-6348
<http://www.rcs.k12.va.us/fles/>

Mission Statement

It is the mission of Roanoke County Schools to ensure that all students participate in quality learning experiences necessary to grow, adapt, and meet the challenges of a changing world.

SCHOOL CALENDAR - FORT LEWIS ELEMENTARY 2010 - 2011

August

23 First Pupil Day

September

6 Schools Closed - Labor Day
15 2-Hr.Early Dismissal, 12:05 pm (Lunch will be served)
21 Interim Midpoint
28 Interim Reports Sent Home

October

6 2-Hr.Early Dismissal, 12:05 pm (Lunch will be served)
21 End of First Grading Period
22 Schools Closed - Teacher Workday
27 2-Hr.Early Dismissal, 12:05 pm (Lunch will be served)
29 Report Cards Sent Home

November

2 Schools Closed - Parent/Teacher Conference
24 2-Hr.Early Dismissal, 12:05 pm (Lunch will be served)
25 - 26 School Closed – Thanksgiving Holiday
29 Interim Midpoint

December

6 Interim Reports Sent Home
20 -31 Schools Closed - Winter Break

January

13 Early Dismissal - 11:30 a.m. (Lunch will be served)
13 End of First Semester
17 Martin Luther King Day - Schools Closed – Teacher Workday
21 Report Cards Sent Home

February

1 Schools Closed – Parent Teacher Conference Day
18 Interim Midpoint
24 Interim Report Sent Home

March

24 End of Third Grading Period
25 Schools Closed – Teacher Workday – Make-Up Day (if needed)
28 Schools Closed – Make-Up Day (if needed)

April

1 Report Cards Sent Home
22-29 Schools Closed – Spring Holiday

May

9 Interim Midpoint
16 Interim Reports Sent Home
27 Schools Closed – Make-Up Day (if needed)
30 Schools Closed – Memorial Day – Make-Up Day (if needed)

June

8 Last Pupil Day – Early Dismissal - 11:30 a.m. No Breakfasts or lunches served



Make-Up Schedule:

- 1- Bank Day
- 2- Bank Day
- 3- Bank Day
- 4- March 28
- 5- May 27
- 6- Make-up not required
- 7- March 25
- 8- Make-up not required
- 9- May 30

FORT LEWIS ELEMENTARY SCHOOL

*3115 West Main Street
Salem, Virginia 24153
Telephone 387-6594
Information Line 562-6000
Fax 387-6348*

2010 - 2011

*School Colors: Blue and Gold
Mascot: Lion*

School Hours

***Tardy Bell: 7:55 a.m.
Dismissal Bell: 2:05 p.m.***

Caution

For Safety of Our Children

*Children being delivered to school should not arrive prior to 7:35 a.m.
Supervision cannot be provided any earlier, so please honor this request.*

*****When picking up children in the afternoon, please pull to the back of the building and staff will assist your child to your car when the buses leave.***

Roanoke County Public Schools does not discriminate with regard to race, color, national origin, sex, or handicapping condition in an educational and/or employment policy or practice.

Fort Lewis Elementary School
3115 West Main Street
Salem, Virginia 24153
Phone: (540) 387-6594 FAX: (540) 387-6348

Dear Parents/Guardians,

Welcome to Fort Lewis Elementary School! Our mission here at Fort Lewis is to provide children with a strong foundation on which they will build their futures. All staff members are committed to providing quality instruction that will prepare your children for the 21st Century. Our lessons are developed using essential knowledge outlined in the Standards of Learning as well as Roanoke County's Curriculum Guides. We are dedicated to providing your child with the best education possible through exciting and meaningful learning experiences.

The purpose of this handbook is to provide families with important information about our school. It details our school's procedures and guidelines. It also contains a complete listing of our staff as well as a calendar of important dates. I hope you find this information to be of value.

I appreciate your help and support throughout the upcoming school year. Parents play an important role in their child's education by providing support at home and by involving themselves in PTA and school activities. I am looking forward to the partnership that we will share in making this school year one of the best for your child. If I can be of assistance to you in any way, please do not hesitate to contact me.



*Sincerely,
Kim Bradshaw
Principal*

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GENERAL INFORMATION:

A BRIEF HISTORY OF FORT LEWIS ELEMENTARY SCHOOL

Fort Lewis School formerly served the entire western portion of Roanoke County. The original school was built on a six acre tract. The name was derived from the nearby Fort, which was named for General Andrew Lewis, local soldier-patriot of the American Revolution. The first Fort Lewis School was built on the present site of the Northwest Hardware Company. Most of the work, such as starting fires, cleaning rooms, and carrying water, was done by teachers.

In 1928, the present school was built west of the original structure. The new building consisted of seven classrooms. In 1941, five more classrooms were added and alterations were made in the original design of the building, giving eleven classrooms, a library, a cafeteria, a teacher's workroom, and an open combination auditorium/gymnasium.

Construction of an addition to the original building was begun in 1996. The addition of four classrooms, a gym, kitchen, cafeteria, a teachers' workroom, and boys' and girls' bathrooms doubled the size of the original building.

The school today has an enrollment of 240 students, in grades Pre K - 5. The school is served by a professional staff including a principal, thirteen classroom teachers, a reading specialist, three learning specialists, as well as teachers in the areas of guidance, physical education, music, art, library and speech therapy. A full-time secretary, two full-time custodians, and five instructional assistants complete the staff.

The school is served by county personnel in the areas of supervision, health services, and special education.

Roanoke County Schools Mission Statement

It is the mission of Roanoke County Schools to ensure that all students participate in quality learning experiences necessary to grow, adapt and meet the challenges of a changing world.

Comprehensive Goals:

Instruction:

Prepare all students, consistent with their ability and potential, to be productive citizens in a democratic and diverse society.

Implement instructional practices and programs that enable students to meet established standards of achievement and foster life-long learning.

Develop an instructional climate centered on dignity and respect.

Meet or exceed state and federal guidelines for student achievement.

Human Resources:

Implement practices to support and assist teachers and support staff in the instruction of positive learning for all students.

Health and Safety:

Seek to maintain a safe, disciplined and healthy environment that nurtures physical, mental and emotional well-being, and the development of social and character competencies.

Community Relations:

Establish positive and effective communication initiatives to build an awareness of the Roanoke County Public School system.

Technology:

Improve administration and management of student learning environments and facilitate effective communication.

Facilities and operations:

Supervise the construction of new facilities, update existing facilities, and oversee system upgrades to promote the educational process throughout the Roanoke County Public Schools.

Provide support services to the Roanoke County School system in such a manner as to meet the needs of the school community in a safe and efficient way.

Budget and Finance:

Provide accurate and professional financial information for the use of board members, staff, and the community to make pro-active budgetary decisions, plan for future school division needs, assess past financial performance, and optimize the sharing of information.

Philosophy and Objectives

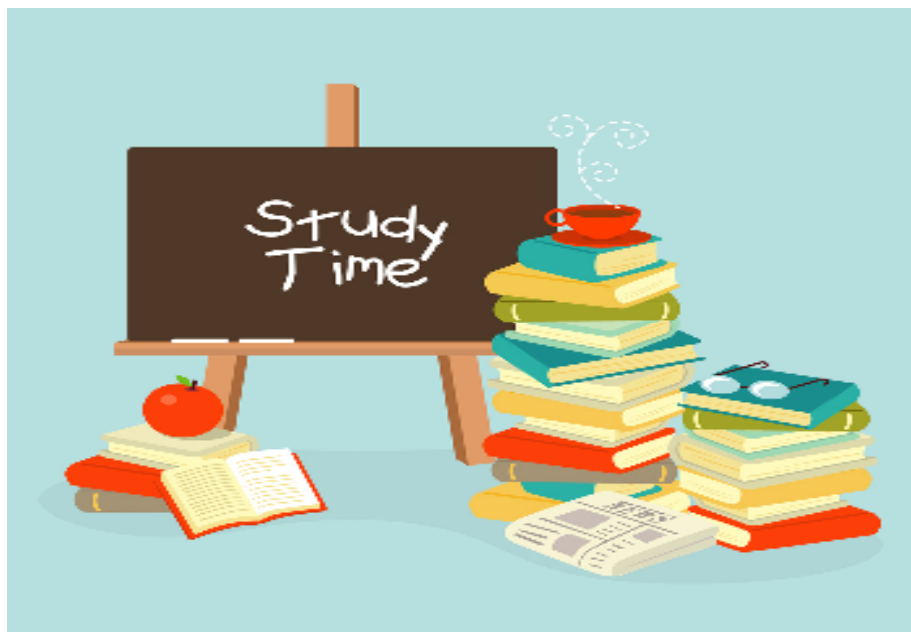
Fort Lewis Elementary School, for many years, has served the community well in preparing the youth of tomorrow to take their place in society. The staff is now faced with the challenge of establishing a foundation for the 21st century.

The ever-changing society must be ready to cope with our rising dependence on computers and sciences as well as acute awareness of our environmental and social problems.

Certification

This school is completely certified and endorsed by the State Department of Education and the Southern Association of Colleges and Schools.

All Personnel are certified and endorsed in the areas in which they work. A complete roster of teachers and other staff members (at this writing) is provided in this booklet.



Fort Lewis Elementary Faculty and Staff 2010-2011:

PRINCIPAL
Kim Bradshaw

SECRETARY
Lisa Dixon

PRESCHOOL
Kyndal Smith

KINDERGARTEN
Laura Barrett
Sue Partsch

FIRST GRADE
Melissa Cupp
Ellen Thomsen

SECOND GRADE
Maria Catron
Joan Tripp

THIRD GRADE
Wendy Jennings
Amy Zimmerman

FOURTH GRADE
Elizabeth Boyce
Sherry Meredith

FIFTH GRADE
Kathryn Foley
Matt Johnson

LEARNING SPECIALIST
Cathy Larkins
Leah McCormack
Dallas Washburn

READING COORDINATOR
Barbara Hale

PHYSICAL EDUCATION
Shannon Dunstan

ART
Charlotte Ferguson

MUSIC
Katie Saunders

MEDIA SPECIALIST
Karen Williamson

GUIDANCE
Amy Johnson

NURSE
Molly Rhodes

TRT
Joani Sotherden

IAs
Debbie Feazell
Sandi Finck
Julie Neal
Denise Roberts
Donna Witt

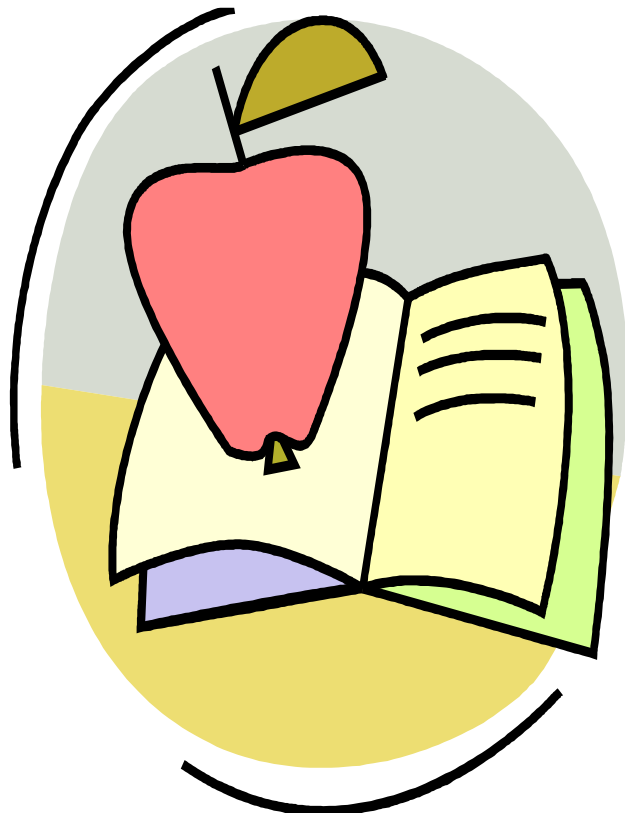
OT
Angie Lee

PT
Kim Marlowe

SPEECH
Cassie McIlwain

CAFETERIA
Yvonne Hutchinson (Manager)
Stephanie Deaton
Suzanne Watts

CUSTODIANS
Tim Short (Manager)
Mike Gibson



CURRICULUM AND INSTRUCTIONAL ORGANIZATION:

Curriculum

1. Appropriate texts and supplementary material for each grade level
2. An adequate library and audio-visual center
3. A well equipped reading center
4. Adequate gymnasium, stage, and playground
5. Specialized teachers and centers in the fields of:
 - a. guidance
 - b. learning disabilities
 - c. physical education
 - d. music
 - e. art
 - f. emotional disturbance
 - g. reading
 - h. English Second Language
6. An adequate program in Career Education
7. A Gifted Program
8. Harcourt Language Arts Reading
9. Up-to-date computer hardware and software available



Textbooks

The Roanoke County School Board owns all textbooks. There is no charge for textbook rental. The parent and child are responsible for turning in the books at the close of the year in reasonably good condition or pay for damage or loss of book.

Physical Education

A child should bring a written excuse from his parent if he cannot physically take part for one to three days. If disability is for a longer period, he/she will need a doctor's excuse.

Children need tennis shoes for participation in the program. Please see that your child brings or wears tennis shoes every day. Please identify your child's shoes with his name.

Girls may need shorts to wear under their skirts or dresses during the physical education period.

Guidance Counselor

The school is fortunate to have an elementary guidance counselor who works with students, teachers, and parents. Her objectives are to aid children in developing academic skills, realistic self-concepts, group awareness, effective coping behaviors, wholesome attitude toward the world of work, and to provide effective learning climates. The guidance counselor will schedule conferences upon request.

Gifted Education

When seeking to identify gifted students, a school system is searching for those children who by virtue of outstanding abilities are capable of exceptional performance.

Consequently, those students who are identified require curriculum adaptations and/or additional services beyond those usually provided by the regular school program.

Roanoke County's identification process incorporates standardized and non-standardized data, which relate achievement, intelligence, performance, and teacher ratings. Although the approach to identification varies for students in grades K-2 and grades 3-5, the ultimate goal of each is to find those children whose outstanding capabilities necessitate curriculum adaptations and/or additional services.

If you have specific questions about the screening process and/or feel your child's abilities make him/her a candidate for screening, consult the guidance counselor. He/she will share with you the time line associated with screening and will direct you to a member of the staff for the gifted program if you have additional questions.

If your child is new to Roanoke County Schools and participated in a gifted program in his/her former school, your child automatically qualifies for screening. Remember to consult with the guidance counselor to engage your child in the screening process.

Roanoke County also provides a program for artistically talented children in grades 3-5. Screening for this program begins in January of each school year and involves students in grades 2-5 who are referred by parents, classroom teachers, and/or art teachers. If your child is a second grader, you will receive a letter announcing and explaining the approaching screening period and the procedures you should follow to refer your child for screening.

Sue Bostic is our resource teacher with the Gifted Program at 562-3900 Ext. 10222.

Field Trips

Field trips are planned each year by the teachers as a way to enrich classroom instruction. All trips are related to the subject being taught in the classroom. Parents must give written permission before a child is allowed to go on a field trip. Telephone or oral permission is not acceptable.

Students may be denied the privilege of participating in a field trip if their behavior might create unsafe conditions or interfere with the learning of the other students.

School Parties

At Fort Lewis School, the children are permitted two parties a year. Each grade level will decide when their parties will occur. As we implement the new federally mandated wellness program, we ask that you help us by sending "healthy" snacks and goodies for our parties. Pizza parties can be provided as a snack but not in lieu of our nutritious lunch.

In addition to the two parties, if parents wish to furnish the entire class with a small treat on their child's birthday, this would be permissible. Parents may bring or send the treat to the office for the teacher to distribute during snack time. Parents should notify the teacher in advance of bringing treats for birthdays. Again, please consider healthy treats for the children.

Pre-School and Kindergarten may be permitted some activities due to the nature of the program that other grades are not.

In education, time is our most valuable commodity and we must preserve as much time as possible for instruction.

Homebound Instruction

Roanoke County Schools provide Homebound Instruction for students that are unable to attend school for medical or psychological reasons. Parents should contact the school as soon as they know that their child is going to be absent from school for an extended period of time. Homebound instruction may be approved in advance if the student is having surgery, is pregnant or is being hospitalized.

Call Cathy Brown, School Social Worker, if you have questions concerning the Homebound Program.

ATTENDANCE

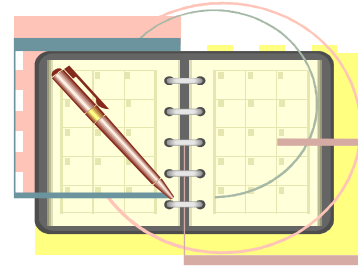
Admission to School (Immunizations)

Every child seeking admission to school for the first time must present a State Birth Certificate, a Social Security Card, and a physical examination by a physician or nurse practitioner including immunizations for DPT (one must be given after the fourth birthday), Polio (minimum of three with the third after the 4th birthday – it also acceptable to have 4 doses before the fourth birthday), Measles, Rubella, Mumps, Hepatitis B, and Varicella.

Failure to have your child immunized will result in the delay of their enrollment in school. Please contact the school if you have questions.

Daily Schedule

7:30 a.m.	Teachers arrive
7:55 a.m.-2:05 p.m.	School in session
2:05 p.m.	Dismissal for buses
2:15 p.m.	Dismissal for car riders
2:30 p.m.	Dismissal for teachers
4:00 p.m.	Building closes



Daily Attendance

Attendance at the very beginning of the school day is very important for each student. Students arriving after 7:55 a.m. are considered tardy. Parents should bring their child to the office if tardy to sign-in; please do not send your child into the building without supervision from an adult.

A student who is tardy misses the homeroom procedures and the instructions at the beginning of the day. If the parent is experiencing difficulty getting the child to school on time because the child is resisting coming to school, the parent should contact the teacher, guidance counselor, or Administration for help in working with the child.

Students may leave school with adults other than their parent only if the teacher has a written request from the parent. Written requests are also mandatory for pupils to remain at school after hours.

Outstanding attendance certificates are given at the end of the year for good attendance. To receive the award the student must not be absent more than five days.

Because of the problem with missing children, the General Assembly of Virginia has amended Section 22.1-258 of the Code of Virginia as follows:

Whenever any pupil fails to report to school on a regularly scheduled school day and no indication has been received by school personnel that the pupil's parent or guardian is aware of the pupil's absence, a reasonable effort to notify by telephone the parent or guardian shall be made by school personnel.

The staff at Fort Lewis Elementary will follow the procedures listed below so that we will be in compliance with this law.

Parents should call the school by 8:20 a.m. if you know your child will be absent. This helps the secretary who is required to call parents when children are absent. The secretary will call all parents starting at 8:20 a.m. if they have not heard from the parents of a child who is absent.

Procedures Concerning Safety and Student Supervision:

1. Always send a note to school to the homeroom teacher if your child needs to leave early and indicate who will be picking him/her up. If you feel that there may be any question at all, please call or pin a note on child's clothing.
2. Always send a note to school to the homeroom teacher if there are any changes whatever as to how your child will be transported home or if he/she needs to get off the bus at a different stop.
3. When entering the building during the day, visitors need to report to the front office for a Visitor or Volunteer badge.
4. Children being delivered to school should not arrive prior to 7:35 a.m. Student supervision cannot be provided any earlier so please honor this request.
5. When students arrive late (after 7:55), they need to report to the office. Students must be signed in by parents after 7:55.

Our faculty and staff feel that your help with the above would be beneficial for the safety and welfare of our students. Your assistance will be appreciated.

Inclement Weather

Please listen to your local television and radio stations when it appears that there will be no school as scheduled because of inclement weather. Since parents are not always at home, please make arrangements and have an understanding with your child where he/she is to go on occasions when he/she may return home early due to bad weather. **Please make sure this information is listed on the *Early Dismissal Procedure Form*.**

You can call Roanoke County Information Line at 562-6000 for information on school closing. This information will also be communicated through our Instant Alert System.

COMMUNICATION WITH YOUR SCHOOL:

Conferences

Parent-Teacher Conferences will be held on November 2, 2010 and February 1, 2011, from 12:00 to 7:00 p.m. If you need to have conferences at other times, please feel free to contact your child's teacher to schedule.

Reporting to Parents

Report cards will be sent home four times a year except for kindergarten. Kindergarten students receive a report card at the end of each semester. Students in grades K-1 are evaluated using a checklist on their report cards. Parents will receive an interim report each nine weeks if your child is not working up to expectations. Please contact your child's teacher if you wish to schedule a parent/teacher conference.

Communication with Parents Who Maintain Two Households

Upon request, Fort Lewis will make available to a non-custodial parent any information requested unless otherwise instructed by the court.

Grading Scale

- A - 94-100
- B - 87-93
- C - 78-86
- D - 70-77
- F - 0-69



Student Promotion

The decision of promotion or retention should be based on what is best for the individual student. The relationship of ability, effort, and achievement should be considered along with chronological age, previous retentions, and other pertinent information. When retention is being considered, a committee comprising the grade level teacher(s), guidance counselor, and principal is required to meet before a decision of retention can be made official.

Homework

Homework may be assigned at the discretion of the teachers and shall be in accordance with the needs of the class.

In general, homework shall be assigned in such a manner that it:

1. Takes into consideration the availability of the student's time, ability, and access to resources.
2. Is a follow-up to skills or concepts previously introduced.
3. Fosters students personal responsibility and when appropriate promotes research efforts by the individual student.
4. Will contribute to the ongoing work of any specific class in which the work is required or assigned.
5. Shall not be used for disciplinary purposes.
6. Makes information and purposes of homework assignment clear and specific so that the pupil can complete the assignment.
7. Shall not be assigned for holiday breaks.
8. Shall be evaluated in some manner by the teacher within a reasonable length of time in order to emphasize the importance of doing the assignment and to recognize the students' efforts.
9. Homework is an extension of class work. If student is using class time wisely, the following should be an approximate amount of time spent on homework:

K-2 approximately 15-30 minutes

3-5 approximately 60 minutes

Contact student's teacher if child is spending more than the suggested time on homework.

10. All students may have homework each weeknight.
11. Homework is usually not given on weekends. Exception: Ongoing projects.
12. Assignment books should be checked nightly.
13. Homework is important and is expected to be completed on time. A possible consequence will be given. **Will be explained by the classroom teacher on Back-To-School night.

Homework Assignment Requests

Parents are requested to call the school prior to 8:30 a.m. during the school day if they would like for our teachers to have assignment and class work ready by 2:15 p.m.



SCHOOL DISCIPLINE:

Discipline

Efficient instruction depends on good discipline. We expect parental concern when these incidents arise. We will respect the child as an individual and respect the parent for their position. We must insist upon respect for the job the teachers are trying to perform and we will not tolerate rudeness, disrespect, vulgarity, obscene gestures or language.

The principal will support any reasonable measures taken by the teachers to maintain good discipline and will assist the teachers in this respect whenever necessary. The principal will make every effort to see that disciplining is fair, reasonable and not harmful to students.

All families should have a copy of the Roanoke County Student Conduct Code and Internet Use Agreement. Parents should read and discuss this with their children.

Weapons and Dangerous Instruments

A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon or a dangerous instrument on school property or any school activity.

This rule does not apply to normal school supplies but does apply to any firearm, any stun gun, any explosive including firecrackers, and other dangerous objects of no reasonable use to the student at school.

In addition to other possible sanctions, the principal or any school employee may confiscate any weapon or dangerous object. All such confiscated items shall be delivered forthwith to the principal to be disposed of by authorities.

HEALTH AND SAFETY:

Health Screening

The PTA and the Health Nurse help conduct the following screenings each year:

Hearing	Grades K, 3
Vision	Grades K, 3, 5
Height & Weight	Grades K, 3, 5

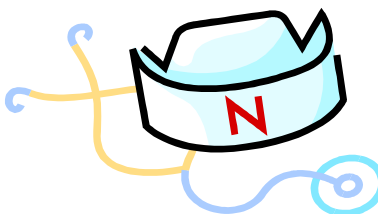


Medication Policy

Please see the Policy Manual (7.13) at www.rcs.k12.va.us

ADDITIONAL GUIDELINES FOR FORT LEWIS ELEMENTARY:

- * All medicines are kept in a locked drawer in the nurse's office.
- * Only authorized personnel are permitted to administer medication.
- * Students may not carry any medication to school. **All medication must be delivered to the office by the parent.**
- * Pills should be counted by the parent and school staff when delivered to the school and documented on the medication log.



Accident or Illness

When a child becomes ill or is injured, we make every effort to contact the parent to come pick him/her up. It is important we know how to contact a parent or relative.

Please make sure to fill out and return the Emergency Procedure Card with all pertinent and current information as quickly as possible to the office. This card contains your instructions to the school in case your child needs medical attention. If we cannot reach anyone on the card, we will contact the Fort Lewis Rescue Squad and upon their recommendation take the child for appropriate medical attention.

Toys at School

Except for "Show and Tell" in primary grades, or upon prior approval or request by the teacher, parents are urged to see that children do not bring toys to school. Many times, however, your home may have something that would add to the current area being studied. These items we will be happy to have your child bring provided, of course, prior approval has been obtained. Items such as knives, sharp objects, playing cards, radio/cassette players, etc., in most cases are not proper for classroom instruction.

Clothing and School Dress

Please mark your child's clothing and possessions with his/her name. In choosing student dress, the parents should take into consideration modesty, safety, weather and activities planned for the day. Students' dress should not disrupt the educational process of the school. Children should not wear any clothing that has inappropriate language written. Note: Tennis shoes are required daily for physical activity. Children or parents can check our lost and found articles in the front hall if they have lost any clothing articles.

Fire Drills and Bus Drills

Students are given necessary instruction on how to react in case of emergency. Fire drills are practiced monthly, bus evacuation drills and tornado drills are done twice a year.

BUS TRANSPORTATION:

Bus Riders

For the safety of all students who ride buses to and from school, we must require good behavior at all times while on the bus. This can be done by speaking in a quiet manner, not getting out of the seat while the bus is in motion, not throwing articles, and not disturbing the driver.

Any student who chooses to misbehave on the bus will be taken off it for a given time. During the time a child cannot ride the bus, it will be the responsibility of the parent to see that his child has a ride to and from school.

Students who wish to ride a different bus or get off at a different stop with a friend must bring a note from their parents. (Friend must also bring a note.) Both students must have notes from parents that are initialed by the office staff and given to the bus driver.

Roanoke County School Bus Regulations

The following regulations must be observed by students who ride buses:

1. Be at bus stop 5 minutes before schedule.
2. Strict obedience to the bus driver.
3. Obedience to State Bus Law:
 - a. Do not put head out of bus window.
 - b. Do not extend hand or arm out of bus window.
 - c. Do not throw things out of bus window.



4. Students must get on the bus in the mornings and off in the afternoons at the stop nearest their home. Any changes must be authorized by the principal.
5. As a safety precaution, we ask that all Preschool – 1st grade students have an adult in sight when letting off the students in the afternoons. We cannot release these students to a home where an adult is not present.
6. Riders on bus must remain seated until bus comes to a full stop.
7. Students waiting to get on bus must line up and enter bus in an orderly manner. No playing in streets.
8. Loud talking, profanity, unusual noises, pushing, shooting spitballs, and throwing of any article is forbidden.
9. All food and drinks are prohibited on buses.
10. Any deliberate destruction of bus seats, glass, etc., will be paid for by the student.
11. Scuffling or any unnecessary movements to distract the driver are forbidden.
12. Any students riding buses for field trips are under the same regulations as during day schedule.
13. Any student not obeying these bus regulations to the fullest extent is punishable by the loss of the privilege of riding the school bus.
14. Any glass objects or containers are prohibited on buses.

Read carefully Safety Rules For Students Riding School Buses - Student Conduct Code Booklet.

FINANCIAL MATTERS:

Financial Drives and Campaigns

The Roanoke County School Board authorizes financial campaigns in schools, which support the programs of United Way of Roanoke Valley and which run concurrently with the United Way campaign. United Way distributes money to thirty-six local health and human service organizations to fund their programs and services. These are enumerated in their brochures.

Each school has the privilege of deciding which groups it wishes to give its funds. All school funds collected by teachers and students shall be deposited in the bank by the school bookkeeper as prescribed by school bookkeeping regulations.

The Roanoke County School Board does not necessarily endorse the philosophy of some agencies and reserves the right to deny its advocacy of that group.

Lunch and Breakfast Programs

Breakfast – 7:35 a.m. to 7:50 a.m.

Student breakfast \$ 1.00

(Students must be in cafeteria by 7:45 a.m. to purchase breakfast.)

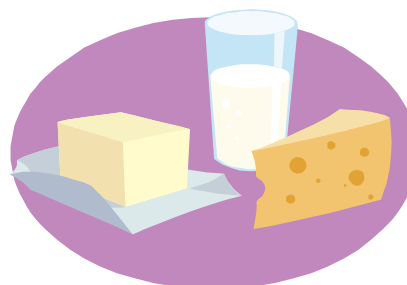
Lunch - 10:30 a.m. to 12:45 p.m.

Milk \$.50

Student lunch with milk \$2.00

Adult lunch \$2.50

(Prices are subject to change.)



The cafeteria is the school's dining room. Your child's conduct and manners in this room should be the same as they would be in your home or a public dining room.

All students eat breakfast and lunch in the cafeteria, unless dining with a parent. Please see Visitation Policy. Free and reduced breakfasts and lunches are available for those parents who qualify after completing the Free and Reduced Price Student Meals Form.

Each student will have a lunch account. Parents may send money daily, weekly, or monthly for deposit into the child's lunch account. Please contact the cafeteria manager with questions regarding your child's lunch account. Breakfast cannot be charged.

Milk Allergy

If your child has been identified by a physician or practitioner as being allergic to milk, we must have a written note from the physician/practitioner on file in order to substitute juice for milk.

Ice Cream

Ice cream is available daily. This cannot be used as a lunch substitute. Money for ice cream cannot be charged. If a child has charged money for lunch, no ice cream can be bought until the money is repaid.

Ice Cream \$.50 (Prices are subject to change.)

COMMUNITY INVOLVEMENT:

PTA

The school encourages you to join the PTA, attend the meetings and become active in the projects and activities. Please refer to the list below for meeting dates, times and board meeting information. Everyone is invited to the board meetings. It is a wonderful way to be involved in your child's school.

Thursday	August 19	General Meeting & Back to School Night	6:00
Tuesday	September 14	<i>Board Meeting</i>	6:00
Tuesday	October 12	<i>Board Meeting</i>	6:00
		General Meeting	7:00
Tuesday	November 16	<i>Board Meeting</i>	6:00
Tuesday	December 7	General Meeting	7:00
Tuesday	January 11	<i>Board Meeting</i>	6:00
Tuesday	February 8	<i>Board Meeting</i>	6:00
		General Meeting	7:00
Tuesday	March 8	<i>Board Meeting</i>	6:00
		General Meeting	7:00
Tuesday	April 12	<i>Board Meeting</i>	6:00
		General Meeting	7:00
Tuesday	May17	General Meeting	6:30



Student Door-to-Door Sales

School or PTA sponsored fund-raising activities are not intended to involve students door-to-door solicitation. This type of selling is contrary to School Board Policy.

Birthday Party Invitations

Parents are requested to refrain from sending student birthday party invitations to school for distribution unless everyone in the class is invited. The school is not able to give out contact information for students or parents. The Fort Lewis PTA provides a student directory free of charge with a paid membership.

WHAT YOU CAN DO TO HELP YOUR CHILD SUCCEED AT SCHOOL

- Read aloud to your child or have them read to you or to each other.
- Have a family storytelling night at least once a week.
- Provide good books for reading and a time when the home environment is moderately quiet.
- Ask your child questions about school and wait for the answers.
- Study carefully papers brought home.
- Accept invitations to conferences or meetings.
- Attend PTA meetings.
- Make an appointment to talk to a teacher when you have a question.
- Think things through carefully before getting excited about school problems and then see the teacher before you see the principal.
- Read good books and magazines and study carefully the literature about education.
- Get to know your child's teachers, the administrators, and your School Board representatives.
- Attend a School Board meeting. They are open to the public on the second and fourth Thursday of each month in the Roanoke County School Board Room at 7:00 p.m.
- Refrain from criticizing the school or teachers in front of your child.
- Earnestly try to have an open mind about educational policies of your school.
- Be positive parents who reinforce positive actions of your children



ROANOKE COUNTY PUBLIC SCHOOLS CENTRAL OFFICE STAFF:

**Roanoke County Public Schools
5937 Cove Road
Roanoke, VA 24019
540-562-3900**

Dr. Lorraine Lange Superintendent
Allen Journell Deputy Superintendent of Administration
Dr. Carol WhitakerAssistant Superintendent of Personnel
Dr. Cecil SneadDirector of Secondary Instruction
Rebecca Eastwood Director of Elementary Instruction
Ben WilliamsAssociate Director of Testing/Remediation
Dr. Jessica McClung Director of Special Education
Dave Wymer School Board Member, Catawba District



Fort Lewis Elementary School PTA 2010-2011:

OFFICERS:

President

Tina Bourne

Vice-President (Ways and Means)

Keri Chaney

Vice-President (Volunteers)

Jodi Hill

Vice-President (Membership & Directory)

Kristin Birdlebough

Secretary

Amanda Strong

Treasurer

Tonya Wiley

Teacher Representatives

Kathi Foley
Ellen Thomsen

COMMITTEE CHAIRS:

Bylaws

Tracey Thompson

County Council

OPEN

Gardening

OPEN

Health and Safety

OPEN

Historian

Kelly McCrosky

Hospitality

Stacey Craig

Library

Cathy Shenal

Legislation

Deneen Evans

Newsletter

Catherine Wheeler

Reading Incentive

OPEN

Reflections

Anna Metheny

Room Parents

Karen Brown

