



2021-2022

WILLIAMS

ELEMENTARY SCHOOL

Growing Compassionate Citizens and
the Future Leaders of Tomorrow.

Amy Oots, Principal, amy.oots@nhcs.net

801 Silver Lake Road • Wilmington, NC 28412 • 910-350-2150 • www.nhcs.net/williams

Student Support Information

In cooperation with parents and faculty, students are responsible for maintaining a positive learning environment. Students are expected to exhibit acceptable conduct toward each other and school personnel.



Teachers will communicate daily concerning each student's day. Teachers and parents should collaborate to handle minor disruptions to the learning environment. If a student continues to need support, teachers will request from the school student support and administration.

The complete New Hanover County Student Support Policy can be found at

<https://www.nhcs.net/divisions/student-support-services>

Daily Procedures

MORNING ARRIVAL

Drop-Off begins at 7:20

All students must be in their classrooms by 7:50 a.m. Parents must park and sign in late students. **Do not drop students off unattended after 7:48.**

- Students will be offered breakfast each morning.
- Students should go quickly and quietly to their classrooms.



Please Note:

Transportation changes must be made by telephone or written note **BEFORE** 12:00 noon on the day of the change.

AFTERNOON DEPARTURE

All students are dismissed at 2:30p.m.

Bike riders and walkers exit the campus by walking on the sidewalk and cross with the crossing guard. State Law requires that all students wear a bike helmet and should walk their bicycle while on the school campus.

Parents should pick up their students between 2:30pm and 2:45pm. Car pick-up is located on the right side of the campus.

Students will not be dismissed to the office after 2:15p.m.



Bus Safety

- Students must sit in their assigned seat all times.
- Remain seated until the bus comes to a full stop.
- Talk in a soft voice.
- Enter and Exit the bus in an orderly manner.
- Keep arms and heads inside the bus.
- Obey the instructions of the Bus Driver.
- There is **NO** eating or drinking on the bus.
- At **NO** time should students throw any thing from the bus windows.
- Any problems should be report the bus driver, teacher, or the school administration.
- **NO** cell phone use on the bus.



Attendance

Williams Elementary adheres to the state compulsory attendance law (G.S. 115C-381) and the rules and regulations of the NCDPI. Our team believes that regular and punctual attendance at school is imperative for educational success. In order to comply with the state compulsory attendance law and the ensure students are present in school.

- A note should be sent with your child stating the reason for his or her absence when returning to school.
- If it is necessary to check your child out before the end of the school day, report to the front office to sign them out.



INFORMATION

Please notify the office ASAP of any address, contact information or medical changes. It is very important that the Williams Elementary Staff be able to contact you in case of emergency or for general information purposes.



MEDICATION

Parents must obtain a Physicians' Authorization Form. This form must be signed by the physician and the parent before medication can be administered.

- All prescription medication must be in a pharmacy container.
- All medication will be kept in a locked cabinet and dispensed through the office.



EMERGENCY DRILLS

- Periodic fire, tornado, earthquake and lockdown drills are conducted according to district requirements. Teachers prepare students for emergencies and it is essential students follow all staff members' directions.

STUDENT SUPPORT TEAM

Students may see the student support staff regarding personal concerns and school related matters. The staff is also available as a resource for parents.

VOLUNTEERING/VISITING

Parents are encouraged to visit and if possible, volunteer at school. If you would like to have a conference with the staff, please call to schedule an appointment. In order to ensure the safety of all students, everyone visiting our school MUST sign in at the office and receive a visitor/volunteer badge prior to going to a classroom.



LOST & FOUND

PLEASE put your child's name in all belongings with permanent marker. Lost items are stored on the Lost and Found rack for a period of time before being donated. Please check this rack during your visits.

TRANSFERS

Please notify the office as soon as possible if you are moving. All books and materials must be returned.

MEDIA CENTER

- Our library is open daily from 7:25a.m. until 2:15p.m. for all students. Parent materials available for check-out.
- Lost and damaged books must be paid for so they may be replaced.



HOMEWORK & CLASSWORK

- Successful students are well organized, prepared for class with the necessary supplies, homework and appropriate attitude for learning.
- Each student needs a quiet place to complete nightly homework and reading.



Please check your child's folder each evening for homework & review any papers that need be returned.

Title 1 Parent Engagement Policy

Staff Responsibilities

- Provide high-quality instruction in a supportive learning environment that enables students to meet the State's student academic achievement standards.
- Hold at least two parent-teacher conferences to inform parents about students' progress
- Provide parents with reports on their children's progress such as assessment results, report cards, interim progress reports, and intervention plans.
- Communicate with parents through email, phone calls, information sessions, Facebook, Instagram, the school and class web pages and weekly newsletters.
- Invite parents to participate in their child's class and school.

Title 1 Funds Provide

- **Additional Teaching Staff**
- **Family Specialist**
- **Field Trips**
- **Digital Resources**
- **Teaching Resources**
- **Student Supplies**
- **Family Engagement Events**

Parent Responsibilities

- Sign in at all school meetings and activities.
- Monitor your child's attendance.
- Participate in decisions relating to my children's education.
- Stay informed about your child's education and communicating with the school by promptly reading all newsletter, notices, and emails
- Sign your child's communication folder each night and communicate and suggestions/ feedback to school staff.



STUDENT RECOGNITION

At the end of each 9 weeks, a ceremony is held to recognize student achievement. Awards that students are eligible for are the following.

- **Reading Award (K-2)** - Completing Reading requirement of each 9 week period.
- **Math Award (K-2)** - Completing Math requirement of each 9 week period.
- **Honor Roll (3-5)** - Completing requirements in each curriculum area with an A or A/B average.
- **BUG Award (K-5)** - "Bringing Up Grades" - Awarded in the 2nd 9 weeks and following improvement in grades
- **Specialists Awards** - Art, Music, PE, AIG, Student Council and other awards that are apart from the regular academic awards.
- **Attendance:** - Perfect attendance for each 9 week period
- **Hawk Hero** - Achievement for the different character traits that are discussed during the school year.



FERPA

A federal Law that governs the maintenance of school records, Under the law, parents or guardians of students (or students who are 18 years of age or older) have the right to inspect all records kept by the school about the student and the right to correct inaccuracies in those records. For more information about FERPA- <https://studentprivacy.ed.gov/faq/what-ferpa>

Technology Use

Users of the school system's technological resources are responsible for their behavior and communications.

Each user has the responsibility to respect others in the school

community and on the Internet.

The Code of Student Conduct, and other regulations and school rules, apply to use of the Internet and school equipment/ resources

Cell Phones

Students are permitted to bring cell phones to school. They must be kept book bags, **turned off**, at all times. Cell phones may not be used on the bus.

Items from Home

Students are not permitted to bring toys, games, or PE equipment unless given specific permission from a staff member for educational purpose.

Dress Code

- 1) Students must wear both a shirt with pants, skirt, shorts, or dress and shoes with a solid sole.
- 2) Hats and hoodies are not allowed.
- 3) Straps on tops are required.
- 4) Dresses, shorts and skirts, must extend to the mid-thigh- must not reveal undergarments.
- 5) Clothing/accessories must be suitable for activities, including PE.

Students may not wear clothing or accessories that:

1. Depict or imply violence or the use of alcohol, tobacco, or other illegal substances
2. Display/imply obscene language or images.
3. Create a disruption to the learning environment



Title IX NHCS Notice of Nondiscrimination (2021-2022)

In compliance with federal law, New Hanover County Schools administers all state-operated educational programs, employment activities, and admissions without discrimination because of disability, race, religion, natural origin, ethnic origin, color, age or military service and provides equal access to the Boy Scouts and other designated youth groups.

New Hanover County Schools does not discriminate on the basis of sex in its educational

programs or activities and is required by Title IX of the Education Amendments Act of 1972 (Title IX) and federal regulations to not discriminate in such a manner. This requirement extends to admission and employment. The board will not tolerate discrimination on the basis of sex, including any form of sexual harassment as that term is defined under Title IX, in any of the schools system's educational and employment activities and programs.

The board has designated a Title IX coordinator to coordinate its efforts to comply with its responsibilities under Title IX and its implementing regulations.

The contact information for the Title IX coordinator is:

Title IX Coordinator
6410 Carolina Beach Rd.
Wilmington, NC 28412
titleix@nhcs.net
(910) 254-4200

Inquiries about the application of Title IX and its implementing federal regulations may be referred to the Title IX coordinator and/or the Assistant Secretary for Civil Rights in the Office for Civil Rights at the U.S. Department of Education.

