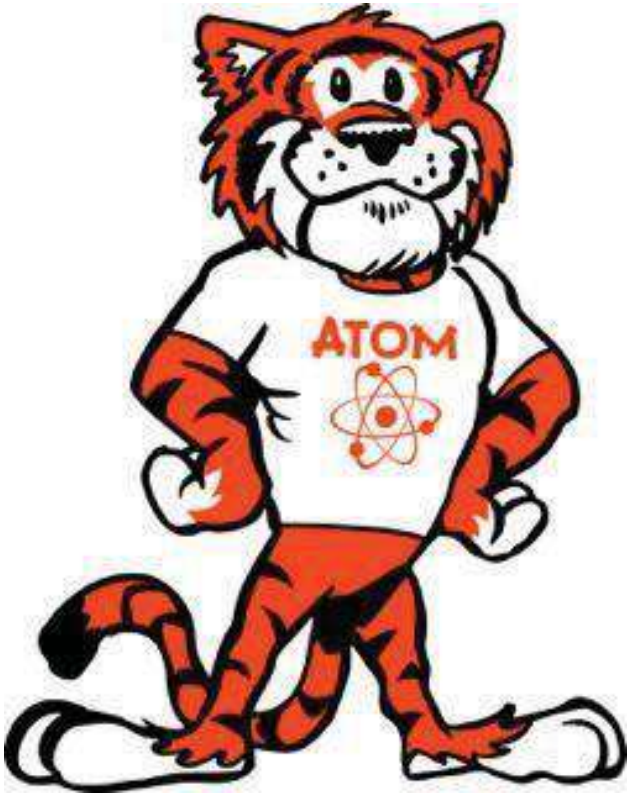
EAST NORTH STREET ACADEMY

OF MATHEMATICS AND SCIENCE



2022-2023
Standard Operating Procedures

Visit us at: www.greenville.12.sc.us/enorthst

Welcome to East North Street Academy of Mathematics and Science!

I am so excited to welcome you and your children to our Magnet School of Math and Science. The purpose of ENSA is to offer a strong academic program that is standards based with math and science integrated across the curriculum. In addition to raising the bar academically, we want to nurture your children in a safe and caring environment. From the moment you come in the door and walk down the child-friendly hallways, you know you are in a very special place. Our beautiful school is a unique blend of innovative uses of math, science and technology along with enrichment activities in language arts, social studies, music, art, and physical education. This rigorous curriculum provides unlimited opportunities for all the children and the communities we serve. Our teachers and staff are well trained to help your children reach academic success. As your child's first teachers, we need you to emphasize the importance of doing and being the very best each day at school. We want our students to follow the school rules and procedures that are listed in this handbook. One of our jobs as educators is to teach your student responsibility. We need them at school, on time each day. We also need our students to be responsible for their class work. By working together as a team your child will succeed. Come join PTA and become involved in your child's education. We want you and we need you!

Dawn M. Hooker,
Principal of East North Street Academy

GENERAL SCHOOL INFORMATION

IMPORTANT TELEPHONE NUMBERS

Attendance Office - 355-2902, Michelle Mostoller, Clerk
Main Office - 355-2900, then dial 0
Fax Number - 355-2980

After School Program - Jennifer Brown 355-2915
Magnet Program - Jennifer Brown - 355-2915

Magnet Bus Center – 355-7342
Taylors Bus Center – 355-7330
Special Needs Bus Center-864-355-3036

Cafeteria Manager - Jennifer McMillan - 355-2908

Assistant Principal – Mr. Cory Terry – 355-2911
Administrative Assistant- Mrs. Samantha Davis- 355-2961

Instructional Coaches - Miriam Gault & Amanda Guest 355 - 2914

Greenville County School District Info Line - 355-3100

Guidance - Courtney Pfeiffer & Anna Bayne - 355-2904

Media Specialist - Michelle Chapman 355-2905

School Nurse – Beth Mullikin - 355-2907

Social Worker – Neal Hopkins- 355-2965

Title I Facilitator – Trena Alexander - 355-2939

Greenville County Schools has established an e-mail account for parents to e-mail the Bus Transportation Department with questions or concerns. The e-mail address is transportconcerns@greenville.k12.sc.us .

ADMISSION GUIDELINES

Requirements to enter kindergarten

- 5 years old on or before Sept. 1st of enrollment year
- A legal state birth certificate
- Certificate of Immunization
- Proof of address

Requirements to enter first grade

- 6 years old on or before September 1st of the year of enrollment
- A legal state birth certificate
- Certificate of Immunization
- Proof of address

Requirements for transfer students

- Evidence of previous school enrollment and grade placement
- Certificate of Immunization
- Proof of address

Requirements for magnet students

- Application process – based on attendance, discipline record, student statement, and grades. Interviews are required for all K5, 1st and 2nd grade students.

AFTER SCHOOL PROGRAM

If you are interested in afterschool care, pick up a registration form at the main office. The program runs from 2:15 to 6:00 Monday through Friday. The program does not operate on days that students are not in attendance. Students will be provided a healthy snack. There is a one-hour study time. During this hour, students can complete homework, read, use the library or computer lab for research. Contact Jennifer Brown, 355- 2915, for more information.

CHANGE OF ADDRESS AND/OR TELEPHONE NUMBER

The school must have the student's current address and phone number **at all times**. This information is especially important in case of emergency. Please notify the **main office** immediately if there is a change of address, telephone number, or emergency contacts. The school will not release unlisted phone numbers.

EARLY DISMISSALS

No Early Dismissals after 1:45 PM

In order to protect the instructional day, we ask your cooperation in not picking up your child during school hours. Whenever possible, medical and dental appointments should be made after school hours. If a parent must pick up a child from school early, that parent must send a note to the teacher in the morning stating the reason and time for the early dismissal. Please report to the office to sign out your child before 1:45 PM. The student will be called to the office to meet you. Identification will be required of any adult attempting to pick up a child who has not completed an early dismissal note.

FIRE DRILLS AND OTHER EMERGENCIES

Fire drills are conducted monthly. Exit routes are posted in each classroom and teachers at the beginning of the school year explain procedures. Tornado and other emergency drills are held during the school year. Teachers discuss directions regarding the proper procedures for these drills within each classroom.

INCLEMENT WEATHER/ SCHOOL CLOSING ANNOUNCEMENTS

When bad weather occurs, district administrators will decide if school will open. This decision should be broadcast by 6:00 AM on Greenville area radio and TV stations. If you pick up your child in your car, you are encouraged to listen to the radio during bad weather for any announcement concerning school closings. The school will attempt to send a School Messenger alert call to all phone numbers as well as, a SEESAW message. Information will be available on the following:

- School District Infoline, 355-3100
- School District Website, www.greenville.k12.sc.us

LOST AND FOUND

To help minimize lost articles**, make sure your child's name is on all clothing** items such as jackets, sweaters, coats, scarves, hats, gloves, and lunchboxes. Unclaimed articles are donated at the beginning of each month to community centers.

VISITOR POLICY

For security reasons, all parents, visitors, and guests are required to check in at the main office upon entering the building during regular school day hours and **must show photo identification**. A name badge will be printed to indicate if you are a visitor or a volunteer. This procedure allows for the highest level of safety in our building.

EARLY DISMISSAL

If you are coming to pick up your child for an early dismissal, you will need to come to the main office, **with your photo ID**, to sign your child out of school. Students will not be sent to the office before a parent arrives. If possible, please notify the teacher in advance when your child will be missing class time. This will alert the school to the absence and allow the teacher an opportunity to send schoolwork home with students. If students return to school, they must come to the office and be **checked in** prior to returning to the classroom.

ATTENDANCE REGULATIONS

ATTENDANCE POLICY

Good attendance is required for high academic achievement. When students are absent, a written excuse must be presented on your child's first day back to school. According to SC Compulsory School Attendance Law, accrued student absences, either excused or unexcused or a combination thereof, may not exceed ten (10) days during the school year. All absences after the tenth day must be for medical reasons and must have a medical excuse. All excuses should be submitted within two days of the absence.

The State is now tracking minutes for attendance so documentation of Time In/Time Out for late arrivals and early dismissals is mandatory.

Elementary bell schedules have 390 minutes per day (6.5 hrs.). A student must attend at least a total of 3 hours or 180 minutes to be counted present for the day. A student can arrive late to school and leave early and still be counted present if they attend at least 3 hours (180 minutes) during the school day.

LAWFUL ABSENCES

1. Personal illness (includes doctor's appointments) of a child verified by a statement from a physician within two (2) days of the student's return to school. Absences for chronic or extended illness will be approved only when verified by a physician's statement.
2. Serious illness or death of an immediate family member verified by a statement from the parent within two (2) days of the student's return to school.
3. Absences for religious holidays when approved in advance. **Such requests must be made to the principal in writing.**
4. Absences for extreme hardships approved by the principal. **Such approval should be prearranged when possible.**

UNLAWFUL ABSENCES

Any student absence, with or without the knowledge of the parent, which does not meet the conditions for a lawful absence (as stated above) shall be counted as unlawful and will not be excused.

MAKE UP WORK

Within five days of a student's return from the date of the excused absence, the student must work out provisions for making up missed work with the teacher(s).

The principal must approve the make-up of work missed during an excused absence after consultation with the teacher(s).

PERFECT ATTENDANCE

If a student is tardy more than six times during the school year, he/she will not be counted as having perfect attendance for the year.

TARDIES

School begins at 7:45 AM. A student who arrives after 7:45 AM is tardy. If your child is tardy for any reason, **the parent must come into the school and sign him/her in**, giving the reason for the tardy. An intervention conference will be held by our social worker after 4 tardies. If there is a situation where a school bus runs late, these children are not considered tardy.

CURRICULUM AND INSTRUCTION

On Track TEAM

Students who are experiencing academic difficulties and are struggling in the classroom are referred to On Track. On Track works with the classroom teacher and parents to identify strategies and interventions that can be attempted to help the child experience success. If the attempted interventions are not successful, then due process is started. Due Process procedures include screenings (vision, hearing, speech/language) and possible assessment to determine if a student meets eligibility requirements for additional services.

CURRICULUM

East North Street Academy provides a curriculum that is designed to meet the needs of all students. South Carolina State Standards in Language Arts/Reading, Mathematics, Science, Social Studies, Art, Music, Physical Education and Technology are taken into consideration as teachers plan units and lessons for their students. Our magnet themes of mathematics and science are fully implemented into all areas of the curriculum. These Learner Standards can be accessed on our school's web page. Enrichment and acceleration are provided in all classrooms and by special classes for those students who qualify.

ELEMENTARY GRADING – K5 THROUGH FIFTH GRADE

Teachers in grades 2 through 5 will use numerical grades, according to the state's Uniform Grading Policy, to communicate student progress in all subject areas with the exception of elementary Related Arts and elementary Penmanship. Kindergarten and First Grade students will receive a Skills Report each nine weeks.
Definitions of grades given for participation in elementary Related Arts:
M = Meets Standards and P = Progressing Towards Standards.
Students are graded with the following standardized scale:
A = 100 – 90
B = 90 – 80
C = 80 – 70
D = 70 – 60
F = 60 or below

FIELD TRIPS

Field trips are considered an extension of the classroom and instructional program. Each grade level will have the opportunity to attend no more than 2 field trips each year. The school requires written permission from the parent/legal guardian before a child is permitted to go on a field trip. A signed permission form with insurance information is required. If the child does not have insurance, an uninsured form must be completed. Transportation will be by bus. Each child is expected to pay a fee to cover expenses.
If there is a monetary reason keeping a child from participating in a field trip, please call your child's teacher and/or the principal to discuss alternatives that would make the field trip possible for your child. Charges for trips are determined by the number of students going and once individual fees are set the school **cannot** refund the fees. **All chaperones are required to have a background check completed before they are permitted to go on the field trip. This background check can be completed up to 7 days before the field trip and will be completed by the front office. Chaperones must complete the entire Volunteer 2 process before being allowed on the field trip.**

HOMEWORK

Homework assignments are an extension of classroom instruction and will be given daily or weekly. Students will bring communication folders home on **Monday afternoons**. Homework for each subject will be written out legibly or computer generated. The assignments will be complete with instructions and materials needed. All tests and assessments will be noted with dates, study sheets, and expectations for grading attached. Homework should be returned daily. Please be certain that the homework folder and work is in your child's book bag to return to the teacher before he/she leaves home. It is your child's responsibility to return it to the teacher. If homework is not returned, teachers will notify parents. If your child is having trouble bringing assignments and books home or is unable to do the homework independently, contact the teacher immediately.

Homework Guidelines

Grade 1-2	10-20 minutes max
Grade 3	20-30 minutes max
Grade 4-5	30-40 minutes max

GIFTED AND TALENTED PROGRAM

The school district provides a program for gifted and talented students to challenge them with rigorous, complex classwork, and research. Students qualify to participate in this program based on state criteria. It is a pullout program which third grade students attend 125 minutes per week and students in grades four and five attend for 200 minutes per week.

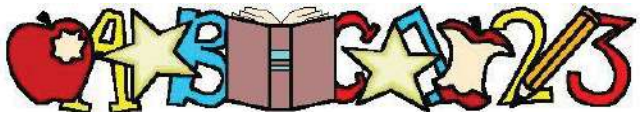
MEDIA CENTER (LIBRARY)

The media center is open from 7:45 AM to 2:30 PM daily. It is open for teachers, students, and parents to use anytime within these hours. Kindergarten through 3rd grade come to the library once a week for a lesson and check out. Kindergarten- 2nd grade may check out 1 book. Fourth and fifth come to the library weekly and may check out two books at a time. Materials can be checked out for two weeks.

The media center has a number of items available including teaching materials, books, computers and many audiovisual aids. Parents are encouraged to use the media center like the public library. Students are welcome to exchange books or use the media center before and after school and any time their teacher will allow. Classes visit the media center on a regular basis. All students are expected to visit the media center a minimum of once a week to check out books.

MONDAY FOLDERS

Parents will have access to a classroom curriculum update every week which is posted on the teacher's website. Every Monday, a communication folder will come home with each student. These efforts will enable parents to be involved with their child's studies. If any parent does not receive this Monday Communication folder, the parent needs to contact the teacher to determine the problem.



PROMOTION AND RETENTION

The curriculum at East North Street Academy is such that children are able to make continuous progress, regardless of the grade placement. It is recognized that some students benefit from the opportunity to continue in the same grade another year. Certain definite procedures are followed during the retention process. During the first parent conference, parents are informed if the child is not doing grade-level work. By the end of the third reporting period, a teacher should be able to identify a child who may need to be retained and will notify the parents that their child may profit by continuing the same grade another year. Final responsibility for promotion and retention of students rests with the **principal**.

INTERIM PROGRESS REPORTS/REPORT CARDS

Students will receive progress reports and report cards four times a year. Progress reports are not required by the district but will be provided by East North Street every quarter. Parents are encouraged to create a **Backpack for Parents** account through our school district portal to stay up to date on all grades, lunch account information and attendance. You may visit https://www.greenville.k12.sc.us/Parents/main.asp?titleid=backpack for more information and to create your account. If your child does not receive a report card at the end of each nine week period, the school office or teacher should be notified. **A self-addressed, stamped envelope will be furnished by the school at the end of the school year so that final report cards can be mailed.**

	Progress Reports	Report Cards
1st Nine Weeks	September 13	October 20
2nd Nine Weeks	November 18	January 19
3rd Nine Weeks	February 16	March 30
4th Nine Weeks	May 3	Mailed

SPECIAL SERVICES

Special Education services are available to students who qualify according to SC and federal criteria. Psychological evaluation for admission to the special education resource or self-contained program is provided at no cost to the parent**. If parents feel that their child could benefit from these services, they should contact the teacher or the principal.** The referral process and testing are lengthy and may extend throughout the school year.

TEXTBOOKS

SC provides free textbooks for all students in elementary school. If a textbook is lost or damaged by a student, he/she must pay the assessed amount. A letter will be sent home with the student by the textbook coordinator.

USE OF TECHNOLOGY RESOURCES

The School District of Greenville County has developed a computer network that connects all schools to each other, the District Office, and the Internet. "Acceptable Use" of this network is use that is consistent with the instructional goals of the District. The District takes precautions by using filtering software to keep inappropriate internet sites out of the classroom.

Electronic teaching and learning tools and online access are designed to support student education. If a student breaks "acceptable use" rules, the student may lose the privilege to use both classroom computers and/or the internet. Further disciplinary and/or legal action may be taken at the discretion of school administration.

- Treat computer equipment with care and respect.
- Any written text, graphics or executable files created, downloaded, displayed, or exchanged with another student or teacher must be education-related and not offensive in any way.
- Do not use school computers for illegal activities such as planting viruses or hacking.
- Do not use school computers for commercial purposes.
- Follow copyright laws at all times.
- Keep your password secret.
- All online communication must be polite and not threatening or offensive in any way.
- Home directories (common drives) are provided to students for educational related work. The District reserves the right to review the contents of student's home directories.

POLICIES AND REGULATIONS

ARTICLES PROHIBITED IN SCHOOL

Anything that might be a hazard to the safety of other children or interfere in any way with school procedures may not be brought to school, such items as toys, valuables (ie: MP3 players, large sums of money, etc.) guns, caps for guns, bean shooters, knives, blades, matches, lighters, cigarettes, pornographic material, non-prescription drugs or pills, and alcoholic beverages are not permitted and will be taken away from the students. Any abuse of this policy will be dealt with according to school district policy.

DISCIPLINE CODE

The discipline code for all Greenville County schools states, "All students will be required to conduct themselves at all times in a manner that will be in the best interest of the school and its students. Every reasonable effort will be made to keep students within the school's sphere of influence, using suspension and/or expulsion only as a last resort." The types of disciplinary action are outlines in the Discipline Code which is found on the district's website at:
http://www.greenville.k12.sc.us/gcsd/depts/admin/policy/code2.asp.

Behaving appropriately is an essential aspect of learning. Without a disciplined atmosphere, the teacher cannot teach effectively and the learner cannot learn.

Our goal is to make universal rules that will be followed by everyone. By doing this, students know exactly what to expect and how to act when in another teacher's classroom or in related arts. Students will know the consequences at all times.

East North Street's Universal Code of Excellence

On my honor, I will show others the respect I would like in return. My behavior will be a good example to follow. I will do my best each day and help others when I can. I promise to obey the East North Street Academy High Five Rules for Excellence.

Posted in every classroom, this pledge is recited by students each morning before announcements. Students also sign this as a Behavioral Contract at the beginning of the year.

Expectations

- **Hallway Expectations**
  1. Walk silently on the colored tiles.
  2. Face forward, keeping your hands to yourself.
  3. For safety, always use the stairway handrail.
- **Cafeteria Expectations**
  1. Exit the cafeteria silently.
  2. Line up in order of menu choice.
  3. The first 10 minutes are silent.
  4. Be responsible and clean your own area.
- **Playground Expectations**
  1. No contact sports.
  2. Use all playground equipment properly and safely.
  3. For safety, do not play in the bus circle.
- **Car/Bus Expectations**
  1. Sit silently in your dismissal area.
  2. Keep all material packed in your book bag.
  3. Walk directly to your dismissal location when it is announced.

Consequences

1. Verbal Warning – Student receives warning from teacher.
2. Discipline Action – Student may flip a card, move, or be sent to a buddy teacher for a 5 to 10 minute cool down period.
3. Written Documentation – Note sent home and/or phone call made by teacher.
4. Loss of Privileges – Teacher's discretion as to privilege.
5. Call Out – Student removed from situation and sent to administration.
6. Referral – Every reasonable effort will be made to keep students within the school's sphere of influence, using suspension and/or expulsion only as a last resort.

INFRACTIONS FOR WHICH THE PRINCIPAL MAY RECOMMEND EXPULSION AND REFER TO POLICE

1. Fighting.
2. Threatening to or inflicting bodily harm, however slight, upon another person.
3. "Ganging" or participating as a member of a gang in threats to inflict or the infliction of bodily harm upon another person. A "gang" shall consist of two or more persons. "Participation" shall include watching as the threat or infliction of bodily injury takes place.
4. Use of any alcoholic beverage, illegal drug, or toxic substance, as evidenced by scent or actions, on school property at any time.
5. Other offenses that disrupt the educational process and operation of a school, such as stealing, obscene language, o gestures, disobedience, unauthorized walk-outs, blackmail destruction of property, repeated offenses of any degree, and other similar offenses.
6. Conduct away from school that is detrimental to the best interest of the school.
7. Harassment, intimidation, or bullying of one student or group of students by another student or group of students.

DRESS CODE

The personal appearance of every student is an important component of establishing a safe environment for optimal learning and respect for one another. Students are expected to dress in an appropriate manner while on school district property or representing the school. Personal appearance shall be such that it does not disrupt student work or school order, become distractive to other students, or violate health and safety guidelines. The following minimum standards apply throughout Greenville County Schools and will be vigorously enforced. Principals may make additions to these standards.

- Student dress and grooming must be neat and clean.
- Shirts/Blouses should be tucked in unless designed to be worn outside the pants/skirt. At no time should the **student's midriff** be visible while standing, sitting, or participating in normal school activities, e.g., raising hand.
- Clothing that inappropriately exposes body parts is not permitted, including: low-cut shirts, tank tops, spaghetti strap tops, halter tops, and vests or see-through or mesh garments worn without shirts. **Shoulder straps must be at least three inches wide**. Bra straps and bra sides must not be visible.
- Students shall not dress in such a way that partially or totally exposes underclothing.
- Trousers/slacks/shorts must be worn at waist level. Excessively baggy trousers and clothing are not permitted. Clothing may not drag the floor.
- Skirts should fit and be in good taste and not be shorter than **mid-thigh**.
- Shorts may be worn, however, they must be properly fitted and in good taste and may not be shorter than **mid-thigh**. Biker shorts or athletic shorts of any kind are not permitted.
- Hats, sunglasses, hair curlers, skullies, or do-rags may not be worn.
- Shoes or sandals must be worn. Flip-flops (shower type shoes) and thong-type shoes are not permitted.

- Clothing or jewelry is not permitted that displays profanity, suggestive phrases, alcohol, tobacco, drug advertisements, or other inappropriate phrases or symbols.
- Hair of a non-human color is not permitted.
- Extraneous articles hanging from clothing such as chains are not permitted.
- Facial jewelry is permitted to be worn only on the ears.

ADDITIONAL DRESS CODE FOR EAST NORTH STREET ACADEMY

- Students are reminded to dress appropriately on physical education days including the proper footwear.

EQUAL OPPORTUNITY

No student shall be denied equal opportunity to participate in any district program or activity on the basis of race, sex, religion, marital status, or national origin, and no student shall be denied a free appropriate education on account of any handicapping condition.

MOMENT OF SILENCE

SC state law mandates that all schools provide a minute of mandatory silence at the start of each day

MONEY SENT TO SCHOOL

Children are discouraged from bringing money to school except for specific purposes. **Neither the teacher nor the school can be held responsible when money or personal items are lost or exchanged.** Please remind students they are not to exchange money or item with each other.

NOTES REQUIRED

Notes are needed for absences, tardies, requests for early dismissal, in reply to notices of unsatisfactory work, for all field trips (permission slips will be sent home for parents to sign prior to each trip), for participation in extracurricular programs under the direction of the school, if your child is going home in a different way than they normally would (car rider instead of bus rider) and permission to take medicine.

PARENT-TEACHER CONFERENCE

There will be at least 2 scheduled conferences during the school year, one in the fall and one in the spring. All parents are expected to attend these scheduled conferences. Parents are encouraged to initiate conferences at any time by writing a note or calling the school office for an appointment with the child's teacher.

PERMANENT RECORDS

A permanent record is maintained in the school office for each student. All information in the permanent record is confidential and is accessible only to the professional staff and the student's parents and/or guardian. Please schedule an appointment with our clerk if you desire to review your child's permanent record. When a student transfers to another school outside Greenville County, the records will be forwarded to the new school upon receiving a written request from the new school.

SCHOOL PARTIES AND BIRTHDAY TREATS

Two (Winter Break and Valentine's Day) parties will be held each school year. For other holidays, treats are limited to lunch treats and must be pre-arranged with the teacher. Birthday treats may be provided at lunch time in the cafeteria. Flowers, balloons, and other similar items **will not** be delivered to the student's classroom nor may they be taken to the classroom by parents. These items will be kept in the office until the end of the day. Please be aware that these items are not allowed on school buses.

SCHOOL TELEPHONE

The school telephone number is 355-2900. Messages can be sent to the teacher's voicemail. Parents may talk to teachers before or after school. Teachers cannot stop instruction for telephone calls between 7:45 AM and 2:10 PM. Students may call home for emergencies only. Arrangements for afterschool activities or transportation should be made before the child leaves home each morning.

Please do not wait until the end of the day to call the office with a change in the student's method of transportation home. Remember to send your child's teacher a written note about such changes. If an emergency occurs, call the school before 1:30 PM.

HEALTH AND SAFETY OF STUDENTS

BREAKFAST AND LUNCH PROGRAM

A nourishing, well-balanced meal is served each day for students and staff. Breakfast and lunch are free for all students. The cafeteria uses a computerized payment system. Students may pay for snacks daily, weekly, or monthly at the cash register. A running total is maintained in the computer. Students access their account by entering their assigned number. Parents are requested to put lunch money in an envelope with the child's name, amount, and name of teacher on the front. Parents are invited to have lunch with their children at any time. Parents eating in our cafeteria are expected to purchase a school lunch. **You are requested not to bring food from a restaurant.** Weekly school menus are posted on East North Street Academy's website.

More information found at our district's website:
www.schoolnutritionandfitness.com/index.php?sid=0511081654589176

***Note all ENSA students will eat breakfast and lunch free for 2022-2023.**

Elementary Lunch Price - $2.50
Reduced Elementary School Price - $.40
Adult Breakfast Price - $3.07
Extra Milk - $.65
Adult Lunch Price - $4.81
***All Prices Subject to Change**

HEALTH ROOM

The school nurse is not allowed to dispense medicine without the following provisions:

1. All medication is to be brought to the nurse's office by the parent/legal guardian.
2. Prescription and non-prescription medicine must be in the original container. Prescription medicine must be in a container with the latest pharmacy label for that student.
3. All medication to be given during the day must be accompanied by a medical release form (obtained from the office), and signed by a parent/guardian giving authorized school personnel directions for its administration (time and dosage).
4. At the end of year, parents are responsible for picking up any remaining medications. Medications not picked up will be discarded.

Parents are contacted if the student has a fever of 100 degrees or more. Every effort should be made to keep sick children at home. **Students should be fever-free for 24 hours without medication before returning to school after an illness.**

INSURANCE

Information about dental and accidental insurance is provided for all students at the beginning of the school year. While the carrying of insurance is optional, purchase is strongly recommended to help with expenses in the case of an unavoidable accident.

SMOKING POLICY

The school board has established No Smoking Policy in all schools in the district. This policy prohibits the use of any tobacco products in the school or on the school grounds.

SPEECH, HEARING AND VISION TESTING

Screening programs for vision, speech and hearing are provided at school. Speech and hearing testing and therapy are available to child with special needs. Any child may be tested if requested by the parent or teacher. The parent/legal guardian will be notified if any problem is detected.

PARENT INVOLVEMENT

PARENT TEACHER ASSOCIATION (PTA)

East North Street Academy has an established Parent Teacher Association to provide vital financial and personal support to the total school program. All persons who are interested in the welfare of East North Street Academy and its students are invited to join the PTA and become actively involved in supporting our PTA activities. PTA membership dues are $5 each year, if paid in cash, and membership cards are issued. Additionally, dues can also be purchased online at https://ensapta-1720.memberhub.store/ for $5 plus small service fee. Parents, other family members and friends are urged to join. **PTA meetings are held as needed.** Meetings begin at 6 PM. If served, supper begins 5:15 PM.

A valuable "special resource" for the school is the PTA Volunteer, who supplements and complements the work of the classroom teacher. A volunteer is considered an extra pair of hands and sometimes a bridge between the school and community. The different areas of volunteer work are library aides, room mothers, office aides, Book Fair workers, Magnet Mania Carnival, and tutors. Get involved as a volunteer. There is a special place that only you can fill.

SCHOOL IMPROVEMENT COUNCIL (SIC)

The council is composed of parents, teachers, and members of the community. The principal serves as an ex-officio member. Meetings are held monthly. All parents are welcome to submit suggestions to our administration, any teacher, PTA officer, or a SIC member. The main purposes of the council are: to gain knowledge concerning the purpose and goals of the school, to disseminate information to other parents and citizens within the community, and to clarify information concerning the school program. **The SIC meets the 1st Tuesday of each month at 8:15 a.m.**

TRANSPORTATION

BUSES

Greenville County School District provides bus transportation to all students who live **more than 1.5 miles** from the school. The bus driver is in full charge of pupils and the bus. His/her relationship with the pupils will be on the same plane as that expected of a teacher. The students must adhere to rules on the bus. Failure to do so may result in a referral from the bus driver. Safety is the school's biggest concern and the rules are set forth on the bus to provide the safest environment for the children and the bus driver. Should you have bus related questions, please call your bus center location. Taylors Bus Center: 355-7330, Magnet Bus Center: 355-7342, Special Needs Bus Center: 355-3036

CAR RIDER DISMISSAL

Our goal is to provide safe pick up and drop off procedures for the students while maintaining an orderly flow to minimize the length of time of heavy traffic in the morning and afternoon. **Car riders** are assigned a number. All authorized adults who pick up your child should display this number in the car window upon entry of the car circle. A faculty member will type in this number so your student is ready for pick up at the front of the school All car riders will remain in their classrooms until dismissal time. It is extremely important for students to know their dismissal number and to be paying attention for their number to appear on the screen. If your child does not come when called, the parent will be directed to pull over and park as we recall your child's number. An adult will walk that student out to the parking lot.

Dates To Remember

School Start/End Dates

First Day..... August 15
Last Day (half day).....June 2

Student Holidays

Labor Day……September 5
Teacher Workday.....October 17
Teacher Workday.....November 7
Election Day……November8
Thanksgiving Break……..November 23-25
Winter Break.....December 19 –January 2
Teacher Workday……January 13
MLK Day……January 16
Presidents' Day……..February 20
Teacher Workday……..March 17
Spring Break……March 20-24
Student Holiday……April 7, 10
Memorial Day .....May 29
Last day of school……..June 2

Other Important Dates

5K and First Grade Registration for 2023-24…….December 5-9
4K Pre-Registration for 2023-24.....Jan. 9 – March 10