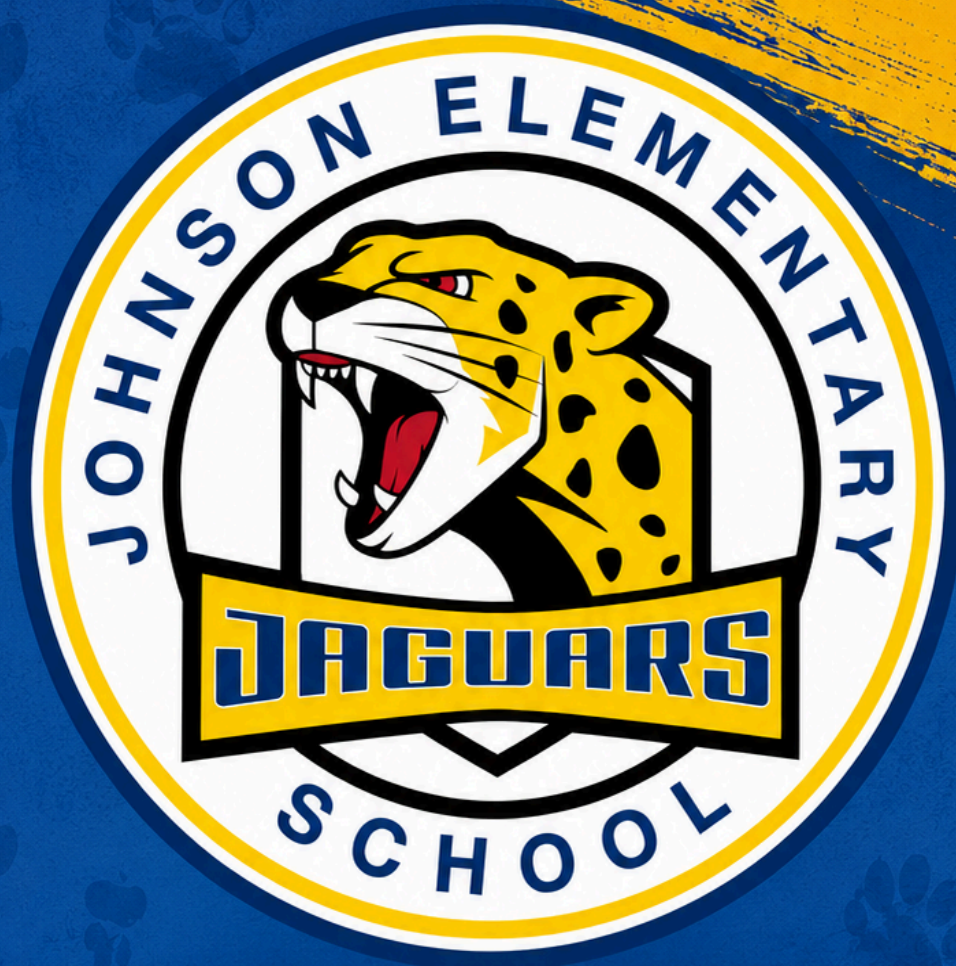




— 2026-2027 —
**STUDENT & PARENT
HANDBOOK**



Where **EXCELLENCE** Lives
and **POTENTIAL** Knows No Limit



Johnson Elementary School

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Principal – Tonya Sanders

Assistant Principal – Michael Keith Wells

Literacy Coach – Adrienne Hoefler

School Counselor – Falona Sheppard

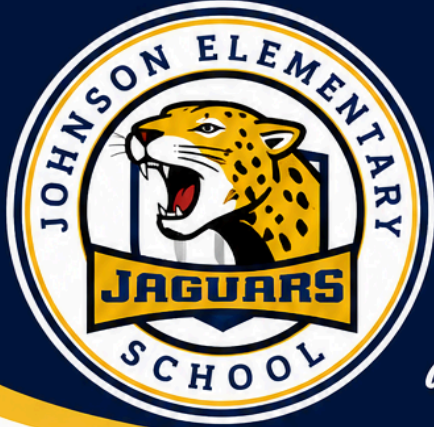
Media Specialist – Ashley Greene

Secretary – Dana Dougherty

Clerk – Gail Jackson

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JOHNSON

ELEMENTARY SCHOOL

Where **EXCELLENCE** Lives
and **POTENTIAL** Knows No Limit



MISSION

Our mission is to inspire and equip all students to achieve unlimited potential.



VISION

The MCSD is a beacon of educational excellence where all are known, valued, and inspired.



VALUES

MCSD fosters a healthy organization where...



WE embrace equity and diversity



WE hold ourselves and others to the same high standards



WE commit to continuous learning and improvement



WE treat everyone with dignity and respect



... as WE serve the needs of others



STRATEGIC ANCHORS

WE will make decisions...



that benefit student achievement



that are fiscally responsible with an eye on Return on Investment



that invest in stakeholders



JOHNSON ELEMENTARY EXPECTATIONS

ROAR

RESPECTFUL



We treat others with kindness and respect.

OWNERSHIP



We take responsibility for our actions, learning, and choices.

APOSITIVE ATTITUDE



We choose positivity and encourage others.

RESPONSIBLE



We make safe and responsible decisions.

Dear Jaguar Families,

Welcome to the 2026–2027 school year at Johnson Elementary—where excellence lives and potential knows no limit!

As we begin another exciting year, we are honored to partner with you in supporting your child’s academic growth, character development, and overall success. At Johnson, we believe every child has unique gifts and unlimited potential, and we are committed to creating a safe, positive, and engaging learning environment where all students can thrive.

This handbook serves as a helpful resource outlining important school procedures, expectations, and information to support a successful school year. We encourage you to review it carefully and keep it as a reference throughout the year.

Thank you for entrusting us with your child each day. Strong family-school partnerships are essential to student success, and we are grateful to have you as part of the Johnson Jaguar family. Together, we will continue building a culture of excellence, celebrating growth, and creating opportunities for every student to shine.

We look forward to an amazing year ahead!

In Service,

Tonya Sanders

Principal

Johnson Elementary School

School Hours

School Hours:

Student Arrival: 7:00–7:45 a.m.

Breakfast Served: 7:00–7:30a.m.

Students released to classrooms: 7:30a.m.

Tardy Bell: 7:45 a.m.

Dismissal Begins: 2:00 p.m. (SPED); 2:15 p.m. (neighborhood bus, daycare, car riders and walkers)

Student arrival before 7:00 a.m. is not permitted.

Attendance Expectations

Consistent attendance is key to student learning and academic success. Students are expected to attend school daily and arrive on time.

Excused Absences include:

- Illness or medical appointments (with a doctor's note)
- Death in the immediate family
- Religious holidays
- Court appearances

A written excuse must be submitted within 3 days of the student's return. The excuse must include the date, parent signature, phone number, and a statement regarding the nature of the absence. Failure to submit a note within 3 days will result in the absence being recorded as unexcused. Only 5 parent notes per school year will be allowed to excuse absences. After 5 absences, a doctor's note is required in order for the absence to be excused.

Out of school suspensions are considered unexcused absences.

After 3 unexcused absences, families will receive a notification and may be referred to the school's attendance team.

Tardies

Students are considered tardy if they are not in the building by 7:45 a.m. An adult must accompany the student to the front office for check in. A tardy resulting from events beyond a student's control, such as an accident, road closure, area power outage, late bus, or other excuses determined by the principal as acceptable, will be excused. Documentation is required to excuse a tardy that is for an appointment.

Repeated tardies impact instructional time and will be addressed by the administrative team.

Repeated tardies will be referred to the school social worker and outside support agencies as the principal deems appropriate.

Early Checkouts

Students will not be checked out after 1:45 p.m. due to dismissal procedures.

Early checkouts should be used for emergencies or appointments only—not to avoid traffic or skip the end of the day.

Arrival & Dismissal Procedures

Creating a safe and smooth arrival and dismissal process requires consistency and cooperation from all families and staff.

Morning Arrival (7:00–7:45 a.m.)

7:00–7:30 a.m.: Students may enter the building and report directly to the cafeteria.

7:30 a.m.: Students will be released to classrooms.

Breakfast After 7:30 a.m.: Students arriving after 7:30 will receive a grab-and-go breakfast bag and report straight to class.

Students should not arrive before 7:00 a.m. as supervision is not available.

Staff will be assigned to supervise designated areas during arrival. Please follow all procedures and staff directions.

Afternoon Dismissal

2:00 p.m.:

- Dismissal begins for SPED buses.

2:15 p.m. Bell:

- Neighborhood bus and daycare vans will be called.
- These groups will be called using the radio (primary method) and intercom (secondary).
- Students will be dismissed via the front entrance for walkers and car riders.
- Walkers should leave campus immediately.
- Car Tags are required to pick up car riders. Students will not be released to an adult without a school-issued tag until personally recognized.
- Families, when getting your child on the front lawn, please do not take your child without alerting an adult. Please make eye contact with them before taking your child and leaving.
- It is best practice to have your ID on you, or the car tag, in the event that a substitute teacher is releasing your child. We want to ensure safety measures are in place.

Remaining Bus/Daycare Students:

- Students who have not been called will wait in the gym and be dismissed once their transportation arrives.

Transportation Policies

To ensure the safety of all students, any change to a student's transportation plan must be made in writing.

Acceptable Ways to Submit a Transportation Change:

- A written note sent with your child in the morning.
- An email or note delivered in person by a parent/guardian.
- Messaging via platforms such as Class Dojo.

- A call to the office is acceptable for emergencies only. Verbal requests from students will not be honored.

Car Riders

- All vehicles picking up students must display a Johnson-issued car tag.*
- Students will not be released without a visible tag until the adult is verified.

Walkers

- Walkers will be released after the 2:15 p.m. bell.
- Walkers should leave campus promptly.

Bus Riders

- Students are expected to follow all bus rules and behave appropriately.
- Bus behavior concerns may result in school consequences or loss of bus privileges.
- Please review MCSD's transportation policy for additional details.

Communication Protocol for Concerns

We believe open, respectful communication is essential for student success and a strong school community. When a concern arises, we ask families to follow the steps below to ensure a collaborative and solutions-oriented process:

Start with the Teacher

If you have a question or concern about your child's learning, behavior, or classroom experience, please reach out to the teacher first. They are your best first point of contact and want to partner with you.

Follow Up if Needed

If the concern is not resolved after the initial conversation, reach back out for a follow-up discussion or conference. Many concerns can be addressed with additional clarity or planning.

Involve Administration

If further support is needed, please contact an administrator (Mr. Wells or Mrs. Sanders). Be prepared to share the steps already taken and the outcome so far. Our administrative team is here to listen and help.

By following these steps, we ensure everyone has an opportunity to be heard and supported, while maintaining professionalism and trust within our school community.

Behavior Expectations & PBIS

At Johnson Elementary, we believe all students can meet high expectations when provided with clear guidelines, support, and consistency. Our school follows the Positive Behavioral Interventions and Supports (PBIS) framework to promote a safe, respectful, and inclusive environment.

Johnson Jaguars ROAR:

- R – We are Respectful
- O – We show Ownership
- A – We have a positive Attitude
- R – We are Responsible

These core expectations apply in every setting— classrooms, hallways, the cafeteria, restrooms, playground, buses, and online.

Positive Reinforcement

Students are recognized for positive choices and responsible behavior through:

- Classroom reward systems
- Positive office referrals
- School-wide incentives and celebrations
- Recognition from staff and administration

Behavior Consequences

When behavior does not align with expectations, students will receive appropriate, restorative consequences that may include:

- Reflection forms or behavior think sheets
- Parent contact or conference
- Individualized instruction
- Loss of privileges
- Office referral or administrative action (per MCSD Code of Conduct)

We believe discipline is most effective when it teaches and restores rather than simply punishes. Our goal is to partner with families to help students grow and thrive.

Anti-Bullying Statement

At Johnson Elementary, bullying is not tolerated in any form. Every student has the right to feel safe, valued, and respected.

Bullying includes:

- Physical aggression
- Verbal or written threats
- Social exclusion or spreading rumors
- Cyberbullying (even outside school if it affects the learning environment)

Georgia law defines bullying as any behavior that is intentional, persistent, and causes harm—physically, emotionally, or socially.

What to Do:

- Students should report any incidents to a trusted adult immediately.
- Families are encouraged to notify school staff if they see or hear about bullying.
- All reports are taken seriously and will be investigated promptly.

Our Response:

- Staff will support both the student harmed and the student displaying harmful behavior.
- Interventions may include counseling, mediation, parent meetings, behavior contracts, and/or discipline per the MCSD Code of Conduct.

What Bullying is Not:

Not every disagreement, conflict, or unkind interaction between students is considered bullying.

Examples that may not meet the definition of bullying include:

- A single disagreement or argument between students
- Occasional teasing without a pattern of intimidation or harassment
- Friendship conflicts
- Students not getting along with one another
- Accidental actions
- Isolated incidents that do not involve a threat, intimidation, or repeated harmful behavior

While these situations may not meet the legal definition of bullying, they will still be addressed by school staff through appropriate interventions, restorative conversations, classroom management strategies, or disciplinary consequences when necessary.

Parents are encouraged to report concerns to classroom teachers and/or school administrators so that all incidents can be reviewed and addressed appropriately.

We are committed to creating a safe school where kindness, inclusion, and empathy are expected and celebrated.

Code of Conduct Summary

Johnson Elementary follows the Muscogee County School District (MCSD) Behavior Code and Discipline Policy Handbook. This district-level handbook outlines the rights, responsibilities, and behavioral expectations for all students across grade levels.

Key Points:

- All students are expected to follow school rules, district policies, and state laws at all times—on campus, buses, and during school-related activities.
- Teachers and administrators apply consistent, fair consequences in line with the district's code.
- The principal is the final authority in all disciplinary matters at the school level.

The MCSD Code of Conduct is available on the district website. Please review it carefully with your child to ensure understanding.

Dress Code

Johnson Elementary follows the Muscogee County School District's dress code policy. Students are expected to come to school dressed for success—ready to learn, play safely, and represent themselves and their school with pride.

Appropriate School Attire Includes:

- Clothing that covers the body appropriately (no crop tops, halter tops, or short shorts)

- Tops with straps at least 2 inches wide (no spaghetti straps or strapless tops)
- Shorts, skirts, and dresses that are no higher than three (3) inches above the top of the knee
- Pants and shorts worn at the waistline
- Clothing free from profanity, inappropriate graphics, or references to drugs/alcohol
- Closed-toe shoes for safety (especially during recess and PE)

The Following Are Not Permitted:

- Clothing that shows the midriff, back, or undergarments
- Pajama pants (unless designated spirit days)
- Flip-flops, slides, or house shoes
- Pants with holes, rips, or tears
- Hoods or hats worn inside the building (unless for religious or medical reasons)
- No head coverings such as bandanas, do rags, bonnets, or sweat bands

Parent/Visitor Dress Guidelines:

To maintain a professional and respectful school environment, we kindly ask that all adults visiting campus dress appropriately.

- Avoid attire that is overly revealing or contains offensive language or imagery.
- Dress should be neat and appropriate for an elementary school setting.
- Visitors not adhering to these expectations may be asked to adjust attire or reschedule visits.

Spirit Days

Johnson will occasionally host spirit days or dress-down days. Details and guidelines will be shared in advance.

Note: If a student's attire does not meet the dress code, a parent/guardian may be contacted to bring a change of clothes. Repeated dress code violations may result in further consequences.

Technology Use & Devices

Technology is a valuable tool for learning, and students at Johnson Elementary are expected to use it responsibly. All students must follow the MCSD Acceptable Use Policy when using school devices or accessing the internet.

Student Expectations:

- Use all school technology (including Chromebooks, tablets, and desktops) for educational purposes only.
- Treat all devices with care—no food or drinks near electronics.
- Use only your own login credentials. Do not share passwords or access other students' accounts.
- Follow teacher directions when using technology in the classroom.
- Do not use school devices for gaming, social media, or messaging, unless part of an approved activity.

Personal Devices

- Cell phones and personal electronics must be turned off and kept in bookbags during the school day.
- Smartwatches should not be used for texting or communication during class.

- Earbuds/headphones may only be used with teacher permission for learning activities.
- Any misuse of technology may result in a loss of privileges, parent notification, and/or disciplinary action.

Misuse of personal or school technology may result in:

- Confiscation of the device
- Parent pickup required
- Loss of technology privileges
- Disciplinary action, if applicable

Internet Safety & Monitoring

All school-issued devices are filtered and monitored in accordance with district policy. Students should report any inappropriate content or concerns to a teacher or administrator immediately.

Academic Programs and Supports

At Johnson Elementary, we are committed to providing every student with access to a high-quality education grounded in academic rigor, purposeful engagement, and individualized support.

Core Curriculum Areas:

- Reading & Language Arts: Structured literacy approach with support from the Rollins Center for Language & Literacy
- Mathematics: Conceptual understanding, fluency, and application
- Science & Social Studies: Standards-based lessons aligned with the Georgia Standards of Excellence
- Specials: Art, music, PE, media, computer lab, and counseling instruction support whole-child development

Instructional Programs & Supports:

- Multi-Tiered System of Supports (MTSS): Targeted interventions for academic and behavioral needs
- Gifted & Talented Education: Enrichment and acceleration for eligible students
- Special Education Services: Individualized support for students with identified disabilities
- JAG (Jaguar Academic Growth) TIME Tutoring: After-school academic support in reading and math for selected students

Instructional Tools:

- STAR Assessments (Reading/Math)
- IXL, iReady
- Progress Learning
- District-approved formative assessments

Through high expectations and timely supports, we strive to help every student grow and succeed—academically, socially, and emotionally.

Promotion/Retention Policy

At Johnson Elementary, student promotion is based on mastery of grade-level standards, individual progress, and multiple academic indicators. Retention is considered only when it is in the best educational interest of the student.

Promotion Criteria:

- Demonstrated proficiency in reading and math
- Satisfactory performance on classroom assessments, STAR data, and district benchmarks
- Acceptable attendance (excessive absences may hinder promotion)
- Completion of all required coursework and assignments

Retention Considerations:

- Lack of academic progress despite interventions
- Attendance exceeding 15 absences (excused or unexcused)
- Teacher recommendation supported by data and classroom evidence

Retention Process:

- Academic concerns are communicated with parents early and documented
- Intervention plans and progress monitoring are implemented throughout the year
- A school-based team (including the teacher, principal, counselor, and support staff) will review all relevant data before recommending retention
- Parents are notified of retention decisions and provided the opportunity for a conference

Retention decisions are never made lightly. We work to exhaust all possible supports before making this determination, always keeping the student's long-term success in mind.

End of Year Awards

End of year awards are given out at the end of the year by grade level and teacher. An award schedule will be sent out prior to the awards day.

Report Cards and Progress Monitoring

Monitoring academic progress is a shared responsibility between the school and home. At Johnson Elementary, we communicate student growth through regular updates, grading periods, and performance conversations.

Report Card Schedule:

- Report cards are issued at the end of each 9-week grading period. Parents must sign and return report cards for the 1st-3rd nine weeks.
- Interim progress reports are available mid-quarter via the parent portal (Infinite Campus).

Grading Scale:

Johnson Elementary follows the Muscogee County School District grading scale:

- A = 90-100
- B = 80-89

- C = 70–79
- F = Below 70

Ongoing Progress Monitoring:

- Teachers use STAR Reading and Math assessments, classroom data, and district benchmarks.
- Progress for students receiving interventions or support services is monitored more frequently.
- Parents are encouraged to review student work, attend conferences, and check Infinite Campus regularly.

By staying informed and involved, families help us ensure that each child is making meaningful academic growth.

Cafeteria Expectations

Our school cafeteria is a place for students to enjoy meals, practice manners, and build positive relationships. We aim to create a calm, respectful, and welcoming dining experience for everyone.

General Guidelines:

- Use indoor voices while talking to classmates.
- Stay seated unless given permission to get up.
- Clean up your area before leaving.
- Follow all directions from cafeteria staff and duty teachers.
- No sharing of food due to allergies and safety concerns.

Breakfast & Lunch

- Breakfast is served daily from 7:00–7:30 a.m. in the cafeteria.
- Lunch times are assigned by grade level and supervised by staff.
- Students may bring a lunch from home or eat a school-provided meal.
- Parents may drop off forgotten lunches at the front office before 10:00 a.m.

Outside Food Policy

- Restaurant containers, sodas, or coffee are not permitted in the cafeteria.
- Outside snacks and treats (like cupcakes for birthdays) must be approved in advance by your child's teacher.
- Due to allergies, homemade food cannot be shared with the class.

Birthday Celebrations

We love celebrating our Johnson Jaguars! While we want to honor each student's special day, all birthday celebrations must follow school and district guidelines.

Celebration Guidelines:

- If you'd like to recognize your child's birthday at school, please coordinate in advance with the classroom teacher. Families are not allowed to go to classrooms for birthday celebrations.
- Treats must be store-bought, individually wrapped or packaged, and nut-free.
- No balloons, flowers, gifts, or party favors may be delivered to the school.
- Celebrations will take place during lunch or at a time approved by the teacher to avoid interrupting instruction.
- Invitations to outside parties may not be distributed at school unless all students in the class are invited.

We appreciate your support in helping us celebrate in a way that keeps the focus on learning and includes all students.

Visitors, Volunteers, and Classroom Visits

We love welcoming families and community members into our school! To ensure a safe and productive environment for all students, Johnson Elementary follows district and school-level protocols for all visitors and volunteers.

School Visitors

- All visitors must enter through the front office, present a valid photo ID, and receive a printed visitor badge.
- Visitors are expected to sign in and out at the front desk and wear their badge at all times while on campus.
- Classroom visits must be pre-approved and scheduled in advance with the teacher or administration.

Please note: An administrator may attend a classroom visit at their discretion to support staff and ensure guidelines are followed.

Volunteering

- Volunteers must complete the MCSD volunteer clearance process each school year. This includes submitting a background check form.
- Once cleared, volunteers may assist with classroom activities, school events, field trips, or other approved roles.
- All volunteers must follow confidentiality expectations and support a positive school environment.

Classroom Visit Guidelines

All classroom visits must be scheduled with the teacher ahead of time. Please keep in mind that when you are a visitor in the classroom, instruction is taking place and disruptions should be kept to a minimum. Please limit your visit to fifteen minutes. To ensure that your visit is supportive of our learning environment, please follow the guidelines listed below.

- Sign in at the school office before going to the classroom. Bring valid ID.
- Turn off, or silence, cell phones.
- Enter quietly and take a seat where designated or in the back of the room.
- Food and drink are prohibited.
- Do not converse with your child or hover near their desk.
- Do not involve children in the classroom in conversation. Your presence alone can be a distraction to many children.
- If you would like to have a conversation or conference with the teacher, please schedule a separate time to talk with him/her.
- Since this is instructional time, do not involve the teacher in a conversation that takes his or her attention away from the students.
- Younger children may not accompany parents during the classroom visit.

We love having our Jaguar families involved, and we thank you for partnering with us in creating a safe and respectful learning environment for all.

Lost and Found

Each year, many items are misplaced and left behind. We encourage families to help us minimize lost belongings and ensure items are returned promptly.

Location:

The Lost and Found is located near the cafeteria.

Guidelines:

- Label jackets, lunch boxes, water bottles, and other personal items with your child's full name.
- Students and parents are encouraged to check Lost and Found regularly.
- Valuable items such as glasses or jewelry are kept in the front office.

Donations:

Unclaimed items will be donated to a local charity at the end of each semester (December and May).

We appreciate your help in keeping personal belongings organized and out of the lost and found!

Personal Items & Valuables

To maintain a focused learning environment, toys and non-instructional personal items should not be brought to school unless specifically requested by the teacher.

This includes (but is not limited to):

- Toys, dolls, and action figures
- Trading cards (e.g., Pokémon)
- Fidget toys (unless approved as part of a student's support plan)
- Electronic devices, games, or headphones not used for learning

If these items are brought to school:

- They may be confiscated and returned only to a parent or guardian.
- The school is not responsible for lost, damaged, or stolen personal items.

We appreciate your support in helping us keep students focused and classrooms distraction-free.

Health & Medication Policies

Student health and safety are top priorities at Johnson Elementary. Our school clinic worker is available during the school day to assist with health needs, administer medications, and respond to emergencies.

Medication Policy

- If a student needs medication during the school day (prescription or over-the-counter), a signed medication authorization form must be on file in the clinic.

- All medications must be brought to the school by an adult in the original labeled container.
- Students are not permitted to carry medication in their backpacks or on their person (with the exception of emergency medications like inhalers or EpiPens, if pre-approved and documented).

When to Keep Your Child Home

Please keep your child home if they have:

- A fever of 100.4°F or higher
- Vomiting or diarrhea within the past 24 hours
- Symptoms of a contagious illness (e.g., strep throat, pink eye, flu, COVID-19)
- Students must be fever-free and symptom-free for 24 hours without medication before returning to school.

Health Plans

If your child has a chronic health condition (such as asthma, diabetes, seizures, or severe allergies), please notify the school nurse as soon as possible. A personalized health plan will be created to support your child throughout the year.

Emergency Procedures

The safety of our students and staff is our top priority. Johnson Elementary regularly practices emergency drills and follows Muscogee County School District guidelines to respond effectively in the event of an emergency.

Types of Drills Conducted:

- Fire Drills – conducted monthly to ensure safe and orderly evacuation
- Severe Weather Drills – conducted periodically in case of tornado or other weather-related emergencies
- Lockdown Drills – conducted to prepare for intruder or campus security threats
- Evacuation or Shelter-in-Place Drills – as required by school or district

Communication in Emergencies

In the event of a real emergency:

- The school will notify parents through Blackboard phone calls, emails, or text messages.
- Please avoid calling the school during emergencies. This helps keep lines open for communication with first responders.
- Make sure your contact information is always up to date in Infinite Campus so you can be reached quickly if needed.

Safety Reminders

- All exterior doors remain locked during the day. Visitors must enter through the main entrance only.
- Staff and students are expected to take all drills seriously and follow adult directions without hesitation.

School Safety Reminders

In addition to district emergency procedures, we have school-level protocols in place to ensure a safe, orderly, and respectful learning environment. Please review these expectations with your child:

General Safety Guidelines:

- Students should walk (not run) in hallways at all times
- No rolling backpacks allowed
- Keep hands, feet, and objects to yourself
- Students must remain in supervised areas at all times

Building Access:

- Students may not arrive before 7:00 a.m.
- All visitors must enter through the front doors and sign in.
- The school office closes at 3:00p.m. School security will be notified if we are unable to reach a parent/guardian (or anyone on the approved list) and your child has not been picked up by 3:00 p.m. If school security is unable to reach anyone, the Department of Family and Children Services will be contacted.

Transportation Safety:

- No changes to transportation will be made by phone (except in emergencies)
- Students may not walk off school property to wait for a ride unless approved as a walker
- Parents may not park or drop off in restricted zones (including bus and daycare areas)

Prohibited Items:

- Tobacco, vapes, or look-alike products are not permitted
- No toys, weapons (real or look-alike), or unsafe items allowed at school
- Animals are not allowed on campus

By following these schoolwide safety guidelines, we create a safer, calmer, and more productive environment for every Jaguar.

After-School Program

Johnson Elementary offers an after-school program for families who need care beyond the regular school day. The program is operated in partnership with the City of Columbus Parks & Recreation Department.

Hours & Location:

- Program runs from dismissal (2:15 p.m.) until 6:00 p.m.
- Held in the school cafeteria and on the playground

Program Features:

- Daily snack provided
- Homework help and academic time
- Indoor and outdoor play
- Enrichment activities and games

Enrollment & Fees:

- Registration is managed through Columbus Parks & Recreation
- Limited slots available; first-come, first-served basis
- Weekly fees apply; all payments must be made directly to the City of Columbus

Contact Information:

- After-school site phone (Johnson): 706-653-4581
- Parks & Recreation main office: 706-225-4658

Please make arrangements to pick your child up on time each day. Repeated late pickups may result in dismissal from the program. For emergencies, contact the site directly.

Infinite Campus and Parent Portal

The Infinite Campus Parent Portal is a powerful tool for staying informed about your child's academic progress and school information.

What You Can Access:

- Up-to-date grades and report cards
- Attendance records and tardies
- Class schedules
- School and district announcements
- Emergency contact and household information

How to Log In:

- Visit the MCSD website and click on "Infinite Campus Portal"
- Log in with your unique parent credentials (provided at registration or through the school office)
- Download the Infinite Campus mobile app for easy access on the go

Updating Information:

- Keep your phone numbers, emergency contacts, and addresses current
- Parents can submit updates through the Parent Portal or contact the front office for assistance

By checking Infinite Campus regularly, families can stay involved, identify concerns early, and support student success.

Bus Conduct & Transportation Contacts

Riding the school bus is a privilege. To keep all students safe, appropriate behavior is expected at all times.

Bus Expectations

Students are expected to:

- Remain seated while the bus is in motion
- Keep hands, feet, and objects to themselves
- Use respectful language and inside voices
- Follow all directions from the bus driver

Bus Misconduct

Failure to follow rules may result in:

- Verbal warnings

- Parent contact
- Assigned seats
- Bus referral and administrative consequences
- Suspension from the bus (short- or long-term, depending on severity)

Serious misbehavior may lead to immediate loss of bus privileges.

Transportation Contacts

If you have a concern about bus routes or times, contact the MCSD Transportation Department at:

Phone: 706-748-2876

Website: <https://www.muscogee.k12.ga.us>

Discipline & Code of Conduct

Johnson Elementary follows the MCSD Code of Conduct, which outlines behavioral expectations and consequences for all students. The goal of discipline is to support growth, reflection, and responsible decision-making.

Our Discipline Approach:

- Expectations are taught, modeled, and reinforced regularly
- Minor issues are addressed in the classroom when appropriate
- Repeated or serious behaviors may result in office referrals
- All students are treated with dignity and fairness

Parents will be contacted when serious or repeated behavior concerns arise. Disciplinary action may include behavior reflections, loss of privileges, restorative conversations, in-school consequences, or suspension—depending on the nature of the behavior.

The full MCSD Code of Conduct can be found on the district website.

School Nutrition

Johnson Elementary participates in the Muscogee County School Nutrition Program, which provides all students with access to healthy meals and nutrition education.

Meals Provided:

Breakfast: Served from 7:00–7:30 a.m.

Lunch: Served at designated times by grade level

All students enrolled at Johnson Elementary receive free breakfast and lunch daily under the Community Eligibility Provision (CEP). No meal application is required.

Nutrition Standards:

- Meals meet USDA guidelines for balanced nutrition, including:
- Age-appropriate calorie levels
- Limits on fat, sodium, and added sugars
- Variety of fruits, vegetables, whole grains, and milk options

Important Reminders:

- No soda or restaurant food may be brought into the cafeteria
- Special dietary needs must be supported by a doctor's note submitted to the cafeteria manager and clinic
- Students are encouraged to try new foods and develop healthy eating habits

For more information about school menus, nutrition guidelines, or dietary accommodations, contact:

- School Nutrition Office: 706-748-2386
- Website: www.muscogee.k12.ga.us > Departments > School Nutrition

Hardships, Open Seat Transfers, Employee Dependent Transfers

Johnson Elementary School welcomes students who attend through hardship transfers, open seat transfers, and employee dependent transfers. Families choosing to attend Johnson through a transfer are expected to support their child's regular attendance, academic success, and positive behavior.

Students attending Johnson through a transfer are expected to:

- Attend school regularly and arrive on time each day.
- Demonstrate consistent academic effort and progress toward grade-level expectations.
- Follow all school and district rules, procedures, and behavioral expectations.
- Maintain a positive discipline record.
- Be picked up promptly at dismissal if not riding a daycare van or attending an approved after-school program.

Transportation is not provided for transfer students unless specifically approved by the district. Parents/guardians are responsible for ensuring that students arrive at school on time and are picked up promptly each day.

Students with excessive absences, excessive tardiness, repeated late pickups, significant academic concerns, or ongoing disciplinary concerns may be subject to review of their transfer status. The school may schedule a conference with the parent/guardian to discuss concerns and develop an improvement plan. Continued concerns may result in a recommendation that the transfer be revoked in accordance with district procedures.

Johnson Elementary reserves the right to review transfer status at any time when a student's attendance, academic performance, behavior, or transportation arrangements significantly interfere with the student's success or the orderly operation of the school.