

**Benjamin T. Bullock
Elementary School
Parent/Student Handbook
2025-2026**

1410 McNeill Rd.
Sanford, NC 27330
919-718-0160



Dear Bullock Families:

Welcome to B.T. Bullock Elementary! We are excited to embark on another exciting year of learning and growing together. Partnering with our students' parents and families is a crucial part of our success.

At B.T. Bullock Elementary, we use a schoolwide behavior matrix that is tied to our house system (similar to the houses in Harry Potter) which generates a sense of belonging and community while intrinsically motivating our students to be respectful, responsible and safe. **We are 4 houses, 1 mission and 1 family.**

The purpose of this handbook is to provide you with some useful information about our school. Feel free to contact our administrative team, Dr. Kate Hylton- Principal and Taylor Waters-Assistant Principal, if you have further questions. We encourage all our families to connect to Thrillshare/Rooms and to ensure your phone number and email are up-to-date in our Infinite Campus system. We communicate frequently on these communication portals.

We are honored to be a part of your student's elementary journey and are dedicated to each child's academic and social growth. We will continue to live our mission--to love, to learn, to lead. Welcome to B. T. Bullock Elementary School!



**Parent/Student Handbook
Benjamin T. Bullock Elementary School
2024-25**

Dr. Kate Hylton, Principal
Taylor Kelly, Assistant Principal
Jennifer Stephenson, Data Manager
Ashley Dossenbach, Treasurer/Secretary
Jessica Alvarez, Receptionist
Rachel Sullivan, Counselor
Erica Dowdy, School Nurse

Lee County School Administration

Dr. Chris Dossenbach, *Superintendent*
Dr. Natalie Kelly, *Assistant Superintendent of Curriculum & Instruction*
Dr. Lisa Duffey, *Executive Director of Student Services*
Stacie Eggers, *Assistant Superintendent of Operations*
Stefanie Clarke, *Executive Director of Accountability, Planning and Performance*
Kelly Jones, *Chief Financial Officer*
Angel Mills, *Director of ESL*
Rachel Hurt, *Director of Exceptional Education*

Lee County Board of Education

Sherry Lynn Womack, chairman
Alan Rummel, vice-chairman
Eric Davidsoon
Chris Gaster
Megan Garner
Carla Hooker
Cynthia Ortiz

School Board Attorney

Stephen Rawson
Tharrington Smith Law Firm

Attendance (Policy Code: 4400 Attendance)

School attendance and class participation are integral parts of academic achievement and the teaching-learning process. Through regular attendance, students develop patterns of behavior essential to professional and personal success in life. **Regular and punctual attendance is expected of each student enrolled in the Lee County Public Schools. Regular attendance by every student is mandatory.** The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school.

Parents and legal guardians have the responsibility for ensuring that students attend and remain at school daily. School administrators shall communicate attendance expectations to parents and guardians and work with students and their families to overcome barriers to attendance. Elementary and middle school students are permitted no more than 16 absences during the school year. These absences include excused, unexcused, and out of school suspensions.

Refer to LCS Policy Code: 4400 Attendance

Student attendance is imperative. No student shall be tardy in his/her arrival for school or class, without permission or excuse by school officials. If your child is absent from school, he/she must have a note from parents when he/she returns. Examples of excused absences are illness, injury, quarantine, and death in immediate family, religious observation, and certain educational opportunities with prior approval of the principal and medical/dental appointments.

- A note from a doctor is needed if a child is absent more than three days, no later than 2 weeks. You have up to three days after the student returns to school to send in a written note or doctor's note for that absence.
- Your child has three days upon return to school to make up missed work.
- Once a student has received 10 unexcused absences a doctor's note can be required for **all** subsequent absences.
- Students may be added to a watch list for attendance the following school year if they have more than 16 absences throughout the school year.

Excessive Absences

The principal or designee will notify the parent, guardian, or custodian of his or her child's excessive absences after the child has accumulated three unexcused absences in a school year. After not more than six unexcused absences, the principal will notify the parent, guardian or custodian by mail that he or she may be in violation of the Compulsory Attendance Law and may be prosecuted if the absences cannot be justified under the established attendance policies of the Board and the State Board of Education. Once the parents, guardians or custodians are notified, the social worker will work with the child and his or her

family to analyze the causes of the absences and determine steps to eliminate the problem, including adjustment of the school program or obtaining supplemental services.

The Superintendent, principal or teacher may excuse a child temporarily from school for any of the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the local health officer or State Board of Health or isolation or quarantine that is a required state or local control measure;
3. death in the immediate family;
4. medical or dental appointment;
5. attendance at the proceedings of a court or administrative tribunal if the student is party to the action or under subpoena as a witness;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent or legal guardian; with written prior approval from the principal;
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal.
8. pregnancy and related conditions or parenting, when medically necessary;
9. a minimum of two days each academic year for visitation with the student's parent or legal guardian, if the student is not identified as at risk of academic failure because of unexcused absences and the student's, parent or legal guardian (a) is an active duty or inactive member of the uniformed services as defined by policy [4050](#), Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.
10. any other reason as approved by the board in a board resolution.

** Requests for educational leave should be submitted to the principal at least 1 week prior to the requested absence. All requests for educational leave must be approved by the principal prior to the absence. Students may be required to create a written/oral report covering the objectives of the approval educational opportunity. Please check with your child's teacher regarding test schedules prior to taking your child out of school for a family trip.*

School Behavior Matrix

The teachers and the administration at B. T. Bullock Elementary School believes that we should foster and maintain a respectful, responsible and safe learning environment for our students. Our school-wide behavior expectations are defined in our behavior matrix. These expectations are modeled and taught at the start of the year and revisited throughout the year.

| Leaders on TRACK | Hallways | Cafeteria | Bathrooms | Assemblies | Recess | Buses |
|-----------------------|--|---|--|---|---|---|
| Be Respectful | <ul style="list-style-type: none"> -Level 0 voice from bell-bell -One-Two squares from wall -Hold door for others -Courteous greetings for morning arrival | <ul style="list-style-type: none"> -Level 1 voice at lunch -Level 0 voice in all lines -Have kind conversations -Touching food only to eat -Touch/eat only your food | <ul style="list-style-type: none"> -Level 0 voice -Give Privacy -Waiting patiently at the end of the line | <ul style="list-style-type: none"> -Level 0 voice unless otherwise instructed -Bottom on the ground -Applaud the performance | <ul style="list-style-type: none"> -Have kind conversations | <ul style="list-style-type: none"> -Level 0 voice |
| Be Responsible | <ul style="list-style-type: none"> -Face forward on right side of the hall -Hands, feet and objects in your bubble | <ul style="list-style-type: none"> -Facing the table -Clean up after yourself | <ul style="list-style-type: none"> -Be quick -1 push of soap -Wash hands -Clean up after yourself -Report messes and graffiti immediately | <ul style="list-style-type: none"> -Facing the front of the assembly | <ul style="list-style-type: none"> -Listen to teachers instructions -Quickly and safely form a line when called or whistle blows | <ul style="list-style-type: none"> -Read or relax -Listen to the drive |
| Be Safe | <ul style="list-style-type: none"> -Walking -With a buddy for safety | <ul style="list-style-type: none"> -Walking -Two feet on the ground -Eat and drink only while seated | <ul style="list-style-type: none"> -Walking -Two feet on the ground -Keep floors dry | <ul style="list-style-type: none"> -Criss cross legs -Hands to self | <ul style="list-style-type: none"> -Keep hands and feet to self -Use equipment as intended -Grades 3-5: Walk in straight line up and down the hill | <ul style="list-style-type: none"> -Sit bottom to bottom and back to back -Hands and feet to self -Stay in assigned seat |

Behavior Improvement Plan

Our staff utilizes a trauma-sensitive approach to education with an understanding of the physiological, social, emotional, and academic impacts of trauma and adversity on our students. The *Zones of Regulation* curriculum is used schoolwide.

Students who are in crisis or need time to reset, may be temporarily assigned to our BIP room to de-escalate, reflect and learn replacement behaviors to help them be more successful in the learning environment.

Communication

If you need to speak to your child's teacher, please try to call between 2:45 and 3:30 PM after instructional hours. At other times, we will take a message or leave a message on the teacher's voice mail. Teachers should respond to messages within 24 hours.



Websites and Social Networks

All employees should use the Lee County Google network when communicating with students and their families. All teachers are connected to Class Dojo. Employees may not use personal websites or on-line networking profiles to post information in an attempt to communicate with students.

Daily Schedule

| | |
|--------|--|
| 7:30am | Building opens for students Breakfast is served for interested students in the dining hall until 7:55am. Please do not drop off children prior to 7:30 am. No one is on duty to provide supervision until 7:30 am. |
| 8:00am | Instructional day begins. PLEASE BE ON TIME! |
| 2:30pm | Dismissal K-1 |
| 2:35pm | Dismissal 2-5. Carpool dismissal begins. |

If you must pick your child up early from school, please do so no later than 2:00pm at the front office due to security issues. Parents arriving after 2:00 pm will be asked to use the car line for student pick-up.

Daily Check In/Out Procedures (*Policy Code: 4210 Release of students from School*) in

The safety of students is a paramount concern of the board and school district. Students are expected to remain at school for the entire time of the regular school day and shall not be released early except for extraordinary reasons and under these circumstances set out in this policy. All requests to leave the building while school is in session must be approved by the principal's office. Leaving school without permission constitutes truancy.

Students should arrive on campus on time to be in the classroom no later than 8:00am. Students who arrive after 7:55am are tardy and must report to the school office to check in with their parents. Please see the [tardy policy](#).

All students to be excused from school during the school day are to bring a properly written request from home. The parent or guardian should come to the school office to pick up the student. **Students will not be released to anyone other than the child's parent or guardian or those persons listed on the emergency contact list.** This is also applicable for family and friends who will be eating lunch with a student. **Any parent, guardian, or person picking up a student from school must have a current picture ID.**

Dress Code (Policy Code: 4301 Student Dress and Appearance)

The Lee County Board of Education respects a student's right to choose his/her style of dress or appearance. Students are expected to adhere to standards of cleanliness and dress that are compatible with the requirement of a safe and beneficial school environment; however, if a student's dress or lack of cleanliness is such that it constitutes a threat to health or safety the principal or principal's designee may require the student and the student's parents/guardians to take appropriate action to remedy the situation. In addition, if a student's dress or appearance is so unusual, inappropriate or lacking in cleanliness that it clearly disrupts class and learning activities, the student may be required to change his/her dress or appearance. Individual schools have the discretion to specify additional examples of dress or appearance that are appropriate at that school under the terms of this policy.



Student dress and grooming must be appropriate, safe and not disruptive to the educational environment. The following are inappropriate and not permitted:

- Clothing which endangers the health or safety of the students or others;
- Sagging pants and oversized clothing;
- Sunglasses and head coverings of any kind are not to be worn inside the buildings;
- Clothing and accessories which can be perceived as weapons;
- Clothing and attire with any symbols or styles frequently associated with intimidation, violence or violent groups;
- Clothing and items with messages or illustrations which are lewd, derogatory, indecent, vulgar or advertising any product or service not permitted by law to minors such as drugs, illegal substances, tobacco and alcohol;

- Clothing which is substantially disruptive (for information on gang-related attire, see policy 4328, Gang-Related Activity);
- Clothing, shorts, dresses and skirts which are excessively tight or shorter than mid-thigh.
- Clothing with excessive holes, see-through materials, strapless, tank and spaghetti tops, or other clothing which is provocative or obscene;
- Clothing exposing cleavage, midriff and undergarments;
- Clothing worn inappropriately such as unbuckled belts, inside out or backward, unfastened, pants and skirts not at waistline, rolled-up pants and shoes not tied or secured; or
- Face paint is not allowed unless it is related to school activities or events.
- Shoes: Students at B. T. Bullock Elementary School will not be allowed to wear any type of shoe with wheels, platform shoes, and no heel over 1/2 inch. Students should wear closed toe/closed heel shoes and be securely fastened. Tennis shoes are a great choice, because this allows for easy movement and protection. This also allows students to have ideal footwear for the 30 minutes of required physical activity each day.

Early Dismissal, Delays and Emergency Contact

Sometimes we are forced to close school early. Your child's teacher needs to know the arrangements you have made for these occasions. The teacher needs to know the emergency contact person for those times when you are not available. We need the telephone number(s) of at least one person who knows your child and is willing to be called in an emergency. The emergency contact person should also be someone who can come to school on short notice and in a short amount of time.

Home, work, cellular and emergency telephone numbers should be kept current. Lee County Schools will contact parents/guardians through an automated calling, text and email system if school is delayed or canceled. If you move or your telephone number changes, please inform the office personnel and teacher as soon as possible.

When school opening is delayed for more than one hour, breakfast is not served but lunch is served on the regular schedule. If we dismiss early, lunch is still served.

Information concerning closings, delays or early release will be announced on the following stations:

- WRAL NBC - Channel 5
- WNCN - Channel 17
- WLFL - Channel 22
- ABC11 WTVD - Channel 11

Safety is our primary concern. Please use your best judgment when making the decision to bring or send your children to school during inclement weather. If a parent believes it is not safe to send a child to school due to inclement weather, the parent has the right to keep the child at home.

Field Trips

A signed field trip permission form must be returned to the teacher before your child will be able to participate in field trips. The signed permission slips must be returned to school **at least one day prior** to the planned activity or your child will not be able to go on the trip. **No siblings are allowed on field trips.** In most cases, no admission fees or other money for field trips can be refunded. This includes a loss of privileges to attend due to disciplinary action.

Parents who are chaperones for a field trip can sign-out their child from the teacher at the end of the field trip. There is a form for you to document that you have taken your child. **You cannot transport or sign-out another child with you.**

If your child has had any of the following consequences for behavior for the ten school days prior to a field trip, he or she will be given an alternative educational experience on school grounds in lieu of the field trip experience.

1. Out-of-School suspension (OSS)
2. Bus Suspension for serious behavior such as fighting
3. Two or more days of in-school suspension.

Fire Drills

Monthly fire drills are required by law and are important safety precautions. It is essential that when the first signal is given that everyone follows procedures promptly and clears the building by the prescribed route as quickly as possible. The teacher in the classroom will give the students instructions.

Flowers, Gifts, Invitations, Celebrations and Food

Please help us maintain an inclusive and healthy learning environment.

Food Guidelines

- Parents are not permitted to bring baked goods from home to be served to students. All refreshments for students have to be pre-wrapped, packaged or bought from a store.
- Students are not allowed to have **sodas (or any caffeinated beverages), coffee or coffee drinks, gum, or candy** for breakfast, snack or lunch.
- No food or beverages can be sold to students during the school day outside of the cafeteria.

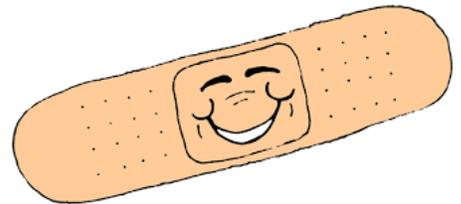
- Parents are not permitted to bring fast food into the school cafeteria. If a parent comes to eat lunch, they may only bring food for themselves and their child and they must eat in the back lobby or outside tables.

Parties

- Birthday parties for individual students are not permitted; however, parents will be allowed to bring a store-bought snack for their child's class on their birthday.
- In an effort to prevent hurt feelings on the part of the children and keep from disrupting the learning environment, students and staff will not be permitted to pass out party invitations at school.
- Flowers, balloons, or other surprises should not be sent or brought to school for children since they disturb the learning process and cannot be taken on the bus.

Medication/Health Issues

The *Health and Student Information Card* (PE card) is required for all students. Students shall not participate in physical education until the card is completed and returned. This includes recess with the classroom.



Medications should be taken at home rather than at school UNLESS a purple *Request for Medication to be Given During School Hours* form is completed and returned to the school nurse. The school district is not required to administer any medication that could be taken at home. The school district shall not be responsible for students who self-medicate. The use of nonprescription medication of any kind on the school grounds is forbidden without following proper procedures as outlined below.

When it is necessary for school personnel to give medications at school, we need the following three things:

Short Term Medications – antibiotics, pain medicine, etc.

1. Note from the doctor on a prescription pad or office stationary which gives the student's name, date-of-birth, the medication, dose, time and length of time to give the medication.
2. Written request from the parent or guardian.
3. All medications must be in the original, appropriately labeled bottles.

Long Term Medications – asthma inhaler, Ritalin, etc.

1. Doctor and parent must fill out a *Request for Medication to be Given During School Hours* Form (available at school on the Lee County Website at <https://5il.co/29q26>).

2. School personnel must have this paperwork before giving your child medication at school.
3. All medicines must be in appropriately labeled bottles (from the pharmacy).

Remember that an adult must bring the medication to school. **Students are not allowed to carry medications of any type.** Any children who are required to self-carry their emergency medications (inhalers and EpiPens) require written approval of the physician, parent, and school nurse.

When children who are subject to unusual health hazards (such as allergy to bee stings or specific foods) attend school, it is the parent/guardian's responsibility to ensure that the school administration is aware of the situation and is prepared to implement emergency measures. This information should be included in an individualized written emergency care plan developed for the student and approved by the parent/guardian, physician and appropriate school personnel on an annual basis.

In the event that your child is seriously hurt at school, we will first try to contact you. If you are not available, we will render any first aid necessary to protect your child. School personnel will not medicate or treat beyond their training.

Parents will be informed as soon as possible of any sudden or serious illness or injuries. When parents cannot be reached, the principal will make judgment after consulting with the nursing staff, regarding the need for medical intervention. If it is decided that your child needs to go to the doctor or emergency room, a staff member will accompany him or her and stay with the child until the parent or guardian arrives.

Sick students: If a student becomes sick at school, parents will be notified to pick up the child. **Please make sure you have listed phone numbers as to where you can be located for emergency situations.** Please do not ask us to keep an ill child at school due to the health and well-being of your child as well as consideration for other children and staff members.

School personnel will call you to come get your child at school if your child has:

- o Fever (temperature over 100 degrees)
- o Vomiting or diarrhea
- o A rash, especially if accompanied by a fever or sore throat
- o Generally does not feel well enough to be at school
- o Live lice

If your child has been sick, please do not send them back to school until they have been without fever for 24 hours or on prescribed medications or antibiotics for 24 hours for contagious illnesses such as strep throat or pink eye. It is very important to keep your child home so that other children will not become sick.

Please send a change of clothes in a large plastic bag for your child to keep in their classroom to use in the event that a student becomes sick at school and soils his/her clothing. The guidance office has a limited amount of clothing to loan in these emergency situations. If your child uses clothing from the guidance office, please launder and return it promptly to school.

Campus Parent Portal

The Infinite Campus parent portal is an easy-to-use and powerful tool for parents to use to keep up with their child's grades, assignments, bus information and more.

Go to <https://tinyurl.com/LCSpentportal> or download the **Campus Parent** app to get started

You **do not need to upload any documents** unless your address has changed or you are adding a new student to your registration.

([Click here for a list of documents necessary for new student enrollments.](#))

- If you are changing your address, you will need
A signed lease, deed, or closing statement, or affidavit in your name*
- A recent utility bill or property tax bill*

You will need a **Parent Portal account** to complete the Annual update. Check your email with a subject "**Campus Parent Activation Key**" for a unique activation code, or contact the school if you need assistance.

Parent/Teacher Organization (PTO)

All parents are encouraged to be actively involved in our PTO. Please contact the principal if you are interested in joining our PTO board. We would like for each classroom to have a room representative to assist the teacher and work with the PTO. The PTO Thrift Shop is one of the projects sponsored by the parents. We need each parent to volunteer hours to help make the store profitable.

Parents also serve on our School Improvement Team (SIT). The School Improvement Team is responsible for revising the School Improvement Plan and making decisions regarding the school's programs and activities. Please contact Dr. Hylton at khylton.bullock@lee.k12.nc.us or 919-718-0160 if you are interested in serving as a SIT member or joining PTO.

PTO Officers for the 2025-26 School Year:

President:

Vice President:

Secretary:

Treasurer:

Permission to Release Directory Information

The Lee County School System releases directory information. It includes a student's name, address, telephone listing, electronic mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received, the most recent previous school attended, and other similar information. Parent(s) may opt-out of sharing directory information of your child located on the enrollment application and Annual Update. More information about your FERPA rights may be viewed at this link: [FERPA Policy](#).

Permission to Photograph

The Lee County School System reserves the right to photograph your child at school for use in district publications including, but not limited to, calendars, brochures, district website, promotional materials, advertisements, instructional materials and flyers, unless contacted in writing. Parents should complete the LCS online registration to indicate their wishes in the "media release" section. Written objections to using a child's voice, name, or image should include the student's name, school, grade, teacher, date, and the printed name and signature of the parent or legal guardian and filed with the principal within ten (10) days of the receipt of the handbook.

Permission to Publish Student Work

The Lee County School System reserves the right to promote academic work of students for use in district publications including, but not limited to, calendars, brochures, school or district website, promotional materials, advertisements, instructional materials and flyers, unless contacted in writing. Written objections to printing a student's work should include the student's name, school, grade, teacher, date, and the printed name and signature of the parent or legal guardian and filed with the principal within ten (10) days of the receipt of the handbook.

Personal Property

Students are not allowed to trade or exchange any items for money on the B.T Bullock campus including Lee County school buses. This rule is in place to protect student's personal property and prevent the spread of germs and diseases. Items that should not be traded include, but are not limited to: shoes, clothing, toys, electronics, food and drinks. Students who are caught trading and/or buying or selling items from one another will be subject to disciplinary action.

Distracting toys (i.e., fidget spinners, pop-its, noise making toys) that disrupt the learning environment are not permitted on our campus.

Puberty Talk for (5th grade students only)

Each year in the 5th grade the school nurse will teach a puberty lesson. The nurse will show a video, “Always Changing PG Boys” and “Always Changing Puberty Education Program Girls”. These can be viewed on YouTube. If you cannot access the YouTube channel and would like to view the videos, please contact your school nurse. After viewing the video there will be a class discussion with our 5th grade students. The discussion will center around bodily changes which occur during puberty. Topics which may be included are: increased oil production and how to care for that with daily bathing; the need to use deodorant; pimple care; body changes in appearance; growth spurts; voices changing; female monthly changes and cleanliness; mood changes and the basics of puberty. No inappropriate matters for this age of students are discussed during this class. The nurse will separate the boys from the girls during the presentations. Following the viewing of the age appropriate video, students will be allowed to ask appropriate questions to the nurse regarding puberty. Any student who attempts to disrupt the presentation by bringing up inappropriate topics will be asked to leave the room and will remain with their teacher during the remainder of the class presentation. If you do not wish for your student to participate please let your school nurse know. The signature at the end of this information packet will indicate your permission for your child to participate in the class at school.

Student Code of Conduct—Student Discipline

Please take some time to familiarize yourself with the Lee County Student Code of Conduct. A full text of the Code of Conduct and board policies is published on the Lee County Schools website.

The administration at B. T. Bullock will enforce all rules and guidelines in the Lee County Student Code of Conduct consistently with all students. Please be aware that consequences, including in-school-suspension (ISS) and out-of-school-suspension (OSS) may be assigned to students by the principal, assistant principal or BIP specialist. Whenever a student is assigned ISS, parents will be notified of the reason and the length of time.

We encourage all families to review the Lee County Schools Student Code of Conduct, which outlines student expectations and disciplinary procedures. The full document, along with related board policies, is available on the Lee County Schools website.

At B.T. Bullock, our administrative team—including the principal, assistant principal, and Behavior Intervention Specialist—will consistently uphold the rules and expectations outlined in the district’s Code of Conduct. Disciplinary actions may include in-school suspension (ISS) or out-of-school suspension (OSS), depending on the nature of the behavior. If a student is assigned ISS or OSS, families will be contacted with information about the reason for the consequence and the duration.

In addition to responding to misbehavior, we prioritize creating a safe, respectful, and supportive school environment. Our school uses positive behavior systems, such as ClassDojo, House Points, and restorative practices, to recognize and reinforce respectful, responsible, and safe choices.

Below are expected behaviors that students are taught at the beginning of the year.

| Leaders on TRACK | Hallways | Cafeteria | Bathrooms | Assemblies | Recess | Buses |
|-------------------------|--|---|--|---|---|---|
| Be Respectful | <ul style="list-style-type: none"> -Level 0 voice from bell-bell -One-Two squares from wall -Hold door for others -Courteous greetings for morning arrival | <ul style="list-style-type: none"> -Level 1 voice at lunch -Level 0 voice in all lines -Have kind conversations -Touching food only to eat -Touch/eat only your food | <ul style="list-style-type: none"> -Level 0 voice -Give Privacy -Waiting patiently at the end of the line | <ul style="list-style-type: none"> -Level 0 voice unless otherwise instructed -Bottom on the ground -Applaud the performance | <ul style="list-style-type: none"> -Have kind conversations | <ul style="list-style-type: none"> -Level 0 voice |
| Be Responsible | <ul style="list-style-type: none"> -Face forward on right side of the hall -Hands, feet and objects in your bubble | <ul style="list-style-type: none"> -Facing the table -Clean up after yourself | <ul style="list-style-type: none"> -Be quick -1 push of soap -Wash hands -Clean up after yourself -Report messes and graffiti immediately | <ul style="list-style-type: none"> -Facing the front of the assembly | <ul style="list-style-type: none"> -Listen to teachers instructions -Quickly and safely form a line when called or whistle blows | <ul style="list-style-type: none"> -Read or relax -Listen to the drive |
| Be Safe | <ul style="list-style-type: none"> -Walking -With a buddy for safety | <ul style="list-style-type: none"> -Walking -Two feet on the ground -Eat and drink only while seated | <ul style="list-style-type: none"> -Walking -Two feet on the ground -Keep floors dry | <ul style="list-style-type: none"> -Criss cross legs -Hands to self | <ul style="list-style-type: none"> -Keep hands and feet to self -Use equipment as intended -Grades 3-5: Walk in straight line up and down the hill | <ul style="list-style-type: none"> -Sit bottom to bottom and back to back -Hands and feet to self -Stay in assigned seat |

Electronic Devices

According to LCS board policy 4318, students are permitted to have cell phones or other wireless communication devices (watches, wireless headphones, tablets) on school grounds. These devices cannot be activated, displayed, used, or visible during the instructional day. Violation of this policy will result in disciplinary consequences and confiscation of devices.

School Pictures

School pictures will be taken twice yearly. The dates are scheduled as follows:

- Fall pictures: September 24th, 2025 –Individual Student Pictures. Fall retakes November 5th, 2025
- Spring pictures: March 19th 2026–Individual Student Pictures/ Class Pictures
- Kinder cap and gown pictures: April 14th, 2026



Student Insurance

The Lee County School System provides insurance for students at no cost to the parents. Details regarding coverage and enrollment can be found at www.k12studentinsurance.com. The insurance group is the Health Special Risk, Inc (1-866-409-5733).

Student Meals

B. T. Bullock Elementary School cafeteria will serve breakfast and lunch daily. The menus appear in the newspaper and a monthly copy will be sent home. You can also access the menu at <https://leecountyschoolmeals.com/>.

Breakfast is served daily between 7:30-7:55 am. Students are encouraged to bring fruit or other healthy snacks for break time. **Carbonated drinks and fast food items are not allowed for breakfast or for lunch in the cafeteria.**

For the 2024-2025 school year, all students in Lee County Schools will receive **free** breakfast and lunch.

Student Progress

Report cards are issued four times a year. Progress reports are sent home at mid-quarter. Please review and sign the report cards and progress reports. **Parents may request conferences at any time during the school year.** Parents and teachers should have a conference no less than two times per year (fall and spring) to discuss academic progress. School wide student led conferences will occur in February following the Q2 report (date is subject to change). If you cannot attend the conference, please contact your child's teacher.

Academic grades shall not be lowered because of poor conduct. Behavior problems on the part of the student shall be reflected in his/her conduct grade.

Evidence does not support the use of homework to raise academic achievement. Students will be asked to practice math fact fluency, read and practice spellings skills at home. Students in grades 3-5 are required for their agenda to be signed daily by a parent or guardian.

Report Card Dates:

October 22, 2025
 January 14, 2026
 March 18, 2026
 May 22, 2026

Mid-Term Progress Reports:

September 17, 2025
 November 19, 2025
 February 4th, 2026
 April 22, 2026



The progress rating scale/numeric grades for kindergarten through fifth grade are:

Grades**Grades**

It is our goal to be in partnership with parents to ensure that our students grow and are successful.

Grading Norms [Lee County Policy]

K-2- All grades are weighted evenly.

3-5 - Classwork 65%, Test/Quiz 35%

- Teachers will enter grades weekly.
- All teachers should communicate with parents regarding missing work periodically. It is parents' responsibility to sign on to 'Campus Parent' app so that grades can regularly be monitored.
- Late work will be accepted and allowed for a grade when applicable.
- Depending on the context of assignment, students may be given the opportunity to redo and revise assignments for a better grade to demonstrate mastery of learning.

Conduct Grades:

No student should receive an N or U for conduct if the parent has not been contacted prior to in order to address concerns.

S = Satisfactory Progress-On grade level

N = Needs Improvement

U = Unsatisfactory

Grade interpretation:

A = 90-100 (Outstanding)

B = 80-90 (Above Average)

C = 70-80 (Average)

D = 60-70 (Below Average)

F = Below 60 (Failing)

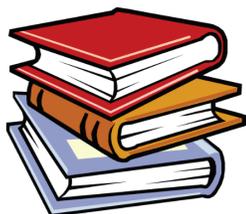
End of Grade Test Levels:

Not proficient = Not meeting grade level proficiency

3 = Proficient (pass)

4 and 5 = Proficient with college and career ready skills (pass)

Textbooks and Library Books



Books are given to students for use from the classrooms and from the media center. Students are allowed to check-out and carry home books from the media center. Open circulation will occur for students from 7:30-7:55am each day. It is the student's responsibility to care for and return all books on or before the due date. Fines will be assessed for damaged and lost library books and textbooks. When books are lost or

damaged, it is the responsibility of the student to pay fees. Fees are charged based on the original cost of the book and the age of the book.

Laptops have been provided to students in grades K-5 through Emergency Connectivity Funds (ECF) for home use as well as computers provided for in-school work. Fines will be assessed for damages to the laptops due to student misuse or neglect. Students may be prohibited from participating in special school events such as field days, field trips, etc. if they owe fees for textbooks, library books, or laptop damages.

Title 1 – Parent Involvement

B.T. Bullock Elementary is a Title 1 school which means that our school receives Federal money based on our free/reduced lunch student numbers. The money is used to improve academic achievement. Title 1 funds are used to hire personnel, improve curriculum, provide needed resources to access learning, provide targeted intervention, enhance parent involvement and extend learning time for students who need extra help. These opportunities are provided to students throughout the school.

At B.T. Bullock Elementary parents and community members are welcome and invited to participate in the various activities and involvement options we have at our school. We believe that a partnership with our parents and community is essential to ensure student academic success.

The following is a list of opportunities/activities for our school:

- During each school year, we will have a Curriculum and Instruction Night (sometimes called the Pizza and Parent Night) and ESL Parent Nights. These nights will focus on various learning areas such as reading, math and/or science. Students attend with their parent(s) and both are invited to participate in the activities..
- Our School Improvement Team (SIT) meets once a month. Parents are a part of the school improvement team. The purpose of this team is to serve as the foundation for actively involving the school community and stakeholders in designing goals and projects which enhance the educational experiences of our students. This team creates, reviews and evaluates the school improvement plan.
- An introduction and invitation for parent involvement is offered at open house, kindergarten registration, parent nights, as well as throughout the school year to encourage parents and community members to be actively involved.
- We provide translators/interpreters at conferences and during community meetings to assist parents with understanding.
- BTB staff members communicate with parents through various methods: Thrillshare/Rooms, notes home, emails, phone calls to parents, and if necessary, interpreters will be made available. Parents are invited to provide input and assist in making decisions regarding their child's education.
- During our Annual Title 1 Parent Meeting, parents are provided with information regarding the use of Title 1 funding and program operations.
- Teachers at B.T. Bullock Elementary conduct mid-year student-led conferences. The purpose of the conference is to provide meaningful conversation with students and parents regarding students' academic strengths and to set achievement goals and plans for the current school year and discuss progress.
- Teachers provide a report card to every student each quarter with progress reports during the interim. Parents may receive other assessment reports throughout the year that inform them on their child's progress towards their established goals.
- Each individual classroom has its own method of utilizing parent support depending on the needs of that particular classroom.

Tornado Drills

The signal for a tornado drill will be an announcement on the school intercom system. Students are to follow the instructions of their teacher, report to a designated area and get into a curled position so as to protect their eyes and head. Orderly evacuation to key areas is the safest policy for all concerned. Students are not to return to the classroom until notified by a school official.



Bullock Student Transportation

Car Pool Procedures

The following procedures have been developed to ensure safety on our campus.

1. All parents who intend to pick-up and/or drop-off their child in a carpool will need to get a carpool tag during Open House or at the beginning of the year. Each family will be provided two carpool tags for free. Additional carpool tags can be requested in the front office. Cars without a carpool tag will have to sign-out their child from the front office after presenting photo identification.
2. Students should not be dropped-off prior to 7:30am.
3. Parents and guests should enter and exit the campus using the main entrance closest to Burns Drive (west entrance), directly beside US 1. The entrance closest to Hawkins Avenue (East entrance) is reserved for staff and buses only.
4. Your children should be ready to exit your car when you arrive on campus in the morning for drop off. Book bags and materials should already be packed.
5. The first car in the line should pull to the end of the cones (cone A). The next car should pull in directly behind the car in front of them. We unload approximately 10 cars at a time during morning carpool. Children may disembark the vehicle when it comes to a stop.
6. **Your child should exit the car from the passenger side of the vehicle to ensure safety.** Do not get out of your car and walk around to open the door.
7. All parents should use the carpool line for drop-off in the morning.
8. The tardy bell rings at 8:00am. If you arrive after 8:00am, a parent must escort the student(s) into the building after you park in the parking lot and sign in at the front office
9. **The Bullock staff members on the car rider line are there to ensure student safety. Please follow all directions given by staff members at the car line.**
10. Do not pass cars while waiting in line to drop off or when coming up the driveway. Please be patient in the car rider line as children safely disembark from their vehicles.
11. Please **refrain from talking on the cell phone** while in the car rider line.
12. When you exit after dropping off your child, circle the entire parking lot to exit. This is the same as the afternoon pickup. Please do not exit using the bus driveway or by cutting through the parking lot.
13. In the afternoon, please follow the same route as the morning. We have personnel on duty to supervise. Numbered cones are placed on the sidewalk and the students report to the cone as their names are called. Pull as close to the car in front of you as possible.
14. **In order to ensure an orderly and safe dismissal, parents should not park and wait for their student outside the building or take them from the car line at dismissal. All carline students should be picked-up from the carline using the procedures listed above.** Please remember that it takes more time at the beginning of the year for carline dismissal as students, parents and staff members learn new procedures.
15. Any changes in the normal way a student gets home in the afternoons must be **requested in writing** to the student's teacher/office staff by 11:00am. . Telephone calls will not be accepted except in the case of an emergency. Emergency changes must be approved by the principal.

16. Students must be picked up from school no later than 2:50 pm in the carpool line.

Bus Riders

Your patience and cooperation are appreciated during the first few days of school as routes and times are adjusted to meet the needs of our students.



Questions concerning operation should be directed to Mrs. Kelly at 919-718-0160.

Students shall comply with all appropriate school and county rules while boarding, riding, or leaving the bus. **School bus transportation is a privilege, and students may lose this privilege through failure to follow the regulations for student conduct while riding the school bus.** School personnel will describe proper bus conduct and safety and give the Student Bus Conduct, Discipline, and Incident sheet to each child during the first week of school. Parents should review and discuss this sheet with their children.

1. Bus riders must comply with the directions of the bus driver at all times, ***without argument***. Safety is the #1 concern of our bus drivers; therefore, all directions given to bus riders by bus drivers are given for safety reasons.
2. Bus riders must sit in their assigned seat, on their bottom, facing the front of the bus when the bus is in motion.
3. Bus riders may not eat, drink, or use writing instruments while on the school bus. Riders may read while on the bus; reading material must not be passed from student to student. Cell phones and other electronic devices are not permitted at school or on the school bus. They will be confiscated and returned only to a parent upon their request.
4. Bus riders should remain quiet while riding the bus. Bus riders that are regularly too loud on the bus will lose their bus riding privilege.
5. Students must respect each other while riding the school bus. Physical altercations (pushing, shoving, hitting, kicking, etc.) will result in a suspension of bus riding privileges. Retaliation (“because they pushed me”, etc.) is not an acceptable excuse for physical aggression. Bullying on the school bus, or at school, will not be tolerated.
6. Bus riders must be waiting at their designated bus stop for the bus to arrive in the mornings. **Drivers will not blow horns or wait for students to come out of houses in the mornings.** Students should dress appropriately for awaiting the bus in inclement weather. Drivers are not required to stop at a bus stop where there are no students in sight waiting. Students that miss the school bus must be brought to school, not taken to another bus stop.
7. Our school buses fill quickly. Riding priority will be given to those students being picked-up and dropped-off at their residence. We try to accommodate pick-up and drop-off at daycares based on bus capacity. Students cannot be picked-up or dropped-off at a business.

8. Parents of K-2 and EC students have the option to decide whether or not there must be an adult present at the bus stop in order for their child to be let off the bus in the afternoons. The adult must be ***clearly visible*** to the bus driver for those that choose to require an adult to be present in order for their child to be let off the bus. If no adult is ***clearly visible*** to the driver, the student will be brought back to Bullock and parent/guardian will need to pick the student up. The principal will contact a parent the first time this occurs to discuss the situation. The second occurrence will result in a 2 day bus suspension. A third occurrence will result in a longer bus suspension and reporting of the situation to the Lee County Department of Social Services as required by LCS transportation policy.

Examples of behavior that are unacceptable on the school bus are:

1. Fighting
2. Smoking
3. Using profanity
4. Unauthorized leaving of the bus
5. Talking too loudly, yelling, etc.
6. Standing without permission when bus is moving
7. Throwing paper, trash, or other objects
8. Failure to observe established safety rules and regulations
9. Tampering with the bus (damaging, defacing, etc.)
10. Playing on the bus
11. Failure to obey driver's instructions
12. Delaying the bus schedule
13. Refusing to meet bus at designated stop
14. Not taking assigned seat
15. Eating on the bus
16. Other behavior relating to safety, well being, and respect for others

Consequences for failure to follow bus transportation procedures

The Lee County Board of Education and our school have adopted the following procedures as policy for elementary bus riders. In addition, the principal and the assistant principal have the authority to remove any student from the bus or assign a bus suspension for minor misconduct.

Discipline: 1st offense—Counsel with student/warning; parent notification; seat change
 2nd offense—Counsel with student/warning; required letter signed by guardian and student; in-school consequences.
 3rd offense—1-3 days off the bus
 4th offense—3-5 days off the bus
 5th offense—Up to 10 days off and may be suspended from the bus for the remainder of the school year.

6th offense—Student will be suspended from the bus for the remainder of the school year.

Administration will provide a written warning to students prior to disciplinary action for minor bus offenses. **Warnings will not be given for a major first offense**, such as physical aggression, failure to comply with bus driver's directions, verbal abuse directed towards the driver, throwing items out of or towards a school bus, etc. The first offense for such behavior will result in 3 days off the bus, assigned at the discretion of the principal and assistant principal.

Bus Safety

The tips listed below will help ensure your child's safety:

- A primary danger zone is the 10 feet surrounding the bus. When a child is in this area, the driver cannot see them.
- Drivers are instructed to stop 15 feet before a stop and let children walk to the bus.
- Always walk on the sidewalk to the bus stop, never run. If there is no sidewalk, walk on the left facing traffic.
- Go to the bus stop about five to ten minutes before the bus is scheduled to arrive. Wait quietly in a safe place well away from the road. The driver will not stop if you are not at the bus stop.
- Wait for the driver to stop completely. Always look left, right, and then left again if you cross the street.
- Enter the bus, in line, with the younger students in front. Hold the handrail while going up and down the stairs.
- If you leave something on the bus, never return to the bus to get it. The driver may not see you return and may begin moving the bus.
- Always cross the street in front of the bus and wait for the driver's signal. Never go behind the bus.
- The driver will not allow students to ride on the bus without proper authorization from the school administration.
- Go directly home as soon as you are dropped off by the bus.

Transportation Changes

The bus routes are established routes with definite stops. **The bus drivers do not have the authority to change routes.** If you are concerned with any aspect of transportation, please call the school at 919-718-0160. Buses can travel only on state roads and are routed on main or primary roads. Stops must be 2/10 of a mile apart unless there are safety problems.

Due to capacity issues, students are not permitted to make temporary bus changes. If an emergency situation occurs in your home beyond your control and it becomes necessary for your child to be dropped off or picked up at a location other than one previously approved, a written request must be provided to the assistant principal. She will review the request and respond via phone in regards to availability of services.

Transportation changes should not occur frequently. **New or revised bus changes may take up to three days to complete.** It becomes a safety concern if transportation is changed so often that the teacher and bus driver are unsure how the child will be transported home. Therefore, the Bullock administration reserves the right to restrict excessive transportation changes on a case-by-case basis.

Changes to transportation will not be permitted by telephone. If emergencies occur, they will be handled on a case-by-case basis by administration.

Our bus drivers do their best to adhere to their schedule as closely as possible. However, at times unavoidable situations occur that result in delays. The school will notify parents as quickly as possible via Thrillshare/Dojo when possible.

Unexcused Tardy/Early Pick Up Policy (Lee County Schools Student Code of Conduct Rule 23)

Student attendance is imperative. No student shall be tardy in his/her arrival for school or class, without permission or excuse by school officials. Please provide a note from a doctor/provider for medical appointments. No student who attends school during any portion of any school day shall thereafter leave the school grounds prior to the end of the school day without permission or excuse from school personnel.

Visiting our School

All visitors will need to present a valid photo ID that is checked with our student database to be permitted entry to the school. Visitors should report to the front office upon arrival to sign-in and receive a visitor badge.

You may request a parent/teacher conference at any time during the school year. Please call your child's teacher to make an appointment. In order to meet the instructional needs of students, teachers will not be able to conference with parents before or after school without a prior appointment or on a "drop-in" basis at any time during the school day.

When you visit our school, please park in the front row of parking spaces. They have been reserved just for you.

Parent Volunteers

Parents are extremely important in the education of our children. When you arrive at the school to volunteer, please sign-in and -out in our volunteer book in the main office. When you check in, you will receive a badge to wear while in the building. Please be reminded that time in the



classroom is to assist with tutoring or other tasks to improve the educational environment. This is not the time to conference with the teacher about your child's performance or to sit and observe. **Younger siblings are not permitted to attend with parent volunteers.**

As a parent, you can assist us by encouraging your child(ren) to always do his/her best in everything he/she does. We want every child to be a leader. Praise your child(ren) for even the small achievements. Let them know that you care by sharing some quiet time with them to discuss their day at school and share an enjoyable reading activity.

Withdrawal from School

Please notify your child's teacher and the school office at least two days prior to withdrawing your child from B.T. Bullock. The withdrawal procedure is as follows

1. Go online to ncleec.scriborder.com to complete the student withdrawal form. If you are unable to complete online please contact the school at (919) 718-0160.
2. Please return all textbooks, library books and other classroom books before leaving.
3. Please pay all outstanding charges for the cafeteria, media center, etc.
4. Once a records request is received from the new school all student records will be sent over.

Appendix A:

NOTIFICATION OF RIGHTS

Title IX

Lee County Schools does not discriminate on the basis of sex in its education programs or activities and is required by Title IX of the Education Amendments Act of 1972 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 program or activity of the school system.

The Board has designated a Title IX coordinator to coordinate its efforts to comply with its responsibilities under Title IX and its implementing regulations. Inquiries about the application of Title IX and its implementation of federal regulations may be referred to the Title IX coordinator and/or the Assistant Secretary for Civil Rights in the Office for Civil Right at the U. S. Department of Education.

The contact information for the Title IX coordinator is as follows:

Stacie Eggers, 106 Gordon Street, Sanford, N. C. 27330

seggers@lee.k12.nc.us 919-774-6226

The contact information for the Office for Civil Rights with jurisdiction over North Carolina is as follows:

4000 Maryland Ave., SW Washington, DC 20202-1475

Telephone: 202-453-6020 TDD: 800-877-8339

FAX: 202-453-6021 Email: OCR.DC@ed.gov

<https://boardpolicyonline.com/bl/?b=lee>

Section 504

It is the intent of Lee County Schools to ensure that students with disabilities as defined by Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate education services while ineligible for services under IDEA. In addition,

students may be eligible for services under Section 504 and IDEA. Information regarding referral services may be obtained by contacting your child's school principal.

FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

<https://boardpolicyonline.com/bl/?b=lee#&&hs=158056>

- The right to inspect and review the student's educational records and the procedure for exercising this right.
 - The parent and/or eligible student should contact the school principal to arrange a time and place for the records to be inspected.
- The right to request amendment of the student's educational records that the parent or eligible student believes to be inaccurate, misleading or in violation of the student's privacy rights, and the procedure for exercising this right:
 - The parent and/or eligible student notify the principal in writing of the information that needs to be changed and why.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent;
- The type of information designated as directory information and the right to opt out of release of directory information.
 - Lee County Schools will release "directory information" about individual students upon request as explained in Board Policy 4700
<https://boardpolicyonline.com/bl/?b=lee#&&hs=158056>
unless the parent has opted out of the disclosure of directory information by providing written notice to the school principal or superintendent's designee no later than thirty (30) days after the beginning of the school year. Any such opt-out must be renewed annually and/or when the child changes schools.
- That the school district releases records to other institutions that have requested the information and in which the student seeks or intends to enroll;
- The right to opt out of releasing the student's name, address and phone number to military recruiters or institution of higher education that request such information;
- A specification of the criteria for determining who constitutes a school official and what constitutes a legitimate education interest if a school official discloses or intends to disclose personally identifiable information to school official without consent;
 - A school official is a person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff, school security, and school resource officers); a Board of Education member; or person or company with whom the school system has contracted to perform a specific task that it would otherwise use its own employees to complete and who is under the direct control of the school with respect to the use and maintenance of education records. A school official has a "legitimate educational interest" if the official needs to

review an education record in order to fulfill his or her professional responsibility.

- Notification if the school district uses contractors, consultants, volunteers or similar persons as school officials to perform certain school district services and functions that it would otherwise perform itself; and
- The right to file complaints with the Family Policy Compliance Office in the U.S. Department of Education.

Title I Annual Parental Notification

In accordance with federal law, parents of students in Title I schools are being notified of the following parental rights as well as other required information regarding Title I.

<https://boardpolicyonline.com/bl/?b=lee#&&hs=157854>

- Title I parent and family engagement policy (see policy 1320/3560)
<https://boardpolicyonline.com/bl/?b=lee#&&hs=157855>
- Parent rights related to student records (see policy 4700, Student Records)
<https://boardpolicyonline.com/bl/?b=lee#&&hs=158056>
- Parental rights related to student surveys (see policy 4720, Surveys of Students)
<https://boardpolicyonline.com/bl/?b=lee#&&hs=15805>
- The approximate dates of any non-emergency, invasive physical examination or screening that is: a) required as a condition of attendance, (b) administered and schedule in advance by the school administration, and (C) not necessary to protect the immediate health and safety of students;
- The schedule of pesticide uses on school property and their right to request notification of on scheduled pesticide use (see policy 9205, Pest Management);
<https://boardpolicyonline.com/bl/?b=lee#&&hs=158291>
- Student behavior policies, the Code of Student Conduct, and school standards and rules (see policies in the 4300 series)
<https://boardpolicyonline.com/bl/?b=lee#&&hs=158008>
- The permissible use of seclusion and restraint in the schools (see regulation 4302-R, Rules for Use of Seclusion and Restraint in Schools);
<https://boardpolicyonline.com/bl/?b=lee#&&hs=158019>
- Policy 4329/7311, Bullying and Harassing Behavior;
<https://boardpolicyonline.com/bl/?b=lee#&&hs=924551>
- Policy 1740/4010, Student and Parent Grievance Procedure;
<https://boardpolicyonline.com/bl/?b=lee#&&hs=157866>
- The dates of the system-wide and state-mandated tests that students will be required to take during that school year, how the results from the tests will be

- Required to take during that school year, how the results from the tests will be used, and whether each test is required by the State Board of Education or by the local board;
- Grading practices that will be followed at the school and, for parents of high school students, the method of computing the grade point averages that will be used for determining class rank (see policies 3400, Evaluation of Student Progress <https://boardpolicyonline.com/bl/?b=lee#&&hs=157938> and 3450 <https://boardpolicyonline.com/bl/?b=lee#&&hs=157945> Class Rankings);
- Available opportunities and the enrollment process for students to take advanced courses and information explaining the value of taking advanced courses;
- If applicable, that their child will be provided advanced learning opportunities in mathematics or will be placed in an advanced mathematics course;
- A clear and concise explanation of the North Carolina testing and accountability system that includes all information required by federal law;
- A report containing information about the school system and each school, including, but not limited to:
 - The following information both in the aggregate and disaggregated by category: student achievement; graduation rates; performance on other school quality and/or student success indicators; the progress of students toward meeting long-term goals established by the state; student performance on measures of school climate and safety; and, as available, the rate of enrollment in post-secondary education;

The performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;

The percentage and number of students who are:

assessed,
 assessed using alternate assessments,
 involved in preschool and accelerated coursework programs, and
 English learners achieving proficiency;

The per pupil expenditures of federal, state, and local funds; and
 Teacher qualifications.

The grade earned by the school on the most recent annual report card issued for it by the State Board of Education if the grade was a D or F;

- Supportive services available to students, including guidance, counseling, and health services (see policy 3610, <https://boardpolicyonline.com/bl/?b=lee#&&hs=157965> Counseling Program)
- Information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children;
- For parents of students in grades 5 through 12, information about cervical cancer, cervical dysplasia, and human papillomavirus, including the causes and symptoms of these diseases, how they are transmitted, how they may be prevented by vaccination,

- including the benefits and possible side effects of vaccination, and places parents and guardians may obtain additional information and vaccinations for their children;
- How to reach school officials in emergency situations during non-school hours;
 - Information about and an application form for free and reduced price meals and/or free milk (see policy 6225 <https://boardpolicyonline.com/bl/?b=lee#&&hs=158100>, Free and Reduced Price Meal Services);
 - Information about the school breakfast program
 - Information about the availability and location of free summer food service program meals for students when school is not in session;
 - For parents of children with disabilities, procedural safeguards (see also policy 1730/4022/7231 <https://boardpolicyonline.com/bl/?b=lee#&&hs=157865>, Nondiscrimination on the Basis of Disabilities);
 - Information on the availability of the asbestos management plan and planned or in-progress inspections, re-inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities;
 - Education rights of homeless students (see policy 4125 <https://boardpolicyonline.com/bl/?b=lee#&&hs=157987>, Homeless Students)
 - The content and implementation of the local school wellness policy (see policy 6140,) <https://boardpolicyonline.com/bl/?b=lee#&&hs=15805>)
 - Their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in [G.S. 95-28.3](#) (see policy 5015, <https://boardpolicyonline.com/bl/?b=lee#&&hs=158064> School Volunteers);
 - That the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age, and that the school system provides processes for resolving discrimination and harassment complaints (see policies 1710/4020/7230, <https://boardpolicyonline.com/bl/?b=lee#&&hs=924454> Discrimination and Harassment Prohibited by Federal Law, 1720/4030/7235, <https://boardpolicyonline.com/bl/?b=lee#&&hs=924524> Title IX Nondiscrimination on the Basis of Sex, and 1730/4022/7231, <https://boardpolicyonline.com/bl/?b=lee#&&hs=157865> Nondiscrimination on the Basis of Disabilities
 - That the school system provides equal access to its facilities, programs, and activities to the Boy Scouts and other designated youth groups (see policy 1710/4021/7230, <https://boardpolicyonline.com/bl/?b=lee#&&hs=924454> Discrimination and Harassment Prohibited by Federal Law; and
 - The availability of and the process for requesting a waiver or reduction of student fees (see policy 4600, <https://boardpolicyonline.com/bl/?b=lee#&&hs=158055>) Student fees

