

R. Brown McAllister STEM Elementary School



Student/Guardian Handbook
2026-2027

Dear R. Brown McAllister STEM Elementary Families,

Welcome Bobcats! We are especially excited to welcome all of our new Bobcats along with their families to our school!

We know that for students to be successful, families and teachers must have common goals for the children, and we must all work together. Our goal is to create the kind of school environment and provide the type of instructional program that will enable each student in our school to maximize potential as a life-long learner. For us to achieve growth with students and as a school, we need your cooperation and support. The relationship between the family, student, and teacher will be crucial in assuring success this school year. Take time to familiarize yourself with school policies and know what the expectations are in your child's classroom. If problems should arise, please contact the teacher and work cooperatively toward a beneficial resolution.

The following information regarding policies and procedures is very important to your child's success while here at R. Brown McAllister STEM. Please take the time to review all content with your student. If you have any questions regarding any policy or procedure, please contact your student's teacher or the front office. Open communication between you and the school is a critical component to your student's success this school year. Please check our school's website for up to date information throughout the school year.

We need your participation and support throughout the school year. The easiest way to be involved is to join the PTO. We can always use more parent support in school and out of the building.

I am sincerely looking forward to celebrating our students' achievements throughout the school year with you. Please help support the R. Brown McAllister STEM staff by ensuring your student is reading at home, arriving at school on time every day, and you are a member of the PTO. On behalf of the entire school, I wish you all a school year full of excitement and learning!

Tiffany Nickel
Principal

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**Upon reading the handbook in its entirety and by filling out the Scribbles form, you acknowledge that you have read the entire handbook, including all rules, policies and compacts and understand the R Brown McAllister STEM Elementary expectations for the 2026-2027 school year.*

Progress Reports and Report Cards

**You can access the full Cabarrus County Schools academic calendar [here](#).*

Quarter	Progress Report/ Report Card	Send Home
1st Quarter	Progress Reports Report Cards	9/9/26 10/21/26
2nd Quarter	Progress Reports Report Cards	11/13/26 1/13/27
3rd Quarter	Progress Reports Report Cards	2/5/27 4/2/27
4th Quarter	Progress Reports Report Cards	4/23/27 5/26/27

For additional information on grading policies followed please review the [Report Card Handbook](#) and [Policy 3400](#): Evaluation of Student Progress.

IMPORTANT PHONE NUMBERS

❖ CABARRUS COUNTY ADMINISTRATIVE OFFICES:	704-260-5600
❖ SCHOOL OFFICE:	704-260-6270
❖ SCHOOL FAX:	704-260-6289
❖ SCHOOL CAFETERIA OFFICE:	704-260-6288
❖ KIDS PLUS OFFICE:	704-260-6287
❖ SCHOOL NURSE:	704-260-6286

PTO

Welcome to the 2026-2027 school year! RBrown McAllister STEM Elementary PTO is committed to supporting our students, teachers, and staff by creating enriching experiences, organizing family events, and providing resources that enhance learning. None of this is possible without the support of our families. Volunteers are the heart of our PTO, and every event, program, and activity throughout the year depends on parents and caregivers who are willing to lend a hand or time. Whether you can volunteer for one event, help behind the scenes, or serve throughout the year, every contribution makes a meaningful difference. We invite you to join us in building a strong, connected school community where every child can thrive. We look forward to partnering with you this school year! Please contact rbmpto@gmail.com and visit [RBM PTO Website](#) for all of our latest announcements!

Meeting Dates: Generally the first Monday of every month from 2pm-3pm (except for when Monday's fall on holidays/school closings)

Sept 14
Oct 5
Nov 2
Dec 7
Jan 11 (possible off campus meeting, details TBD)
Feb 1
Mar 1
Apr 5
May 3

Monthly Volunteer Events:

- Treat Trolley: x1 Wednesday per month
- Slushies: typically the last Thursday of each month
- Duty Free Lunch: x1 Friday per month

Yearly Volunteer Events:

- Bobcat Bash/Fall Festival: Thursday 10/8 5pm-7pm
- Fall Fundraiser Event (details TBD): October 14-23
- Winter Wind-Down (details closer to time)
- Staff Holiday Luncheons (December & May)
- Love The Bus week (Feb 1-5)
- March Madness Fundraiser: (Mar 17-24)
- Teacher Appreciation Week (May 3-7)
- End of Year Dance (May 25)

2026-2027 PTO Board:

President: Caroline Drye
Vice President: Laura Moore
Treasurer: Rebecca Kittel
Secretary: Sharonda Telfair

Contact information:

email: rbmpto@gmail.com
website: [RBM PTO Website](#)

INSTRUCTIONAL/TECHNOLOGY FEES

All CCS students are asked to participate in paying an Instructional/Technology fee each school year. The fee is \$30 per student this school year. Half of the fee collected will be used at R. Brown McAllister STEM Elementary School to assist with instructional supplies. The other half of the fee is used by the Technology Department to assist with normal wear and tear and maintenance of technology devices. The preferred payment method is K12 Payment Center, <https://www.k12paymentcenter.com/Home/Index>. Parents may also pay the fee with cash or a check sent to their child's classroom teacher.

Information on the availability of and process for requesting a waiver or reduction of student fees can be found in [CCS BOE Policy 4600, Student Fees](#).

AI GUIDELINES AND EXPECTATIONS FOR STUDENTS

As technology continues to evolve, Artificial Intelligence (AI) is becoming an increasingly important tool in education. At Cabarrus County Schools, we recognize the potential of AI to enhance learning while ensuring its use aligns with ethical standards, academic integrity, digital citizenship, and student safety. We encourage families to review these guidelines together to promote responsible and appropriate AI use.

District AI Guidelines for Students

AI is intended to support learning, not replace student thinking, creativity, or effort. When approved by a teacher, AI may be used to brainstorm ideas, summarize topics to improve understanding, create practice questions and study guides, strengthen writing through grammar and style suggestions, and support coding and computational thinking.

Students are expected to use AI responsibly and honestly. Kindergarten through fifth-grade students should not independently engage in AI chats. Teacher permission is required before using AI tools for school assignments. For K–5 students, Adobe Express and teacher-monitored AI chat experiences are the only approved AI chat tools.

Students remain responsible for all work they submit. Any AI-generated content should be reviewed, edited, and verified by the student before submission. Teachers may require students to disclose when AI has been used. Misuse of AI, including submitting AI-generated work as original work or violating classroom expectations, may result in academic consequences.

Students should understand that AI is a tool, not a person. They should learn to recognize when AI is being used in digital content, think critically about AI-generated information, protect their personal information, and use AI responsibly and ethically.

AI Literacy by Grade Level

Kindergarten–2nd Grade: Students will build foundational digital literacy, critical thinking, and computational thinking skills while learning about AI in age-appropriate ways. They will learn what AI is, understand that AI is not human, begin recognizing when AI is used in everyday technology and media, and develop curiosity about how AI can be used responsibly. Students in these grades will not engage directly with AI chatbots.

Grades 3–5: Students will continue developing digital literacy, critical thinking, and computational thinking skills while participating in limited, teacher-directed experiences with AI. They will deepen their understanding of AI, strengthen their ability to recognize AI in modern media and digital tools, and learn how AI can be used responsibly. Any use of AI chat tools will be limited to approved, teacher-monitored experiences.

Parents and Families

Families play an important role in helping students become responsible digital citizens. We encourage parents and guardians to talk with their children about ethical AI use, reinforce the importance of honesty and academic integrity, and contact their child's teacher with any questions about AI tools or classroom expectations.

Looking Ahead

Artificial Intelligence will continue to evolve, and Cabarrus County Schools will regularly review and update these guidelines as technology changes. We appreciate our partnership with families as we prepare students to use AI responsibly, thoughtfully, and ethically.

ATTENDANCE POLICY & RECORDS INFORMATION

In Cabarrus County Schools, the process for a child to achieve success and educational excellence begins in elementary school, where regular attendance, including arriving on time and remaining in school for a full day of instruction, are essential. High numbers of absences in school can cause a child to fall behind. Missing 10% (or about 18 days) makes it more difficult for a child to learn to read. A student can still fall behind if he or she misses a day or two every few weeks. Late arrivals to school can lead to poor attendance later and missing gaps of instruction due to absences or tardies makes it difficult for children to form healthy relationships with peers and teachers. Poor attendance in elementary school will lead to problems in middle and high school and very likely eventually dropping out of school. Likewise, it is essential that students actively participate in all activities and learning weekly.

Cabarrus County Schools will implement additional measures to improve overall attendance (*lawful or unlawful absences*) and tardies. Listed below are current efforts:

- A student will be considered tardy when he/she is not in his/her class when the final tardy bell rings (7:30 AM). **Students arriving after 8:15 AM must be escorted into the front office by an adult to receive a tardy slip.** The student will then be allowed to proceed to class alone.
- Parent contacts by school staff will increase regarding absences, tardies, and early checkouts. An Attendance Intervention Team led by our School Social Worker will review chronic attendance violators, including excessive tardies.
- Per CCS Policy, 5 unexcused tardies will result in 1 unexcused absence.
- Per CCS Policy, written excuses signed by a parent or physician are required in order to excuse an absence. Notes must be submitted on or before a student returns to school from the absence. Only handwritten notes or emails to a teacher or staff member will be acceptable. Written notice can also be submitted online by completing the [Student Absence Form](#) on the school website.
- If a student accumulates more than 6 excused absences, and illness is given as the primary reason for the absences, a doctor's input will be required.
- An attendance letter will be sent home when students reach 6 unexcused absences.
- An attendance conference is requested for students who reach 10 unexcused absences.
- Students who reach 20 absences may be retained in their current grade for the following year. In addition, there may be a referral to the superintendent's office for further review and recommendations (at the discretion of the principal).
- **Parents of students with chronic attendance violations will be referred to truancy court when a lack of cooperation and/or significant increase in student absences is observed.**
- Administrative involvement will continue regarding chronic absences, tardies and early checkouts.
- Please avoid scheduling dental or other doctor's appointments during the school day. If a student is signed out by a parent to leave school and return that same day (i.e. dentist or doctor's appointment), he/she **must** come by the office to sign the student back into the school before returning to the classroom. A student must be present at least 1/2 of the school day (3 hours and 25 minutes) in order to be counted present.
- Tardies and early checkout due to doctor's appointments will require a doctor's note submitted upon the student's return to school.
- Referrals for school social work and school counseling services as well as administrative intervention will occur in order to address issues that impact regular attendance. Please review [Policy 3610](#) here for more information on the Counseling Program.
- In unique circumstances, travel for educational purposes may result in absences coded as excused. Educational Opportunities must be approved at least one week prior to the trip. Per County policy, no more than five days will be excused for an educational opportunity. To have an educational opportunity approved, please submit the [Educational Opportunity Application Form](#) to the office prior to the student's absences.

Please review [Policy 4700](#) for more information on release of Student Records (specifically records that are not considered directory information).

SCHOOL DAY (8:15 AM – 3:00 PM)

Following staggered entry (the first week of school) we ask that all parents either utilize the car line or walk from home and release students to staff stationed at the car line/entry. Buses will proceed to the bus lot. Staff members will be on duty to assist all students until 8:15 AM in the morning and 3:15 PM in the afternoon. Students should arrive no earlier than 7:45 AM. All students will be provided the opportunity for breakfast before proceeding to class. Otherwise students report directly to their classrooms. Children who need to eat breakfast and are transported by parents should arrive no later than 8:00 AM. The breakfast lines close at 8:10 AM daily.

PARENTS AND VISITORS

All parents and visitors are to report to the office before going anywhere else on campus. **Visitors are required to bring a photo ID to sign in to the school.** Visitors will sign in, identify the purpose for their visits, and receive a visitor pass. R. Brown McAllister STEM Elementary staff will work diligently to minimize interruptions during school hours in order to protect instructional time for learning. Interruptions include unscheduled visitors, phone calls, or deliveries. Parents are encouraged to visit for scheduled volunteering opportunities. Upon leaving the school, visitors are required to sign out in the front office. *Visits to the school may be limited or prohibited for student safety and health (i.e. infectious disease, etc.).

AFTERNOON DISMISSAL

Parents should follow the same traffic plan for entering the school area as in the morning and remain in the car when picking up car riders. Students in 5th grade may ride their bicycles to and from school as long as they wear a bike helmet. After buses depart from campus, all students walk bikes from the bike rack along the sidewalk in front of the building until they get to Sunnyside Drive. **All other students (K-4th) can walk/bike to and from school with an adult. Walkers will be dismissed from the side doors of the building (to the left of the media center) to meet families.** Buses line up and load students from the bus lot. **Cars are not permitted to enter the bus lot area during arrival or dismissal.** Families should also avoid checking students out from the front office during this time. **Please call before 1:00 PM if afternoon transportation changes are needed. There are no checkouts after 1:45 PM.** *Specific guidelines and maps for dismissal will be shared with car-rider families along with car tags.

SEVERE WEATHER

In the event of weather so severe that there is a possibility schools may be closed, information will be shared throughout our school-wide ParentSquare system. Additionally, parents will receive a Parent Square phone call from the central office. Parents are also asked to stay tuned to their radio, television station, and check the county website for information. Parents may call the Cabarrus County Schools' information phone line at 704-784-6197. In order to maintain open communication lines, please do not call the school, school personnel, law enforcement agencies, and/or radio or television stations. If school is to be closed, the decision and announcement will be made prior to 7:00 AM. The principal is not authorized to dismiss school early unless so directed by the district superintendent. **An Early Dismissal Form should be completed each year to explain where your child would go in case of early dismissal.**

DISCIPLINE and PBIS

Positive discipline and class/morning meetings will be used to teach character education and help students increase their sense of belonging, responsibility, cooperation, problem-solving skills, conflict resolution, accountability, self-discipline, and mutual respect. Practicing these skills should enable all members of the

school community to enjoy an atmosphere of learning and respect while at R. Brown McAllister STEM Elementary School.

SCHOOL RULES

- 1) PLAY IT SAFE
- 2) ALWAYS BE PREPARED
- 3) WORK TO MAKE WISE CHOICES
- 4) SHOW RESPECT

SCHOOL NOISE LEVELS

- 0 = NO TALKING/NOISE
- 1 = WHISPER
- 2 = TABLE TALK
- 3 = STRONG SPEAKER
- 4 = OUTSIDE

Students will be recognized for exhibiting positive behaviors and portraying the school motto in their daily actions. Our school pledge and the mottos are visible around the school as reminders of our common expectations. Talk to your child about what special recognitions they have received as individuals, as a class, as a grade level, and as a school.

Recognition will be in the form of PAWS-itive Office Referrals and rewards (individual, class, grade level, and school). Rewards/Incentives are flexible depending on grade level, but will be given when students meet individual, class, and grade level goals. You can learn more about the PAWS-itive Print Program [HERE](#).

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

Classroom teachers instruct, model, and commit time for students to practice appropriate behavior. At times, students exhibit behaviors that do not align with our expectations. If these behaviors are able to be managed by the classroom teacher, they will submit a Minor Referral to the Educator's Handbook, and contact you by phone or Parent Square. The communication is designed to partner parents and teachers in addressing and improving the student behavior. If the behavior requires support from the office, the teacher will submit an Office Referral, Major Referral, to the Educator's Handbook. Typically it is the Student Success Coach or an Administrator who will meet with the student to collect a statement. Same-day contact with the parent occurs, ideally by phone. We seek to pair the response with the incident in a logical manner. For example, if a student misuses a material, they would lose the privilege to use that material for a period of time. We utilize think sheets, re-teaching sessions, restitution activities, and, when warranted, In School and Out of School Suspension. Additional information regarding Policy 4300: Student Behavior Policies can be found [HERE](#) as well as Policy 4302-R: Rules for Use of Seclusion and Restraint in Schools found [HERE](#).

MULTI-TIERED SYSTEM OF SUPPORT (MTSS)

We use a Multi-Tiered System of Support (MTSS) as a framework that promotes school improvement through academic, behavioral, and social emotional practices to ensure growth and success for all students. At R. Brown McAllister STEM Elementary, we believe that all children are able to grow and learn in classrooms that foster understanding and provide effective instruction tailored to meet the needs of each learner. Our mission is to improve schools through a systematic, data-driven, problem-solving approach. The use of a multi-tiered framework for academics, behavior and social emotional needs helps to foster student engagement, positive social interactions, and academic achievement for all students. Effective implementation of MTSS requires school staff to review and analyze available sources of data to support increased student performance and school success. Your child may receive the following screenings as well as a review of their academic, behavioral and social emotional progress:

- | | |
|----------------------------|---|
| • report cards/transcripts | • classroom observations |
| • behavioral screenings | • health screenings |
| • review of records | (vision, motor, hearing, speech/language, assistive technology) |
| • students conferences | • parent/guardian conferences |

- attendance reviews
- office discipline referrals
- end of Grade/Course Scores
- assessment & progress monitoring

(Mastery Connect & TE21, DIBELS 8th Ed., aimswebPlus, PVAT, etc.)

Your knowledge of your child's strengths and needs is so important to us, therefore your continued collaboration and support is essential to his/her success. Please contact your child's teacher if you have any questions or concerns.

BULLYING/HARASSMENT POLICY

Bullying and/or harassing are strictly prohibited. The repeated pattern of intimidation may be real or perceived. There are three types of bullying: physical, emotional, and relational. Bullying may include, but is not limited to repeated verbal taunts, name-calling, implied or stated threats, and exclusion from peer groups. Bullying can occur in person, or through social networking sites, texting, blogging, and the internet. Students who feel bullied, harassed, or intimidated at school by an adult or another student should report the concern to a teacher, administrator, or other staff member at school. Bullying and Harassment Reporting Forms are available on the CCS and RBM STEM websites or can be found [here](#).

COMMUNICATION

Communication is one of the key indicators of the success of a school. We will use various forms of communication (more listed in the Family Engagement Plan section below) to keep our families informed of the happenings at our school: Parent Square posts, weekly newsletters, school website, school sign, calendars, phone messages, emails, and social media. Teachers will only be called to the phone for emergencies. Callers during the day will be able to leave a message/voicemail.

All K-5 students will use a blue plastic "take home" folder to bring home all school communications on Thursday afternoons.

Additionally, should concerns or complaints arise at any point, Cabarrus County Schools BOE Policies [1740/4010](#) and [1742/5060](#), address the procedure for responding to and resolving student and parent grievances. In general, the complaint should be received and addressed at the level closest to which the complaint originated. For example, a complaint regarding a classroom should be heard first by the teacher. A complaint regarding the school should be addressed first by the principal.

Any parent or student who is unclear about the options for proceeding with a concern may contact the school office for further information and copies of all applicable board policies.

*Virtual communication measures will be utilized regularly to keep stakeholders abreast of updates, information, and activities. These avenues as well as online learning platforms and individual contacts will be the primary means of communication in order to increase both efficiency and environmental friendliness.

PARENT - TEACHER CONFERENCES

Families are encouraged to attend two conferences. The Fall conference will be hosted by the homeroom teacher and the Spring conference will be hosted by the student. Additionally, you may call the school office any time during the school day and leave a message for the teacher or send the teacher an email or message. The teacher will call you either during his or her duty-free planning period or after school. Please try to resolve classroom problems with the teacher before contacting administration.

CABARRUS COUNTY SCHOOLS DRESS CODE

What to wear to school:

- Skirts and shorts: at least mid-thigh length or longer.
- Shirts and blouses: must cover the student's midriff - no plunging necklines or exposed cleavage.
- Straps: must be at least 2 inches thick.
- Pants: fitted at the waist.
- Shoes: shoes or sandals.

What NOT to wear to school:

- Muscle shirts or spaghetti strap tank tops.
- Clothing advocating drug, alcohol, or tobacco use.
- Clothing with inappropriate or suggestive language.
- Clothing that discriminates against particular groups.
- Shorts or skirts that are shorter than mid-thigh, or pants or jeans with holes above mid-thigh that reveal undergarments.
- Bedroom slippers, shoes with wheels, flip-flops, or shoes that pose a safety risk for the student.
- Sunglasses, hats, caps, stocking caps, toboggans, bandanas, headbands or any other headgear that is disruptive while in the school building.
- Any item that is related to gang activity.

The Cabarrus County Board of Education specifies that each student must come to school appropriately dressed in clothing that is not disruptive to the educational process and does not endanger the health and safety of others. Failure to comply with dress code violations may result in disciplinary consequences up to out of school suspension.

CLASS PARTIES

Classes may have no more than two (2) parties each year. Grade levels will choose the occasions for the parties. Parties will be held on the school campus. The teacher and grade parents will plan the parties. It is a parent's responsibility to let school staff know if his or her child has an allergy of any kind. **All foods provided for students are to be pre-wrapped or packaged. These foods may be purchased from a supermarket, bakery, or caterer. Homemade items are not allowed for student consumption.**

Families are not allowed to have birthday parties for their children at school. Birthdays may be recognized by the family by sending a small individual store-bought food item (cookie, cupcake, etc.). A healthy snack is encouraged. Please also keep in mind whether there are students within the class who may have allergies. **Invitations to private or personal parties are not to be distributed at school.** Families are also asked not to send flowers or balloons to school as presents.

*Activities and celebrations may be limited or prohibited for student safety and health (i.e. infectious disease, etc.).

PERSONAL BELONGINGS & STUDENT I.D. BADGES

Families are asked to properly mark all personal items such as lunch boxes, coats, jackets, hats, school bags, etc. with their students' names. This will ensure prompt return of any personal belongings should they be lost or misplaced. **Students should leave all cell phones and personal electronic devices at home** as outlined in the CCS BOE [Policy 4318: Use of Electronic Devices](#). Responsibility of all personal items falls to the

student, therefore, the school is not liable for any lost or damaged personal items. Students are provided with a free I.D. badge at the beginning of the school year. This badge allows students accurate and speedy access to their cafeteria and media center accounts. Parents should request an I.D. from their child's teacher if they wish to replace a lost or damaged badge. The fee for an I.D. badge is \$5.00. *If your child is missing an item, please feel free to reach out to the teacher for assistance in retrieving any items.

SCHOOL BUS CONDUCT AND SAFETY

School bus passengers have the same responsibility for good behavior on the bus as they do in the classroom. School bus rules and actions of school bus drivers are for the safety of our children. The bus driver, subject to the direction of school administration and the bus supervisor, has complete authority to maintain good order and good conduct on the bus (G.S. 115-185). The school/activity bus conduct safety rules and responsibilities are listed below. Please discuss these rules and consequences of misconduct with your children, stressing the importance of maintaining good behavior and staying in their assigned seats at all times while riding a bus. Your support and cooperation are needed. Children can only ride a school bus on which they have an assigned seat. The bus supervisor should be contacted if you have a family emergency or hardship.

Cabarrus County Schools School Bus Rules and Guidelines

These School Bus Rules and Guidelines are for the safety of the students and the bus driver. Remember, *school provided transportation is a privilege, not a right.*

Rules:

Play it safe.

1. Remain seated, facing forward in your assigned seat.
2. No eating or drinking.
3. Keep your body and all other objects to yourself and inside the bus.
4. Use appropriate noise levels.

Always be prepared.

1. Be on time to get on and off at your assigned stop.
2. Be seated in your assigned seat as soon as you get on the bus.

Wise choices.

1. Ride only on your assigned bus
2. Maintain cleanliness and appearance of the bus. Do not damage the bus in any way.

Show respect.

1. Follow the School Bus Driver and/or Monitor's directions the first time given.
2. Be respectful with words and actions.

Failure to follow School Bus Rules and Guidelines may result in loss of riding privileges. Students are required to come to school even if they have been suspended from the school bus.

ANIMALS ON SCHOOL GROUNDS

Family pets or animals may carry diseases and endanger our students' health. Pets and animals are not allowed on school property while school is in session. Proof of vaccinations will be required for all service animals.

CHILD NUTRITION PROGRAM

Each student has a cafeteria account. Your child may pay daily or make deposits into the account. When sending a check, be sure to write your child's name and student number on the check. Paying online is

another option. Free and reduced-price lunches are available for families who qualify financially. You can access online applications for free/reduced meals [here](#). If you do not have access to a computer, please contact our cafeteria manager for a paper copy or for additional assistance. For more information on free and reduced price meal services see [Policy 6225](#). **This information is always handled in a confidential manner.**

2025-2026 Prices: Breakfast is served daily. The full price is \$1.40. There is no charge for students who qualify for free or reduced meals. Students are encouraged to buy the school lunch, as it is a well-balanced meal. The full price for lunch for students is \$2.85 per day. There is no charge for students who qualify for free or reduced meals. Check the Child Nutrition [website](#) for adult pricing and for more information on the costs of individual items. Milk is served with all meals. Juice cartons and extra milk are also for sale. Desserts and snacks do not come with the daily lunch. However, they may be purchased separately.

Students are allowed to bring box or bag lunches to the cafeteria. However, glass bottles are not permitted, and we prefer no carbonated drinks. **Per School Board Policy 6140, fast foods are not permitted in the school cafeteria unless they have been repacked in containers that do not display the fast food symbol.**

Students who forget their lunch money may request to charge their lunch. However, charging for lunch is not routinely encouraged. **Students may not exceed a \$8.00 charge limit.** When students charge, parents/guardians will be notified. Until the charges have been paid, they will not be allowed to purchase extra items. Parents are expected to pay cafeteria charges as soon as they receive a letter of notification from the cafeteria manager.

Family members are welcome to eat lunch along the bench seating on the outer cafeteria walls (please note that no sign-up is needed but there may be limited seating/availability). The adult meal is priced “a la carte”. Family members should meet their student in the cafeteria rather than going to the classroom. Family members are only permitted to eat with their student. Please remember to sign in at the office and get a Visitor’s Pass. If a family member wishes to bring their student a lunch purchased from a restaurant, food can only be for their student and should be eaten with the family member (in the visitor section of the cafe’). Additionally, visitors will be allowed during specific windows throughout the year beginning on September 15, 2025 and ending on May 1, 2026 with blackout dates shared throughout the year for testing and other events.

PAYMENTS

Families may elect to send cash, checks, or make any school payments online [here](#). Though electronic payments are preferred, families may also elect to send checks to pay for class field trips, replacement of I.D. badges, etc. Please include on your checks the following: **full name, correct address, phone number(s), and driver’s license #.** Please call Shannon Sherwood at 704-260-6270 or email shannon.sherwood@cabarrus.k12.nc.us for more information concerning check payments.

Cabarrus County Schools is always looking for ways to be more efficient and effective in our fiscal policies. While it may seem like a minor issue to some, receipt of non-sufficient fund (NSF) checks is a time consuming and costly issue. As with any business, Cabarrus County Schools has an obligation to our clients, the community taxpayers, to be fiscally accountable. Processing NSF checks can take valuable time from the school district personnel.

To manage this process, our district began using FARS (Federal Automated Recovery Systems) on August 28th, 2006 to protect the interest of all in our school system community against the time consuming and costly recovery of Non-Sufficiently funded checks. FARS utilizes the federal and state laws allowing the electronic recovery process of NSF checks, which results in a high rate of recovery at no cost to the school district. The cost becomes the responsibility of those who wrote non-sufficient fund checks with the electronic recovery of the face amount of the check and the electronic recovery of the state fee from the check writer’s bank account.

Utilizing FARS is an effort by the school district to be fiscally accountable in a more efficient and cost effective manner.

BEFORE AND AFTER SCHOOL PROGRAM --KIDS PLUS

KIDS PLUS operates each school day from 6:00-7:45 AM and 3:00-6:00 PM. If you are interested in this program, please reach out to Sharon Hooker, Kids Plus Director at RBM STEM, by emailing sharon.hooker@cabarrus.k12.nc.us

BOARD OF EDUCATION POLICIES/ADMINISTRATIVE RULES

All parents can access Board of Education Policies & Rules by visiting Cabarrus County School's website. **Please discuss these rules with your child and review the penalties for non-compliance.** The North Carolina attendance regulations with definitions of lawful and unlawful absences can be found in this same document.

ILLNESS AND INJURY

The school nurse will adhere to practices taken from state law and recommendations of state and local officials. Some of these practices are listed below.

1. For minor cuts and scrapes, soap and water are used first. First aid spray or ointment cannot be used.
2. If a child becomes sick at school or if an injury might require a doctor's attention, parents will be called and asked to pick up the child. **It is very important that the school has updated telephone numbers in case of illness, injury, and/or emergencies.**
3. Parents should **always** inform the school of any significant medical conditions.
4. Parents must also complete the required **Physician Authorization of Prescription and Non-Prescription Medication form before school personnel can dispense medications** or before students can be allowed to self-medicate.
5. Parents are asked to keep children at home if they have symptoms of any contagious illnesses. **Children should be free from fever, nausea, and vomiting for 24 hours before coming back to school.**

*Specific information regarding special situations (i.e. infectious disease) and illnesses will be shared as it becomes available through the Cabarrus Health Alliance, School Health, and Cabarrus County Schools.

LICE AND NITS POLICY

1. Students may not attend school if live lice are found.
 - a. If live lice are found, the school nurse will contact a parent to pick up student at the time of discovery and send the student home with a 14-day treatment calendar and fact sheet.
 - b. If nits are found but no live lice, students can remain at school until the end of the day, but the school nurse will contact a parent to discuss treatment and send home a 14-day treatment calendar and fact sheet.
 - c. Students with live lice or nits may return to school after proof of treatment and are rechecked by the school nurse or school designee to verify no live lice. The student should be accompanied by a parent for a recheck with the school nurse. The student should not use school transportation until cleared of live lice by school nurse or school designee.
 - d. The school nurse or school designee will recheck students 14 days after initial discovery and treatment to make sure there are no live lice.
2. If siblings of students with live lice or nits are in the school district, the school nurse or school designee will check them.

3. Other students/families will not be notified if only 1 case of lice/nits is found in a classroom. If three or more cases of live lice/nits are found in a classroom, a teacher/assistant or School Nurse will check classes and a letter will go home to parents of that classroom.
4. If student(s) are present with symptoms of head lice, other screenings will be conducted at the discretion of the school nurse and principal.

SCHOOL/PLAYGROUND SAFETY

The use of skateboards, roller skates, in-line skates, or scooters on school property is prohibited. Students should not be on school grounds after 3:15 PM or on the weekends without adult supervision. The playground areas at R. Brown McAllister STEM are **unsupervised** after school hours (3:00 PM). **Please do not allow children to return to the playground areas without adult supervision.** Additionally, the KidsPlus program has priority access to school grounds/playgrounds until 6pm on school days. If there are any existing playground safety concerns, please report those to the office. Thank you for your cooperation in taking precautions to prevent injuries from occurring. *Access to Cabarrus County Schools playgrounds and spaces may be limited or prohibited for student safety and health (i.e. infectious disease, etc.).

CHILD CUSTODY AND RESIDENCY

The school **must have** a copy of legal documents in any child custody case. A child cannot be released to a non-custodial parent without these documents. Likewise, updated parent contact information and student residency (home address) is essential and must be available in the event that an emergency should arise.

SCHOOL SAFETY

To prepare students for dangerous situations that could occur during a school day, drills will be practiced throughout the school year on various procedures (Fire Drills, Tornado Drills, Bomb Threats, Earthquakes, and Lockdowns). Of course, our hope is that the students never get the opportunity to use the skills practiced in a drill, but well-ordered and practiced procedures ensure proper follow through in the event of an emergency. In the event of an emergency, families will be contacted as soon as possible regarding the welfare of their child(ren). Various outlets are available and used for communication to stakeholders. Additionally, the ParentSquare system allows school staff to send messages instantaneously to all families of the school community. When emergency messages are sent, the system will contact various numbers for each family to ensure the message is received.

Should an emergency arise during non-school hours, students and families are encouraged to contact emergency personnel. Additionally, the appropriate school staff can/should be made aware of any situations that may impact the school by calling the front office or emailing the designee (principal, assistant principal, social worker, counselor, etc.).

FAMILY ENGAGEMENT PLAN

R. Brown McAllister STEM Elementary School welcomes family and community input to ensure the success of our students. The staff at R. Brown strive to create and maintain open lines of communication. We provide communication to families through the following methods:

- Every student receives the R. Brown McAllister STEM Elementary School Parent & Student Handbook with our policies.
- Our weekly newsletter, The Tank-Up Tuesday, highlights school events.
- Regular Parent Square posts share school-wide, PTO, and class announcements. Individual student/family messages can also be shared via Parent Square.
- Our school website is updated regularly with new information.

- Our school social media accounts (Facebook and Twitter) are also updated with new information and reminders. These accounts are also great sources to see our Bobcats in action.
 - Parents/guardians are encouraged to volunteer in the school community.
 - Families are encouraged to take advantage of their rights to take four hours of unpaid leave from their jobs every year in order to attend or otherwise be involved at their child's school as stated in [G.S. 95-28.3](#).
 - More information on School Volunteers can be found at CCS BOE Policy [5015](#).
 - Parents/guardians are encouraged to chaperone field trips. Chaperones must be approved and hold a current CCS Volunteer Card. To apply, parents/families can fill out this [form](#).
 - Parents/guardians are asked to complete a Parent Satisfaction Survey each year.
 - As a PBIS school we promote responsible student behavior. We utilize a PAWs-itive Print Club program to promote and celebrate positive behavior. Additionally, parents/guardians can expect regular communication regarding classroom activities and student behaviors through ParentSquare.
 - All teachers and parents/guardians are encouraged to have a first quarter conference.
 - Parents/Guardians may request additional conferences throughout the year as needed.
- *Conferences and contacts may take place virtually.

The staff and PTO at R. Brown McAllister will plan quarterly events for families to attend.

- Curriculum Night serves as an opportunity for families to learn about the state standard course of study, current state testing, as well as join the PTO.
- Each quarter the school and PTO will work together to plan family nights, special events, student concerts, and/or other activities.
- Parent feedback will be collected after the events to ensure we are meeting the needs of our families.

*Events may be canceled, postponed, or held remotely for student safety and health (i.e. infectious disease, etc.).

R. Brown McAllister embraces the philosophy of providing a welcoming school environment.

- The PTO Board will meet each month. They will also hold open meetings each quarter.
- Parents are invited to serve on our School Improvement Team, which meets the second Monday of each month. We strive to have our diverse student population represented by parents.
- We will utilize the School Improvement Team and PTO Board to continue to encourage businesses to partner with our school.
- Input and feedback from parents will be solicited through the use of Parent Surveys, the PTO Board and the School Improvement Team.
- Additionally, the school system provides equal access to its facilities, programs, and activities to the Boy Scouts and other designated youth groups. Likewise, the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age. Information about this can be found in CCS BOE Policy [1710/4021/7230](#), Prohibition Against Discrimination, Harassment, and Bullying; Policy [1730/4022/7231](#), Nondiscrimination on the Basis of Disabilities; and Policy [5030](#), Community Use of Facilities.

PARENTS RIGHT TO KNOW

As a parent of a student at R. Brown McAllister STEM Elementary School, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the NC Department of Public Instruction has licensed or qualified the teacher for the grades and subjects he or she teaches.

- Whether the NC Department of Public Instruction has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled and qualified.

Additionally, the school will ensure that all notification requirements of the Protection of Pupil Rights Amendment and [BOE Policy 4720](#) are met, along with any other legal requirements regarding the surveying of students.

Families may also request to be notified of the school asbestos management plan and pest management processes (i.e., schedule of pesticide use, notification of non-scheduled pesticide use, et.) according to [BOE Policy 9205](#).

If you would like to receive any of this information, please call the school at (704) 260-6270.

TESTING INFORMATION AND DATES

The mission of Testing and Accountability in North Carolina is to promote the academic achievement of all North Carolina public school students and to assist stakeholders in understanding and gauging this achievement against state and national standards.

TESTING TRANSPARENCY NOTIFICATION: Parents have the right to request and be provided with information regarding any state or local educational agency policy regarding student participation in any assessments mandated by the state or local educational agency.

Test Name	2026-2027 Test Date	Purpose	State/Local
WIDA Screener	8/12-9/11	Screen student English language proficiency	State
BOY Amplify	8/19 - 9/10	Assesses student understanding	State
BOY i-Ready Diagnostic	8/17 - 9/2	Assesses student understanding	Local
BOG3	8/26	Assesses student understanding	State
NCELI 30 Day Checkpoint	By 9/18	Assesses kindergarten children's early learning development	State
3rd-5th Reading Benchmark #1	10/1-10/14	Assesses student proficiency	Local
5th Science Benchmark #1	10/1-10/14	Assesses student proficiency	Local
3rd-5th Math Benchmark #1	10/1-10/14	Assesses student understanding	Local
Read to Achieve Test	10/19-10/30	Assesses student proficiency	State

NC ELI 60-day Checkpoint	by 11/10	Assesses kindergarten children's early learning development	State
MOY i-Ready Diagnostic	1/19-1/23	Assesses student growth	Local
5th Science Benchmark #2	12/2-12/11	Assesses student understanding/growth	Local
3rd-5th Math Benchmark #2	12/2-12/11	Assesses student understanding/growth	Local
3rd-5th Reading Benchmark #2	12/2-12/11	Assesses student understanding/growth	Local
MOY Amplify	12/15-1/21	Assesses student growth	State
ACCESS Testing	1/11-3/5	Accesses English language proficiency	State
3rd-5th Math Benchmark #3	3/22-4/2	Assesses student understanding/growth	Local
3rd-5th Reading Benchmark #3	3/22-4/2	Assesses student understanding/growth	Local
5th Science Benchmark #3	3/22-4/2	Assesses student understanding/growth	Local
NNAT	4/12-4/23	Qualifies students for AIG	State
EOY i-Ready Diagnostic	4/1-4/30	Assesses student proficiency/growth	Local
EOY Amplify	4/22-5/14	Assesses student proficiency/growth	State
EOY K-2 Summative Math Assessments	4/28-5/26	Assesses student proficiency	State
Reading EOG (3rd-5th Grades)	5/13-5/26	Assesses student proficiency	State
Math EOG (3rd-5th Grades)	5/13-5/26	Assesses student proficiency	State
Science EOG (5th Grade)	5/13-5/26	Assesses student proficiency	State
Read to Achieve Test	5/14-5/26	Assesses student proficiency	State

R. Brown McAllister STEM Elementary School- Parent Compact

This compact is an agreement among a student, his/her parent or guardian, his/her Title I teacher, and the administration. It defines the roles and responsibilities of each person involved in the child's education. This is an effort to foster the child's ability to reach his/her potential. It is a promise to help each other carry out this agreement.

As a PARENT/GUARDIAN, I want my child to achieve; therefore, I will encourage him/her by doing the following:

- Seeing that my child is punctual and attends school regularly.
- Supporting the school in maintaining proper discipline and reinforcing the Code of Conduct.
- Establishing a time and an appropriate place for remote learning and/or homework
- Encouraging my child's efforts and being available for questions.

- Reading with my child on a regular basis and letting my child see me read.
- Attending open houses and school programs.
- Staying in touch on a regular basis with all involved teachers

As a STUDENT, I want to work to the best of my ability, and I will strive to:

- Attend school regularly.
- Come to school each day with the necessary supplies.
- Respect and cooperate with adults and fellow students.
- Complete and return homework, assignments, and signed papers.
- Share with my parents something that I learned in school that day.
- Follow the Code of Conduct.
- Use my study time at home.
- Read daily to my parents or listen to my parents read to me.
- Ask for help when I don't understand.
- Put forth my best effort all day, every day.

As a TEACHER, I want our students to be successful; therefore, I will strive to:

- Have high expectations for all of my students and believe all students can achieve.
- Provide for the various learning styles of my students.
- Teach the rigorous curriculum and enforce the Code of Conduct.
- Maintain communication and cooperate with families to ensure the best education.
- Provide parents with helpful information for working with their child at home.
- Support the philosophy of the Title I Program of the Cabarrus County School System.
- Provide progress information to parents.
- Work collaboratively with other staff members to make the entire school a better place.