

LONNIE JACKSON ACADEMY

STUDENT HANDBOOK

2026-2027

"Be Kind, Be Safe, Be Responsible!"
Four Houses, One Hive

MUSCOGEE COUNTY SCHOOL DISTRICT

MISSION

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

VISION

The Muscogee County School District is a beacon of educational excellence where all are known, valued, and inspired.

Lonnie Jackson Academy follows the Muscogee School District Student Handbook and Code of Conduct.

Frequently Called Numbers

Lonnie Jackson Academy.....706-565-3039

Lonnie Jackson Academy Fax.....706-565-3046

Lonnie Jackson Cafeteria.....706-565-3042

School District Main Switchboard.....706-748-2000

School District Transportation Department.....706-748-2876

School District Student Services.....706-748-3336

Parks & Recreation After-School Program.....706-225-4510

School Mascot

Bumble Bee



School Colors

Navy Blue and Gold

School Address

4601 Buena Vista Road
Columbus, GA 31907

Important Information

School Hours
7:45AM - 2:15PM

Office Hours
7:15AM - 3:00PM

Before/After School Care Hours (provided by Parks & Recreation)
Please contact Parks & Recreation at 706-225-4510 for details.

LONNIE JACKSON'S SCHOOL-WIDE EXPECTATIONS FOR BEHAVIOR

All students at Lonnie Jackson are expected to do the following:

- Be Kind (encourage your peers to do their best; say nice things to others)
- Be Safe (no horse playing at any time; no weapons or unsafe items)
- Be Responsible (practice restraint; apologize when necessary)

Dress Code

School Uniforms

Lonnie Jackson Academy has adopted a board approved uniform policy. Uniforms are collared polo style shirts and uniform pants, skirts, shorts, or jumpers. Undergarments are not to be visible at any time. All shoes (boys and girls) need to be rubber-soled with enclosed toes and heels (safety concern).

Grade Level	Polo Shirt	Bottom(s)
Pre-K/ Pre-K STEPS	Red	Khaki, Navy, or Black
Kindergarten and 1st grade	Light Blue or Navy Blue	Khaki, Navy, or Black
2nd and 3rd grade	Yellow or Gold	Khaki, Navy, or Black
4th and 5th grade	White or Light Grey	Khaki, Navy, or Black

All students are required to wear uniforms or an LJA shirt with uniform bottoms-no jeans. Monday through Wednesday. On Thursday, students may wear their house colors. On Friday, students may dress out of uniform following the MCSD dress code. Students must be in uniform on their birthday, unless the birthday falls on a Friday.

Purses must remain in the backpack unless arrangements have been with the classroom teacher.

Not permitted: tank tops, pajamas, spaghetti straps, tube tops, see-through shirts, hats or other non-religious head coverings, pants with holes, and no midriffs should be exposed. Shoe apparel such as flip flops, sandals, slides, crocs, slippers. and heelies are not acceptable. All items of apparel that distract the attention of other students or cause disruption are prohibited.

Through progressive disciplinary measures, repeated failure to wear uniform clothing will lead to an office referral. This uniform policy is strictly enforced. **Students who are not in uniform (Monday – Wednesday) will be required to call home and obtain uniform clothing. The same rules apply to Thursdays and Fridays. In the event we cannot reach a parent/guardian, we will utilize the LJA clothing closet for students who are out of dress code compliance.**

The student dress code reflects the Muscogee County School Board Policy. Please refer to the MCSD Student Handbook & Code of Conduct for further information on dress and grooming.

School-aged children are referred by a teacher to the **Sara Spano Clothing Bank** to receive clothes, socks, shoes, etc. Please contact your child's teacher and request a permission form, if you feel the need. PTA volunteers are needed to work the Clothing Bank and transport students.

Parents visiting the school for any reason should also dress appropriately. No night clothes or lingerie should be worn on school premises. Please do not wear attire that is revealing to our students, staff, and visitors.

PARENT PORTAL

The Parent Portal can be accessed through the MCSD homepage "Families" tab. This helpful tool provides parents with real-time attendance, assignment grades, and other helpful information. The legal guardian who registered the student must show proper photo ID to obtain the portal activation information. Activation letters will be available on Verification Day.

ATTENDANCE

Success in school is directly related to daily school attendance, and students are required by law to attend school regularly. The only excuses for absences, tardiness, or early checkout that are regarded as valid, or excused, are:

- Illness of the pupil or some member of the family requiring the pupil's presence at home
- Death of a member of the immediate family
- Doctor's appointments
- Special and recognized religious holidays observed by their faith
- Mandates of the government (court orders)
- 5 parent written excuses permitted (submitted within 3 school days of the absence)

TARDIES

The school day begins with breakfast being served from 7:00AM – 7:30AM. Our instructional day begins at 7:45AM and ends at 2:15PM. Students are tardy after 7:45AM. All students arriving after 7:45AM MUST report to the front office with a parent for a tardy pass. **Excessive tardiness will result in a referral to the school counselor and/or school social worker.**

EARLY CHECKOUTS

Students checked out before 11:00AM are marked absent. Students who are checked out after 11:00AM are marked Check Out Present. Students who are checked in after 11:00 are still considered absent for the day.

Early Checkout: Students should only leave during the school day due to an emergency or doctor's appointment. **Disrupting the day could adversely affect your child's academic progress.** If a student must be released during the school day, it can only be done through the school office by the parent or parent's representative. **The student must be signed out in the office by an adult listed on the registration form.**

Parents may not check students out after 1:45PM on regular school days due to traffic congestion. Students can only be checked out during this time with an excuse from the doctor. Be prepared to show a picture ID for checkout.

Students who have 5 or more unexcused absences, tardies or early check outs, in a single grading period are considered to be in violation of the attendance policy. When a student accumulates 3 unexcused absences, a letter is mailed to the parent/guardian. This is done to reinforce compliance with attendance laws. Continued violation of this policy may result in a referral to the school social worker and support agencies outside the school district. Among these agencies are the Department of Family and Children Services (DFCS), law enforcement, Juvenile Court, Family Connection, or other external agencies. An elementary student who accumulates **fifteen (15) days or more absences for the year** may be subject to retention in the same grade.

A note from home and/or the doctor stating the nature of the absence must follow every absence.

MORNING ARRIVAL

Students who are car riders should be dropped off in front of the school at the sidewalk. There is only 1 lane in the morning. Please do not drop your student off in the middle of the road to cross traffic. **Under NO circumstances should students be dropped off or picked up where cars are actively driving NOR in the back of the school in the parking lot area.** Automobiles are not allowed to enter the bus area and can be ticketed per city vehicle code.

According to the MCSD board policy, students are allowed to assemble on the school grounds for only a reasonable length of time prior to school beginning and are **prohibited from entering the school earlier than fifteen minutes before the day begins** unless they have permission from the school principal.

Students who are eating breakfast will be allowed into the cafeteria at 7:00AM. After students have eaten, they will report to their homeroom by 7:15AM.

During the first week of school, parents/guardians are allowed to walk their student(s) to class prior to 7:45AM. After the first week, parents are not prohibited down to the classrooms without first checking in with the front office and receiving approval from administration.

NOTE: Please do not leave your children unattended in the morning. Students who arrive before 7:00AM will not be permitted to enter the building.

DISMISSAL PROCEDURES

The safety of our students is our primary concern. At dismissal time, students should depart the premises in the manner designated on the student registration form. If departure is to be different, parents must send a ***written note*** to the teacher indicating the change (even if temporary). **Staff members will not take oral instructions from the students.** Unless a note is received, the student will be sent home the usual way**. To ensure that instructions are received by the teachers and students, the school should be notified of any transportation changes no later than 1:00 pm each day. If using Class Dojo, you must receive a response from the teacher to ensure the transportation change.**

We ask that parents not wait for a child in the front lobby, in front of the building, or bus loading area. If your child is scheduled to ride the bus and you need to pick him/her up in the afternoon, we ask that you sign him/her out in the office prior to 1:45PM. This will ensure that our students are only released to authorized persons. We realize that these security procedures may be somewhat inconvenient at times. However, it is necessary for us to take these special precautions to protect all students.

There are six pickup areas for students: Car riders are in the front driveway loop, day care van riders are in the back of the school, and bus riders are in the back bus zone, front door walkers are escorted across the bridge, side door walkers are escorted out of the side gate, and back door walkers are escorted out of the back of the building. **Parents are not allowed to pick up students in the bus zone. Doing so would interfere with bus and daycare pickups and present safety concerns.**

In order to expedite parent pick-ups it is requested you stay in line inside your vehicle so pickups can be made along the curb. Car rider numbers must be visible to staff members loading students. **Students will not be allowed to cross unattended in front of other cars to reach parents in the outside lanes. This is an unsafe practice and could present a safety hazard for your child.** Teachers and parents should refrain from lengthy conversation in the pickup lane as this delays the dismissal process. An adult or safety patrol member will open the door for your student.

Routine dismissal procedures with staggered dismissal times have been developed to facilitate an orderly, safe flow of traffic.

Our dismissal time begins for students at 2:05PM. This is when student movement STARTS. Typically, the first students do not exit the building until 2:15PM. All students are escorted by school personnel to the following areas:

- All students are informed of the arrival of their car, bus, or van by way of school-wide messaging system. Once notified, students will leave the classroom and walk to their predetermined dismissal location while being observed by hall monitors—to ensure safety.

LATE PICKUPS WILL BE REPORTED TO THE SCHOOL ADMINISTRATION
Students must be picked up by 2:30PM. Teachers are not available for student supervision after 2:45PM. Therefore, an administrator and/or social worker will be called to assist.

PARENT-TEACHER CONFERENCES

Parent conferences may be scheduled in writing or by phone. Please allow teachers 48 hours to respond to the parent request. Teachers keep their own calendar for conferences unless the office sets up a special meeting. These conferences will normally be held before or after school hours. **Academically**, **teachers are responsible for ALL students and cannot be interrupted for parent conferences and/or questions during instruction.** If you would like to observe in your child's classroom, the maximum time per week is 15 minutes. Adjustments can be made at the principal's discretion. No video or pictures are allowed of other students. No siblings are allowed. We appreciate your cooperation as we strive to maximize learning experiences at LJA. Visits must be scheduled and/or approved by administration before entering the classroom.

PARENT CONTACTS

Parents are required to give the school correct (and updated) telephone numbers so they may be contacted. Emergency numbers should also be listed. We do understand that occasionally something will come up that cannot be avoided. However, please discuss the following arrangements with your child before he/she leaves for school in the morning:

(1) Alternate transportation in the event of bad weather
(2) Changes in after school child care schedule
(3) School work and materials
(4) Permission to stay after school for pre-announced programs.

WITHDRAWALS

As soon as possible, parents should notify the school office of plans for withdrawal. Please provide us with the last day of attendance and destination address (if known). Withdrawal papers must be prepared in advance and may require at least a 24-hour notice. Please plan accordingly. Obtaining signatures for the student's cafeteria account, library account, turning in all textbooks, signing the withdrawal form, and gathering personal belongings may take some time. Students must be cleared at the current school before reassignment can be made to another school. Please be aware, withdrawal from departing school and admission to the new school could take 48 hours or more.

CHROMEBOOKS

"All students have been issued a Chromebook (to include Case and Charger) to use during the school day. Students must be responsible for their Chromebook/Case/Charger at all times. In an effort to be good stewards of taxpayer dollars, students must be responsible for the care of their Chromebook and not damage it in any way. Chromebooks are to be carried in a case at all times when not in use. Students who damage Chromebooks and/or accessories can be assessed a replacement fee as per Board (see MCSD Board Policy JS: Student Fees, Fines, and Charges)."

FINES AND FEES

Care and Use of School Property - Chromebooks, Textbooks, and Media Center Checkouts: Students will be held responsible for the proper care of all books, supplies,

Chromebooks, and accessories or equipment furnished to them by the school. A student who defaces, damages, or loses school property shall be required to pay for the damage or loss (see MCSD Board Policy JS: Student Fees, Fines, and Charges).

A Parent/Student must pay all fees and fines owed to the school in a timely fashion. Parent/Student must clear all fines or fees during the year the fines are assessed. Fines must be paid/cleared where they were assessed and before moving to the next level in school.

MEDICATIONS AND CLINIC

The school clinic is available Monday – Friday. The office staff is available to assist when the clinic worker is off campus. **Written medical authorization is required before any medication can be given to students. Verbal permission is not acceptable.** Authorization forms may be obtained from the clinic staff or from the office. **All prescription medication (i.e. Ritalin, penicillin) must be brought to school by an adult in the original pharmaceutical container with a clear label (with child's name, etc.).** Non-prescription medications (i.e. Tylenol, aspirin, cough medicine, eye drops) cannot be administered without a doctor's note and must be in original containers with a clear label brought in by an adult. **Students are not allowed to self-administer any medication at school.** All medication is kept in a locked cabinet in the clinic, and documentation is maintained on all administered medicines. Parents will be called to pick-up their child if they are too sick to stay in class. Sick children that disrupt the educational process or pose a health threat cannot be allowed to remain in the classroom and must be picked up. Please provide reliable phone numbers and alternate points of contact for speedy notification.

PLEASE NOTE: Withholding health issues about your child from the school could be life threatening and place them in a potentially dangerous situation should an emergency arise. It is the responsibility of the parent/guardian to notify school authorities about a student's medical condition at time of registration or immediately upon medical diagnosis of a new condition during the school year. The health information portion of the MCSD registration documents must be completed annually and should be immediately updated with any changes by the parent/guardian and submitted to school personnel. Please see school officials about situations that require individualized attention.

EYE, EAR, DENTAL & NUTRITION (EEDN) REQUIREMENTS

All Kindergarten, MCSD transfer students, and newly entering students to GA public schools are **required** to have a completed Eye, Ear, Dental and Nutrition (EEDN) Form 3300 **that is dated no more than 12 months prior to school entry, regardless of grade level. Enrollment in pre-school services (Pre-K, etc.) is not school entry. An EEDN/Form 3300 completed for Pre-K purposes may not meet the requirement for school entry.**

VISION AND HEARING SCREENINGS

The EEDN/Form 3300 cannot be completed through the Muscogee County School District.

All students must have a current or updated Georgia EEDN/Form 3300.

LOST AND FOUND

Unclaimed items are placed in the Lost and Found area which is located in the specials hallway. If your child loses an item and cannot locate it, remind him/her to look in the Lost and Found. It helps tremendously if the student's name is on the item. Please do not allow students to bring electronic devices or extra money, etc. (unless given permission from the teacher in writing). The school will not be responsible for these items if they become lost or missing. At the end of each 9 weeks all items left are donated to the LJA Clothing Closet and/or other organizations.

FIELD TRIPS

Each student who goes on a field trip or excursion must have written parental permission. Blanket written parental permission may be granted using the Field Trip Parental Authorization form annually.

Only students who are regularly enrolled in school and who are involved in the instructional activity will be eligible for transportation.

Teachers and/or adults approved by the principal will be permitted to accompany transported groups for supervisory purposes.

Rules relative to student safety and behavior will be adhered to.

PLEASE NOTE: FOR YOUR CHILD'S SAFETY, YOU MAY BE ASKED/REQUIRED TO ATTEND THE FIELD TRIP WITH YOUR CHILD IF HE/SHE HAS EXTREME BEHAVIORS.

School Nutrition Program (SNP)

Please visit the MCSD webpage for the most up-to-date information.

Lonnie Jackson Academy is a peanut-free school.

Menus

Monthly menus can be found on your school's website. Menus may change on a very short notice due to supply chain issues, market conditions, deliveries, or special school activities.

Special Dietary Needs

MCSD School Nutrition will make meal modifications and substitutions to the regular school meals for a student with a disability that restricts their diet. The Special Dietary Needs Prescription Form **must be** completed and signed by a licensed physician, unless the child has a healthcare plan or an IEP/504 Plan on file, and returned to MCSD School Nutrition Program, including the school cafeteria manager and the Nutrition Specialist before the school cafeteria can provide any modifications or substitutions. A form and instructions can be found on the School Nutrition page of the MCSD web site, or at the school clinic or cafeteria. You may contact the School Nutrition office at 706-748-2386 for more information.

A nutrition analysis chart for menu items is available on the website. Please be aware that there are factors that may affect a product's actual nutritional value and/or ingredient composition at any given time: Supply chain issues may cause substitutions; manufacturers' formulations may change without notice. USDA donated products may become available at any time during the year and may replace a purchased item. Product brands may change during the year as new bids are approved. Schools may be using inventory from a previous bid or manufacturer. Our recipes may change during the school year. A la carte snack items vary from school to school, so check with the Nutrition Manager at your student's school for specific information.

Seamless Summer Option
SNP provides breakfast and lunch at various schools throughout the district during the summer. Please check the website or call 706-748-2386 for locations. All children up to 18 years of age receive a free meal. Adults may purchase a lunch.

SUCCESS CEREMONIES/AWARDS DAY

Celebrations of success will be held at the close of each school year by grade level. Parents will be informed of the dates and times. Please note that attendance awards will reflect the number of days in attendance. Unexcused tardy or unexcused dismissals could prohibit a student from receiving an attendance award.

Awards will be given for the following categories:

- **Top male and female student**—Reading, ELA, Math, Science, Social Studies:
- **Most Growth**- Beable Lexile 3rd, 4th, 5th; Lexia Core 5: K-2nd ; iReady K – 5th
- **Top male and female student**— Beable: 3rd, 4th, 5th; Lexia Core 5: K-2nd ; iready 1st – 5th
- **Top male and female Citizenship Award**: This award should be given to MODEL students who exhibit the Lonnie Essentials.
- **Perfect Attendance**: Only students who have attended school every single day of this school year and have less than 3 tardies.
- **Principal's List**—Only students who receive nothing less than an "A" (for the entire school year) on his/her REPORT CARD will receive this award
- **A-B Honor Roll**—Only students who receive nothing less than a "B" on his/her REPORT CARD will receive this award.
- **PBIS Award**—Be Kind, Be Safe, Be Responsible: This award will be given to students who---Volunteer to assist others, Always use appropriate language, Is respectful to all, Follows rules the first time they are given

- **Most Improved**—This award is given to a male and female in each class who has demonstrated the most improvement is both behavior and academic performance.
- **Art, Music, and P.E. Awards** (1 boy and 1 girl per homeroom class)

CLASSROOM PARTIES

There will be 2 class parties for the year; one at the end of the first semester and the other at the end of the year.

BIRTHDAY PARTIES

Students must be in uniform on their birthday, unless the birthday falls on a Thursday (house shirt with uniform bottoms) or Friday.

Parents may send in store bought items for their child on their birthday to have after lunch. Balloons should not be sent to the school.

PTA

At Lonnie Jackson academy we understand and value the role of parent(s). Therefore, we invite you to become an active member of the PTA. Your input as a board member, committee member, or voting member will greatly contribute to our students gaining access to special events and opportunities outside of our immediate community. Fundraising activities are scheduled throughout the year to support student activities. The very first event for the school year is the PTA Board member elections and membership drive.

PIE (PARTNERS IN EDUCATION)

Lonnie Jackson Academy is very fortunate to have outstanding Partners In Education. Columbus Water Workds, Neighborhood Walmart, Zion Foundation, Cascade Hills, and Women's Auxilary-Mount Calvary provide significant services to students by offering supplemental instruction and tutoring as directed by the classroom teacher, assisting with general class work, honoring and recognizing students' achievement, and supervising student activities, as well as incentives for students and teachers.

PICTURE DAYS

Picture days occur at least twice per year. One is within the first nine weeks of school, and the other in early spring. Each time individual picture packages are offered. The class picture will be taken in the spring. Students are not required to be in uniform on picture days, but are required to adhere to the MCSD dress code policy. Picture packages will be ordered either before the pictures are taken or when the proofs are returned, depending upon the policies of the photographer.

DISCIPLINE

At Lonnie Jackson Academy we know that in order to develop a positive school climate we must have a commitment from students, parents, and faculty to abide by a method of discipline that is fair, consistent and uniformly implemented. Students at the school are encouraged to be responsible for their own behaviors and are made aware that they play an important role in their own educational and behavioral programs. Re-entry meetings with students and parents after suspensions will be required. **All students are expected to read and abide by the MCSD Student Handbook & Code of Conduct.**

LONNIE JACKSON'S SCHOOL-WIDE EXPECTATIONS FOR BEHAVIOR

All students at Lonnie Jackson are expected to:

- Be Kind (encourage your peers to do their best; say nice things to others)
- Be Safe (no horse playing at any time; no weapons or unsafe items)
- Be Responsible (practice restraint; apologize when necessary)

SCHOOL-WIDE DISCIPLINE POLICIES AND PROCEDURES

Lonnie Jackson Academy's Discipline Plan involves natural, logical and realistic expectations. This plan provides a simple structure, rewarding positive behaviors routinely. For students who display inappropriate behaviors and violate the rules of the classroom, school or school system, progressive actions will be implemented. These actions may include teacher-student conferences, parent contacts, teacher/administrative detentions, counseling, out of school suspension, release to parent/guardian for the remainder of the day, or referral to the MCSD discipline tribunal.

At the beginning of each year teachers and students establish rules and consequences for inappropriate behaviors. These rules are designed to leave each student's dignity intact and maintain an orderly and safe learning environment. Teachers and staff are required to do the following:

- Communicate verbally and in writing classroom procedures, expected behaviors, and consequences for inappropriate behaviors to students and parents.
- Ensure and determine all classroom guidelines and expectations are known, understood and acknowledged by students and parents.
- Effectively and efficiently document all inappropriate behaviors and actions taken, including the events taking place prior to and following the students negative behaviors.
- Try various strategies and interventions to stop or prevent all inappropriate behaviors.

Students are expected to behave as follows:

- Participate in class activities and complete assignments. Misbehaviors such as refusing to do work, demonstrating actions which are inappropriate (clowning, teasing, yelling out, mumbling, or making inappropriate noises, getting out of seat without permission, minor pushing or hitting) are all considered offenses.
- Listen and follow directions.
- Control talking and treat others with respect.

- Respect the rights and property of others.
- Cooperate, play and interact well with others.
- Obey school rules.

CELLPHONES

During the school day, student cellphones should be off and remain in the student's bookbag. Failure to comply with this expectation will result in the confiscation of the device. The parent must sign a device agreement before retrieving the item(s). Repeated offences will result in an office referral. Individual owners are responsible for the care of their devices; MCSD is not liable for any personal device that is lost, stolen, or damaged on District premises.

All students are expected to read and abide by the MCSD Student Handbook & Code of Conduct.

CAFETERIA BEHAVIOR EXPECTATIONS

The cafeteria monitors oversee the activity in the cafeteria. The monitors are the leaders and students are expected to listen and follow the directions given by the monitors. Students are to enter the cafeteria with their teacher quietly, in a single file line with no one cutting or saving places for others. If a student brings their lunch to school, he or she is to go directly to the assigned table for their classroom and take a seat.

All students are expected to keep their hands to themselves and feet on the floor. Students are to sit at their assigned table and once seated are to remain so unless a monitor has provided permission to leave the table. While eating, students are expected to demonstrate appropriate table manners. No one is to share or take food (willingly or by intimidation) from others.

HALLWAY BEHAVIOR EXPECTATIONS

Students are expected to show F.A.M.E. while in the hallway. F.A.M.E. is an acronym used to provide students with a quick reference to their expected hallway posture (**F**eet in the 2nd square, **A**rms by your side, **M**outh closed, **E**yes forward).

Students should enter the hallways quietly, without talking, and on the right side. Running, skipping, sliding, jumping or playing in the hallways are not acceptable.

PLAYGROUND OR OUTSIDE ACTIVITIES BEHAVIOR EXPECTATIONS

Safety on the playground is of the utmost importance. Students should not do anything which may physically/verbally harm themselves or others. Hitting, pushing, throwing rocks or other objects, name calling, or bullying will not be allowed. Equipment is to be used appropriately and students should only use equipment assigned by the teacher. Students are expected to be courteous and polite to each other. Students must stay within the boundaries assigned by the teacher and no one shall leave the area without permission.

RESTROOM BEHAVIOR EXPECTATIONS

Students are to be supervised at all times by an adult. While in the restroom, students are expected to demonstrate appropriate hygiene. After using the restroom, they should flush the toilet or urinal, dispose of waste paper in the appropriate container (toilet or trash can only), wash their hands before leaving the restroom, and turn off all faucets after use. Students are not allowed to play, fight, or waste time in the restrooms.

HOUSE SYSTEM

Our house system will enhance our school community, culture and climate. It is designed to cultivate genuine connections among all members and instill a sense of belonging, safety, and appreciation. Rooted in our core values of Being Kind, Being Safe, and Being Responsible; we aim to nurture an environment where every individual feels not only connected but also empowered to thrive. Through our house structure, students and staff alike form lasting relationships, forge strong bonds, and support each other in their personal and academic journeys. We strive to create a community where everyone is seen, valued, and celebrated for their unique contributions and strengths.

The house system ensures that every student, regardless of their participation in extracurricular activities, has a place where they belong. It provides a supportive environment where students can form meaningful connections with peers and staff, creating a sense of community and family within the school. This system helps students feel valued and supported, promoting their overall well-being and success.

All students, pre-k through 5th are sorted into a House. Our Lonnie Essentials were created in honor of Mr. Lonnie Jackson. These essentials help empower our students.



THE FOUR HOUSES

Virtue	Name	History	Color
House of Dreamers	Reveur	*Rêveur is a royal House whose name in French means "dreamers" or "idealists" — because the members who fill this group are students filled with freedom and wild abandon who recognize their dreams and will let nothing stand in the way of achieving them. This can be seen in the unicorn, which is on the center of the House's crest, a powerful creature who is almost impossible to tame. Similarly, the House of Rêveur is a House of passion.*	Blue
House of Courage	Isibindi	*Isibindi is a tight-knit group of individuals, like a pride of African lions, where family means everything. The House's symbolic animals, the mute swan and the lion, serve to empower incoming members. While new students might be quiet or shy at first, the longer that they are in the House, the more they begin to display the characteristics of strength and bravery. In Zulu, Isibindi means "courage."*	Green
House of Givers	Altruismo	*Altruismo traces its origins to the rainforests of the Amazon, where a group of powerful Brazilians were given the name because of the Portuguese meaning behind it: "the Givers."*	Black
House of Friendship	Amistad	*Amistad is the House that originates from Mexico. A group of kind but powerful individuals that are known most for their unconquered spirit. This is why, in the language of their ancestry, their name means "friendship."*	Red



BULLYING

In accordance with State Policy (O.C.G.A 20-2-751.4) and the Muscogee County School District Policy, Lonnie Jackson Academy prohibits bullying behavior of a student by another student.

Bullying behavior is defined as:

1. Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; or
2. Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or
3. Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
    - Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1. Visible bodily harm is defined by 16-5-23.1 as bodily harm capable of being perceived by a person other than the victim;
    - Has the effect of substantially interfering with a student's education;
    - Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
    - Has the effect of substantially disrupting the orderly operation of the school.

The term applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. The term 'bullying' as used in this Policy also applies to cyber bullying, which is behavior that occurs through the use of electronic communication, whether or not such electronic act originated on school property or with school equipment, where such electronic communication:

1. Is directed specifically at students or school personnel;
2. Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and
3. Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose.

For the purposes of this Rule, electronic communication includes but is not limited to any transfer of signs, signals, writings, images, sounds, data, or intelligence of any nature transmitted in whole or in part by wire, radio, electromagnetic, photo electronic or photo optical system.

Upon a finding by a school administrator that a student has either committed a bullying offense or has been a victim of bullying, the student's parent or guardian will be notified.

CONSEQUENCES

The local board of education prohibits bullying. All parents, students, and staff are encouraged to review local school board policies online at https://www.muscogee.k12.ga.us and in the updated Student Behavior Code and Discipline Policy for more details.

Disciplinary actions taken where students are found to have committed bullying behaviors may include but are not limited to the following:

- Loss of a privilege
- Reassignment of seats in the classroom, cafeteria or school bus
- Reassignment of classes
- In-school suspension
- Out-of-school suspension
- Detention
- Expulsion (through appropriate due process hearing)
- Assignment to an alternative school (through appropriate due process hearing)

Students, parents/guardians and other stakeholders may report incidents of bullying to an administrator, teacher, counselor or other staff member by using the school district's bullying hotline at (706) 748-2267 or the Georgia Department of Education's 1-877 SAY-STOP (1-877-729-7867) School Safety Hotline.

All students and parents will receive notification of the anti-bullying behavior policy via the Muscogee County School District Code and Discipline Policy Handbook. Each reported incident of bullying behavior will be investigated by the principal/designee and in some cases school security.

PROHIBITED BEHAVIORS

Bullying, harassment and intimidation may include many different behaviors which ridicule, humiliate, or intimidate another student or school employee.

Retaliation following a report of bullying is prohibited.

Examples of prohibited behaviors may include but are not limited to:

- Unwanted teasing
- Threats, taunts and intimidation through words and/or gestures
- Physical violence and/or attacks
- Extortion
- Destruction of school or personal property
- Theft of money and/or personal possessions
- Sexual, religious, or racial harassment
- Public humiliation
- Social exclusion, including incitement and/or coercion
- Rumors or spreading of falsehoods
- Stalking
- Hazing
- Cyber stalking or engaging in conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic

communication, directed at or about a specific person, causing substantial emotional distress to the victim

- Cyber bullying or the willful, hostile and repeated harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, social networking websites (e.g. Twitter, Face book, Instagram, etc.) chat rooms, texts, and instant messaging
- The use of cameras or camera phones to take embarrassing photographs of students or school employees at school and post them online
- Sending abusive or threatening text messages or instant messages
- Using websites to circulate gossip and rumors about students to other students

Once bullying has been reported an investigation will follow.

Each reported incident of bullying behavior will be documented and investigated by the school principal, and in some cases, school security, and a disposition determined which may include suspension from school or a referral to the student discipline tribunal.

School police, school counselors, school social workers, school security, and/or other support staff may be utilized for their expertise as determined by the circumstances of the matter and in the discretion of the administrator involved.

SCHOOL GRADING SYSTEM

Mid-term progress reports are available in the parent portal each grading period. Report Cards are available in the parent portal at the end of every nine (9) weeks. If parents have concerns related to student progress or grading, a conference with the teacher is highly recommended.

The following grading/progress assessments will be used.

- ✔ Pre-K – Developmental Progress Report
- ✔ Kindergarten – Developmental Reports utilizing GKIDS (Georgia Kindergarten Inventory of Developing Skills)
- ✔ Grades one through five – Traditional 10-point scale Report Card

A	Excellent Progress	90-100
B	Good Progress	80-89
C	Satisfactory	70-79
F	Unsatisfactory Progress	Below 70

Student grades are made up of at least 9 assignments for every 9 weeks. Students who turn in late assignments will receive 10% reduction each week. No grade lower than 50% will be issued.

PROMOTION & RETENTION POLICY

It is the philosophy of the Muscogee County School District that programs of intervention and remediation rather than retention will be the preferred alternative for students who are not making satisfactory progress. Retention is appropriate only when the student's developmental needs are such that retention of the student will be beneficial. Retention will not be based upon arbitrary achievement levels without consideration of ability, language, development, or cultural background. Both the law and the State Board Rule mandate that all third (3rd) grade students must perform at a level that meets/exceeds the grade level Lexile standards on the Georgia Milestone Assessment (GMAS) in **reading** in order to be promoted to the fourth grade. Fifth (5th) grade students must perform at levels that meet/exceed the grade level lexile standards in **reading and** academic level standards in **mathematics** on the GMAS in order to be promoted to the sixth (6th) grade. 1st grade has now been added to the mandate.

The records and progress of any student being considered for retention must be referred to the academic committee (principal, counselor, academic coach, current teacher and vertical teacher). The committee will make a recommendation for promotion or retention. The principal will have the final authority, at the school level, as to whether a student is promoted or retained**.**

MUSCOGEE COUNTY SCHOOL DISTRICT
TITLE I SCHOOLWIDE - DEFINITION
WHAT DOES IT MEAN TO BE SCHOOLWIDE?

1. All students in the school may benefit from the use of Title I funds in the academic focal areas.
2. No student in the school may be excluded from services provided through Title I funds.
3. The students who are academically at-risk have priority in receiving Title I services.
4. Title I services should be highly focused on increasing the reading and math skills of the students who are in greatest academic need.
5. The teacher who is designated as the Title I Resource Teacher should focus his/her services on those students who are in greatest academic need.
6. At the end of a school year, the test scores of all students in the school may be used in evaluating the annual progress of the school wide program.

HOW DOES A SCHOOL GET TO BE SCHOOLWIDE?

1. Forty percent of the residential students (not enrolled students) must qualify for free or reduced lunch.
2. The school (whole staff) must spend a year planning for improvements based on a comprehensive needs assessment, which includes all areas of the school,
3. A five-year school wide improvement plan must be approved by the end of the school year preceding implementation,
4. A budget, which is based on the plan, must be submitted to the Title I Office before the end of the school year preceding implementation.

Title I, Family Nights, and PTA meetings will be scheduled throughout the school year. Notification of all meetings will take place through monthly newsletters, social media, notes home, Blackboard Connect phone calls, and Class Dojo. Please look for announcements on a regular basis.
All Title I, Family Night, and PTA Meetings will meet at 6:00 p.m. unless notified by the school of an alternate time.

TAKE PRIDE IN LONNIE JACKSON ACADEMY!