



Welcome to Sugar Creek Elementary



Bobcats L.E.A.D.



Learn. Encourage. Achieve. Dream.



“Where Leaders are Mentored, Motivated, and Equipped to Succeed!”

SCHOOL CONTACT INFORMATION

Address: 26595 Salem Minor Hill Road, Lester, AL 35647

Phone: 256-233-6669

Fax: 256-233-8025

- **Principal:** Mrs. Cleo Miller cleo.miller@lcsk12.org
- **Assistant Principal:** Mrs. Beth Clemmons bethany.clemmons@lcsk12.org
- **Receptionist:** Mrs. Debbie Ledbetter debbie.ledbetter@lcsk12.org
- **Bookkeeper:** Mrs. Tasha Posey tasha.posey@lcsk12.org
- **Counselor:** Mrs. Kimberly O'Donnell kimberly.odonnell@lcsk12.org
- **Counselor Clerk:** Mrs. Dorothy Davis dorothy.davis@lcsk12.org
- **EL Services:** Mrs. Shannon Weston shannon.weston@lcsk12.org
- **Nurse:** Mrs. Brooklyn Williams brooklyn.williams@lcsk12.org
- **Reading Coach:** Mrs. Felicia Vaughn felicia.vaughn@lcsk12.org
- **Math Coach:** Mrs. Ashley Wynn ashley.wynn@lcsk12.org
- **Parent Liaison:** Mrs. Jessica Moore jessica.moore@lcsk12.org
- **Team Sugar Creek:** Mrs. Haley Legg

SCHOOL COMMUNICATION

Receive updates and get involved:

- Website: <https://www.sugarcreekbobcats.com/>
- Thrillshare App: Sugar Creek Elementary School
- FaceBook: Sugar Creek Elementary Bobcats/ Lester Alabama
- Instagram: sugarcreekbobcats

SCHOOL START & DISMISSAL TIMES

- School begins at 7:35 AM. Dismissal bell rings at 2:40 PM.

Car Line Procedures

Morning: If your child is a morning car rider, please use the car line located at the back of the school on the northside of our campus.

- Morning car line starts at **7:10 AM** and ends at **7:30 AM**.
- After **7:30 AM**, the side door to the building will be locked for security purposes. If you arrive after this time, please pull around to the front parking lot, park, **and walk your child to the door**. To ensure your child's safety, do not drop your child off and drive away.

To help our morning car line run smoothly and safely, please:

- Have your student(s) ready to exit the vehicle before entering the car line.
 - Pull your vehicle **all the way forward** to the stop sign or until all cars ahead of you have stopped.
 - Ensure your student(s) exit the vehicle **from the right side** once all cars in front of you have stopped. This enhances safety.
 - **Do not** park and walk your student to the door, as this disrupts the flow of traffic.
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Afternoon: If your child is an afternoon car rider, please use the car line entrance located on **Bobcat Lane**.

- Car line begins **after buses have been dismissed**.
- Each student will be assigned a **car line number** to notify teachers of your arrival.
- **Front office pickup** is only allowed for students checking out early for **appointments, emergencies, or special circumstances approved by the principal, Mrs. Cleo Miller**.
- Please keep the **afternoon dismissal routine as consistent as possible**. If a change is necessary, notify the school **before 1:00 PM**.

To help our afternoon car line run smoothly and safely, please:

- Use the **correct car line**, as students are dismissed in groups based on their numbers and awning locations.
- Pull your vehicle **all the way forward** in the loading zone until you get to the stop sign or until all cars ahead of you have stopped.
- Ensure your student(s) enter the vehicle **from the awning side** once all cars in front of you have stopped. This enhances safety.
- If your student does not come out with their designated group, you will be directed to pull over and a teacher will walk your student to your car.

Thank you for your cooperation in keeping our students safe and ensuring an efficient car line process!

BUS TRANSPORTATION

- The sole purpose of a school bus is to transport students to and from school safely. Since the school bus driver carries this heavy burden of responsibility, bus drivers are to be obeyed at all times. The school bus is considered an extension of the classroom, and each student transported by the county must comply with all bus rules and regulations. Failure to follow LCS bus rules will result in disciplinary action.
- School bus delays will be posted on LCS Thrillshare App.
- For transportation questions or concerns, please contact the school bus garage at 256-232-5130.

ATTENDANCE AND CHECKOUTS #AttendanceMattersEveryday

- Please make every effort to have your child at school everyday, all day, and on time. Research shows that students who are chronically absent are much less likely to read on grade level and show lower academic performance in later school years. Absences, tardiness, and checkouts can affect student performance as students miss foundational skills and concepts that students need to achieve at their highest potential.
- Students have 3 days to turn in an excuse after an absence. After 3 days, the absence will remain unexcused. Please review the LCS Student Handbook for our District Attendance Policy.
- Per district policy, students who accumulate 18 or more absences, whether deemed excused or unexcused, are by definition chronically absent and will not be allowed to participate in non-academic school activities (e.g., prom, in-school games, dances, and field days). Students who accumulate 3 or more unexcused absences per semester will not be allowed to participate in field trips. Exceptions will be district-wide field trips.

SCES Attendance Goal: 97% attendance

VISITING CAMPUS

- For safety purposes, all campus visitors must use the lobby system to check-in and wear a visitor badge (provided) while on campus.
- Parents and visitors are allowed to eat lunch with their students. After checking in at the front office, please wait in the rotunda for your child. We ask that you do not go to the classrooms and that you immediately exit the building after your child's lunch period is over.
- We welcome visitors on campus for various student activities. After checking in the front office, we ask that you only go to the event location and immediately exit the building after the conclusion of the event.
- During school hours, visitors should only use the restrooms located at the front of the school (near the offices). After school hours, visitors may use the gym restrooms.

CONFERENCES

- Teachers are available for face-to-face or virtual parent-teacher conferences. Please contact your child's teacher to schedule a conference at their earliest availability. Our teachers will gladly meet with you to discuss your concerns.

BOBCAT CAFE'

- Currently, breakfast is FREE for all students.
- Lunches are available every day for purchase.
 - Student Lunch: \$2.60. (Reduced: \$0.40)
 - Adult Visitor: \$5.00
 - Child Visitor: \$3.25
- Free and Reduced Lunch Applications are available online. We encourage everyone to fill out a form as this helps with our school funding.

BREAK / SNACKS

- Students may purchase or bring their own snack during their break time.
- Break items are available to purchase each day.
 - Snacks are \$0.75 each.
- Only water is allowed; no sugary drinks please. Students may refill their water bottles at one of our water stations.
- FUN FRIDAY: Special snacks are available for purchase on our Fun Friday.
 - Drinks and candy are available for \$0.75.
- Special snacks can also be sent for birthdays and dropped off at the front office. Store bought or prepackaged snacks are preferred over homemade.

CLASS PARTIES

- There will be 2 class parties: Christmas and Valentines Day.
- Parties will be held the last hour of the day.

PRE-K

Morning:

- Pre-K parents need to park in a parking space in the back of the school (north side, car line side) and walk students to the Pre-K drop-off door. Drop-off time for Pre-K students is between **7:45-7:50 AM**.

Afternoon:

- Pre-K parents need to park in a parking space in the back of the school (north side, car line side) and pick up students at the Pre-K door. Pick-up time for Pre-K students is between **2:15-2:20 PM**.

TITLE I SCHOOL

- Sugar Creek is a Title I school. We receive federal funds that assist in meeting our student's educational goals. **This is based upon the percentage of students who qualify for free/reduced lunch, so please fill out the online application.**

TEAM SUGAR CREEK

- Please join Team Sugar Creek and get involved in our school community. Team Sugar Creek partners with us to help make our school the best it can be!

SuCCeSS

