

STUDENT HANDBOOK 23-24

MILLBRIDGE ELEMENTARY

Principal

Dr. Lyndsey Pelusi
pelusila@rss.k12.nc.us

Assistant Principal

Dr. Angela Lingle-Linder
linglead@rss.k12.nc.us

ROWAN

SALISBURY

SCHOOLS



YOUR
LOGO

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MILLBRIDGE ELEMENTARY



704-855-5591



155 Ed Deal Road
China Grove, NC 28023

School Hours

- Doors open for students: 8:00
- Tardy Bell: 8:30
- Dismissal: 3:25
- Office and Teacher Hours: 7:55-3:55

VISION

We will promote kindness, self-control, and good decision-making skills within our community to be successful citizens.

"The Musketeer Way"

Where kind students and staff make good decisions and work hard to be successful.



WELCOME

ROWAN-SALISBURY SCHOOLS
MILLBRIDGE ELEMENTARY

Welcome to another exciting school year at Millbridge! As the Principal, it is my pleasure to extend a warm and heartfelt welcome to each and every one of you. Whether you are a returning student or joining us for the first time, we are thrilled to have you as part of our vibrant school community. At Millbridge, we believe that education is a journey of discovery and growth. Our dedicated teachers and staff are committed to providing you with a safe, nurturing, and stimulating environment where you can thrive academically, socially, and emotionally. We are here to support you in reaching your full potential and to guide you on this incredible educational adventure.

As you explore the pages of this student handbook, you will find important information about our school policies, rules, and procedures. It serves as a valuable resource to help you navigate your way through the school year. Please take the time to familiarize yourself with its contents, as it will ensure that you have a smooth and successful experience at Millbridge.

Education is a partnership between the school, students, and parents. We encourage your active involvement in your child's education and invite you to join us for school events, parent-teacher conferences, and various volunteer opportunities. Together, we can create a strong support network to contribute to your child's growth and success.

I am excited to witness the incredible achievements, creativity, and enthusiasm that each of you will bring to our school community this year. Your unique talents and abilities will make Millbridge an even more remarkable place to learn and grow.

On behalf of the entire staff, I wish you a fantastic school year filled with joy, laughter, and countless new discoveries. Let us work hand in hand to create a memorable and fulfilling educational experience for all.

Dr. Lyndsey Pelusi



FACULTY AND STAFF

Kindergarten

Anita Maines
Nickie Hinson
Heather Knight
Lori Webster

Teacher Assistants

Ashley Brown
Beth Kirk
Cheryl Leazer
Erica Miller
Kelly Teeter
Traci Tipton
Angel Thurber
Kaylee Sambrowski
Sara Christopher
Linda Robinson

School Counselor: Christa Graff

Media/TF: Amy Stallings

Reading Coach: Trisha Hill

Math Coach: Abby Covington

Title 1 Reading Interventionist:

Ashley Hornbeak

1st Grade

Nicole Addison
Lisa Dixon
Christina Grandt
Susan Walters
Melanie Griffin

Custodians

Jim Stanwick
Chris Arnott
Kathy Wilkins
Christopher Bonanno

2nd Grade

Deona Doby
Katie Gray
Jennifer Sloop
Mary Ann Novins
Kristen Stafford

Enhancements

Art: Brenda Gariepy
PACE: Uletha Oglesby
(Passion & Career Exploration)
Music: Dawna Klutz
PE: Jocelyn Shuping

Office Personnel

Principal: Dr. Lyndsey Pelusi
Assistant Principal: Dr. Angela
Lingle-Linder
Financial Admin: Angie Miller
Data Manager: Brandi Overby
Front Desk:

3rd Grade

Shannon Krieg
Cari Noe
Amanda Ward
April Weaver
Courtney Young

EC

Jodi Workman

ESL

Farah Conklin

Cafeteria Manager

Rosa Gomez

Cafe Staff

4th Grade

Becky Brock
Jessica Deal
Courtney Miller
Paige Seibers

Speech Pathologist

Jenni Ritchie

5th Grade

Angela Beaver
Matt Moore
Wendy Myers
Mark Rockwell
Lynda Winecoff



COMMUNICATION



Communication between school and home is a vital part of your child's success. Teachers will contact you on an individual basis throughout the year as needed. In addition, you need to look for the following to come home:

- ConnectEd Phone/Email System

Phone calls, accompanied by emails, will be sent to all families with important school information. Please make sure your updated phone number and email address is located in NC PowerSchool to ensure that you receive all informational calls and emails.

- Take Home Folders

Parents are expected to look at all papers, sign any necessary forms and send the folder back to school each day.

- Ron Clark House App

Teachers will communicate and share classroom updates. Your child will earn points for their House throughout the year.

- Millbridge Elementary School website

The school website has important information that is updated regularly.

- Social Media

Follow Millbridge Elementary on the social media outlets listed below. Information is updated regularly on these outlets.

 - Millbridge Musketeers

 - @RSSMillbridge

 - _millbridgemusketeers



ATTENDANCE

To view RSS Attendance Board Policy, [click on this link.](#)

When a child returns to school after being absent, the parent or guardian is expected to send a written note or physician's note within two days of absence with the following information:

- The date of the note
- The date of the absence
- The specific reason for the absence
- Parent signature

Written notes or email messages should always be sent even when there has been verbal communication.

You may send a note to your child's teacher or Brandi Overby, Data Manager, (overbybm@rss.k12.nc.us).

Returning after sickness

Children must be free from diarrhea, vomiting and fever for 24 hours without medication before returning to school.

Excused Absences

Absences from school will be excused for the following reasons:

- Illness of the student.
- Quarantine
- Death in the immediate family
- Religious holidays approved by the school system
- Court or Administrative proceedings
- Education opportunities with prior approval from the principal. *
(maximum of 3 days per year)

Unexcused Absences

Unexcused absences will be considered truant. When a student has accumulated between three and six unexcused absences, the school will adhere to RSS Attendance Protocol. After ten unexcused absences, the principal or designee will have a conference with the parents.

Educational Absences

[Click this link](#) to download and complete the form for an educational absence. Please turn it in to the front office.



ARRIVAL/

DISMISSAL



Car Riders

Car riders will be dropped off and picked up behind the school. You will pass the main entrance to Millbridge and then take your immediate right to turn in behind the school. A staff member will assist with traffic pattern flow and we will also have signage posted. Cars will exit through the loop behind the school. Please adhere to the following policies/rules for arrival/dismissal:

- The car rider line will NOT open until 2:50 PM. Do not enter the line until this time.
- All parents must go through the car rider line to pick their child up.
- Car tags must be clearly displayed in the vehicle to expedite the car rider process.
- The first car should pull all the way up to the stop sign.
- Staff members will not open car doors for arrival or dismissal unless your child physically needs assistance.
- Do not get out of your car during arrival/dismissal
- If you need to buckle your child in a booster or restraint, please pull off to the side to ensure the flow of traffic is not impacted
- Please drive slow and pay attention to your surroundings

- If you arrive after 8:30 AM, please park at the front entrance, escort your child to the office, and sign them in.
- Car riders must be picked up by 3:50 PM. If you are late twice picking your child up, they will NOT be permitted to be a car rider.

CAR RIDER
VIDEO
WATCH ME

ARRIVAL/ DISMISSAL

Bus Riders

- It takes time to establish a regular schedule. Changes in assignments may have to be made to equalize loads. Please be understanding as the bus routes are adjusted at the beginning of the school year.
- Such things as bad weather, traffic, failure of the bus to start, and substitute drivers can alter the schedule.
- Transportation to an address other than a child's primary address must be approved by the RSS Transportation Department, and many factors are considered.
- Riding a school bus is a privilege, not a right.
- Your bus drivers have been carefully chosen and trained. They have an important responsibility and safety is their number one priority. If you have any concerns or issues with transportation, please contact Dr. Angela Linder.

Bus Rules

- Listen to the bus driver the FIRST TIME.
- Sit properly in your seat. Keep all body parts out of the aisle and sit up straight with your feet placed on the floor.
- Keep your hands, feet and objects to yourself.
- Talk quietly when permitted by the driver.
- No eating/ drinking on the bus
- Keep all objects/ items put away in a backpack.





ARRIVAL/

DISMISSAL

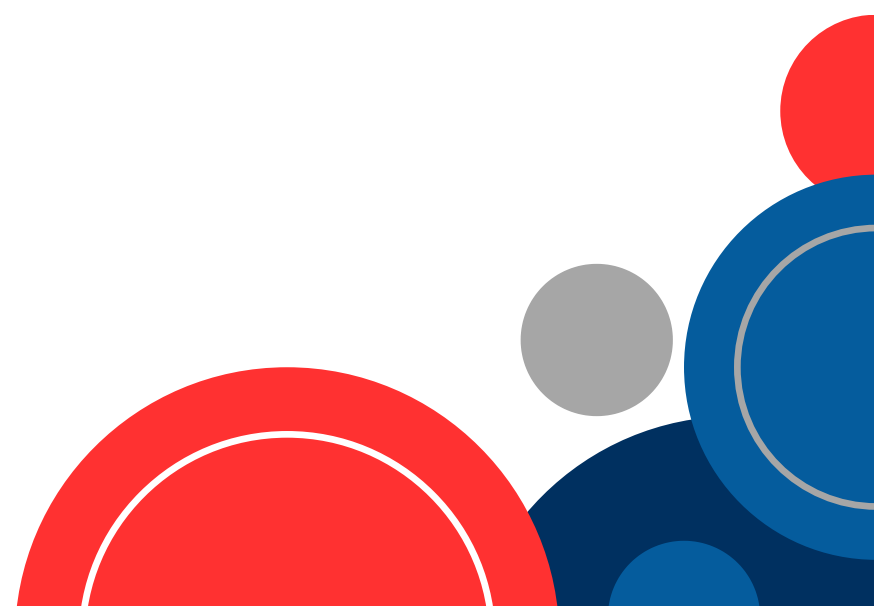
Tardies/ Early Check-Outs

A student is considered tardy when he/she is not in his/her classroom when the tardy bell rings. The only exception to this is those students who ride a bus that is late. The cut off time is 12pm. If you arrive after 12pm, it will be counted as an absence. If your child has excessive tardies, we will follow the RSS attendance protocol to provide support for your family.

When it is necessary to pick up your child before dismissal (example: doctor's appointment, illness in family, going out of town, etc.) please come to the office and sign your student out using the iPad. Checkouts will not be permitted after 3:00PM.

Transportation Changes

If you need to change your child's method of transportation, you must notify the school/teacher by a message through the Ron Clark App, email or by calling the school (704-855-5591). If you send a message or email, and you do not receive a conformation, please call the school to confirm.



SCHOOL INFORMATION

Student Birthdays



Parents may send a treat for each child in the class on their child's birthday. Parents may bring cupcakes for their child's birthday, but they must be purchased from a grocery store. No homemade food may be distributed.

No flowers or balloons should be sent to your child during school; these items cannot be sent to your child's class or home on the school bus.

Parents may send in invitations to your child's birthday party as long as the whole class is invited.

Library Books/ Fees

Library books are loaned to students for their pleasure and information. Each student is responsible for these books. Normal wear and tear is expected, but the student must pay for the cost of damaged books. Damage fees are charged on the basis of the amount of damage, age, and condition of the book. Fees are refunded for returned books. All monies collected are used for replacement of these library 24 books. Students who have lost library books will not be allowed to check out additional books until the books are returned or replacement costs are paid.



Report Cards

Report cards are issued at the end of every nine (9) weeks. Mid-term progress reports will also be issued.

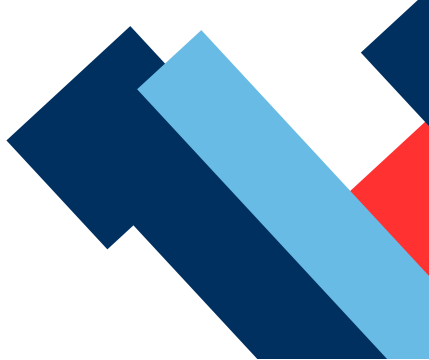
Grades will be updated weekly for students in Grade 3-5 on Parent Portal.

Appointments with Staff

Please call to set an appointment with all Administrative staff, Counselors, and Teachers. Scheduling beforehand allows us to address your and your child's needs fully.

Parent Teacher Conferences

Parent-teacher conferences are significant to ensure good communication between home and school. Teachers will schedule 1st quarter conferences with all parents.



SCHOOL INFORMATION

THE MUSKETEER CAFE



- Breakfast and Lunch are FREE for all students for the 23-24 school year.
- Students are permitted to bring their lunches from home.
- Students are not permitted to use staff microwaves to heat any food.
- Please do not send any glass containers in your child's lunchbox.

LUNCH VISITOR GUIDELINES

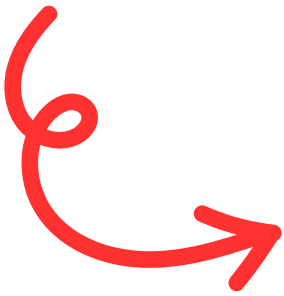
- Visitors must be listed in PowerSchool as a parent/guardian or emergency contact. Grandparents or other visitors will require the school to seek permission from the legal guardian/parent.
- NO advance notice is required to visit for lunch.
- Visitors must sign in through the office before entering the school. Please arrive a few minutes early to ensure you have enough time to sign in.
- Visitors must sit at designated "visitor tables" inside the cafeteria or enjoy lunch outside at a covered picnic table.
- Parents may only sit with their children. Friends are not permitted to join lunch at the visitor table.
- We ask that parents refrain from coming to eat lunch during the first month of school. This will allow students and teachers to develop routines and expectations in the cafeteria.
- Visitors may bring outside food in to share with their children.

SCHOOL INFORMATION

PTA

Join the awesome PTA at Millbridge! Some volunteer opportunities include library assistance, fundraising, duty free lunch, garden work, and more!

[Click here](#) or scan the QR code to visit the online PTA store where you can pay for your membership and purchase school spirit wear.



PTA BOARD

Sarah Stirewalt - President
KT Lindley - Vice President
Nicole Ritchie - Vice President
Emily Carter - Secretary
Patty Linker - Treasurer
Taylor Ezell - Board Member
Caitlin Ritchie-Lane - Board Member
Rachel Smith - Board Member

Contact the PTA:
PTAMillbridge@gmail.com

SPIRIT ROCK

Click [here](#) to sign up for your chance to paint the Millbridge Spirit Rock!



SCHOOL INFORMATION

Releasing Children to Custodial Parents

A child must be released by the school to either parent unless legal papers have been presented to the principal showing custody. This applies even if a child is living with only one parent. If you have custody of your child and do not wish for him/her to be taken from school by his/her other parent, you must present your legal paper to the principal. **PLEASE REVIEW YOUR LEGAL PAPERS ON FILE IN THE OFFICE AT THE BEGINNING OF EACH SCHOOL TERM TO BE SURE THEY REFLECT THE MOST RECENT COURT DECISION.**

Playground Safety

During the school day only students and staff are allowed on the playground. Students are not allowed to bring recess equipment to school from home. All equipment (basketball, soccer ball, etc.) will be provided by the school.


Telephones

Students will be allowed to make phone calls for sickness only. Children will not be allowed to call home for homework, library books, etc. All student phones must stay in their book bags turned off. Please call the school if a message needs to be delivered to your student. Teachers will only be called to the phone for emergencies. Our school has a voice mail system. The system will pick up before and after school hours and in some instances during busy times while school is in session. Please leave your name and number with a brief message; messages will be checked daily.

Pictures/ Yearbooks

Individual pictures of each student will be taken in the fall and spring. Class group pictures will be taken in the spring. Pictures will be available for purchase online only.

Year books are also available at the end of the year. The date and price will be announced in advance.



TITLE 1

Title I is a federal program established to provide financial assistance to schools that serve a large number of students from low-income families. The program's main goal is to ensure that every child, regardless of their economic background, has the same access to a quality education. It aims to level the playing field and provide additional resources to help our students succeed academically.

As a Title I School, we receive federal funds to implement programs and initiatives that can positively impact our students' learning experiences. These funds can be used for various purposes, such as hiring additional teachers, providing professional development for our educators, offering academic support and tutoring, purchasing educational resources and materials, and more.

Being a Title I School does not mean that our school is lacking in any way. Instead, it highlights our commitment to creating an inclusive and supportive environment where every child has the opportunity to thrive. It is a recognition of the unique challenges our students may face due to economic circumstances, and the extra assistance we can provide to help them overcome those challenges.

Our school works diligently to ensure that these funds are used effectively and efficiently to improve the educational outcomes of our students. We believe in the potential of every child, and our Title I status allows us to provide targeted support to those who may need it most.

We also want to emphasize that as parents, you play a vital role in your child's education. Your involvement, support, and engagement in their learning journey are invaluable. Together, we can create a strong partnership to foster a love for learning and help your children reach their full potential. If you have any questions or would like more information about the Title I program and how it benefits our school, please don't hesitate to reach out to us. We are here to work collaboratively with you to ensure the success and well-being of every student.

SCHOOL INFORMATION

Quarterly Awards



Academic award celebrations are good for students because they provide recognition, motivation, and a sense of achievement while fostering a positive learning culture and encouraging continued academic excellence. Academic achievement is one of many areas we recognize. Leadership, sportsmanship, citizenship, and hard work/ethics are other important skills to recognize. The following awards will be given at each award ceremony:

- All A Honor Roll
- A/ B Honor Roll
- Good Citizen
- Most Improved
- Principal Award
- Enhancement Awards

1st Quarter - Awards in the classroom

2nd Quarter - Grade level/Schoolwide Awards

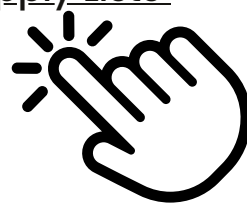
3rd Quarter - Awards in the classroom

4th Quarter - Grade level/Schoolwide Awards

Supply Lists

Each grade level decides the classroom supply lists before the school year begins. Each supply list is different based on grade level. With the exception of a few kindergarten supplies, students do not share school supplies. Your child will use supplies you purchase for your child. The supply list linked on our social media site is the only supply list curated by Millbridge. Teachers will not request any additional supplies for the school year.

[Click this link for the Millbridge 23-24 School Supply Lists](#)



MEDICAL NEEDS

Dear Parent/Guardian

The Rowan Salisbury School System has a written policy to assure the safe administration of medication to students during the school day. The policy has been updated and there were changes starting with the 2011-2012 school year. If your child must have prescription or over-the-counter medication during school hours, you have the following choices.

- You may come to school and give the medication to your child at the appropriate time(s).
- You may obtain a copy of a physician's authorization form from the school or print one from the RSS website at www.rssed.org. Take the form to your child's doctor and have him/her complete the form by listing the medication(s) needed (one medication per form), dosage, and number of times per day the medication is to be administered at school. The physician must complete this form for both prescription and over-the-counter drugs. The form must be signed by the doctor and the parent/guardian. Prescription medication may be accepted with only the parent's signature if all the above is clearly printed on the prescription label. Prescription medication must be brought to school in a pharmacy-labeled bottle that contains instructions on how and when the medication is to be given. Over-the-counter drugs must be received in the original container and will be administered according to the doctor's written instructions.
- You may discuss with your doctor an alternative schedule for administering medications (i.e., outside of school hours).
- Students requiring medications for asthma, anaphylactic reactions, and diabetes may self-medicate with physician authorization, parent permission, and a student agreement for self-carried medication.

School personnel will not administer any medication to students unless they have received a physician authorization form properly completed according to school policy and the medication has been received in an appropriately labeled container.

Please contact your school health nurse if you have any questions about the policy.

Head Lice

A student who has been found with nits $\frac{1}{2}$ inch from the scalp or if they have live nits will be sent home for treatment. A student found to have lice must receive treatment with an appropriate shampoo and all nits (eggs) must be removed before the student is allowed to return to school. Upon returning, the student will be screened again. If nits are found, parents will be expected to pick the child up and keep him/her at home until ALL nits are removed.

Health Concerns

Students, who are thought to have communicable diseases such as lice, pink eye, ringworm, etc. will be sent home, immediately. Proof of treatment is required before a student who has a communicable disease can be readmitted to school.

EXPECTATIONS

TECHNOLOGY



The iPad is a school tool that is required daily and is used as a valuable resource to further the education of your child by stimulating creativity, promoting inquiry and collaboration with others within and outside our school and to assist in creating assignments that are relevant and personalized for the individual child. Students are expected to care for the iPad by bringing to school daily fully charged, keeping it in the provided case, using internet resources as directed by the teacher and follow all copyright guidelines as they relate to the Internet. Should a student have an issue with their device, it should be reported immediately to the technology facilitator. Students who are negligent with their iPad may temporarily lose iPad privileges and/or be required to pay for damages caused by these actions. An iPad usage fee of \$20.00 will be charged for each student for the 2023-2024 school year.

FIELD TRIPS

Parents will be given a 4 week notice of any field trip their child will be attending. Depending on the location, parents may be invited to attend and must provide their own transportation. Many trips restrict the number of adults per class. In these situations, the classroom teachers will invite different parents on each trip to share the chaperoning duties among as many parents as possible. If parents want to take their child home directly from the field trip site, they must see the teacher and sign out the student.

Field trips are non-refundable. Siblings are not permitted to attend field trips with a parent. Since field trips are educational, all students in a class should go on the field trip unless there are unusual circumstances.



EXPECTATIONS

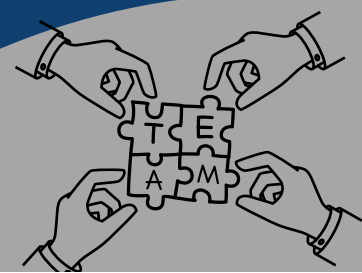
Millbridge Elementary School strives to protect the learning opportunities for all students. We expect all our students to follow school expectations, classroom expectations, and adult directives. One of our goals is to teach our students to take responsibility for their actions and treat others and themselves with respect. Please make sure that you read the [Rowan Salisbury Schools Student Code of Conduct](#) with your child.

STUDENTS SHOULD:

- Believe that all students are capable of learning
- Should have opportunities to learn based on their needs, interests, and abilities.
- Be responsible for his/her own behavior.
- Have a positive learning environment and should not be violated by negative student behavior.
- Follow teacher and school expectations and to behave in a manner which is conducive to learning and getting along with others.
- Take pride in our school by taking care of the school facilities (ie, furniutre, equipment, materials, and use bathroom in proper manner.

PARENTS SHOULD:

- Share the responsibility for their child's education in order to develop a successful program.
- Help their child develop a positive attitude towards school.
- Understand their responsibility to get their child to school every day that they are not ill.
- Ensure their child is well rested, prepared, on time, and stays the entire school day.
- Support the Millbridge Elementary School Parent Handbook and Code of Conduct for Rowan Salisbury Schools.



8 HOUSES

1 MILLBRIDGE



Millbridge will be implementing a new house system for our staff and students. Each staff member and student will belong to one of the 8 houses. School Houses help create a culture of belonging, form closer bonds to their peers, and promote a sense of healthy competition.

You will need to download the HOUSE App from the Apple Store and/or Google Play depending on the type of device you have. The app is free. You will receive a letter with instructions on how to download the app and connect to your student and child's classroom.

WHAT IS THE HOUSE SYSTEM?

As we prepare for another year of academic growth and character development, I am sharing an exciting initiative we will implement called the Ron Clark HOUSE System. The Ron Clark HOUSE System is a unique approach to building a positive and inclusive school culture. It is named after the renowned educator Ron Clark, who developed this system to create a sense of belonging and foster a supportive community within schools. This system aligns perfectly with our school's mission and values, and we are thrilled to introduce it to our students.

The primary purpose of the Ron Clark HOUSE System is to promote a strong sense of identity, teamwork, and healthy competition among our students. By dividing the entire student body into smaller "Houses," each student will be assigned to one of these Houses throughout their time at Millbridge. This ensures that students from different grade levels and backgrounds have the opportunity to connect and collaborate with one another.

HOUSE CONT...

The HOUSE System is built upon **four core principles**, represented by the acronym HOUSE:

H - Honor: We encourage our students to embrace integrity, respect, and ethical behavior in all aspects of their lives. By emphasizing the importance of honor, we aim to develop responsible and trustworthy individuals who contribute positively to our school community.

O - Ownership: We want our students to take ownership of their learning and personal growth. Through the HOUSE System, they will be empowered to set goals, demonstrate initiative, and be accountable for their actions. By fostering a sense of ownership, our students will become self-directed learners who are motivated to achieve their full potential.

U - Unity: Unity is at the heart of the HOUSE System. By belonging to a House, students will develop a strong bond with their peers across grade levels, creating a supportive and inclusive community. This unity will extend beyond the classroom as students engage in collaborative activities, team-building exercises, and service projects together.

S - Scholarship: Academic excellence is a fundamental aspect of the HOUSE System. We will recognize and celebrate student achievements individually and collectively to foster a culture of continuous learning and growth. Through friendly competitions, academic challenges, and mentoring opportunities, our students will be motivated to excel academically.

HOUSE CONT...

The Ron Clark HOUSE System will provide numerous benefits for our students. It will enhance their social skills, encourage positive behavior, and develop leadership qualities. Moreover, it will create a sense of belonging and pride in their school community, fostering a supportive environment where every student feels valued and respected.

As parents, your role in supporting the HOUSE System is vital. Encourage your child to participate in House activities actively, collaborate with their Housemates, and embrace the core principles of Honor, Ownership, Unity, and Scholarship. Your support and involvement will strengthen our collective efforts to create a positive and thriving school culture.

We are excited about the Ron Clark HOUSE System's opportunities for our students and the transformative impact it will have on their educational journey. We look forward to witnessing their personal and academic growth as they engage with this system.

If you have any questions or would like further information about the HOUSE System, please do not hesitate to reach out to us. Let's make this a memorable and rewarding school year for our students!



PARENT LINKS

[Rowan Salisbury School Website](#)

[2023-2024 RSS Calendar](#)

[PowerSchool Parent Login](#)

[Student Fees](#)

[LINQ Lunch Account](#)
(Formerly TITAN Family)

[Student Dress Code Policy 4316](#)

[RSS Student Code of Conduct](#)

[Spirit Rock Sign Up](#)

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