Ulis Newton Elementary School
Student and Family Handbook

MISSION and VISION STATEMENT

Mission- The Newton Elementary School Environment, consisting of students, parents, staff and community, will work cooperatively to create a positive, goal-oriented atmosphere that results in students reaching their full potential as lifelong learners.

Vision- Newton is a place where ALL members are **Connected** through **Caring** interactions and **Committed** to High Achievement.

Motto: Celebrating Success

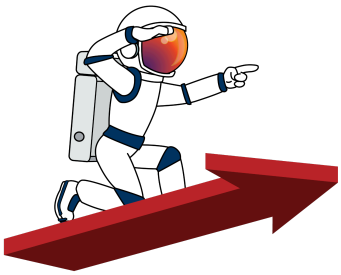
School Colors: Navy Blue and Maroon

Principal: Meaghan McGowan **Assistant Principal:** Shawna Yelton

Ulis Newton Elementary School
571 Greenway Road
Henderson, NV 89015
Phone: 702-799-0500
Fax: 702-799-0511

Updated October 2026

2026-2027



STUDENT/FAMILY HANDBOOK SIGNATURE PAGE

This handbook has been designed to provide each student and family member with a well-defined school operations procedures guideline and to provide a quick reference which allows each community member full participation in the educational program at Ulis Newton Elementary School.

My signature below indicates that I am responsible for reading, being familiar with, understanding, and adhering to the contents of this handbook.

This signed page is to be signed and turned into your child's classroom teacher. If you have multiple children, please add their names.

_____ _____

Student Name Date

_____

Parent Signature

GENERAL INFORMATION

Office Hours
Monday through Friday
7:30 AM to 4:00 PM

Telephone Numbers
Office: 702-799-0500
Fax: 702-799-0511



Newton Times to Note

6:45 Safekey Opens
7:30 Office Opens
8:55 Breakfast/ Playground Opens/ Kiss and Go Opens
9:10 Line up bell rings
9:10 Gates locked by Custodian/Staff
11:45 AM Pre K Dismissal
12:55 PM Pre K Start Time
3:26 Student Dismissal
3:31 Students who have not been picked up are walked to office
4:00 Office closes

Schedule	Time
School Office Opens	7:30 am
Teachers Arrive	8:25 am
Gates Open for Students/ Duty Starts	8:55 am
Gates Close and Teachers Pick Up Students at the sun classroom number line.	9:10 am
Instruction	9:15 am
End of Instruction	3:26 pm
Teacher End Time	3:36 pm
School Office Closes	4:00 pm

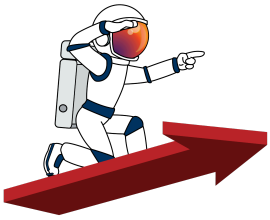
Dear Newton Families,

This handbook has been prepared for the purpose of acquainting parents/guardians and students of Ulis Newton Elementary with our school policies. We hope that it may be only the beginning of many wonderful exchanges of ideas and information between parents and our professional staff in the interest of children. Your input is always welcome because education is a joint responsibility and honor of the home and school.

We believe that children are entitled to the security and benefits which result when parents and professional staff work together on a common basis of understanding and mutual respect. We look forward to sharing in this cooperative effort in your child's best interests. We thank you for trusting us with your children.

Meaghan McGowan, Principal and Shawna Yelton, Assistant Principal





General School Information

Attendance

Our goal at Newton is for each student to be at school each and every day. Our goal is at least 98% daily attendance. Students with excessive absences are at risk of academic failure. The State of Nevada requires parents to ensure their children attend school. Failure to do so is an offense of Educational Neglect. Because of this we have developed an Attendance Incentive Plan and compiled a list of resources and interventions that may be helpful to students and parents. Parents/Guardians are urged to work with school personnel to resolve issues that may interfere with their student's school attendance.

Attendance Enforcement Procedures

Students who arrive after 11:10 am are to be marked absent for half day. Students have three school days to bring in a note explaining the absence, and make-up their assignments. Parents are encouraged to go to our website for quick access to our absence form in order to verify attendance. This can be found in the Parents tab, under Report an Absence.

Newton Elementary School-Wide Attendance Plan

Absences	Procedures
0-2 absences	☐ Ashley Johnson, School Counselor provides video to all parents during Meet and Greet outlining Newton's attendance policies and expectations ☐ School Counselor provides all teachers with attendance policies and procedures outlining teachers' role in procedures ☐ School Counselor provides all teachers with an "attendance alert" during the first week of school notifying them of any student in their class who had 18 or more absences during the previous school year ☐ All students track their monthly attendance (K-2) or yearly attendance (3-5) which is kept in their data notebook. ☐ Students and staff who have 1 or less absences and/or 1 or less tardies each month will earn a special reward
3 total absences	☐ Araceli Lopez sends home district attendance letter; copy of letter provided to teacher ☐ Teacher calls home to check on student and to discuss attendance expectations ☐ Teacher documents phone call in teacher contact log in IC ☐ Teacher emails Araceli Lopez so she can request a truancy officer visit
6 total absences	☐ Araceli Lopez sends home district attendance letter; copy of letter provided to teacher ☐ Teacher calls home to check on student and to discuss attendance expectations ☐ Teacher documents phone call in teacher contact log in IC ☐ Teacher emails Ashley Johnson, School Counselor so she can reach out to family for resources and support
9 total absences	☐ Araceli Lopez sends home district attendance letter; copy of letter provided to teacher ☐ Teacher calls home to check on student and to discuss attendance expectations ☐ Teacher documents phone call in teacher contact log in IC ☐ Teacher emails Araceli Lopez to notify her of excessive absences ☐ Araceli Lopez sends home "CCSD Parent Guide to School Attendance" (English/ Spanish) ☐ Teacher emails Ashley Johnson so she can refer student to the Truancy Prevention and Outreach Program (TPOP)

12 total absences	☐ Teacher emails Attendance Clerk, Araceli Lopez to send truancy officer to home due to excessive absences. ☐ Teacher emails School Counselor, Ashley Johnson to notify of absences ☐ Counselor contacts parent (2 way communication) to discuss attendance concerns and provide the following: Attendance Letter to Parents Attendance Contract ☐ Student starts Attendance HERO's program with School Counselor
15 total absences	☐ Araceli Lopez sends home district attendance letter; copy of letter provided to teacher ☐ Teacher emails Attendance Clerk, April Zemski to notify her of excessive absences ☐ Teacher emails School Counselor, Ashley Johnson so she can schedule a Parent Teacher Conference(PTC) ☐ School Counselor schedules PTC with parent, teacher and admin. Counselor provides family with Student Attendance Success Plan
20 or more unexcused absences	☐ Teacher emails Admin, School Counselor, and Attendance Clerk ☐ School Counselor files educational neglect ☐ RTI team determines whether or not student should be recommended for retention

In accordance with CCSD Regulation 5113:
If a student has been declared truant three times for unapproved absences, the principal, or designee shall report the student to a school police officer, or local law enforcement. Elementary students who exceed twenty total unapproved absences during the school year may be retained in the current grade.

Because of the importance of every instructional minute, it is necessary that parents have students to school on time. Missing only 15 minutes of instruction daily, equals 45 HOURS of lost instruction per year. By the time your child is a senior he/she will have missed over 97 days of school! Thank you for partnering with us for your child's success and making sure they arrive at school on time. Students are marked tardy if they arrive in the classroom after 9:01 am. Excessive student tardies are monitored by the office and referred to the School Counselor for remediation. After 5 tardies, the School Counselor will contact the family to discuss the situation, and try to resolve the issue. Attendance plans and/or consequences for subsequent tardies will be implemented on a case by case basis.

NEW: BLACK MOUNTAIN GATES ARE CLOSED THIS YEAR

Arrival Policies Newton Parent Pick-Up Letter

Late Arrivals: Students will not be admitted without a parent/guardian or designee to sign them in. The child and the **adult must enter the school office** via the front door. Tardies are disruptive to the classroom and also have an adverse effect on students' educational progress. We are required to note late arrivals (tardies) on a student's report card and attendance record. **(CCSD Regulation 5513)** Excessive absences/tardies may result in disciplinary action.

Early Parent Pick Up: Please be mindful that the school day ends at 3:26 PM. We are required to note early dismissals on student attendance records. Parents must come in and sign out their children from the main office. Parents/guardians may be required to present identification. To honor student learning time, students who are picked up during the school day will not be called down from class until the adult who is signing the student out is in the office. **Note: Early pickup is NOT available from 3:00-3:26.**

Gates: All gates to the school will be locked promptly at 9:10 a.m. If you arrive after the first bell at 9:10 a.m. you will have to drive around to the front of the school and bring your child in the front doors.

Newton Dismissal Procedures

Parent Pick-up Options (Purple): *Location: Gates near the MPR/Front of School*

As the teacher identifies/makes eye contact with the parents/guardian, he/she will release the student. The teacher will observe the parent/guardian receiving the child.

Buses (Color of Bus): *Location: **Bus Gate off of Greenway Rd.***

Students assigned to a bus will be directed to the bus lines and board buses in a single line (one at a time). Students are directed to their bus line by color (Blue, Green, Yellow, or Orange). Students have a tag on their backpacks matching the color of the bus they are assigned. A teacher stands at each bus door to confirm each students' bus tag is the appropriate color for the bus they are boarding.

Walkers (Pink): *Location: **Bike Gate off of Greenway Rd.***

Walkers are released out of the gate and are **not** handed off to an adult. Parents/guardians may choose to allow the child to walk home, bike home, or meet them at a location outside of the gate. Siblings must meet up prior to exiting the gate.

Safekey: *Location: Use the exterior door off of the Multi-Purpose Room (MPR)*

Our Safekey program is for those who need care before and after school. The program operates from 6:45 – 8:40 AM and 3:11-6:00 PM each school day. This program is operated through the Henderson Parks and Recreation Department. The program consists of a nutritional snack, time for homework with assistance, games, and activities. If your child is left alone in the morning or comes home to an empty house after school, you may want to explore this program. Financial assistance may be available through the Urban League at 702-473-9400.

To use this service students must be registered. Henderson Parks and Recreation: (702)267-4100

https://www.cityofhenderson.com/government/departments/parks-and-recreation/programs-classes/youth-programs/safekey-through-grade-5

Kindergarten Gate: *Location: **Gate by the interior parking lot near the MPR***

Kindergarteners that are not bus riders will have to be picked up by a person 18 years of age or older. Teachers will verify each adult receiving a child by checking photo identification for anyone he/she is not familiar with. If the adult is not listed in emergency contacts, he/she will be directed to the office for verification before the child is released into their care.

Emergency Information
The school must have a current address, home/cell phone number, work phone number, and an emergency phone number on file. This information is essential in case of student illness or accident. Please notify the school of any change in this information. If, for any reason, the parent or emergency contact listed on the enrollment card cannot be reached, the principal and/or designee (nurse, office manager, assistant principal) will use his/her best judgment in deciding on medical attention.

Medication
If a physician has prescribed medication for your child to be taken during the school day, a form must be obtained from the office and completed by the parent or guardian. This record gives permission for authorized school personnel to administer medication to your child and is kept on file in the school office. Parents must bring the medication to school along with the authorization form. Do not send the medication with your child. Non-prescription medication such as aspirin may not be dispensed by school personnel. Students should not bring over the counter medication to school.

Accident or Illness
Every accident or injury occurring during school hours or during a school sponsored event must be reported immediately to the teacher in charge and to the School Health Office. A student who is too ill to remain in class will report to the Health Office so that parents can be notified. School Health personnel are not allowed to diagnose illness or injury. Please check with your family physician if you have a question about your child's health. If your child has a fever, he/she will not be able to return the next day as a precaution in order to stop the spread of infections.
In the case of possible COVID, please be advised that we must continue to follow the most up-to-date CCSD Guidelines.

Enrollment and Withdrawal
When a student enrolls, he/she will not attend class until the next school day. If you plan to withdraw your child, the office must have at least a one-day notice in order to prepare records.

Newton Parent Teacher Association
Our school has an outstanding PTA. They are actively involved in fundraising, providing volunteers for the classrooms, field trips, school parties, and other major school events. There is no better way to assist your child in his/her education than to work actively with the PTA. Newton belongs to the community and the PTA. represents the community through their organization. You are invited to join and participate. Participation can occur at various levels. Check out how to become a member at this tab on our website: https://www.ulisnewton.com/pta

Volunteers
You are required, under Nevada law, CCSD Regulation 5152 to be fingerprinted, if you plan on volunteering with students. You must also follow all reporting laws (CCSD Regulation 4100) to report child abuse and neglect. You must get permission from the administration before moving forward with filling out the required application. Once approved, you are required to wear your identification badge you receive from the district office or the visitor check sticker you will receive in the Newton front office. https://www.ccsd.net/community/volunteer-with-us

Special Occasions (Birthdays, Holidays, etc.)

Please review the Wellness Plan: Newton ES Wellness Plan 26-27

All foods for special occasions must be commercially prepared and individually wrapped in order to minimize risks of foodborne illnesses and to avoid known food allergies. Healthy treats are encouraged. We ask that no balloons are delivered to school as they are a distraction from the educational setting. You can purchase a birthday gift for your child through the front office which is delivered at the end of the day. We discourage exchanging gifts to prevent distraction and in consideration of the other students and their families.

Academic Information-Educational Records

All student records are confidential. Parents have the right, upon request, to inspect any and all educational records relating directly to their dependent and legal wards. Parents may inspect his/her child's school records by contacting the Principal. A copy of regulations governing school records is also available in the office.

Cell Phones CCSD POLICY #5136

The Clark County School District recognizes the legitimate safety purpose that parents have in providing students with cellular phones, smart watches, wireless headphones, and other two-way communication devices. CCSD also recognizes the legitimate educational right that students have to learn and engage in school activities without distraction or disruption from the use of two-way communication devices.

During the school day (8:55 a.m. to 3:26 p.m. & on School Buses**)** students are prohibited from using cell phones or other electronic devices while in school buildings or attending school activities, including arrival, lunch, recess, and dismissal. Students who are in possession of a cell phone, or other device must store it in the backpack upon arrival/dismissal and during the school day. **Cell phones and smart watches must be turned off during the instructional day and not just placed in silent mode.**

NOTE: Students are not permitted to answer, call or initiate text messages during the school day including lunch times. (If you need to contact your child during the school day, contact the office for assistance.)

Violation of this policy by students will result in disciplinary action which may include: application of school disciplinary practices and procedures; notification of parents/guardian.

- On 1st offense the student will contact his/her parents and the device could be held in the front office for student retrieval at the end of day. We also have the option to place the phone inside a pouch that prevents signal to the device.
- For every offense after the first, a parent must pick up the device from the school.

Student Dress and Grooming CCSD Regulation 5131

The School Board recognizes that a student dress code is an important part of creating a school environment that expects a "culture of excellence", is safe, conducive to learning and free from disruption. Personal appearance is a reflection of students' attitudes towards school and learning. All grooming should reflect a positive self-image and pride in personal appearance.

Pursuant to Clark County School District Board of Education Regulation 5131, Ulis Newton Elementary School students are prohibited from wearing clothing or attire which, in the judgment of school authorities, may disrupt the educational process or learning environment. For health and safety reasons, specific dress may be required for some activities. Proper student dress and grooming

should not be a distraction from learning and is the responsibility of the student and his/her parent/guardian. Neatness and cleanliness should prevail as acceptable standards for attire and appearance.

District guidelines for appropriate attire include the following:

- Require the wearing of shoes with soles and backs. *(Shoes with wheels are not allowed.)*
- Require that all shorts, skorts, skirts, and jumpers/dresses must be at fingertip length.
- All jeans, pants, and trousers must be secured at waist level. Sagging is strictly prohibited. Jeans, pants, and trousers are not to have rips or tears that expose undergarments and/or are located mid-thigh or higher.
- Require the wearing of shirts or blouses appropriately buttoned in accordance with the design of the shirt or blouse. The length must extend beyond the belt level.
- Prohibit wearing transparent, see-through tops, bare midriff, strapless, spaghetti straps, low-cut clothing, or tops and outfits that provide minimal coverage.
- All sleeveless shirts must have straps at least three inches wide.
- Headgear (hats, hoods, caps, bandanas, etc.) is not permitted, except for special events.
- Prohibit slogans or advertising on clothing which can be controversial, obscene in nature, or may disrupt the educational setting.

Students will be expected to dress according to the above guidelines. Students not so dressed will be sent to the school nurse for a change of clothes.

Please monitor your child's clothing to make sure it is appropriate for the weather conditions.

Personal Possessions

The only time students should bring toys, games, plushies, etc. to school is when their teacher instructs them to do so. If such items are brought to school, they will be confiscated and may be returned to parents. Since these items should not be at school, we will not be held responsible if they are lost, stolen, or broken.

Playground Procedures Playground Rules Slideshow

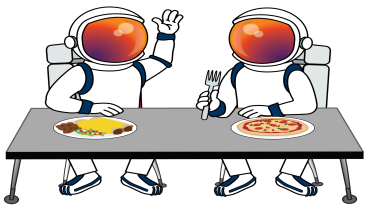
When entering the playground area, all students should walk. Students may run on the grass field. Climbing up the slide or jumping off the slide is prohibited. Students should wait in a line for their turn. Please be respectful and do not push or move ahead of anyone in line. Students should be courteous and share all equipment. All students deserve a chance to play at recess. Students should return all equipment to the designated area. In the event a child has a conflict with another student and cannot resolve or fix the issue, the student should contact a staff member for help. Students should not bring food outside the lunchroom to the playground.

Food Services

FREE breakfast is offered to every student from 8:55 am - 9:10 am in the cafeteria. Students are to enter the cafeteria when they arrive on campus if they need breakfast.

FREE lunch is also offered to every student every day. If your child brings lunch and would like to purchase a drink, there is a small charge: milk: $.25 or juice: $.35.

Both menus can be found at ccsd.nutriclice.com website. If your child has special medical needs regarding diet, (allergies etc.) please inform the Food Service Staff in writing. If you have questions regarding school lunches, please call 702-799-0500 EXT: 4012.



Lunchroom - *Teachers/Aides work together with students to run a positive lunch program!*

- Walk in an orderly manner and remain seated.
- Do not share or trade food.
- Talk quietly and be courteous.
- Clean table area before being dismissed.
- Keep nuisance items at home.
- No getting out of your seats. Use the below hand signals.
- Use sign language (drink, bathroom, etc.) when needing assistance.

1 finger = I need to get a spork/condiments/napkin/sauce
2 crossed fingers = I need to use the restroom
3 fingers = I need to get a drink of water
Hand up = I have a question or need assistance

- Students enter through south doors by the PE room. Hot and cold lunches come in separate lines.
- Hot lunch students pick up their items (milk/spork/napkin/condiments) and proceed to the serving area.
- All students use the center walkway to get to their seats.
- Once seated, students may not get out of their seats without permission.
- The adults on duty will tend to finger symbol needs. If an item is needed, the child must get up to get the item. Students must learn to be responsible.
- Adults should take turns with the microphone. Students need to see everyone is in charge. As one group is dismissed, other adults are cleaning for the next group of students.

Procedure for quieting students:

1. Say "Nav-i-ga-tors" and students respond "Blast-Off-1-2-3" and get quiet. Once they are quiet say, "Quiet Time Begins Now."
2. Give me 5 in 3-2-1.

Student Transportation Policy (School Board Policy 751)
Bus Rider Rules

Riding the school bus is a privilege and may be revoked if bus rules are not followed. Students who fail to maintain appropriate conduct while on the bus, waiting for the bus, or walking to or from the bus stop, may be suspended from riding the bus or subject to other necessary actions. Please note that the Galloway hands off policy is in full effect while coming to and from school. When possible, minor cases of misconduct will be handled directly between the bus driver and the rider. In cases where the rider does not obey/respond to the driver's request for safe, respectful behavior, the driver will fill out a School Bus Incident Report with the Transportation Department. The following action will follow the issuance of a misconduct notice.

First and Second Notice: The School Administrator or designated school personnel will speak with the student regarding the offense and will discuss what disciplinary measures are necessary to correct the situation. The parent/guardian will be contacted.
Third Notice: Administration will inform the parent/guardian of the offense and the student will receive a three-day bus suspension.
Fourth Notice: Administration will inform the parent/guardian of the offense and the student will lose bus riding privileges for the remainder of the school year.
In cases where the health, safety or welfare of a student is compromised, immediate action and suspension from the bus may occur on the 1st offense.

Student Responsibilities

Assure your own safety and the safety of other students.

- Understand that the bus is an extension of the school day, so all rules and policies of the school must also be followed on the bus.
- Obey the driver promptly.
- When entering the bus, riders are expected to sit and remain in his/her assigned seat.
- Keep selves and belongings inside the bus, out of the aisles and off the windows.
- Hands and feet to yourself at all times.
- Eating and drinking is not allowed.
- Riders will be quiet when approaching railroad crossings.
- Loud noises are not allowed (it could divert the driver's attention and make safe transportation difficult).
- Obscene language, gestures, or messages are not allowed.
- Riders will not tamper with or damage bus equipment.
- Riders are expected to keep the bus clean.
- Cross 10 feet in front of the bus.
- Report problems to the driver, parent or school office immediately
- In case of an emergency, remain calm and quiet-listen to the driver.

PLEASE REVIEW BUS SAFETY WITH YOUR CHILD(REN) REGULARLY SO THEY KNOW HOW IMPORTANT IT IS TO RIDE SAFELY.

Grading Scale

All schools must utilize the grading scale, which is an equal interval balanced scale. The District reports student achievement to identify mastery of grade-level NVACS/NVACS Connectors and District curriculum in designated content areas ensuring equity and accuracy in reporting. Grades shall not be influenced by behavior or other nonacademic measures (e.g., late or missing assignments, attendance, participation, responsibility).

As indicated in Regulation 5121, dual enrollment courses utilize the grading scale and policies aligned with the partnering Nevada System of Higher Education institution school, department, and/or division.

Elementary Grading Scales		
Kindergarten	***Grades 1–5***	***Specials/Learner Behavior***
2 Meets 1 Approaches	A 90–100% Excellent B 80–89% Above Average C 70–79% Average D 60–69% Below Average F 50–59% Emergent W Working on standards below grade level	E Exceptional Progress S Satisfactory Progress N Needs Improvement

Infinite Campus Grade Book Category Weighting

A. District leadership has created weighting for each of the subject areas and for each standard/strand (Ex: Foundational Reading, Reading Literature, Reading Information Text are each 30% of the Overall Reading Grade etc)

B. School leadership established weighting within those standards for Formative & Summative grades. Weighting must fall within the designated ranges each school year. The weighting will be reviewed annually.

- Formative 20%, Summative 80%

C. Infinite Campus Grade Book categories must be clearly communicated by the school to students and families.

D. Newton Grading Policy 26-27

Formative: Assessment for Learning	*Summative: Assessment of Learning*
• Used by educators and students during instruction to provide actionable feedback and inform ongoing teaching and learning strategies. • Low stakes; carries little to no weight in the Grade Book. • Includes informal classroom-based assessments (e.g., exit tickets, classwork, quizzes, observations, checklists). • Excludes universal screeners, diagnostics, or the District interim assessment (e.g., MAP Growth).	• Used to measure mastery of standards after learning has occurred. • High stakes; the majority of the student's grade is based on summative evidence. • Includes formal classroom-based assessments (e.g., unit tests, projects, presentations, performance tasks, semester exams). • Excludes District and state cumulative assessments (e.g., SBAC, ACT, CTE, NAA, WIDA).

Late Work

Missing assignments must be VERY minimal to none and will be flagged with the late flag "L" in Infinite Campus. "L" indicates to students, teachers and families that students are still responsible for the work. First, teachers will work with the student to try to get them to complete any missing work. If the student still has not completed the assignment, the teacher will contact parents/ guardians for support and work together to motivate the student to get it done. Late work will be accepted at full credit in the grade book, but should be reflected in a learner behavior grade.

Reassessment Policy

Retakes must be offered and can be done for any grade received (A-F). Before a retake, ensure relearning through a teacher/tutor/home support has taken place. One retake per summative assessment is allowable (any others need admin approval). The entire test can be retaken. Retakes must be completed within 2 weeks of the original assessment as future learning will build upon those concepts. If a student completes a retake of an assessment the original grade will be replaced with the new grade, unless the new grade is lower than the original grade (footnotes will be used to record each attempt).

Student Self Responsibility

Students learn responsible behaviors through actions designed to teach, model, reinforce, and reward desired behaviors. Positive reinforcement is considered the best method for developing desired behaviors. When students do not perform according to stated expectations, their actions result in the use of appropriate logical consequences.

Newton is a Bully Free Zone

The Clark County School District and Ulis Newton are committed to providing and Safe and Respectful Learning Environment

CCSD Policy 5137 – NRS 388.122: Definition of Bullying: Bullying means written, verbal or electronic expressions or physical acts or gestures or any combination thereof,
Repeated or pervasive taunting, name-calling, belittling, mocking or use of put-downs or demeaning

humor regarding the actual or perceived age, race, color, national origin, ethnicity, ancestry, religion, gender identity or expression, sexual orientation, physical attributes, physical or mental disability of a person, sex, or any other distinguishing characteristic or background of a person;

Under NRS 388.123, "cyberbullying": bullying through the use of electronic communication.

Is it BULLYING?

- When someone says or does something unintentionally hurtful and they do it once, that's **RUDE!**
- When someone says or does something intentionally hurtful, and they do it once, that's **MEAN!**
- When someone says or does something intentionally hurtful and they keep doing it-even when you tell them to stop or you show them that you're upset-that's **BULLYING!**

If you are a student who feels as if you are being bullied, please follow these steps:

1. SPEAK UP!
2. Tell a Teacher
3. Tell Another Adult
4. SPEAK UP AGAIN!



If you are a family member and you suspect that there is something wrong, follow your instincts. Being an active family member and staying involved can help with the prevention of bullying. To ensure your child isn't being bullied, here are some helpful hints. Do not ignore your child's report and don't advise your child to fight back. Don't confront the child, or the family members of the child, who is allegedly bullying your child and don't allow your child to become a part of social networking. Stay curious, get involved, stay involved, and contact your child's teacher or the school for a resolution. Parents/students are encouraged to report knowledge of bullying and/or cyberbullying, via SafeVoice that allows individuals to anonymously report unlawful activities. **Help Ulis Newton Elementary as we continue to STOMP OUT bullying.**

Hands Off Policy

It is the policy of Ulis Newton Elementary School to strictly enforce a hands-off policy on campus. Students should not touch another student in any way, including, but not limited to: shoving, pushing, hitting, tripping, slapping, or kicking. Disciplinary action may be taken for "Violation of the Hands-off Policy" when a student has made physical contact with or without intent.

Discipline Procedures

Discipline will be determined by the CCSD Code of Conduct.

School-wide Behavior Intervention Policy

We believe that all children can behave in a positive manner while at school. Teachers and students have the right to a classroom free of disruption; one that is conducive to the teaching/learning process. In order to guarantee the optimal environment and the integrity of instruction and learning, Newton ES, will implement a plan for Progressive Behavior Intervention inclusive of interventions for school-related minor and major behavior infractions.

Required Parent Conference (RPC): A conference is scheduled to discuss the student's behavior. The child is not allowed to come to school until the conference has been conducted. RPCs are scheduled within one day after the infraction. RPCs generally will not be conducted on the same day of the

infraction. A reasonable amount of time is needed to allow for a thorough investigation of the alleged infraction.

Suspension: Temporary removal from school which may consist of one to ten days dependent upon the nature of the infraction. Extenuating circumstances will be considered. Conferences are scheduled within two days after the infraction, to allow for a thorough investigation of the alleged infraction. All classroom/homework assignments will be provided for students during the temporary removal of school.

Suspension with Instruction: Temporary removal from school which may consist of one to ten days dependent upon the nature of the infraction. Extenuating circumstances will be considered. Conferences are scheduled within two days after the infraction, to allow for a thorough investigation of the alleged infraction. Students will have a link to access daily for one hour of live instruction from the teacher. All classroom/homework assignments will be provided for students during the temporary removal of school.

Expulsion: Permanent removal from school. Recommendations for expulsion are based upon the extreme intensity, severity, and frequency of the infraction. Extenuating circumstances will be considered. If the recommendation is uncontested, the student will be withdrawn from Newton ES and the parent/guardian of the student will be responsible for another educational setting such as enrolling the student in his/her zoned school within the Clark County School District. ***Required Parent Conferences pending the recommendation for expulsion will be conducted within two to three school days which allows for a thorough investigation of the alleged infraction.***

- ☐ ***RPCs may or may not be held the same day of the infraction.***
- ☐ ***The student may not be allowed to attend school until the conference has been conducted and he/she is reinstated.***
- ☐ ***Students with three or more RPCs within a trimester may not be allowed to participate in activities, events, field trips supported by the school.***
- ☐ ***Students with one suspension within a trimester may not be allowed to participate in activities, events, and field trips supported by the school.***

Procedures for Counselor Referrals

There are referral links in place for students, teachers, and guardians to make referrals for a student to see the counselor. These referrals are separate from office referrals and should only be used for social-emotional concerns. Any major concerns should be addressed in an office referral.

- Students grades 3-5 should have access via their teacher's clever page to their own counselor referral form. Student Referral Form
- Parents requesting for their student to meet with the school counselor have access to a referral form via the school website, or can fill out a paper referral in the front office. Parent/ Guardian Referral Form
- Teachers requesting a check in from the counselor for a student can fill out a referral form located on their desktop. Staff Referral Form

As a school and community we will work together and be proactive to correct inappropriate behaviors in order to ensure academic success and prevention of suspension and/or expulsion, which seriously impact your child's learning. As always, if we work together, we can make a difference in the behaviors and successes of our children and students. Wrap around services are available for any student and family.

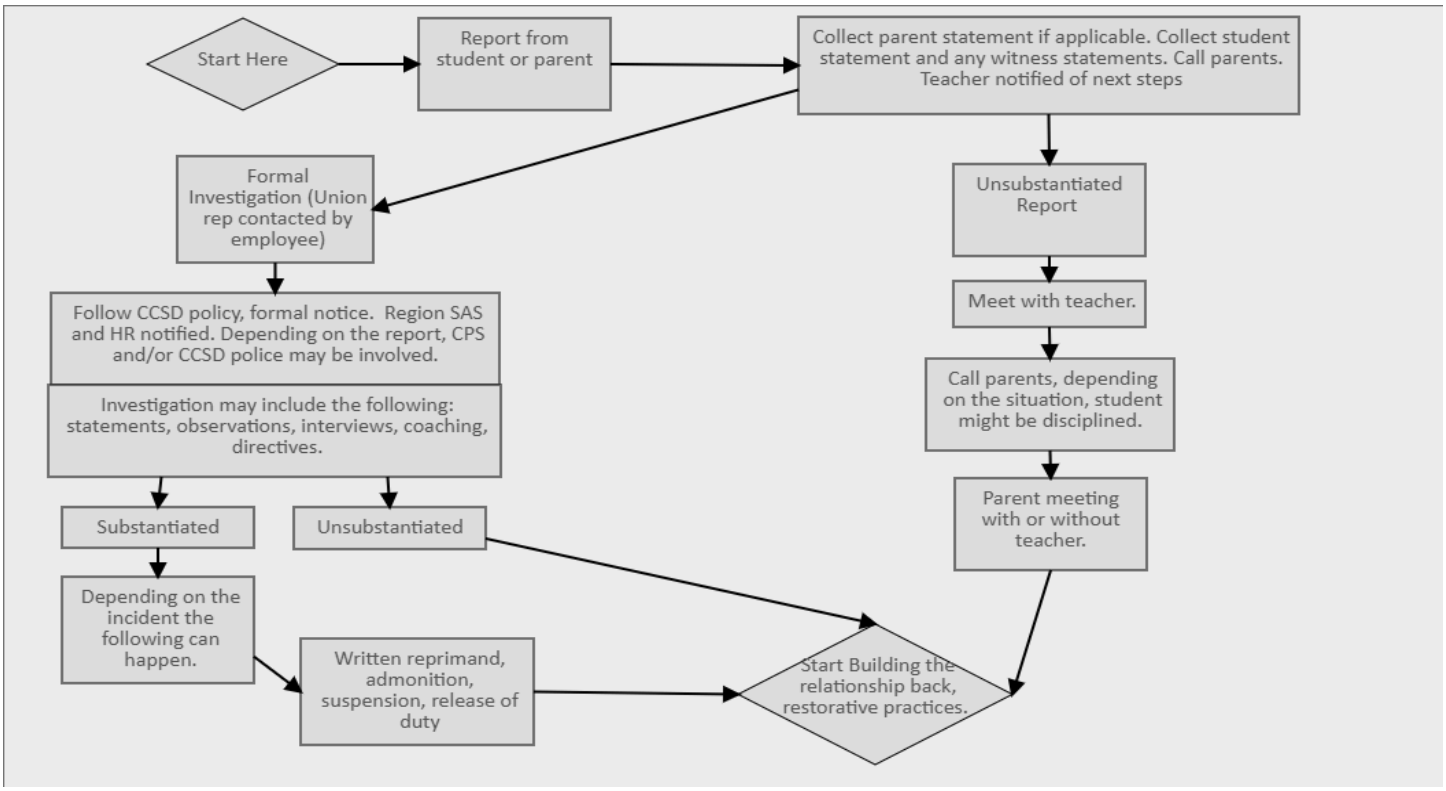
Leader in Me & Positive Behavior Interventions



Cosmo Cash & Incentives

Students can earn individual cosmo cash incentives for following our 8 Habits of Positive Behaviors. Students can earn prizes like Cosmo Cave, candy, treasure chest, popsicles, Newton shirts, new books, and more!

Parent/Student Reporting Teacher Concerns Flow MAP:



Resolution Process Graphic

LEARNING ENVIRONMENT

Standards

- The effective use of allocated instructional time maintains an academic focus and on-task behavior.
- Classroom procedures and expectancies, delineated in a classroom management/discipline plan, are structured and in place, communicated, and maintained to provide a consistent positive learning environment.
- Students and parents are kept well-informed as to the class and school mission, programs, procedures, and progress.
- Mutual respect, courtesy, and rapport are modeled and maintained in all teacher-student, student-student and staff-staff interactions.
- Opportunities for parents to participate in school programs and activities are provided.

Classroom Animals

- We must consider the health needs of students before bringing an animal into the classroom.
- All parents will be made aware and permission granted.
- Please contact administration for more information on protocol for bringing service animals.

Hallway Behavior

- Students should have hall passes if traveling alone.
- Behave in a quiet and orderly manner while in the hallways and restrooms.
- Respect hallway displays; do not touch the walls or displays.
- Arms folded, single file line, hands and feet to yourself.
- Teachers will monitor students from the back of the line.
    - Hall Pass
    - Arms Crossed
    - Lips Zipped
    - Walking Feet
    - 2 Way Street

Bathroom Behavior (Flush)

- **F**loors stay dry
- **L**eave it clean
- **U**se it quickly and quietly
- **S**oft voices
- **H**ands washed

Homework

- Assigned Monday through Thursday to encourage good study habits early on in their school careers.
- In addition to twenty minutes (minimum) of reading, each student should be assigned approximately 10 minutes per grade level for homework.
- Individual needs and abilities must be taken into account.
- Children must thoroughly understand both the objective of the assignment and the directions for accomplishing it, as excessive frustration at home reflects poorly upon the school and teacher.
- Insist on high standards of work turned in by students. Study habits are taught by the teacher in order to promote a higher degree of benefit from the homework.
- Communicate the homework policy to students and parents, encouraging parents to question their child about nightly homework.
- When a student is absent the parent may call the school and request make-up work for that student.
- Lexia and iReady are available at home for more student practice.

Field Trips

- Going on field trips is a privilege. Students who fail to maintain appropriate conduct and follow school and district rules will not be able to attend. This is for the safety of all of our students and staff.
- Parents may have to accompany their child on the field trip if behavior is an issue.

Extracurricular Activities

- These activities are privileges. Examples of these events include Field Day, End of Year Pool Party, School Dance, Assemblies, and similar activities
- If a student has been sent home for an RPC or Suspension, they will be on probation for upcoming events, with the potential of being removed from these events.