

Belmont Central Elementary School

Parent-Student Handbook

2023-2024



Learn. Think. Lead.

Mrs. Aimee Tolleson, Principal
Ms. Chelsea Elmore, Assistant Principal

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<http://gaston.k12.nc.us/belmontcentral>
<http://facebook.com/BelmontCentralElementary>

Welcome from Administration

Hello Belmont Central Students and Families,

Welcome to Belmont Central Elementary School! It is both an honor and a privilege to be the principal of such an outstanding school, and we are eager to welcome your children back for an exciting 2023-2024 school year.

Our goal at Belmont Central is to provide quality instruction in every classroom, every day, and to engage students in learning, thinking, and leading. We hope that when students leave our school they have a strong foundation in becoming awesome citizens!

Our work, as always, will reflect our mission statement:

Together we will provide opportunities to be role models who inspire and facilitate the development of diverse students as 21st Century learners.

Sincerely,

Aimee Tolleson
Principal

BCE Office Staff

Principal	Aimee Tolleson	aatolleson@gaston.k12.nc.us
Assistant Principal	Chelsea Elmore	cnelmore@gaston.k12.nc.us
School Resource Officer	Officer Ben Henderson	bahenderson@cityofbelmont.org
Financial Secretary/Data Manager	Teresa Whitesides	twwhitesides@gaston.k12.nc.us
Receptionist	Melisa Herron	mdherron@gaston.k12.nc.us
School Counselors	Meghan Arnold (grades 2-3) Francina Newby (grades 4-5)	mlarnold@gaston.k12.nc.us flnewby@gaston.k12.nc.us
Nurse	Jami Cipriani	jacipriani@gaston.k12.nc.us
Social Worker	Dina Young	dinayoung@gaston.k12.nc.us
Cafeteria Manager	Jessie Maltba	jmmaltba@gaston.k12.nc.us

About BCE

School Hours	7:30 - 2:15 <ul style="list-style-type: none"> • Bus Rider/Walker Dismissal - 2:10 • Car Rider Dismissal - Begins at 2:15
Enrollment	700
Vision	Our students will be lifelong learners, critical thinkers, and responsible leaders in a global society.
Mission	Together we will provide opportunities to be role models who inspire and facilitate the development of diverse students as 21st century learners.
Colors	Red and White
Mascot	Eagle

Communication Efforts

Parent Conferences	Parent Conference Days are currently scheduled for October 12th and March 7th. More information will be coming about procedures for Parent Conference Days. Throughout the school year, parents can schedule a conference with a teacher as necessary to discuss academic, behavioral, and social-emotional needs.
PowerSchool	The Power School Parent Module provides students and parents a secure website to access grades and attendance. For information or assistance with setting up PowerSchool Parent Access, please see the receptionist.
Schoology	Schoology is Gaston County Schools's Learning Management System (LMS) and is accessible by parents to view assignments, grades, and lesson material.
Parent Link Phone Calls	Automated phone calls will be sent home weekly to update parents about news at Belmont Central.
School Website	Our school website is frequently updated to keep students, parents, and the community in the loop on important announcements, news, and events at BCE. Please visit our website at www.gaston.k12.nc.us/belmontcentral
Social Media	Our Facebook page is updated regularly. Please visit it at www.facebook.com/BelmontCentralElementary
Monthly Newsletter	A monthly newsletter from the assistant principal's office will be shared via email. Paper copies are available upon request.
Bus Information	Information about bus changes (delayed route times, driver substitutions, etc.) will be sent via Blackboard messaging texts as well as emails and Facebook posts.

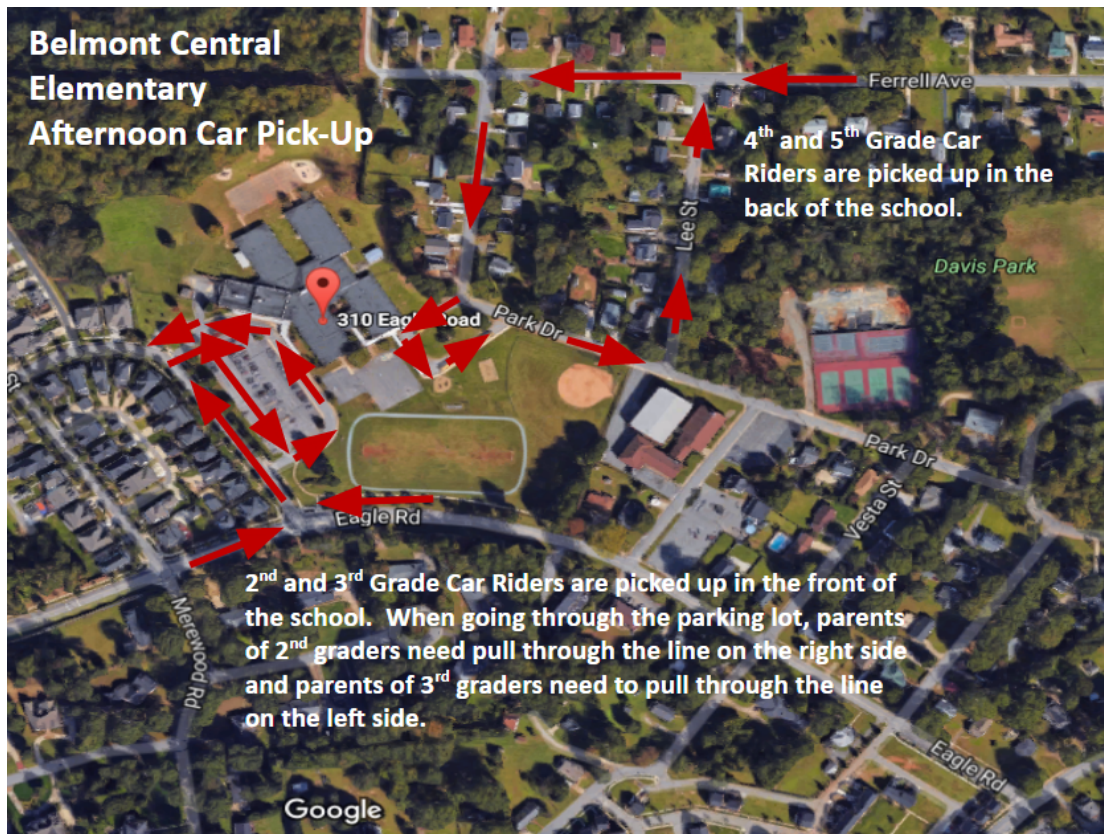
Arrival and Dismissal

Student drop-off begins at 7:10 AM via the front parking lot. We strongly encourage all students to arrive by 7:25 AM to ensure that they have time to get settled and so that instruction can begin on time. Breakfast is served from 7:10 - 7:25. The tardy bell rings at 7:30, and instruction begins.

After 7:30, students are tardy and parents must come into the school to sign-in their child.

At the end of the day, bus riders and walkers will be dismissed first, with car riders last. A "walker" is a student who lives near the school campus and is walking to their residence. We strongly discourage students from walking to meet their transportation at a location other than our school grounds or at FourSquare Church. It is a safety issue because no one is supervising your child once they leave our school grounds. This also applies to dropping students off at a location other than our school grounds or the church.

Second and Third grade car riders will be picked up at the front circle. Fourth and Fifth grade car riders will be picked up at the bus circle. All families will be given car tags for the dismissal line. This tag must be visible on the dashboard in order to pick up your student at dismissal. See the image below for instructions:



Any changes to afternoon dismissal must be submitted in writing to the teacher. If we do not receive notice in writing, we will have to send your student home according to how they normally leave school each day. If you fail to send in a note about changes, please call by **1:00 pm** so

that the message can be delivered to the teacher.

Bus Transportation

Belmont Central Elementary School provides morning and afternoon bus transportation in conjunction with the other schools in the feeder area. Our buses are coordinated by BCE/Page administration and South Point High School Business Manager Ericka Garris. Please become familiar with your child's bus number and driver's name as it will be helpful should you need to contact the school about a bus issue.

To have a student added to a bus route during the school year, a written note must be sent to the office with the student’s name, grade, and teacher name along with address information. **A 24 hour notice is required to be added to a bus route.**

Students are expected to follow bus safety rules while they are riding the bus. If a student is not following the expectations for riding a bus, a student will receive the following disciplinary action steps:

- 1. Conference with Administration
- 2. Lunch Detention
- 3. Bus Suspension

Be Responsible	Use Respect	Stay Safe
<ul style="list-style-type: none">1. Follow the Code of Conduct2. Be on time3. Keep the bus clean	<ul style="list-style-type: none">1. Talk softly and appropriately2. Respect yourself, others, and property3. Keep hands, feet, and objects to yourself	<ul style="list-style-type: none">1. Stay seated, and keep aisle clear2. Listen to the driver and other adults3. Get on and off at your assigned stop

Attendance

At Belmont Central, we believe that going to school is a student’s job. We feel that a day missed in school is comparable to a parent missing a day of work. It is logical to assume that academic material covered in a school day would never again be re-taught in as much detail.

According to the Gaston County School Attendance Policy, after 12 absences, the student does not meet the 94% attendance requirement for promotion to the next grade level. Students must be in attendance at least 168 days. Only 12 absences, including excused and unexcused absences, are permitted each school year.

We will use the Parent Link calling program to contact parents when absences occur. Please contact the school if phone numbers change, so that we may contact you. Please observe the following procedures regarding necessary absences:

- All absences are coded unexcused until a note is brought to school.

- Bring a note to the teacher WITHIN 3 days of absence stating: child's first and last name, date(s) & reason for absence.
- Excused absences include: personal illness, death in the family, court, educational opportunity, doctor appointment and religious holidays.
- Check with the office for requests for educational opportunity absences. By GCS policy, they must be requested in advance of the absence. Please note that requests for educational opportunity absences must be learning opportunities for students that are related to standards. Family vacations will not be approved.
- Students are not authorized to leave campus at any time during the school day without permission of school officials.
- Parents may write notes up through the 10th absence or tardy. After that, parents will need to provide doctors' notes. After 7 unexcused absences, the school social worker may seek legal mediation through the court system.
- Gaston County Schools sends home letters informing parents after students have missed 3, 6 and 10 days of school.

Academic Information

Students in second grade receive report cards that are standards-based and show how they are progressing in the curriculum. Grades for second grade students can be accessed via Schoology. For more information, please see the Standards-Based Grading handout sent home with this handbook to second graders.

Students in third through fifth grade receive letter grade report cards each nine weeks. Teachers enter their grades online on PowerSchool. Parents can obtain log-in information from the office about how to access their child's grades online. Our teachers follow the Gaston County Schools Grading Policy, which has a ten point grading scale:

A = 100 – 90
 B = 89 – 80
 C = 79 – 70
 D = 69 – 60
 F = 59 and below

Honor roll is also recognized at the end of the school year for those students in grades 3 - 5 who have maintained their grades for the entire year. A child that receives all As for the year is on "A Honor Roll." A child that receives a combination of As and Bs for the year is on the "A/B Honor Roll."

Grading Period	Interim Date	End of Nine Weeks	Report Cards
First Nine Weeks	9/14/2023	10/12/2023	10/19/2023
Second Nine Weeks	11/16/2023	12/20/2023	01/11/2024
Third Nine Weeks	02/08/2024	03/07/2024	03/14/2024
Fourth Nine Weeks	04/18/2024	05/22/2024	05/31/2024

Cafeteria and School Nutrition

Breakfast and Lunch are offered daily in all schools.

A complete school breakfast consists of: an entree made with grain and/or protein, fat free or 1% milk, and fruit and/or juice.

A complete school lunch consists of: an entree made with protein and/or grain, fat free or 1% milk, vegetable, and fruit.

2023-2024 Meal Prices	
Breakfast	Lunch
Paid students at all grade levels - \$1.40 Reduced price students at all grade levels - \$0.00 Adults (staff and visitors) - \$2.00	Paid students in grades K-5 - \$2.90 Reduced price students at all grade levels - \$0.00 Adults (staff and visitors) - \$4.00

Gaston County Schools maintains a computer system that accounts for students and their cafeteria spending. Check, cash, or money order can be accepted in the school cafeteria. Parents may also use <https://family.titan.k12.com> to pay online with their credit or debit card.

Gaston County Schools will host holiday meals on Wednesday, November 15 (grades 2 and 4 parents invited to attend) and on December 6 (grades 3 and 5 parents invited to attend). **The adult price for holiday meals is \$4.50.**

Gaston County Schools follows the NC Healthy Schools initiative. Parents are asked to send in healthy snack and lunch options; we recommend that students do not bring sodas or energy drinks for snack or lunch. Students are asked to have a water bottle for their day that contains water.

Students who wish to purchase ice cream must pay Thursday of each week and it will be distributed on Fridays. Ice cream is sold for \$1 or \$25 for the year. Ice cream can be paid for using www.k12paymentcenter.com or cash. There is a \$5 savings if ice cream money is paid in full for the year.

Discipline

Please read and discuss the Gaston County Student Code of Conduct with your students. We will not tolerate unsafe behavior which causes a disruption to the learning environment. Students are to respect other students' and staff members' property and privacy.

The administration reserves the right to handle discipline issues in accordance with the GCS Student Code of Conduct, including consequences ranging from an administrative conference to out-of-school suspension.

Dress Code. Students should come dressed according to the guidelines in the Code of Conduct. A student's appearance should not be distracting to other students nor should it be disruptive to the learning environment. Students should wear tennis shoes on days that they have PE.

Cell Phones and Smart Watches. Student cell phones and smart watches must be off and out of sight during the instructional day. Devices that are out at inappropriate times may be confiscated and turned into the office for parent pick-up.

Technology & Cell Phones

Chromebooks. Belmont Central Elementary is a 1:1 Chromebook school. This means that each student is issued a device to use for the entire school year. Students take these devices home each night. A Chromebook agreement form must be completed annually. There is no cost for use of the device. Loss, theft, or damage of a device must be reported to a teacher or administrator for repair as soon as possible. Families may be responsible for reimbursing the district for the cost of repair in the event of damage.

Field Trips

Field trips are an important way to extend the educational experience of students. Throughout the year, grade levels will take field trips to locations in our community and state. Students are required to ride school-provided transportation (bus) to and from field trip locations. Additionally, students are expected to follow the GCS Code of Conduct while on field trips.

Students must have a signed permission slip in order to attend field trips, and parents can pay any fees associated with trips via cash, check, or www.k12paymentcenter.com. Due to space limitations of groups, only parents who will be acting as chaperones (and have an approved volunteer application on file) will be permitted to attend field trips.

Medication

Medication will be administered to students only if parents have provided written permission on an Authorization of Medication form supplied by Gaston County Schools that is also signed by the student's physician. Medication must be in an updated prescription bottle with the label stating the student's name, dosage, and instructions. Students should never be in possession of medication, even over-the-counter medication, while on school grounds. Authorization of medication forms can be picked up in the front office.

School Safety and Visitors

Keeping students and staff safe at school is our top priority. Therefore, we conduct monthly fire drills, tornado drills as scheduled by the state, metal detecting in accordance with GCS policy, and three lockdowns per year, and have a full-time School Resource Officer on campus. We believe it is important for our students to develop situational awareness and to know what to do in the event of an emergency. All safety drills are conducted in accordance with the Gaston County Schools Emergency Plans.

In order to maintain safety at Belmont Central, all visitors to campus must check in at the front office upon arrival and receive a "Visitor" badge, which is to be worn at all times while on school grounds. To receive a "Visitor" badge, you must present your drivers license for scanning.

Parents may begin eating lunch with their children on August 28 - lunch visitors will not be allowed prior to August 28. Parent visitors at lunch will need to sign in via the front office and

then eat with their child in the lobby area. Parents should not leave the lobby area for any reason; students will walk themselves back to class when lunch is over. Due to space limitations, we must limit to 2 guests/student at lunch.

Celebrations and Student Recognition

There will be three planned parties during the school year: Halloween, Christmas, and Valentine's Day. Treats may be given for other holidays. Parents will be invited to attend the Halloween and Christmas parties. Valentine's Day parties will be for students only.

Students are not allowed to receive flowers or balloons at schools. We are also unable to share student information for birthday party invitations. Teachers are only allowed to distribute invitations for birthday parties if all students in the class are receiving an invitation.

Parents are allowed to send in one treat for a student's birthday. It should be dropped off in the office and will be given to the teacher to give to students after their lunch time. At Belmont Central, we know that birthdays are very exciting and important to students, so we recognize students' birthdays via the morning announcements. We cannot allow deliveries (balloons, flowers, etc.) to students at school on birthdays or other occasions.

Additionally, Belmont Central recognizes students of the month for each class each month. Student incentive celebrations will be held for students who have maintained their academic work and behavior.

Asbestos Management

All Gaston County Schools are required to file an Asbestos Management Plan. This plan outlines areas at school sites where asbestos is located. The Asbestos Management Plan for Belmont Central Elementary School is available for your inspection in the front office, should you wish to review it.

Board Policy

Information regarding specific school system policies can be found on the GCS website (www.gaston.k12.nc.us) by hovering over the Board of Education tab. Then click on the Policies link displayed.

Belmont Central Elementary School

2023-2024 Important Dates

Fall 2023

August

- 13 - Second Grade Orientation, 2:30 - 4:00 PM
- 14 - Meet the Teacher, 4:15 - 7:30 PM
- 16 - 🎉FIRST DAY OF SCHOOL 🎉
- 25 - First Ice Cream Friday
- 28 - Parent Visitors at Lunch Begin
- 30 - Grade 3 Reading BOG

September

- 4 - Labor Day Holiday
- 12 - RtA and Standards-Based Learning Parent Information Sessions, 5:30
- 14 - Interim Reports
- 25 - Picture Day

October

- 12 - Early Dismissal (11:30) and Parent-Teacher Conferences
- 13 - No School for Students
- 19 - Report Cards
- 23 - Red Ribbon Week
- 26 - 5th Grade Holiday Parties
- 27 - 4th Grade Holiday Parties
- 30 - 3rd Grade Holiday Parties
- 31 - 2nd Grade Holiday Parties

November

- 10 - Veterans Day Holiday
- 14 - Make-Up Picture Day
- 15 - Thanksgiving Meal (grades 2/4 parents invited)
- 16 - Interim Reports
- 22-24 - Thanksgiving Break
- 28 - Belmont Christmas Parade

December

- 6 - Holiday Meal (grades 3/5 parents invited)
- 15 - 2nd Grade Holiday Parties
- 18 - 3rd Grade Holiday Parties
- 19 - 4th Grade Holiday Parties
- 20 - 5th Grade Holiday Parties
- 21 - 30 - Winter Break

Spring 2024

January

- 1-7 - Winter Break
- 8 - Start of Second Semester
- 11 - Report Cards Distributed
- 15 - Dr. Martin Luther King, Jr. Holiday

February

- 8 - Interim Reports
- 14 - Class Valentine's Day Parties (students only)
- 19 - Student Holiday

March

- 4 - 7 - Read Across America Week
- 7 - Early Dismissal (11:30) and Parent-Teacher Conferences
- 8 - Student Holiday
- 14 - Report Cards Distributed
- 29 - Holiday

April

- 1-5 - Spring Break
- 18 - Interim Reports

May

- 9 - Reading EOG (grades 3 - 5)
- 14 - Math EOG (grades 3 - 5)
- 16 - Science EOG (grade 5)
- 17 - Reading EOG Retest (grade 3)
- 22 - Last Day of School
- 31 - Report Cards Mailed

TBD:

- Field Day
- PTO Fundraiser
- Awards Day Ceremonies



Please note that dates may change as the year progresses. Similarly, additional events will be added. Those dates will be communicated as they are established.