

Walter E. Jacobson Elementary School

8400 Boseck Drive
Las Vegas, NV 89145
(702)799-4320 fax (702)799-4359
<http://www.jacobsones.com/>

PARENT-STUDENT HANDBOOK 2023-2024



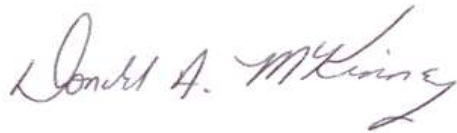
HOME OF THE CUBS

MISSION STATEMENT

Walter E. Jacobson will foster academic proficiency and social responsibility in all students by providing high quality, research-based instruction to produce responsible learners.

*Dear Jacobson Parents and Guardians,
Welcome to the 2023-2024 school year!! To ensure that Jacobson
Elementary continues to be a safe and positive learning
environment, please take time to review this handbook with your
child. We look forward to a great year of teaching and learning
together.*

Sincerely,

A handwritten signature in dark ink, reading "Donald A. McKinney". The signature is fluid and cursive, with the first name "Donald" starting with a large 'D' and the last name "McKinney" ending with a long, sweeping tail.

*Dr. Donald A. McKinney
Principal*

SCHOOL HOURS

8:00A.M - 2:11P.M.

PLAYGROUND OPENS AT 7:55
BREAKFAST BEGINS AT 8:00
TARDY BELL 8:10



ABSENCES

Nevada state law holds parents/guardians responsible for student attendance. If your child is absent, a written excuse note must be given to the teacher within 3 days of the absence. If your child is absent for (3) three or more days the office will require a doctor's note.



Also, if you know your child will be absent ahead of time, please stop by the front office, at least 48 hours prior, to fill out a Prearranged Absence Form. Students are only allowed 10 prearranged absences per school year and all make-up work must be completed for the days missed. Please keep in mind that, although you have excused or prearranged these absences, they do still count as absences. Students are allowed 20 absences for the school year. Once a child exceeds this number, the principal and teacher will evaluate his/her academic progress and assess for possible intervention. You will be notified by mail when your child reaches the 3rd, 6th, 9th, and 15th absence. These letters are computer generated and are mailed for your records. Students are required to make up any missed work within 3 days upon returning to school.

ARRIVAL

The playground is opened and supervised beginning at 7:55 A.M. **Students are NOT to be at school before that time.** Breakfast begins at 8:00 A.M. SafeKey is available for students signed up before and after school for grades K-5. See Page 10 for SafeKey information.

**PLEASE OBSERVE
15 M.P.H. in SCHOOL ZONE!**

TARDIES / LATE ARRIVAL TO SCHOOL

It is imperative that your child attends school on time each day. If your child arrives after the 8:10 tardy bell, he/she must proceed to the front office and receive a tardy pass. Your child will not be admitted into class without a pass.



For the safety of all students and staff, it is imperative that students and parents NOT enter the building through any door except the main office door after the tardy bell has rung.

Each teacher will keep a record of tardies that each student acquires. Once 6 tardies have been reached, the school counselor and administration will be notified. A parent/guardian may be required to meet with school personnel in order to develop a plan to improve daily school attendance, which may include signing an Attendance Contract, and/or participation in our truancy program.

BIKES/ SCOOTERS/ SKATEBOARDS/ HEELYS



There is a locked bike rack parking area in the front of the school. Parents are strongly encouraged to purchase and have their child(ren) use locks. We are not responsible for stolen or lost bikes, etc. **SCOOTERS, SKATES, AND SKATEBOARDS ARE NOT ALLOWED ON CAMPUS.** Once on school property (sidewalk, driveway, blacktop), bikes must be walked into the bike rack area. This rule also applies to persons visiting the school for

any reason (i.e. picking up younger siblings after school). Due to safety concerns and the difficulty in removing the wheels, Heelys are NOT allowed at school.



DISMISSAL

All students will be dismissed by their teacher from a designated area. Please make clear meeting arrangements with your child(ren) at dismissal time **BEFORE** school starts as we cannot interrupt the classroom to relay these messages. If it should become necessary for your child to leave the school campus during the day, a note should be sent to the teacher. This includes doctor appointments, lunches off campus, or any other changes of schedule. **All students must be checked out through the office with a picture ID.** Students who are not picked up by 2:21 will be subject to the CCSD Afterschool Plan which may include transport to the Boys & Girls Club and/or Child Haven by a truancy officer. Parent are responsible for all incurred costs

PARKING AND TRAFFIC

The front parking lot has limited spaces available and is closed during arrival and dismissal times. No parking will be permitted outside of designated parking spaces or in fire lanes. **For safety reasons, please enter the parking lot from Boseck Drive ONLY.** Also, please do not double park or make u-turns in the middle of the street.

CROSSWALKS



To ensure student safety, please remind your child(ren) to cross the street at crosswalks **ONLY**. Drivers are required to stop at the crosswalk and not proceed until the children have cleared the street and are up on the curb. Officers will ticket vehicles not complying with this law. **For safety reasons, students must cross only at crosswalks. Jay-walking is unsafe and illegal.**

DRESS CODE

Footwear which does not offer sanitary or safety protection, such as flip-flops and high heels, is prohibited. On the days your child has P.E. it is required that he/she wear tennis/gym shoes. Shirts or blouses must be appropriately buttoned in accordance with the design of that shirt or blouse. The length must extend beyond the belt level. All attire must be hemmed and shorts or skirts must be at least fingertip length. Transparent, see-through, bare midriff, strapless, spaghetti strap, low-cut or tank tops and outfits that provide minimum coverage are prohibited. Straps should be a minimum of three fingers in width. Hats may be worn for protection from the sun outside, but are prohibited in the building. Clothing with slogans or advertising which by their controversial or obscene nature disrupt the educational setting is also prohibited. Ear gauges are not permitted to be worn at school.

EMERGENCY INFORMATION

It is imperative that the school maintains current home and emergency phone numbers and current addresses. This is very important in case of a school emergency,



accident, or illness. Should your child require immediate medical attention and a parent/guardian cannot be reached, 911 will be called and the parent/guardian will be responsible for any costs incurred.

ENROLLMENTS AND WITHDRAWALS

Students must be officially enrolled through the school office by a parent or legal guardian before they can attend classes. Proof of residence must be provided prior to registration in the form of a lease or a utility bill in the parent/guardian's name (no phone or cable bill). If the student is new to the district, he/she must provide a state birth certificate and an immunization record compliant with Nevada law. When a withdrawal is necessary, please give the office two days notice to prepare records. You will be required to show I.D. and sign the transfer paperwork.

HOMEWORK POLICY

Homework is encouraged and used by teachers to reinforce the academic material taught during the instructional day. Specific classroom homework expectations will be shared at Open House Night and through classroom welcome letters.



LOST AND FOUND

There are two locations to search for lost items. Large items, such as coats and lunch boxes will be in the multi-purpose room; small or valuable items will be in the school office. When an item is found by a student, it should be turned in at the appropriate lost and found location. All unclaimed items will be donated to a charitable organization at the end of the school year.

BREAKFAST AND LUNCH

Breakfast: FREE

Lunch: FREE

Milk: FREE

(subject to change)



MEDICATION

Any prescription medicines, including inhalers, which your child needs to take at school, must be on record with and kept in the Health Office before the medication can be given. Over the counter medication (such as cough drops, aspirin, etc.) cannot be brought to school or kept in backpacks or desks. Contact the school First Aid and Safety Assistant or Nurse if you have any specific questions.

PARENT CONCERNS AND COMMUNICATION

To assist parents in successful communication to resolve any problems or concerns, the Clark County School District has

developed the following guidelines:

Classroom issue.....Contact the teacher initially at 799-4320 or via Class Dojo.

School issue.....Contact the school's administration.

Area issue.....Contact Region 2 personnel at 702-799-2939.

Please allow for 24-hour response to your call.

PERSONAL BELONGINGS

Please do not allow your child(ren) to bring items to school which are not part of the educational program unless specifically requested by the teacher. These items, including balls, toys, cards, electronic games, etc., are considered nuisance items and may be confiscated. Parents are urged to print names on items such as coats, sweaters, and lunch boxes.

REPORT CARDS, PROGRESS REPORTS, CONFERENCES, AND COMMUNICATION



Report cards will be issued to students at the close of each semester 2 times a year and will contain both academic and citizenship grades. Attendance will be listed on the report card as well. Progress reports will be issued monthly, and daily progress can be monitored using Infinite Campus. Toward the middle of the first semester, parent/teacher conferences will be held, but feel free to contact your child's teacher throughout the year if you feel a conference is necessary. Any day can be conference day!

Consistent communication is an essential part of the educational program. We feel it is very important for parents/guardians to

keep in close contact with their child's teacher concerning his/her progress.

Please remember to schedule a conference in advance so a time that is convenient for all can be established. Teachers cannot be interrupted during instructional time to conduct a conference.

As always, please sign-in at the office upon arrival.

SAFEKEY



SafeKey is a City of Las Vegas Parks and Recreation Service program. For a pre-paid fee, students are safely supervised before school from 6:30 to 7:55a.m. and/or after school from 2:11 to 6:00p.m. For your child's safety, it is strongly recommended that you complete SafeKey paperwork and prepay so that in the event you are late in picking up your child, he/she can go to SafeKey until you arrive. Contact SafeKey directly at (702) 229-3399 for any questions.

ACADEMIC CELEBRATIONS/SCHOOL PARTIES/TREATS

Academic celebrations may be held to recognize certain holidays. Exact days will be announced during the year. Birthday parties are considered a function of the home and are not allowed at school. Treats will be allowed for other classroom celebrations, but all treats must meet the guidelines of the District Wellness Policy. Acceptable treats or snacks can be found at this link:
https://docs.google.com/spreadsheets/d/10JKjkc7JvwCvOErQqYnBYhLqAldR3EDQywhXr3pGa_s/edit#gid=843985072

TELEPHONE AND CELL PHONE USE



School telephones are for school business and are to be used by students **only in an emergency situation**.

Forgetting homework or a signed permission slip or setting up a play date does not constitute an emergency. Only in an extreme emergency will a class be interrupted to deliver a message to a student or teacher; however, a message may be left so the student or teacher can respond during a lunch break or before leaving campus at the end of the day. As cell phones become more popular, guidelines have been established by CCSD to ensure that their use does not negatively impact the learning environment.

Students may bring a cell phone to school as long as it is turned off and kept in the child's backpack during the school day. Students will not be allowed to call home during an emergency as excessive use of cell phones during this time may block the airwaves and cause undue panic. Cell phones will be confiscated if this policy is not followed and will be returned only to the parent. Parents are also asked to silence their cell phones while on campus.

STUDENT BEHAVIOR

Children must develop self-discipline in order to optimize their learning. We ask you to discuss with your child(ren) the importance of and need for appropriate behavior and a positive attitude while at school. We will not tolerate fighting, disrespect towards others, obscene language, destruction of school property, or any other behavior that disrupts the educational environment.

Students who break rules will be dealt with by the classroom teacher according to the progressive discipline plan. If problems continue, the student will be sent to the office and receive appropriate consequences, which may include a phone call to parents or a required parent conference to help resolve the problem. Please refer to the Clark County School District publication, “Behaving at School.”

SCHOOL-WIDE JACOBSON EXPECTATIONS

- Be safe.
- Be kind to others.
- Make good choices.
- Treat others the way you would like to be treated.
- Always do your best.



PLANNERS

Students in grades 4 and 5 will receive a school planner at the beginning of the school year. This planner is expected to be utilized by the student on a daily basis to record daily assignments/homework and as a means

of communication between parents and teachers. Additional planners can be purchased in the office for \$5.00.

VOLUNTEERS

In adherence with Senate Bill 287 and CCSD Policy/Regulation 4100, all CCSD volunteers are required to receive clearance through the CCSD Human Resources Department prior to volunteering at the school, including field trip chaperones. This process includes fingerprinting with the CCSD Police Services, a cleared background check, and a \$55.00 fee. Once this process has been completed, the volunteer will receive a “Volunteer” badge that is valid for 5 years and must be worn when volunteering on campus.

Please print, sign, and return this page to your child’s teacher. If you would like us to send a copy of this page home with your child for you to return, please contact the school office.

ACKNOWLEDGEMENT OF JACOBSON ELEMENTARY PARENT/STUDENT HANDBOOK

**Please sign and return this to your child's teacher by
Friday, September 8th.**

I, the undersigned, have read the Jacobson Parent/Student Handbook,
understand its contents, and have reviewed this information with my child.

Child Name: _____

Parent Signature: _____ Date: _____