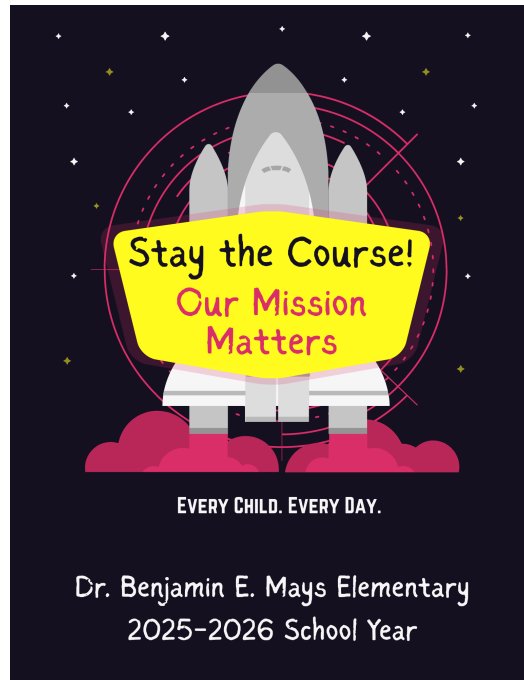


Dr. Benjamin E. Mays Elementary

Student Handbook
2025-2026



1608 Florida Avenue
Greenwood SC 29646
864-941-5535

Principal: Tiara Watson Ed.S

Assistant Principal: Ruth Randsell Ed.S

Mays Mission Statement:

The Mays Elementary family strives to empower all children to light the way for the future by becoming lifelong leaders and forward thinkers. Every Child. Every Day.

July 1, 2025

Dear Mays Family,

Welcome to Dr. Benjamin E. Mays Elementary School! We hope this handbook will serve as a guide to help answer any questions you may have about our school. At Mays we believe in family and we are committed to providing a high quality education to all of our Mays Rays! We have a group of dedicated staff who go the extra mile to meet the needs of all of our learners. Our faculty and staff work diligently to help all students be successful and let their light SHINE!

Your commitment to your child's education is pivotal. We believe it takes a village to raise a child, and your support is valued. Our students are given various opportunities to grow their leadership skills in classroom and schoolwide roles. These roles will help provide them with the 21st century skills needed to be college and/or career ready.

If you have any questions and you are interested in touring the school or meeting with administration, please feel free to reach out to me at watson@gwd50.org or our Assistant Principal Ruth Ransdell at ransdellr@gwd50.org. You can also call the office at 864-941-5535. Your child is going to have a wonderful experience here at Mays, and will be prepared for middle school and beyond. We look forward to connecting with you throughout the year!

Sincerely,

Tiara Watson Ed.S

Mays Principal

Mays 2025-2026 Events



August 14, 2025	Mays Fall Family Bash Open House
August 21, 2025	July/August PTO Birthday Lunch
September 2, 2025	Fall School Improvement Council Mtg. Data Night Fall Scholastic Book Fair
September 18, 2025	September PTO Birthday Lunch
October 23, 2025	October PTO Birthday Lunch PTO Night & Costumes and Careers
November 7, 2025	Veterans Day Breakfast & Program
November 20, 2025	November PTO Birthday Lunch
December 2, 2025	Winter School Improvement Council Mtg.
December 8, 2025	 PTO Night & Winter Performance
December 11, 2025	December PTO Birthday Lunch
January 22, 2026	January PTO Birthday Lunch
February 3, 2026	PTO Night & Valentine Performance

February 16-20, 2026	Scholastic Spring Book Fair
February 19, 2026	February PTO Birthday Lunch
March 19, 2026	March PTO Birthday Lunch
March 20, 2026	PTO & Field Day
April 14, 2026	PTO & Shining Rays Talent & Art Show
April 23, 2026	April PTO Birthday Lunch
April 25, 2026	PTO & Earth Day Community Pick Up Day
May 6, 2026	Spring School Improvement Council Mtg.
May 4-8, 2026	Teacher Appreciation Week
May 21, 2026	May/ June PTO Birthday Lunch
May 22, 2026	Academic Learning Celebration Day
May 26, 2026	Awards Day 1st, 2nd, 3rd, & 4th Grades
May 27, 2026	Kindergarten Promotion 5:00 PM 5th Grade Promotion 6:30 PM

ADMISSIONS

To register a student the following items are needed: a legal birth certificate, an updated *South Carolina Immunization Form* and proof of residence. Proof of residence may be a mortgage statement, rent receipt, telephone bill, power bill or cable bill (with the parent's name and current address).

Kindergarten students must be 5 years old on or before September 1 of the school year in which they are enrolling. First grade students must be 6 years old on or before September 1 of the school year. A physical examination is strongly encouraged when a student enters school for the first time.

ARRIVAL AND DISMISSAL

The school day begins promptly at 7:47 a.m. Students should be in their classrooms and ready to begin work at that time. Punctuality is a quality of good citizenship. Please help your child to be on time. If a child is tardy, it is the responsibility of the parent to sign the child in each morning. **Bus transportation is not available for transfer students.**

Car riders should not be dropped off before 7:00 a.m. For safety reasons, students should be dropped off in the car line. Students should not be dropped off in the parking lots or bus circle. To help our car rider line move smoothly and safely in the mornings, we ask all parents to use the carline to drop off students. Car riders wishing to eat breakfast must arrive before **7:30 a.m.** each morning for breakfast. All students are encouraged to eat breakfast free of charge.

If a student changes his/her mode of travel to/from school, he/she should bring from home a written explanation of the change. At Orientation, every parent will give us a safe word in case there's a need for a change of transportation over the phone. The best mode of a change would be a written statement. We will be implementing a car dismissal system called Pikmykid which will also have a feature you can use to change the transportation. We cannot change transportation after 2:00 PM. Students are not permitted to ride on buses other than the one for which they are assigned.

Students who walk or ride in cars will be dismissed daily at 2:40pm. When you arrive at school, please sign in to the Pikmykid app and hang your Mays car tag on your rearview mirror. If you don't have access to Pikmykid, please display your car tags until we are familiar with your car. Parents are urged to pick their children up promptly during dismissal. Please remain in the car line to pick up your child. Walkers will be dismissed at a designated location. We will require an authorized adult to dismiss our walkers each day. All children must be picked up promptly in the afternoons, teachers have other obligations and cannot supervise children. Parents must come inside to sign their child out after 3:00 p.m.

ATTENDANCE

PERFECT ATTENDANCE AWARD STANDARD

A student must be present every day and must not accumulate more than a total of 4 early dismissals or tardies within a school year.

The board believes that attendance is a key factor in student achievement. Any absence from school represents an educational loss to the student. However, the board recognizes that some absences are unavoidable.

1. Students are required to bring written documentation for absences within five (5) days from the day of the absence.
2. Parents' notes will be accepted but are limited to ten (10) absences per year. Thereafter, a medical note will be required.
3. For elementary and middle school students, principal judgment will be used to excuse absences above 10, which total no more than 15 days of lawful and/or unlawful absences.
4. For secondary students, principal judgment will be used to excuse absences above five days per semester, which total no more than eight days of lawful and/or unlawful absences.
5. Absences with no documentation are automatically considered unlawful.
6. In accordance with SBE Regulation 43-274, Section B (1):
 - . When a child between the ages of 6 to 17 years has three consecutive unlawful absences or five unlawful absences, that child is determined to be truant.
 - . Once a child is determined to be truant, school officials must meet with the parent(s) or guardian (s) to identify reasons for absences.
 - . A written "Intervention Plan" must be developed to address the student's continued absences.

Behavior

Every child in our building deserves the right to learn. Teachers deserve the right to teach the content with few and limited distractions. Everyday is precious and we are growing every student. We need your support in reinforcing this at home.

Every Mays Ray is encouraged daily to show their SHINE. **SHINE** stands for: **Self Control, Honesty, Independence, Neatness, and Engagement**. If students do not display the correct and acceptable behaviors in school, a minor infraction or a major infraction will take place.

A minor infraction the teacher will make contact with the parent/guardian. Most minor infractions can be handled in the classroom. However, if a major infraction takes place, or multiple minor infractions, the school administration will make contact with the parent/guardian and we will follow the Greenwood Rights and Responsibilities, which can be found at www.gwd50.org. A copy of the first most important pages of the Rights and Responsibilities Handbook is located at the back of the student handbook.

BIRTHDAYS

We celebrate students each month with a Birthday lunch. Students are allowed two visitors during this time. PTO provides a birthday surprise for all students. Parents can bring in a special lunch for their child during this time. All visitors must sign in and provide a state issued ID.

BREAKFAST/LUNCH

All students have the opportunity for a free breakfast and lunch. We provide a free hot breakfast for all students arriving prior to 7:35 a.m. Parents should notify the school of any special dietary needs.

BUS TRANSPORTATION

Students are assigned to ride a specific school bus that will pick them up and drop them off daily. Bus assignments are based on the address of the student and the capacity of the bus. The state regulates distances, bus routes and the number of students allowed on a bus. Buses will not cross transportation zones. Therefore, if students attend daycares or have babysitters, parents must provide transportation.

Please help us follow these regulations. When a student receives a bus assignment, he/she should ride the same bus daily.

All Kindergarten & 1st grade students must be accompanied by an escort. Every bus rider K & 1 will receive two authorized blue bus escort tags for the family at orientation. A child will not be released from the bus unless there is an authorized person. All bus riders will have a bus tag. Red tags will be given to our K & 1 and 2 -5 will have a green bus tag. Students with red tags are given three warnings if an authorized escort is not at the bus stop for pick up. After three times, students will no longer be able to ride D50 bus transportation.

If there is a change in transportation, please notify the school (in advance) in writing. If the notification is not received, your child will assume his/her regular method of transportation. These rules are made for the safety of all of our students. Please call to the school before 2 PM.

If you have a problem regarding bus drivers, bus stops, bus routes or late buses, please contact the Transportation Office at 941-5555.

Riding a School Bus is a Privilege Not a Right

State laws and regulations govern the conduct and safety of our students. All students are under the supervision and authority of the bus driver. Failure to follow the bus driver's rules will

result in a discipline referral to the principal or his designee. Repeated disciplinary problems can result in suspension from riding the bus for an indefinite period. School bus rules and regulations can be found in the *Student's Rights and Responsibilities* handbook.

CAR PICK-UP

With the cooperation of all parents, arrival and dismissal procedures will be a quick process. We require that the following guidelines be followed:

1. Early dismissals will not be granted after 2:00 p.m. In order to maintain a secure building and provide a quick and orderly dismissal process, your cooperation is requested. A note should be sent to school the day of the early dismissal. *The note should contain the name of student, date, time of dismissal, reason for dismissal, name of person picking up the student and the parent's signature.* If the person that plans to dismiss a student is not the parent and/or are not on the student's contact list, the student cannot be dismissed without permission from parent or guardian. A valid photo id is required at all times. Please make every effort to schedule appointments after school hours.
2. All car riders will be using the car line at the front of the building.
3. Cars need to line up single file in the dismissal lane. Remember to alternate merging into the dismissal lane. To help with moving the car line quickly, please have your child's name displayed in the front window.
4. Children may load only when a car is stopped in the designated loading spots directly in front of the building. Students are not allowed to cross the driveway. Please do not park and come to the door of the school to get your child. This interferes with the loading process and impedes the progress of those parents who have waited in line. This impediment is also a safety hazard for our students.
5. Parents and guardians should remain in their cars and in the car line.
6. All cars should move forward as much as possible before stopping to load and unload students.
7. Students are to be picked up by **3:00 p.m.** each afternoon. We offer after school care with the Boys and Girls Club and the YMCA if you need afterschool care.

CHANGE OF ADDRESS

It is important that the school has each parent's current address and phone number. Please notify the school immediately upon a change in address or telephone number. A new proof of residence is required for each change. Please see our Secretary Ms. Anne Driggers or Power School Operator Mrs. Paula Hinton if a change needs to be made.

We reserve the right to request a new proof of residence when needed to verify an address for our attendance zone.

CHILD ABUSE

Any teacher, nurse, counselor or other school professional acting in an official capacity who has reason to believe a child under age 18 has been subjected to or adversely affected by physical, mental, or emotional abuse/neglect must make a report to the County Department of Social Services or appropriate law enforcement agency in accordance with the SC Child Protection Act of 1977.

CELL PHONE POLICY

To create and provide a more focused learning environment, minimize distractions, and improve overall student engagement and academic performance, students are not allowed to use cell phones during the school day. * This is also reflected in our Student Rights and Responsibilities.

DRESS CODE

In an effort to have a school environment that is safe, orderly, and conducive to learning, students are expected to dress in an appropriate, decent manner. Greenwood School District 50 Board of Trustees Policy states the following:

- All pants will be worn at/above the hips.
- Clothes or accessories that depict alcohol, drugs, tobacco, racial slurs/epithets, sexual suggestions/insinuation, inappropriate language, or gang association are prohibited.
- Halter tops, tank tops, and see-through clothing are prohibited. Cleavage will not be shown.
- All garments (shorts, skirts, etc.) should be of appropriate length with no holes above the knees.
- Hats nor hoods will not be worn in the building.
- Extremely short clothing and garments made of clinging material (form-fitting knit fabric) should be avoided.
- For your child's safety, shoes must be worn at all times. Tennis shoes or closed-toe shoes are best for days on which your child has physical education (PE) classes.

We expect our students to be dressed in clean and comfortable attire at all times in accordance with our district policy. Student dress and appearance should not interfere with the educational process. Students who are dressed inappropriately will be allowed to call home for appropriate clothing or will be given a written warning (first offense unless severe violation is noted). Students continuing to wear inappropriate clothing may be sent home. The student will wait in the health room until the clothing arrives.

EARLY CLOSINGS/EMERGENCY SCHOOL CLOSINGS

In the event dangerous road conditions may exist, announcements of school closings will be made by 6:00 a.m. on local radio and TV stations. Information about school closings will also be posted on the Greenwood District 50 website - www.gwd50.org. In addition, you may call the Emergency Weather Hotline at 941-5511.

In case of an emergency situation during the school day, parents are asked not to call the school for information. Information will be given on the radio and television. In an emergency it is vital that the phone lines be available for use by those who are directing emergency procedures.

EQUAL OPPORTUNITY

Greenwood School District 50 is committed to the principle of equal opportunity. It is the district's policy to not discriminate on the basis of race, sex, color, national origin, religion, age, handicap or disability. Please contact the Human Resources Department or the Administrative Office (941-5400) to have questions, comments and/or concerns answered.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT

According to the *Family Education Rights and Privacy Act of 1988*, a parent or eligible student has a right to:

1. Inspect and review the student's education records;
2. Request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
3. Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the Act and the regulations in this part authorize disclosure without consent;
4. File a complaint with U. S. Department of Education concerning alleged failures by the agency or institution to comply with requirements of the act and the part; and
5. Obtain a copy of the policy.

If a parent does not want identifiable information published as directory information, he/she must notify the school in writing stating the specific information that he/she does not want classified as directory information.

FIELD STUDIES

Field studies are planned by teachers to supplement lessons. A signed Permission & Power-of-Attorney Form is required before a student is permitted to go on a field study. All forms and monies must be returned by the designated time. Students must have acceptable behavior in order to qualify for field studies.

Field study transportation is provided by school/charter buses and the cost is equally divided among all participating students. All students must ride buses and are the responsibility of their respective teachers.

FIRE DRILLS AND OTHER EMERGENCIES

Fire drills are conducted monthly. Exit routes are posted in each classroom and procedures are explained by teachers at the beginning of the school year. During drills, everyone must exit the building quickly and quietly.

Intruder, tornado, and earthquake drills are held during the year. Directions regarding the proper procedures for these drills are explained by teachers. We use the I love You Guys

Protocol for our intruder drills. We have included a page for parents in the back of our handbook so that you all are familiar with the language we use in our building.

GIFTED & TALENTED PROGRAM (GATAS)

The mission of the Gifted & Talented Program is to maximize the potential of gifted and talented students by providing programs and services that match the unique characteristics and needs of these students. The description of Gifted & Talented Program from the *National Excellence Report* (1995) is as follows:

Children and youth with outstanding talent who perform or show the potential for performing at remarkably high levels of accomplishment when compared with others of their age, experience, or environment.

These children exhibit high performance capability in intellectual, creative and/or artistic areas. They possess an unusual leadership capacity, or excel in specific academic fields. These students may be found within any racial, ethnic, or socioeconomic group, within any nationality, within both genders and within populations with physical disabilities, learning disabilities or behavioral problems.

The purposes of the identification process are as follows:

- to find students who display characteristics of the gifted and talented (i.e., ability or potential for high performance in academic areas);
- to assess the aptitudes, attributes, and behaviors of each student; and
- to evaluate each student for the purpose of placement.

Referred students in other grades will be screened with an achievement test and an aptitude test (if applicable). Students who move into the district will be screened automatically. Referrals for the gifted and talented program may be made from administrators, parents, teachers and students. Parents should contact the Guidance Counselor to begin the referral process. For more information about Greenwood School District 50 program for academically gifted and talented students, contact us at Mays Elementary.

****Students are served in the classroom by identified teachers in grades 2nd-5th. These classrooms may progress at a different pace than others, however they are still required to teach their grade level standards.**

GUIDANCE PROGRAM **School Counselor: Mrs. Shawn Nix**

The philosophy of the Guidance program is aimed toward the total development of students. Guidance is based on the democratic concept of each individual's dignity, worth and freedom to make choices. Developmental in nature, the Guidance program focuses on preventing problems. Guidance services are provided through classroom guidance lessons, small group guidance and individual counseling. Students may request to see the School Counselor or may be referred by their teachers or parents. In order for Guidance lessons to be successful, the parents and teachers must be involved.

Mrs. Nix works with students to help them learn how to work out conflicts with others, become more successful in school and be the best people that they can be. She also assists with school-wide programs.

In addition, the School Counselor is available to talk with parents who have concerns about their child's academic achievement or changes in their behavior. If a parent wishes to set up a conference with the School Counselor, please call the school at 864-941-5535.

GUM

Chewing gum at any location on the school campus or on state-owned school buses is not allowed.

HEALTH ROOM AND HEALTH SCREENING **Nurse Simpson aka Nurse Migi**

The Health Room is located at the main entrance of our building. If a student is ill or injured, his/her classroom teacher will allow him/her to visit the Health Room.

If a student is not well enough to be in class, he/she should be at home under parental supervision. Please do not send students to school if they are sick, vomiting or have fevers. Parents will be called if students have temperatures of 100.0° or greater.

All medicine (prescription and over-the-counter) that is brought from home must be accompanied by a signed *Medication Permission Form* (which may be obtained from the School Nurse). No medication will be dispensed without this signed form. All medicines will be kept in the Health Room. Medicine can't be sent to/from school on school buses.

Each year a basic health screening (vision and hearing) is conducted by the Nurse Migi and a team of trained assistants. If concerns are detected, a parent is notified via letter. This screening is by no means intended to take the place of a regular physician or dentist check up. Maintenance of health records and immunizations are also monitored.

HOME COMMUNICATION

We are a Class Dojo district and will use this on a regular basis to make connections with our families. Please ensure you have signed up for your child's classroom. Teachers regularly send newsletters and make phone calls in order to keep parents well informed. Please check your child's book bags, homework folders, etc., on a daily basis. Weekly folders go home on Wednesdays. Please sign and return all materials. If you have any questions or concerns, please contact your child's teacher. We try to make the teacher the first point of contact. If you have talked with the teacher and you need further conferencing, please feel free to contact Mrs. Watson or Mrs. Ransdell. You can request a phone or face to face conference.

Greenwood School District 50's web address is www.gwd50.org. The school's website provides information regarding the school, faculty and students.

HOURS OF OPERATION

School Office Hours	7:15 a.m. until 4:00 p.m.
Student School Day	7:47 a.m. until 2:40 p.m.
Teacher School Day	7:30 a.m. until 3:15 p.m.

ILLNESS OR INJURY

In case of an illness or injury, a student will be cared for temporarily by the School Nurse, Nurse Simpson, or a staff member. If emergency medical treatment is necessary, the parent will be contacted. If the parent can't be reached, the student's contact information that was provided on the Student Information Form will be used. The name and number of the student's family doctor must be on file at school. Parents must maintain current contact information with the school in case contact needs to be made regarding sick children.

INFORMATION SHEET

Each year, parents are asked to complete Student Information Sheets in addition to registration forms. This information is vital for communication between the school and home. Parents are asked to complete the forms as completely and as accurately as possible.

MEDIA CENTER

**Media Specialist: Mrs. Mary Margaret Madden
2021-2022 Teacher of the Year!**

The Media Center, which is the hub of the school, is available to all students during the school year for research and to check out various books. When checking out books, students have been instructed to properly care for them. Please notify Mrs. Madden if a book has been lost or damaged.

Book Fairs are scheduled during the year. Parents are invited to view the books and make purchases. Volunteers are always welcomed to help support our school. If you are interested in volunteering in the Media Center this year, please contact Mrs. Madden at maddenm@gwd50.org.

PARENT CONFERENCES and SCHOOL VISITATION

To ensure student success, conferences are scheduled during the school year to discuss student progress, test scores, academic plans and other student matters. Each teacher should have at least one face-to-face conference with each parent during the school year. Report card conferences are held at the end of the first nine-weeks. All conferences are usually held before school, after dismissal or during the teacher's planning period.

Parents are welcome to request a conference at any time by sending a note to school or calling the school office for an appointment with the teacher or principal. Parents must give 24 hour notice prior to an observation of the classroom.

Parents are encouraged to visit our school. In order to do so, all parents should check in at the office with a valid photo id and adhere to the following guidelines:

1. Observations should be conducted as discreetly as possible (without interrupting instruction). Parent/teacher discussions shouldn't take place during instruction.
2. Children behave differently when parents are present in the classroom. Inherently, specific concerns will not be observed during a parent visit.
3. Teachers may/may not greet parents until an appropriate break in instruction. They have been instructed to maximize instructional time. Teachers will acknowledge parents at an appropriate time.

PARENT INVOLVEMENT

It takes a village to raise a child. **YOU ARE IMPORTANT TO US!**  Parents are the most important and influential people in their children's lives. Research has shown that there is a direct correlation between parent involvement and student achievement. Teachers need the parents' help in providing their children with the best education. This facet can be accomplished by avoiding absences and tardies, allotting for quiet homework time, providing safe play time, monitoring your child's progress and ensuring a good night's sleep.

PERMISSION TO LEAVE SCHOOL

If a parent needs to dismiss his/her child before the close of the school day, the parent must come in and sign the child out of school. To ensure your student's safety, no child will be released to anyone other than parents or legal guardians unless prior notification is received. Unless there's an emergency, students will not be dismissed after 2:00 p.m.

PTO

PTO President: Mrs. Lybrand

The overall objective of the PTO is to promote the welfare of all children through a working partnership among parents, the school staff and the community. Everyone is encouraged to actively participate in the school's PTO. Please support our PTO by volunteering, attending PTO Nights, and Spirit Nights throughout the year. Mrs. Lybrand is our PTO President and is looking forward to recruiting and working with you.

RELEASE OF STUDENT INFORMATION

Candid shots and videos of student activities are made and used in the school, on the school webpage, in district publications, and in local newspapers throughout the year. Additional information, such as the student's name, grade, and reason for recognition, may also be included. If you do not want your child included, please stop by the office and make a written request for exclusion. This must be done within the first 15 days of school. Under certain circumstances, such as an official request by law enforcement, personal student information (home address, telephone number, date of birth, parents' names, etc.) may be released. Under no circumstances will information on any student be released over the telephone. Persons requesting information about a child must appear at the Mays office with proper photo identification and proof of relationship to the student.

REPORT CARDS AND GRADING

Report cards are issued following the completion of each nine-week grading period. Grades can be accessed on Powerschool at any time. The report card envelope should be signed and returned. Please let your child's teacher know if you would like to request a conference.

Our district has adopted a uniform, 10-point grading scale. The grading scale for our students is as follows:

A	=	Excellent	90-100
B	=	Good	80-89
C	=	Satisfactory	70-79
D	=	Poor	60-69
U	=	Unacceptable	59-Below

Students in first and second grades are graded in Math and Language Arts. Students in third grade are graded in Math, Language Arts and Science. Students in fourth and fifth grades are graded in Math, Language Arts, Social Studies, Science and Health.

The following grading scale is used in first grade:

S	=	Successfully Meeting Expectations
P	=	Progressing (Needs Support)
N	=	Needs Improvement
+	=	Area of Strength
-	=	Area of Weakness
Blank	=	Not yet Assessed

The following symbols are used for Physical Education, Art, Music, Conduct and Work/Study Habits:

S	=	Satisfactory
I	=	Shows Improvement
U	=	Needs Improvement

Please ensure your Final Forms and Powerschool information is updated.

SCHOOL IMPROVEMENT COUNCIL

The School Improvement Council (S.I.C.) serves as an advisory council to the faculty. One of the key roles of the S.I.C. is to bring parents, educators and community stakeholders together to collaborate on the improvement of their school.

The S.I.C. works to develop and implement a five-year school improvement plan (School Renewal Plan) that monitors and evaluates the success in reaching the plan's goals and objectives. An annual report is sent to parents about the progress of the plan. The S.I.C. assists the principal in writing the narrative for the *School Report Card*.

SCHOOL PROPERTY

Students are responsible for taking care of textbooks and materials. If those materials are lost or damaged, students must pay replacement or repair fees. Students should keep the school campus as neat and clean as possible. The appearance of the school campus depends on each student's cooperation. Any student who vandalizes school property must pay for the damages.

STUDENT SUPPORT FACILITATOR

SSF: Mrs. Kim McLaughlin
2025-26 Support Staff of the Year!

The Student Support Facilitator effectively and appropriately uses her resources to assist students in resolving personal, emotional and social problems. Mrs. Kim McLaughlin focuses on school attendance and works with families in accordance with the state attendance law. Please contact her at 941-5535 if you have any questions or concerns.

SUPPLIES

A supply list is sent home with each student in the orientation packet and is available on the district webpage (www.gwd50.org). Parents are asked to replenish supplies as needed.

TESTING

The following standardized tests are issued to students.

Measures of Academic Progress (MAP): - Students in grades K5, 1, 2, 3, 4, and 5 will take this test three times during the school year. Reports will show growth over a period of time.

SC READY - Students in grades 3-5 will take state tests in the spring. Dates will be announced at a later time.

ITBS - This test is a standardized achievement test designed to give a common measure of students' performance. It is given to second graders in the fall.

COGAT-This is an aptitude test given to identify academically gifted students. It is given to 2nd and 3rd grade students during the fall. South Carolina Performance Tasks - Used for further assessment for students whose COGAT/ITBS scores indicate they are potential qualifiers for the academically gifted program. More information about testing will be shared with you as we receive it.

VISITORS

We welcome visitors to our school. However, all visitors and volunteers must check in using state issued identification at the Main Office. Volunteers will have to submit a background check through the district office. Please go to www.gwd50.org . Parents will be escorted through the building and school officials need 24 hours prior notice. If you need a face to face conference, please reach out to the school or teacher about scheduling an appointment before or after school.

GUIDELINES FOR IN DISTRICT STUDENTS www.gwd50.org/administration

***Mays Elementary transfers were closed this year due to our high enrollment. If you have a student who transferred to our school at any time, these are the guidelines that you agreed upon. These guidelines will be followed and documented throughout the school year if there are any infractions.**

In District Students

- Each year, based on the expected enrollment and capacity of each school, the school district decides which schools and programs will be open to transfers as well as how many students can be approved to attend a school through the transfer window.
- Students who are currently in kindergarten through 11th grade may apply for a transfer. In addition, students who will begin kindergarten in the upcoming year may apply.
- Preschool age students (K4) are not eligible for a transfer through the district transfer process. The Director of Evaluation will handle all pre-K applications and enrollments.
- Students receiving special education may apply for a transfer through the district's transfer process. The decision to grant the request is based on the student's programming needs and program capacity at the school of choice.
- Parents whose children participate as a transfer student, must have transportation provided, to and from school. The inability of a student to meet the attendance expectations of the school will lead to the transfer approval being revoked. In that case, the student must then return to the zoned school.
- Any student attending a school through a transfer must maintain exemplary punctuality and attendance at school, cooperate with the school in regards to academic and disciplinary expectations, provide transportation to and from school, and submit required annual Proof of Residency as a condition of remaining at the school.
- The rules of the South Carolina High School League determine eligibility for interscholastic athletics and activities for middle and high school students. It is the parents' and students' responsibility to be aware of these athletic procedures before applying for a district transfer. Any student who accepts a transfer and participates in an athletic activity during the spring or summer may have their eligibility affected. If you have questions regarding participation in interscholastic athletics, please contact your school's athletic director prior to applying for a transfer to a school other than your zoned school.
- If approved for a GWD 50 transfer, a student does not need to apply yearly for the same school. Transfer approvals are valid for the duration of a student's stay at the approved school until they change schools or move out of Greenwood District 50 zone.
- **Any approved transfer may be revoked if a student is not making adequate academic progress, fails to maintain good conduct and behavior, becomes a disruption to the operation of the school or a detriment to the learning of other students, has excessive tardies and/or absences, or has submitted falsified documents to the district to obtain the transfer.**