




## SHES Back to School Parent Guide 2024-25






**Principal: Dr. Karen Williams**  
**Assistant Principal: Dr. Mark Montello**

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<p><i>DCSD School Superintendent</i></p>	<p>Dr. Devon Horton</p>
<p><i>Area I Superintendent</i></p>	<p>Dr. Beth Kyle</p>
<p><i>Open House</i></p> <p><i>Class Assignments</i></p> <p><i>1<sup>st</sup> day of School</i></p> <p><i>Curriculum Night</i></p>	<p><b>Open House - Grades PK – 5: Thursday, August 1, 2024</b>  <b>Session 1 – 9:30 am – 11:00 am and Session 2 – 12:30 pm – 2:00 pm</b>  <b>*Please note teachers/staff are scheduled for a lunch break between sessions*</b>  <i>Homeroom teachers will contact families before Open House. If needed, an information table will be provided during Open House if you need to know your child’s teacher and classroom.</i></p> <p><b>First day of School: Monday, August 5, 2024 @ 7:45am ~Front doors will open at 7:15am for parent escorts. ~ Parents may escort students to class on August 5-6, 2024.</b> SHES staff will be available to assist with class locations. All parents must clear the halls and building by 7:45 am.</p> <p><b>Curriculum Night - August 29<sup>th</sup> (PTA Meeting @5:30; Session 1 @6:05 &amp; Session 2 @ 6:35)</b></p>
<p><i>Registration &amp; Information</i></p>	<p><i>ALL students: NEW, returning and transferring students must be registered for the 2024-25 school year. New Students: <a href="#">Click here</a></i>  <i>Returning students - Annual Verification: <a href="#">Click here</a></i>  <i>Late registration assistance during the 1<sup>st</sup> week of school will occur between 8:30am – 10:00am</i></p>
<p><i>Communication Tools</i></p>	<p><i>School website: <a href="https://www.sagamorehillses.dekalb.k12.ga.us/">https://www.sagamorehillses.dekalb.k12.ga.us/</a>; Calling Posts- Please ensure your phone number and email are accurate in Parent Portal; Opt-in for text messages; School Messenger for school-wide information and Agendas are used for Grades 1-5.</i></p>
<p><i>Visitors Policy Safety &amp; Security</i></p>	<p><i><a href="#">Click here</a> for details of our Visitors Policy - PLEASE READ carefully. ALL VISITORS MUST SIGN IN and OUT in the Front Office and wear a visitor’s pass. Exterior doors will remain locked. Please ring the bell for assistance, show your face, and identify your purpose of the visit. It is always necessary to report directly to the Front Office.</i></p>
<p><i>What will students need daily?</i></p>	<ul style="list-style-type: none"> <li>• Headphones or earbuds – School issued devices should be fully charged.</li> <li>• Pocket hand sanitizer is optional for personal use at desk, etc.</li> <li>• Water bottle with a secure lid (Students will use the water filling stations for refills).</li> <li>• Pencil pouch/case for pencils/crayons/scissors/markers, etc.</li> <li>• ALL STUDENTS WILL BE PROVIDED WITH A STUDENT INFORMATION TAG for dismissal. Please keep the tag zip-tied to your child’s book bag each day.</li> </ul>
<p><i>Instructional Day</i></p> 	<p>Your child’s instructional day will begin at 7:45am and end at 2:20 pm. A <i>daily schedule will be provided by the homeroom teacher.</i></p> <p>7:00 – Bus Riders  7:05 – 7:35 – Breakfast Hours <b>*Students must transition to class no later than 7:40 am</b>  7:15 - Car Riders: Drop off &amp; drive-thru only. <b>(Please do not park in the bus/car pool lane, teachers parking spaces, or back parking lots).</b>  7:25 - Students are released from the cafeteria to their homeroom.  7:45 – Bell rings – Official start time of the Instructional School Day  7:50 – Morning Announcements  2:20 – End of the instructional day  2:25 – Bus Riders depart  2:30 – Walkers dismissed &amp; Car rider lane opened  2:45 – All car riders should be picked up</p> <p>THE AFTER SCHOOL ACADEMY will be available. If needed, please complete registration packet.</p> <p><b>*UPDATE: Supervised Recess/Unstructured Breaks increased to 25 minutes.</b></p>

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<p style="text-align: center;"><i>Attendance</i></p> 	<ul style="list-style-type: none"> <li>Student attendance and punctuality is essential for academic growth and achievement.</li> <li>Attendance is taken daily at the beginning of the school day.</li> </ul> <p>Parents of students who are marked absent will receive an automated call. Parents must submit an absence excuse note to the front office.</p>																					
<p style="text-align: center;"><i>Bus Routes Transportation</i></p>	<p>This information is also located on the DCSD website or Sagamore Hills website.  <a href="https://www.sagamorehillses.dekalb.k12.ga.us/sagamorehillselementaryschool_home.aspx">https://www.sagamorehillses.dekalb.k12.ga.us/sagamorehillselementaryschool_home.aspx</a></p>																					
<p style="text-align: center;"><i>Curriculum Content &amp; Special Area Classes</i></p> 	<p style="text-align: center;"><u><i>Elementary School Curriculum</i></u>  <i>Explore the Kindergarten through 5<sup>th</sup> grade Curriculum Connection Guides:</i>  <a href="https://www.dekalbschoolsga.org/curriculum/elementary/">https://www.dekalbschoolsga.org/curriculum/elementary/</a></p> <p>SHES Special Area Classes: Art, Music, Band/Strings, Physical Education &amp; Health, &amp; STEM</p>																					
<p style="text-align: center;"><i>DCSD Grading Protocol</i></p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="4">DCSD K-12 GRADING PROTOCOL</th> </tr> <tr> <th>Formative &amp; Diagnostic Assessments</th> <th>Assessment Tasks (Skills &amp; Homework)</th> <th>Classwork (Guided, Independent, and Group Practice)</th> <th>Quizzes, Tests &amp; Projects</th> </tr> <tr> <th>0%</th> <th>25%</th> <th>45%</th> <th>30%</th> </tr> <tr> <th colspan="4">Examples of Assignments per Grading Category</th> </tr> </thead> <tbody> <tr> <td>DCSD Unit Pre-Assessments DCSD Unit Post Assessments MAP Assessments DCSD Benchmarks</td> <td>Sponge &amp; Warm Up Exit tickets Quiz Skills Assessment Homework Notebook Checks Journal Prompts Discussions &amp; Oral Presentations</td> <td>Independent Work Group or Partner Work Performance Assessment Tasks Skills Demonstrations Performance and Exhibitions Demonstrations Portfolio reviews Labs</td> <td>Quizzes Final Exams Chapter/Unit Assessments Projects and/or Performance Assessments Portfolio Assessments Presentations</td> </tr> </tbody> </table>		DCSD K-12 GRADING PROTOCOL				Formative & Diagnostic Assessments	Assessment Tasks (Skills & Homework)	Classwork (Guided, Independent, and Group Practice)	Quizzes, Tests & Projects	0%	25%	45%	30%	Examples of Assignments per Grading Category				DCSD Unit Pre-Assessments DCSD Unit Post Assessments MAP Assessments DCSD Benchmarks	Sponge & Warm Up Exit tickets Quiz Skills Assessment Homework Notebook Checks Journal Prompts Discussions & Oral Presentations	Independent Work Group or Partner Work Performance Assessment Tasks Skills Demonstrations Performance and Exhibitions Demonstrations Portfolio reviews Labs	Quizzes Final Exams Chapter/Unit Assessments Projects and/or Performance Assessments Portfolio Assessments Presentations
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<p style="text-align: center;"><i>Infinite Campus Parent Portal Access</i></p> <p><i>*Parents MUST create a Campus Portal account.*</i></p> 	<p style="text-align: center;"><b><i>Do you have a Parent Campus Portal account?</i></b></p> <ul style="list-style-type: none"> <li>Parents and guardians will need to establish a Campus Portal account.</li> <li>Parents/guardians who do not already have a portal account should visit <a href="https://www.dekalbschoolsga.org/infinite-campus/">https://www.dekalbschoolsga.org/infinite-campus/</a> for instructions.</li> <li>Parents/guardians who have forgotten their portal username and/or password should click on the <i>Forgot username?</i> or <i>Forgot password</i> (<a href="https://campus.dekalb.k12.ga.us/campus/portal/parents/dekalb.jsp">https://campus.dekalb.k12.ga.us/campus/portal/parents/dekalb.jsp</a>).</li> <li><b><i>IMPORTANT: Parents/Guardians must log into Campus Portal to verify student information by July 29, 2024.</i></b> Parents must have an Infinite Campus Parent Portal account to verify/update their student(s) information.</li> </ul> <p><b><i>Note: Progress Reports and Report Cards are provided through the Parent's Campus Portal account.</i></b></p>																					
 <p style="text-align: center;"><i>Canvas Parent</i></p>	<p>Canvas Parent is designed to provide visibility into your child's education at a glance. Canvas Parent allows parents to: View assignment descriptions and due dates &amp; set reminders for assignments.</p>																					
<p style="text-align: center;"><i>Principal Advisory Council (PAC)</i></p>	<p style="text-align: center;"><a href="http://www.sagamorehillses.dekalb.k12.ga.us/CouncilMembers.aspx">http://www.sagamorehillses.dekalb.k12.ga.us/CouncilMembers.aspx</a></p>	<p style="text-align: center;"><b><i>Additional seats will be available Fall 2024.</i></b>  <i>Positions are filled via an election. Stay tuned for information regarding nominations.</i></p>																				
<p style="text-align: center;"><i>PTA Foundation PAC</i></p>	<p>PTA Website: <a href="http://sagamorehillspata.org/">http://sagamorehillspata.org/</a> and PTA Announcements  Sagamore Hills Foundation: <a href="http://sagamorehillsfoundation.org">http://sagamorehillsfoundation.org</a>  Principal Advisory Council: <a href="#">SHES PAC</a></p>																					
<p style="text-align: center;"><i>Nutrition Services &amp; Fast Food</i></p> 	<p>Meal Payments: <a href="https://www.schoolcafe.com/">https://www.schoolcafe.com/</a>  USDA has not granted school districts the ability to extend the "meals at no cost" waiver for the 2024-25 school year. An online application for SY 24-25 is available on the DCSD website <a href="https://www.dekalbschoolsga.org/school-nutrition/">https://www.dekalbschoolsga.org/school-nutrition/</a>  <b>DeKalb County School District guidelines prohibit bringing in food from fast food/chain restaurants during breakfast and lunch periods.</b> You will be asked to conceal the wrappers, cups/drinks, bags, etc. <b>Please adhere to this policy.</b> Thank you in advance.</p>																					

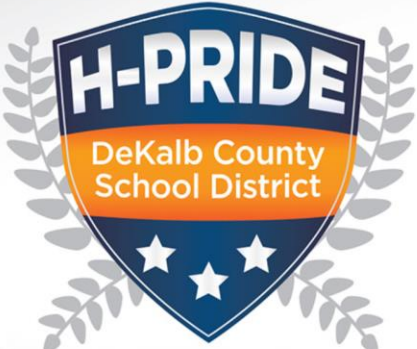

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Parent/Student Handbook.	The contents of the Parent/Student Handbook will also be located in the student agendas. <a href="#">Parent-StudentHandbook 24-25.pdf</a>
School Supplies	<a href="#">Supply List 24-25</a> or you may order a School Box Kit delivered to your home - <a href="#">Click here</a>
DCSD School Calendar	<a href="#">DCSD 2024-2025 Approved School Calendar</a>

*TEAM Sagamore is committed to the Six Core Values of DCSD...*



**DeKalb County School District Six Core Values:**

- H Humanization**- Before we can address the critical work that has to be accomplished collectively in the DeKalb County School District, we must connect as human beings first. Recognizing value and worth and not viewing others solely as resources and a means to an end.
- P Professionalism**- should be exhibited in all phases of our professional and personal life. Our dress code, the manner in which we communicate, accountability, and punctuality are some traits that represent professionalism.
- R Respect**- A professional work environment is built on mutual respect. We treat each other with courtesy, we value diversity, and appreciate different perspectives.
- I Integrity**- is closely related to professionalism but it involves honesty, truthfulness, and ethical conduct. Taking responsibility for their actions and maintaining confidentiality when required.
- D Dignity**- Fair treatment of individuals. Not discriminating against individuals because of race, gender, age, or sexual orientation. Open and honest communication regardless of the position or title is imperative.
- E Empathy**- Understand and share the feelings, perspectives, and experiences of others. It involves recognizing and acknowledging the emotions and concerns of others, as well as responding in a compassionate and supportive manner.

*Parents/Guardians and Community Members...WE NEED YOU because you are valued members of our school family and success story!*

*As we continue to see results, in 2024-25...*

*Together, we will **A**chieve, **C**elebrate and **T**arget (ACT) for Impact!  
Happy NEW "School" Year!*

