



Shawn R. Hall
Principal

Dr. Thomas Turner
Assistant Principal

Linoshca Stokes
Assistant Principal

August 5, 2022

Welcome back Comets!

We are excited to welcome you back on board the Energy Bus at Caughman Road Elementary School for the 2022-2023 school year! Your team of talented, energetic educators is eagerly preparing your child's learning environment and themselves as they look forward to making Caughman Road Elementary a GREAT place for Young Scholars! As we get ready for this year, **please come out and join us for our School-Wide Meet the Teacher/See the School Bash on Thursday, August 11, from 5:00-6:30 PM.**

While COVID has changed the daily operation of schools, our educational focus for students and families has not changed. Our goal is to ensure that all Scholars experience a rewarding educational and socio-emotional educational platform at Caughman Road. As we focus on student achievement, we will also provide a variety of academic and educational experiences that promote rigorous and goal driven student engagement. This year we will be focusing on three goals:

Goal 1: All students will demonstrate a minimum growth of 35% percent or higher from their fall baseline score on state and district formal assessments.

Goal 2: All Caughman Road Staff will communicate a clear vision for academic growth and achievement, grounded in research-based outcomes and supported by data.

Goal 3: All stakeholders will establish and nurture positive and productive relationships with all Scholars and their families as they work toward achieving the goals outlined in our shared vision statement through ongoing and honest communication, collaboration, the challenge of complacency, a commitment to growth, mutual accountability for all, celebration of our diversity, and personal growth for each student.

As we work to help students academically in the new year, both safety and parental communication will be essential. As we begin to get ready for the year, please take a few moments and review the following school-wide support systems:

School Safety:

Morning time can be the best part of a child's day! Buzzing with excitement, our Scholars should enter with a positive and proactive mindset so they are ready to tackle the day's goals! Please review the morning arrival reminders to help us nurture this mindset.

Morning Arrival

- Our instructional Day begins promptly at 7:30 AM with morning meeting. Please be prepared—all car rider areas close down at this time, and students will need to be signed in at the front office after this point to enter their classrooms.
- **Students Grades 2-5:** Parents may drop students off at the car riders' line area from 7:00-7:30 AM.
- **Students in Grades PreK-1:** Parents may drop students off at the Van Loop area. Siblings of students in grades PreK-1 may escort their siblings into the building. 7:00-7:30 AM.
- Students may be dropped off at the entry door. Parents are not permitted to walk students to class. Requests for teacher contact, messages, and class items can be left in the front office.
- All parent conferences or classroom observations will need to be scheduled with an administrator at least 24 hours in advance. Please contact Mrs. Lomas at 803-783-5534 for a conference time.
- Breakfast will be served in the cafeteria each day from 7:00-7:25 AM for students. Any student arriving after this time will be given a cold choice items from our breakfast in the classroom cart.

Afternoon Departure:

Safety is our number one priority at Caughman Road. During transitional times, staff members are focused on working with your students to ensure that we can meet their needs. As a result of this necessary classroom focus, please remember the following:

- Please communicate in writing, no later than August 16, your preferred mode of student transportation. All students in grades PreK-3 will be given a backpack tag with their mode of transportation and teacher's name to display for safety purposes. Please leave this tag on the book bag throughout the year, alerting us if another is needed.
- We begin afternoon dismissal at 2:30 PM. Afternoon early dismissal stops at 2:00 PM so that we may finish attendance and do one last check in with students before they leave for the day. Please do not request to pick your student up after 2:00 PM unless it is an emergency.
- At this time, we are unable to support walk up requests. All students will be dismissed to a car only while we work to learn new students and their afternoon transportation needs.
- All car riders are required to have a car rider tag in their window. If you do not have a tag, please have your ID ready for a verification within our POWERSCHOOL system. **Car**

tags may be picked up at the Back to School Bash or in the front office between August 8-12 ☺

- Please be patient with us during the first weeks of school as we learn new students and parents; car rider dismissal can take up to 30 minutes or longer from the time you arrive in the car lane to the time your child arrives at your car. The lane starts at the bus loop area. While we recognize that the wait can be time consuming, please be patient and realize that we are doing this so that we can get all of our students' home safely.
- All afternoon changes in transportation must be requested **in writing** by the parent or guardian. These messages can be faxed to 803-783-5537 if an emergency occurs and you are unable to send a parental note. Changes in transportation may not be done via phone.

Parent Communication

We welcome parental communication; we are here to support you in answering your questions and concerns.

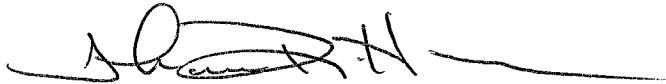
- Parent Portal information should be kept up to date throughout the year. District and school-wide emails, callouts, and written communications are sent to the contact listed within POWERSCHOOL. Please update your emergency contact list each nine weeks. Only the parties listed within POWERSCHOOL can receive communication concerning your child.
- All Teachers will have an established DOJO communication platform established for their classes. Class messages can be immediately received and reviewed by a teacher within this area. Communication platforms will be established with Parent/ Guardian of each student. Please send a message to each of your child's homeroom teachers when communicating.
- Communication folders go home on Tuesday of each week. Please email your child's homeroom teacher if you do not receive this communication.
- We ask our school families and employees to be diligent in communicating if your child becomes ill. In order to limit potential virus exposure to students and staff, any student noted to have viral symptoms will be assessed by a school nurse immediately. Post a medical assessment, a student who experiences a temperature will be immediately isolated, and a parent will be contacted. Parents are asked to pick up students immediately or to send an emergency contact to support a student who is ill.
- Although we do not foresee having to suspend school operations as outlined by the plan submitted to the South Carolina Department of Education, please review school and district communications weekly so that you can be kept abreast of the most current updates for Richland School District One.

Date to Remember:

- **August 11: Meet the Teacher/Back to School Bash 5:00-6:30 PM**
- **August 16: First Day of School ☺**
All Kindergarten Students will arrive at 8:30 AM on August 16 for our Boo-Hoo Breakfast and Parent Orientation.

Both the staff and I are looking forward to an educationally rewarding school year with you and your children. Please carefully review the school's website and attached information within this document. Although there will be a lot of new learning methods this year, you have our assurance that our educational time with your children will be our number one priority. Please do not hesitate to reach out if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shawn Hall', followed by a horizontal line extending to the right.

Shawn Hall, Principal

Caughman Road Elementary